

**Town of Southeast
1360 Route 22,
Brewster, New York 10509
Thursday, January 10, 2019
Organizational Meeting – 7:00 P.M.**

Pledge of Allegiance

Notation of Exits

Turn Off/Put on Vibrate – All Electronic Devices

- 1) Motion to Adopt Rules of Order – Roberts Rules of Order**
- 2) Motion to Adopt Town Board Meeting Dates – Thursday January 24; February 7 and 28; March 14 and 28; April 11 and 25; May 9 and 23; June 6 and 27; July 11 and 25; August 8 and 29; September 12 and 26; October 10 and 24; November 7 and 21; December 5 and 19.**
- 3) Motion to Set Roll Call Voting Order of the Town Board – Edwin Alvarez, Lynne Eckardt, Eric Larca, John Lord, Tony Hay**
- 4) Motion to Designate Official Depositories for the Town of Southeast – Tompkins Mahopac Bank and/or other banks that may need to be designated from time-to-time.**
- 5) Motion to Appoint Official Newspaper – _____, and any other newspaper if necessary**
- 6) Motion to Adopt Employee Handbook**
- 7) Motion to Appoint Emergency Coordinator – Gerald Schramek**
- 8) Motion to Designate Town Consulting Engineer – Nathan L. Jacobson & Associates, Inc.**
- 9) Motion to Designate Town Consulting Planner – AKRF Inc.**
- 10) Motion to Appoint Willis H. Stephens Jr. – Town Attorney**
- 11) Motion to Appoint Delegate to Annual Association of Towns Meeting and Alternate – Michele Stancati, Alternate, Willis H. Stephens, Jr.**
- 12) Motion to Appoint Fixed Assets Officer – Ron Hund**
- 13) Motion to Set Mileage Rate – Per IRS**
- 14) Motion to Adopt Standard Work Day – In accordance with Union Contracts**
- 15) Motion to Appoint the Dog Control Officer – Courtney Pagano**

- 16) **Motion to Authorize Putnam County to Levy Taxes**
- 17) **Motion to Appoint Parking Enforcement Officers – Michael Levine, Joe Hernandez, Peter Carey, Gerald Schramek**
- 18) **Motion to Appoint Parking Administrator – Susan Tobacco**
- 19) **Motion to Appoint Deputy Supervisor - To be designated when necessary from time to time.**
- 20) **Motion to Appoint Administrative Assistant to Supervisor - Chris DuBois**
- 21) **Motion to Appoint Town Tax Receiver – Susan Tobacco**
- 22) **Motion to Appoint Deputy Tax Receiver – Maureen Callen, Billie Jo Froessel and Sherri Migliaccio**
- 23) **Motion to Appoint Deputy Town Clerks – Elizabeth Cerone and Donna Milazzo**
- 24) **Motion to Appoint Deputy Town Clerk Elizabeth Cerone as Deputy Registrar of Vital Statistics**
- 25) **Motion to Appoint Town Court Clerk – Janice Bergquist, AnnMarie Milano**
- 26) **Motion to Appoint Zoning Officers – Michael Levine, Joe Hernandez, Gerald Schramek**
- 27) **Motion to Appoint Town Historian – John Duncan**
- 28) **Motion to Appoint the Following Board Seats:**
 - Architectural Review Board – John Goudy and Katherine Weber terms to expire 12/31/21**
 - Ethics Board – Michele Stancati term to expire 12/31/19, Anthony Colello term to expire 12/31/20, Nancy Jacob term to expire 12/31/21**
 - Historic Sites Commission – John Duncan, term to expire 12/31/25**
 - Library Board – Kevin Finnegan and Kathleen Sakowicz, terms to expire 12/31/23**
 - Planning Board – Eric Cyprus, term to expire 12/31/25**
 - Tonetta Lake Advisory Board – Karl Lebitsch, Patricia Bohrman, Mike Langley, Robert Lund, Karen Ratajack, Bill McGregor (1 year term)**

29) Motion to Appoint Tom LaPerch to Planning Board Chairman and David Rush Vice Chairman

30) Motion to Appoint Planning Board Secretary – Victoria DeSidero

31) Motion to Appoint John Goudey to Architectural Review Board Chairman.

