

***Town of Southeast  
Architectural Review Board  
1 Main Street  
Brewster, NY 10509***

**Minutes – May 27, 2020**

**THIS MEETING WAS HELD VIA ZOOM VIDEO CONFERENCING**

**PRESENT:** Mary Larkin, Chair  
Virginia Stephens  
Katherine Weber  
Carla Lucchino  
Victoria Desidero, Administrative Assistant  
Ashley Ley, Town Planner

**ABSENT:** Thomas Frasca

**CALL TO ORDER:** 7 p.m.

**AGENDA:** Pledge of Allegiance

**Chair Larkin:** Welcome everybody. Thank you for attending and being patient with us during this... this is only our second Zoom meeting. Ashley is going to walk us through and show us the procedures.

**Town Planner Ashley Ley:** OK. So, in advance of the meeting the applicants sent me their plans and their presentations so as your item is up on the agenda, I will pull your plans up on the screen for everyone to be able to see and the Chairman will call on you to begin your presentation. Once your presentation is finished, the Chairman will then call on each Board member by name to ask their questions about the application. We will go in order all the way through all of the Board members and then once we've reached the end each Board member will be invited to ask their follow up questions and once that is complete, we will move on to the actions and next item on the agenda.

**Chair Larkin:** Great. So first one on the agenda is Stateline.

**1. STATELINE / RESTAURANT DEPOT, US Route 6/202, (Tax Map ID 68.-2-48.1 & 48.2) – Review of an Application for Site Plan**

This was a continued review of an application for site plan as referred by the Planning Board. The application contained the following documents:

1. ARB Application, prepared by Insite Engineering, dated 4/16/20
2. Memorandum to Chair Larkin from Insite Engineering, dated 4/17/20
3. Memorandum to Chair Larkin from Insite Engineering, dated 5/13/20
4. Memorandum to Chair Larkin from Insite Engineering, dated 5/27/20
5. Envisor e<sup>2</sup> Innovative Equipment Systems Spec Sheet, undated
6. Redi+Rock Texture Cobblestone Block Specs, undated
7. Covrit Screening Systems Spec sheet, undated
8. Specifications for Roll-Off Compactor/Container by Marathon, dated 7/3/18

9. Water Tank, Exterior Finish Material Schedule, prepared by ADA Architects, Inc., dated 5/26/20
10. Restaurant Depot Renderings, prepared by ADA Architects, Inc., last revised 5/27/20
11. Restaurant Depot Elevations, prepared by ADA Architects, Inc., last revised 5/22/20
12. SMP-1, Site Master Plan, prepared by Insite Engineering, dated 1/17/20; last revised 4/17/20
13. SP-1.1, Proposed Layout & Landscape Plan, prepared by Insite Engineering, dated 12/31/19; last revised 5/26/20
14. SP-1.2, Proposed Layout & Landscape Plan, prepared by Insite Engineering, dated 3/21/20; last revised 5/13/20
15. LP-1, Lighting Plan, prepared by Insite Engineering, dated 12/31/19; last revised 5/13/20
16. D-1, Details, prepared by Insite Engineering, dated 12/23/19; last revised 4/17/20
17. EL-2b, Preliminary Elevations, prepared by ADA Architects, Inc., dated 11/22/19; last revised 5/27/20
18. SK-5d, Preliminary Fixture Plan, prepared by ADA Architects, Inc., dated 1/13/20

Jamie LoGiudice of Insite Engineering, Owner Paul Camarda and Architect Heather Mize appeared before the Board.

**Ms. LoGiudice:** When you are ready Paul.

**Mr. Camarda:** Ready. All right if I could start. The last time we were in front of the Board there were three issues the Board wanted us to look at. The first was the arches on the building. You asked us to consider changing them from black to a softer color. You suggested charcoal gray and we did change the architectural features to charcoal gray. Second, I asked about the (inaudible) the retaining walls on the site. We will show you tonight color samples and texture and you will clearly see that question answered. And the third issue was the fencing or partition around the utility area in the front northwestern corner of the building. You have cut sheets on exactly what we are proposing the color, the style, everything. Jamie and Heather can explain all three of these items and then because of the engineers who surprised us... We knew we were going to have some fire storage needs. We didn't expect that the need would be (inaudible) as they have now spec'd in so instead of putting the tank potentially underground it is going to have to be above ground. We need this for state regulations and for insurance for this building. It seemed like a lot of water to me but that is not my field. We only listen to the professionals (inaudible) the tank in the neighborhood (inaudible). You have to realize the building itself is over... the front elevation of the building, facing Route 6, is over 300 ft. from Route 6. OK? We placed the tank in that corner of the building for a number of reasons. One, its closest to the pump room in the building and good engineering practices wants it very close to that pump room (inaudible). The pump room would be in the northwest corner of the building. We placed it there also because it does act as a screen to block tractor trailers that will be backing in, loading up the store, so its placed there. You will not see the building because the tank is less in height than the actual building itself so you will not see it from 84. Could you catch a glimpse? Maybe. You never want to say never and it is also placed in an area where if you are looking from Route 6 your best look at it... you'll see it when you come up the driveway. You won't see it from 6 because the vegetation and the grades should block it from 6 but you will see it as you come up the driveway and prepare to make your left hand turn