32) Motion to Appoint Timothy Froessel to Zoning Board of Appeals Chairman and Paul Vink Vice Chairman

33) Motion to Appoint Liaison for Town Departments

Architectural Review Board – Edwin Alvarez

Code Enforcement – John Lord

Highway – Lynne Eckardt

Historic Sites Commission – Lynne Eckardt

Library – Lynne Eckardt

Parking – John Lord

Planning Board – Lynne Eckardt, Eric Larca

Recreation – John Lord

Special Districts – Eric Larca

Village – John Lord

Zoning Board of Appeals – Edwin Alvarez

34) Motion to Set 2019 Fee Schedule

35) Motion to have Employees sign 2019 Town Vehicle Policy

36) Motion to have All Employees sign Ethics Policy

37) Motion to Adopt 2019 Holiday Schedule

38) Motion to extend IMA Shared Services with the Village of Brewster - Uniformed Court Officer – Parking Enforcement of dedicated lots

39) Motion – Standard Workday and Reporting by Elected Officials

Recognition of Public/Public Comment

Recognition of Town Board/Town Board Comment

TOWN OF SOUTHEAST
1360 Route 22,
Brewster, New York 10509
Thursday, January 10, 2019
WORK SESSION/REGULAR MEETING 7:20 P.M.

Pledge of Allegiance

Notation of Exits

Turn Off/Put on Vibrate – All Electronic Devices

Work Session:

1. Discussion – Short EAF – Local Law to Amend the Architecture Review Board Process

Regular Meeting:

1. Resolution – Certiorari Settlement – Block Building Associates – Tax Map 59.19-1-40.2
2. Resolution – Certiorari Settlement – Kellison Holdings – Tax Map 68.5-2-6
3. Resolution – Tompkins Mahopac Bank – Brewster Public Library Improvements Fund
4. Resolution – Tompkins Mahopac Bank – Brewster Public Library Fund
5. Resolution - Declare Lead Agency – Amend the Architecture Review Board Process
6. Resolution – Negative Declaration – Amend the Amend the Architecture Review Board Process
7. Resolution – Local Law No. 1/2019, Amending Chapter 3 “Architectural Review Board”

Recognition of Public/Public Comment

Recognition of Town Board/Town Board Comment

WS # 1

Short Environmental Assessment Form

Part 1 - Project Information


Instructions for Completing

Part 1 - Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 - Project and Sponsor Information			
Name of Action or Project: Local Law to Amend the Architecture Review Board Process			
Project Location (describe, and attach a location map): Town of Southeast, NY			
Brief Description of Proposed Action: The Local Law would amend the Code of the Town of Southeast to simplify certain aspects of the Architecture Review Board process for minor projects, while retaining regulatory oversight over major projects that have the greater potential to affect the architectural character of the Town of Southeast.			
Name of Applicant or Sponsor: Town of Southeast Town Board		Telephone: 845-279-4313	
		E-Mail: mstancati@southeast-ny.gov	
Address: 1380 Route 22			
City/PO: Brewster		State: NY	Zip Code: 10509
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			NO <input type="checkbox"/>
			YES <input checked="" type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other governmental Agency? If Yes, list agency(s) name and permit or approval:			NO <input type="checkbox"/>
			YES <input type="checkbox"/>
3.a. Total acreage of the site of the proposed action?		_____ acres	
b. Total acreage to be physically disturbed?		_____ acres	
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?		_____ acres	
4. Check all land uses that occur on, adjoining and near the proposed action.			
<input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban)			
<input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other (specify): _____			
<input type="checkbox"/> Parkland			

5. Is the proposed action, a. A permitted use under the zoning regulations?	NO	YES	N/A
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Consistent with the adopted comprehensive plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: Name:Great Swamp, Reason:Exceptional or unique character, Agency:Putnam County, Date:10-23-88	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels? b. Are public transportation service(s) available at or near the site of the proposed action? c. Are any pedestrian accommodations or bicycle routes available on or near site of the proposed action?	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies:	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water:	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment:	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
12. a. Does the site contain a structure that is listed on either the State or National Register of Historic Places? b. Is the proposed action located in an archeological sensitive area?	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency? b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody? If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres:	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	
14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input type="checkbox"/> Urban <input type="checkbox"/> Suburban			
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
16. Is the project site located in the 100 year flood plain?	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes, a. Will storm water discharges flow to adjacent properties? <input type="checkbox"/> NO <input type="checkbox"/> YES b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe: <input type="checkbox"/> NO <input type="checkbox"/> YES	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	

18. Does the proposed action include construction or other activities that result in the impoundment of water or other liquids (e.g. retention pond, waste lagoon, dam)? If Yes, explain purpose and size: _____ _____ _____	NO <input type="checkbox"/>	YES <input type="checkbox"/>
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____ _____ _____	NO <input type="checkbox"/>	YES <input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: _____ _____ _____	NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>
I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE		
Applicant/sponsor name: <u>Ashley Ley, AICP, Town Planning Consultant</u> Date: <u>12/11/2018</u>		
Signature: <u></u>		

Project Narrative

It is the intent of the proposed local law to simplify certain aspects of the Architecture Review Board (ARB) process for minor projects, while retaining regulatory oversight over major projects that have the greater potential to affect the architectural character of the Town of Southeast. The proposed local law would allow the Planning Board some discretion in referring minor projects to the ARB.

Currently, all site plan applications are required to be referred to the ARB, including projects that have minimal to no visual changes (i.e. change of use within an existing structure and parking lot re-striping). The proposed local law would require all major projects, all new structures, and any exterior modification valued at more than \$5,000 to go to the ARB. The Planning Board would have the ability to refer any minor projects that do not meet the above criteria to the ARB at its discretion.

The proposed local law, which relates to the processing of a development application, is not expected to result in any significant adverse environmental impacts.

**TOWN BOARD
TOWN OF SOUTHEAST, NEW YORK**

R#1

**SETTLEMENT OF CERTIORARI PROCEEDINGS
BLOCK BUILDING ASSOCIATES – TAX MAP 59.19-1-40.2**

RESOLUTION NO. _____ / 2019

DATE: January 10, 2019

INTRODUCED BY: _____

SECONDED BY: _____

WHEREAS, proceedings have been commenced in NYS Supreme Court challenging the assessed valuation of premises owned by Block Building Associates, Tax Map No. 56.19-1-40.2, for the 2018 tax roll; and

WHEREAS, the Town Board is in receipt of a recommendation from its Assessor, Appraiser and Town Attorney in connection with the assessed valuation of the subject premises.

NOW, THEREFORE, BE IT

RESOLVED, that the Town Board of the Town of Southeast does hereby accept the recommendations of its professional advisors and authorizes the Town Attorney to execute a Stipulation of Settlement, Consent Judgment and/or Order on Consent in accordance with said recommendations for the following:

<u>Petitioner</u>	<u>Tax ID</u>	<u>Year</u>	<u>Assessment</u>	<u>Settled Assessment</u>
Block Building Associates	56.19-1-40.2	2018	\$1,575,000	\$1,050,000

And be it further **RESOLVED**, that the Town Attorney is hereby authorized and directed to execute any and all stipulations, consent orders or other documents necessary to reflect the forgoing settlement.

UPON A ROLL CALL VOTE:

- Councilman Alvarez _____
- Councilwoman Eckardt _____
- Councilman Larca _____
- Councilman Lord _____
- Supervisor Hay _____

VOTE: carried / defeated by a vote of _____ in favor, _____ against; _____ abstained.

TOWN CLERK'S CERTIFICATION

STATE OF NEW YORK)
 : ss.:
COUNTY OF PUTNAM)

I, MICHELE STANCATI, Town Clerk of the Town of Southeast, do hereby certify that the above is a true and exact copy of a Resolution adopted by the Town Board of the Town of Southeast at a meeting of said board held the 10th day of January, 2019.

MICHELE STANCATI
Town Clerk

R#2

TOWN BOARD
TOWN OF SOUTHEAST, NEW YORK

SETTLEMENT OF CERTIORARI PROCEEDINGS
KELLISON HOLDINGS – TAX MAP 68.5-2-6

2018 \$1,525,900 \$ 381,475 \$1,200,000 \$ NONE

RESOLUTION NO. _____ / 2019

DATE: January 10, 2019

INTRODUCED BY: _____

SECONDED BY: _____

WHEREAS, proceedings have been commenced in NYS Supreme Court challenging the assessed valuation of premises owned by Kellison Holdings, Tax Map No. 68.5-2-6, for the 2018 tax roll; and

WHEREAS, the Town Board is in receipt of a recommendation from its Assessor, Appraiser and Town Attorney in connection with the assessed valuation of the subject premises.

NOW, THEREFORE, BE IT

RESOLVED, that the Town Board of the Town of Southeast does hereby accept the recommendations of its professional advisors and authorizes the Town Attorney to execute a Stipulation of Settlement, Consent Judgment and/or Order on Consent in accordance with said recommendations for the following:

<u>Petitioner</u>	<u>Tax ID</u>	<u>Year</u>	<u>Assessment</u>	<u>Settled Assessment</u>
Kellison Holdings	68.5-2-6	2018	\$1,525,90	\$1,200,000

And be it further **RESOLVED**, that the Town Attorney is hereby authorized and directed to execute any and all stipulations, consent orders or other documents necessary to reflect the forgoing settlement.