into the parking lot. So, all those things factored into where the tank is. We thought that was the best place from an engineering standpoint, from a visual standpoint. It does serve a purpose in blocking the tractor trailers again, so that's where we are at on that. Also, a very vibrant well, very close to that tank location which will be using just for one purpose, to fill that tank. So, I've gone through the three issues that we left the Board and I gave you a rough outline on the tank situation. So, I can turn it over to Jamie or Heather to follow up on these issues.

**Ms. LoGiudice:** Thank you, Paul. Jamie LoGiudice from Insite Engineering, Surveying and Landscape Architecture. So, as Paul mentioned, we did some tweaks based on the recommendations that your Board had and additionally to what he had summarized was including some additional planting in the stormwater basins along Route 6. We had included additional shrubs and seed mixes then we also included additional trees along the access drive coming up from Route 6 to get that campus-like feel that you were looking for. So, we have that shown on that first sheet. We do have the water tank on the northwestern corner of the building... yes... that right there. We did take into account some screening of that water tank and we included the evergreens similar to what would be going around the refrigeration fencing (inaudible) in front of the building so it would... so the fencing at the northern face right there, we have that vegetation... (inaudible) water tank as well to bring it all together. On to the next couple sheets are just the mitigation plantings that I believe we had reviewed last meeting. I don't believe that they have changed. The lighting plan had not changed either on the next sheet. And the next shows the retaining wall type that we are looking for and coincidentally the brochure actually shows the grayish color that we are looking for so that it will match the building. So, I will hand this over to Heather to review some of the architecture... just another image of the retaining wall.

**Ms. Mize:** Thanks, Jamie. So, as Paul said, the elevations here are pretty much what you have seen before. As a reminder, we have a precast concrete building with a couple different variations in paint. We have a tan paint on the main (inaudible) with (inaudible) that are the Restaurant Depot corporate blue color and then at the base of the wall we have a stone veneer that is kind of a gray color that runs along the base of the wall on the two sides with the canopy that are more public facing sides. We also have a wraparound canopy so on the east side and the north side of the building, that's about a 30-ft. deep canopy that allows customers to pull under and load and unload. It breaks up the appearance of the façade. Then we have these arches or these inverted U shapes that go up and over. Those are an additional material so those will be a charcoal gray metal panel that (inaudible) the building and those pop up 4 ft. above the main roof line so that will both break up the building massing in color and elevation and just in general appearance. On the north elevation we show the screening for the refrigeration equipment and that is another change on the previous elevation that had been darker in color. We changed it to a lighter color to align with the building better and there's a cut sheet that we will look at in a few pages down that shows the specific product we are looking for there. And then on the next elevation down as Paul said, you have this water storage tank that is required for water storage for the sprinkler system because of what the loads are. So, this image over to the left side of your screen that is labeled 2A is an extension of that north exterior elevation that we were just looking at so this happens off to the right side, kind of off the page. It shows the scale of this water tank in relationship to the building. And we have some more detail on the tank itself in the following pages. But in terms of scale, you can see it is slightly smaller than the building. And then the west exterior elevation, number 3, we've dashed in the outline of the tank so that you can see again it is a tall tank but it is shorter than the building height so that's kind of