UPON A ROLL CALL VOTE:

Councilman Alvarez _____
 Councilwoman Eckardt _____
 Councilman Larca _____
 Councilman Lord _____
 Supervisor Hay _____

VOTE: carried / defeated by a vote of _____ in favor, _____ against; _____ abstained.

TOWN CLERK'S CERTIFICATION

STATE OF NEW YORK)
 : ss.:
COUNTY OF PUTNAM)

I, MICHELE STANCATI, Town Clerk of the Town of Southeast, do hereby certify that the above is a true and exact copy of a Resolution adopted by the Town Board of the Town of Southeast at a meeting of said board held the 10th day of January, 2019.

MICHELE STANCATI
Town Clerk

R#3

**TOWN BOARD
TOWN OF SOUTHEAST**

BANKING RESOLUTION
MAHOPAC BANK – BREWSTER PUBLIC LIBRARY IMPROVEMENT FUND

RESOLUTION NO. _____ / 2019

DATE: January 10, 2019

INTRODUCED BY: _____

SECONDED BY: _____

WHEREAS, Mahopac Bank has been established as an authorized depository for Town funds; and

WHEREAS, the Town has or will soon be in receipt of grant funds for use in the capital improvements proposed for Brewster Public Library; and

WHEREAS, these capital improvement funds will be raised through the sale of bond and other municipal finance instruments and these funds must be maintained in separate segregated accounts; and

WHEREAS, Mahopac Bank requires Town Board resolutions authorizing the establishment of such separate segregated accounts.

NOW, THEREFORE, BE IT

RESOLVED, that the Supervisor and Town Finance Officer are hereby authorized to establish a separate and segregated demand deposit account with Mahopac Bank and shall deposit therein such funds received through the sale of bonds or otherwise for the purpose of making capital improvements to Brewster Public Library; and be it further

RESOLVED, that the Supervisor, Town Board members and Town Finance officer are hereby authorized to sign and execute any and all "signature cards" or other necessary documentation prepared by the Town's banking institution to evidence such signing authority; and be it further

RESOLVED, that all checks drawn on such demand deposit accounts shall require two (2) signatures consisting of any two (2) individual members of the Town Board and/or the Town Financial Officer (Ron Hund); and be it further resolved

RESOLVED, that the Town Clerk is hereby authorized and directed to forward a certified copy of this Resolution to the Town Accounting and Bookkeeping Department and to Mahopac Bank forthwith.

UPON ROLL CALL VOTE:

Councilman Alvarez _____
Councilwoman Eckardt _____
Councilman Larca _____
Councilman Lord _____
Supervisor Hay _____

VOTE: Resolution _____, by a vote of _____, to _____, _____ abstained.

TOWN CLERK'S CERTIFICATION

STATE OF NEW YORK)
) SS.:
COUNTY OF PUTNAM)

I, MICHELE STANCATI, Town Clerk of the Town of Southeast, do hereby certify that the above is a true and exact copy of the Resolution adopted by the Town Board of the Town of Southeast at a meeting of said board held on the 10th day of January, 2019.

MICHELE STANCATI, Town Clerk

R#4

TOWN BOARD
TOWN OF SOUTHEAST

BANKING RESOLUTION
MAHOPAC BANK – BREWSTER PUBLIC LIBRARY FUND

RESOLUTION NO. _____ / 2019

DATE: January 10, 2019

INTRODUCED BY: _____

SECONDED BY: _____

WHEREAS, Mahopac Bank has been established as an authorized depository for Town funds; and

WHEREAS, the Town budgets funds on an annual basis to be used for operation and maintenance of the Brewster Public Library; and

WHEREAS, these funds are raised through the general tax levy and must be maintained in a separate segregated account; and

WHEREAS, Mahopac Bank requires Town Board resolutions authorizing the establishment of such separate segregated accounts.