where it would hit in the background as if you were looking through it at the end of the building. I think that's really all there is to address on this. Now, this is the 3D view that we presented before and actually because of the viewpoint that this takes, if you were standing at this viewpoint you wouldn't be able to see the tanks, they would be hidden behind the building. As Paul said, as you continue around the driveway and kind of drive to your right on this page, you'll start to see those tanks as you have a straight on view of the building. But at least at this initial approach viewpoint (inaudible). And then this is the second view showing from the highway and you may recall there is a berm that will happen in that grass strip that isn't showing here so while we are showing this view of the building a good portion of what is happening on the left hand side of this image is going to be screened because of that berm. OK? So, um, so these are the tanks. As Paul said, they are large tanks... this one is 112,000 gallons which is what the fire protection engineer has recommended for our demands and it's a metal tank. It's galvanized to resist rust and the elements and then we are planning to paint it and we've put together several paint schemes with input from Paul and from Restaurant Depot and we wanted to present these for a little discussion with you about which ones the Board prefers. Option 1 is the gray and the tan that are picked up from the building itself. Option 2 is picking up the tan color from the building with a smaller blue stripe. Option 3 is similar to Option 1 but with a blue roof. Then on the next page we have a couple of other choices. Option 4 is again the tan and gray but with a white roof. Option 5 is a little bit of all of the above so tan, gray and the blue stripe as well. There's different ways to look at this. You can try to make it as invisible as possible to blend in with the building; we certainly don't want it to stick out as an eyesore. But the blue band kind of ties it in with the building as well so we just wanted to have some options here for discussion and see what your thoughts are about the different color schemes. Then moving on to the next page I think we get into some of the cut sheets, so this is the product we are proposing for surrounding the equipment refrigeration pad. It is a composite fence material and if you scroll down there are some color selections, but the general appearance is a board fence with some posts on it. And if you keep going down please... So, the profile that we are looking at is that vertical style, almost like a one-sixth vertical plank and then the color we are looking at is beachwood for the infill panels. I think on the next page it talks about the framing which is again a darker color. The posts we are looking at are a satin black that will go nicely with the gray and the stonework on the building and then the caps. And then the last piece here is at the previous meeting you had requested some information about the compactor, so this is a cut sheet showing what the compactor looks like. There's a door in the building and then a chute that comes out into the actual compactor unit. And then there is a fully enclosed metal box that the waste materials go into and I don't think we have something showing the color but it's a dark blue similar to that Restaurant Depot blue as far as the finish (inaudible).

**Ms. LoGiudice:** I think that concludes our presentation for tonight. Does the Board have any questions?

**Chair Larkin:** Yeah, I'll go first, and we'll pass it down. I am really pleased you took all of our comments and included them, so the landscaping looks great, the charcoal looks great. The tank... the color that you... the option that you have... I prefer Option #1 because I am preferring it to be as non-descript as possible. But we will listen to the other Board members. Then you are going to incorporate these options and colors on the plan, is that part of our approval process that we would make part of our motion so we can memorialize the document. So similar to like your compactor color we would want that to be memorialized at tonight's meeting, right? When you say the compactor, color is blue, or we say what we would (inaudible).

**Ms. Mize:** Well, that's not something that's called out at the plans specifically at this point. I can't say that the compactor color has come up but it certainly could be a condition of approval or if you have a specific color that you are looking for I would think that would be within your rights to specify that color.

**Chair Larkin:** Well, I would want it to be told what it is going to be so we don't end up with something that's hot pink. And say, 'oh we didn't know it was going to be that color.' (Inaudible). It should be specified the way all the other colors are.

**Ms. Mize:** OK.

**Chair Larkin:** The fencing that you have, that's going to be around what?

**Ms. Mize:** That will screen the refrigeration equipment that's in the northwest corner of the building. It is sort of adjacent to the area of the tank.

**Chair Larkin:** And it's called out on the plan?

**Ms. LoGiudice:** Yes, its right there.

**Chair Larkin:** So, you would again... you would have the colors on the plan, right Jamie? So it wouldn't be a separate document... an addended document?

**Ms. LoGiudice:** We can certainly add them to the plan if need be but I think it would be memorialized in part of the recommendation to the Town Board for approval. I'm not sure exactly how that works... maybe Ashley...

**Chair Larkin:** Well, Ashley how should we do it so it is all in one document where it is all clear?

**Ms. Ley:** I mean they have clearly bubbled them on the sheets provided to the ARB so that will be part of the record and it should also be memorialized in the referral.

**Mr. Camarda:** Ashley, I would (inaudible) should be memorialized so the Board has confidence that (inaudible) choosing is the end result here.

**Ms. Ley:** Yes, so it will be itemized in the resolution.

**Chair Larkin:** I'm trying to make it so that when you look at the document all of the information is there.

**Mr. Camarda:** I agree.

**Chair Larkin:** Other than that, I am thrilled with the project. I think it is fantastic and I will pass it on to Katherine for your questions and comments.

**Boardmember Weber:** I think you guys have done a great job. Thank you for listening to our feedback last time and I agree with Mary about Option 1 for the tank.

**Mr. Camarda:** I agree with that.

**Chair Larkin:** OK, Ginny?

**Boardmember Stephens:** I think I will rock the boat: I'm thinking Option 5 for the tank. I like that little bit of blue I gotta to tell you. That little bit of blue I like.

**Chair Larkin:** All right.

**Boardmember Stephens:** Otherwise I think that you know you've listened to what we were talking about and it's come back very nicely. Thank you.

**Ms. LoGiudice:** Thank you.

**Chair Larkin:** Carla?

**Boardmember Lucchino:** I have one question and I'll vote with Mary on Option 5 for the water tank color.

**Boardmember Stephens:** That would be Ginny.

**Boardmember Lucchino:** Oh, that's right. I'm sorry. I wanted to know, the plantings around the water tank: how tall will they be? Will they be tall enough to cover the water tank or will they be shorter?