NOW, THEREFORE, BE IT

RESOLVED, that the Supervisor and Town Finance Officer are hereby authorized to establish a separate and segregated demand deposit account with Mahopac Bank and shall deposit therein such funds as are appropriated and re-appropriated to Brewster Public Library on an annual basis; and be it further

RESOLVED, that the Supervisor, Town Board members and Town Finance officer are hereby authorized to sign and execute any and all "signature cards" or other necessary documentation prepared by the Town's banking institution to evidence such signing authority; and be it further

RESOLVED, that all checks drawn on such demand deposit accounts shall require two (2) signatures consisting of any two (2) individual members of the Town Board and/or the Town Financial Officer (Ron Hund); and be it further resolved

RESOLVED, that the Town Clerk is hereby authorized and directed to forward a certified copy of this Resolution to the Town Accounting and Bookkeeping Department and to Mahopac Bank forthwith.

UPON ROLL CALL VOTE:

Councilman Alvarez	_____
Councilwoman Eckardt	_____
Councilman Larca	_____
Councilman Lord	_____
Supervisor Hay	_____

VOTE: Resolution _____, by a vote of ____, to ____, ____ abstained.

TOWN CLERK'S CERTIFICATION

STATE OF NEW YORK)
) SS.:
COUNTY OF PUTNAM)

I, MICHELE STANCATI, Town Clerk of the Town of Southeast, do hereby certify that the above is a true and exact copy of the Resolution adopted by the Town Board of the Town of Southeast at a meeting of said board held on the 10th day of January, 2019.

MICHELE STANCATI, Town Clerk

R#5

**TOWN BOARD
TOWN OF SOUTHEAST, NEW YORK**

RESOLUTION TO DECLARE LEAD AGENCY

RESOLUTION NO. _____/2018

DATE: January 10, 2019

INTRODUCED BY: _____

SECONDED BY: _____

WHEREAS, the Town Board of the Town of Southeast is considering the adoption of a local law to amend Chapter 3 of the Town Code, 'Architecture Review Board'; and

WHEREAS, the Town Board is the only agency that has the authority to amend the Town Code and, therefore, no other agencies are considered potential Involved Agencies;

NOW, THEREFORE BE IT RESOLVED, that pursuant to §617.6(b)(1) of the State Environmental Quality Review Act (SEQRA), the Town Board of the Town of Southeast, hereby declares itself Lead Agency for purposes of SEQRA for this Unlisted Action.

UPON ROLL CALL VOTE:

- Councilman Alvarez _____
- Councilwoman Eckhart _____
- Councilman Larca _____
- Councilman Lord _____
- Supervisor Hay _____

VOTE: carried / defeated by a vote of _____ in favor, _____ against; _____ abstained.

TOWN CLERK'S CERTIFICATION

STATE OF NEW YORK)
 : ss.:
COUNTY OF PUTNAM)

I, MICHELE STANCATI, Town Clerk of the Town of Southeast, do hereby certify that the above is a true and exact copy of a Resolution adopted by the Town Board of the Town of Southeast at a meeting of said board held the 10th day of January, 2019.

MICHELE STANCATI
Town Clerk

R#6

SEQR

State Environmental Quality Review
NEGATIVE DECLARATION
Notice of Determination of Non-Significance

Date: December 13, 2018

This notice is issued pursuant to Part 617 of the implementing regulations pertaining to Article 8 (State Environmental Quality Review Act) of the Environmental Conservation Law.

The Town of Southeast Town Board as lead agency has determined that the proposed action described below will not have a significant environmental impact and a Draft Environmental Impact Statement will not be prepared.

Name of Action: Local Law to Amend the Architecture Review Board Process

SEQR Status: Type 1
Unlisted

Conditioned Negative Declaration: Yes
 No

Description of Action:

The Local Law would amend the Code of the Town of Southeast to simplify certain aspects of the Architecture Review Board process for minor projects, while retaining regulatory oversight over major projects that have the greater potential to affect the architectural character of the Town of Southeast.

Location: Town of Southeast, NY

Reasons Supporting This Determination:

The following materials have been reviewed:

- Short Environmental Assessment Form (EAF), dated December 11, 2018

In addition to the factors considered above, the Town Board considered the following guidance from the State Environmental Quality Review Act and its implementing regulations and determined that the Proposed Action would:

- (i) Not result in "a substantial adverse change in existing air quality, ground or surface water quality or quantity, traffic or noise levels; a substantial increase in solid waste production; a substantial increase in potential for erosion, flooding, leaching or drainage problems;" (§617.7(c)(1)(i))
- (ii) Not result in "the removal or destruction of large quantities of vegetation or fauna; substantial interference with the movement of any resident or migratory fish or wildlife species; impacts on a significant habitat area; substantial adverse impacts on a threatened or endangered species of animal or plant, or the habitat of such a species; or other significant adverse impacts to natural resources;" (§617.7(c)(1)(ii))
- (iii) Not result in "the impairment of the environmental characteristics of a Critical Environmental Area as designated pursuant to subdivision 617.14(g) of this Part;" (§617.7(c)(1)(iii))
- (iv) Not result in "the creation of a material conflict with a community's current plans or goals as officially approved or adopted;" (§617.7(c)(1)(iv))
- (v) Not result in "the impairment of the character or quality of important historical, archaeological, architectural, or aesthetic resources or of existing community or neighborhood character;" (§617.7(c)(1)(v))
- (vi) Not result in "a major change in the use of either the quantity or type of energy;" (§617.7(c)(1)(vi))
- (vii) Not result in "the creation of a hazard to human health;" (§617.7(c)(1)(vii))

- (viii) Not result in "a substantial change in the use, or intensity of use, of land including agricultural, open space or recreational resources, or in its capacity to support existing uses;" (§617.7(c)(1)(viii))
- (ix) Not result in "the encouraging or attracting of a large number of people to a place or places for more than a few days, compared to the number of people who would come to such place absent the action;" (§617.7(c)(1)(ix))
- (x) Not result in "the creation of a material demand for other actions that would result in one of the above consequences;" (§617.7(c)(1)(x))
- (xi) Not result in "changes in two or more elements of the environment, no one of which has a significant impact on the environment, but when considered together result in a substantial adverse impact on the environment; or" (§617.7(c)(1)(xi))
- (xii) Not result in "two or more related actions undertaken, funded or approved by an agency, none of which has or would have a significant impact on the environment, but when considered cumulatively would meet one or more of the criteria in this subdivision." (§617.7(c)(1)(xii))

In conclusion, the Proposed Action will not have any significant adverse environmental impacts.

For Further Information:

Contact Person: Michele Stancati, Town Clerk
Address: Town of Southeast Town Hall
1360 Route 22
Brewster, NY 10509
Telephone Number: (845) 279-2196

A Copy of this Notice has been filed with:

- Hon. Tony Hay, Supervisor, Town of Southeast
- Michele Stancati, Town Clerk, Town of Southeast
- Putnam County Department of Planning/Development & Public Transportation, 841 Fair Street, Carmel, NY 10512

R#7

**TOWN BOARD
TOWN OF SOUTHEAST, NEW YORK**

**LOCAL LAW No. 1/2019
AMENDING CHAPTER 3 "ARCHITECTURAL REVIEW BOARD"**

RESOLUTION NO. _____/2018

DATE: January, 10, 2019

INTRODUCED BY: _____

SECONDED BY: _____

WHEREAS, a resolution having been adopted by the Town Board of the Town of Southeast for a public hearing to be held by said Town Board to hear all interested parties on a proposed local law which would amend Chapter 3 of the Code of the Town of Southeast, entitled "ARCHITECTURAL REVIEW BOARD" to amend the referral process for "minor" and "major" projects; and

WHEREAS, notice of said public hearing was advertised in an official newspaper of the Town of Southeast in the manner prescribed by law, such public hearing was held on November 29, 2018 and all interested persons were given an opportunity to be heard at that times; and

WHEREAS, it is the sense of this Town Board that the proposed local law will promote the general health, safety and welfare of the public.

NOW, THEREFORE, BE IT

RESOLVED, the Town Board of the Town of Southeast hereby adopts Local Law No. 3 of 2018 which would enact amendments to Chapter 3 of the Code of the Town of Southeast, entitled "Architectural Review Board", to modify the referral process for minor and major projects; and be it further

RESOLVED, that the Town Clerk be and hereby is authorized and directed to (a) enter said Local Law in the minutes of this meeting and in the Code Book of the Town of Southeast; and (b) give due notice of the adoption of said local law by filing such with the Secretary of State of New York within the time required by law.

UPON A ROLL CALL VOTE:

Councilman Alvarez _____
Councilwoman Eckardt _____
Councilman Larca _____
Councilman Lord _____
Supervisor Hay _____

VOTE: Resolution _____, by a vote of _____, to _____, _____ abstained.

TOWN CLERK'S CERTIFICATION

STATE OF NEW YORK)
 : ss.:
COUNTY OF PUTNAM)

I, MICHELE STANCATI, Town Clerk of the Town of Southeast, do hereby certify that the above is a true and exact copy of a Resolution adopted by the Town Board of the Town of Southeast at a meeting of said board held the 13th day of December, 2018.

MICHELE STANCATI
Town Clerk