**Ms. LoGiudice:** So, they are proposed between 5 and 6 ft. in height installed. And then they will have room to grow. The tank itself is I think a little over 20... (inaudible) so they will have room to grow into (inaudible).

**Boardmember Lucchino:** So, will they be taller than the tank?

**Ms. LoGiudice:** No, they are installed at 5 ft. high and then the tank is 29.7

**Boardmember Lucchino:** Right but they will grow beyond the initial height, correct?

**Ms. LoGiudice:** Um... it will take a little bit of time. I don't know that it will grow that high, but they'll grow to probably 20 to 25 ft.

**Boardmember Lucchino:** Got it.

**Chair Larkin:** Yeah, they are not going to grow taller than the tank. They'll be about (inaudible) at maximum (inaudible) but they would be appropriate.

**Boardmember Lucchino:** OK. Most of the tank will be covered, concealed by them though (inaudible) except for the top.

**Ms. LoGiudice:** After some years, yes.

**Boardmember Lucchino:** Right, got it.

**Chair Larkin:** In about five years.

**Boardmember Lucchino:** Got it. I think you've done a terrific job. It looks good to me.

**Chair Larkin:** So, Katherine do you want to go to Option 5 on the water tank?

**Boardmember Weber:** Yeah, they all look fine so...

**Chair Larkin:** OK, so anyone have any other questions before we move for a motion?

**Several people** said no.

**Chair Larkin:** I'll make a motion...

**Ms. Desidero:** Excuse me, Madame Chair. Are there conditions on this and if so, I need to know what they are.

**Chair Larkin:** That's what I was gonna get to. So, I am moving for a motion for a positive referral based upon the conditions of the tank being Option #5, the fence colors are as speced and they will be stated on the plan but they are speced on the addendum that is part of the proposal, and that the compactor... I do want to state that there is a color to it so is there a color that or one or two colors that you can just say it will be this or this? I'll repeat the motion but...

**Ms. Mize:** I am looking to see... I think I have in my file what the color is called from that compactor company but it's a very close to the blue that is on the building or a darker blue.

**Chair Larkin:** So then...

**Ms. LoGiudice:** I think it is a medium blue. I think it is called...

**Chair Larkin:** That's OK. That's enough of a description. It's not hot pink. So, I'll call for... I'll make a motion to positively refer based upon the conditions. Do you want me to repeat them, Victoria?

**Ms. Desidero:** No, I think I am good now. Thank you.

**Chair Larkin:** Did I get all the conditions, Ashley?

**Ms. Ley:** Yes, you did.

The ARB voted to positively recommend the application to the Town Board with the following conditions:

1. Water tank "Option 5" (tan roof and walls with thin blue stripe near top of wall and a charcoal gray base) as specified on *Water Tank, Exterior Finish Material Schedule, prepared by ADA Architects, Inc., dated 5/26/20*;
2. Equipment enclosure fence as specified *Covrit Screening Systems Spec sheet, undated*. Specifications shall be added to the site plan; and
3. Trash compactor in a medium blue color.

Motion to Approve: Mary Larkin

Seconded: Virginia Stephens

Voice Vote: 4 to 0 with 1 absent

**Mr. Camarda:** Thank you very much.

**Ms. Mize:** Thank you all very much.

**Ms. LoGiudice:** Thank you all.

**2. DREW REALTY / SITEONE, 160 & 170 Fields Lane, (Tax Map IDs 78.-2-4 & 5) – Review of an Application for a Site Plan Amendment**

This was a review of an application for a Site Plan Amendment as referred by the Planning Board. The application contained the following documents:

1. ARB Application, prepared by Insite Engineering, dated 4/6/20
2. Memorandum to Chair Larkin from Insite Engineering, dated 5/13/20
3. Memorandum to Chair Larkin from Insite Engineering, dated 5/26/20
4. Example Images of Propane Tanks, no preparer, dated 5/26/20
5. Spec Sheet, Exposed Fastening System, Standing Seam Metal Roofing, Concealed Fastening Systems by MBCI, undated
6. Redi+Rock Texture Spec Sheet for LedgeStone, dated 2015
7. Example Images, dated 5/13/20
8. A.1.1, Floor Plan, Enlarged Plan, Wall Types & Notes, prepared by CASCO + R/5, undated
9. Exterior Elevations, SiteOne, Brewster, prepared by CASCO + R/5, undated
10. OP-1, Amended Overall Plan, prepared by Insite Engineering, dated 12/23/19; last revised 5/13/20
11. SP-1.1, Layout & Landscape Plan, prepared by Insite Engineering, dated 12/23/19; last revised 5/13/20
12. SP-1.2, Enlarged Landscape Plan, prepared by Insite Engineering, dated 2/21/20; last revised 5/13/20
13. MP-1, Wetland Mitigation Plan, prepared by Insite Engineering, dated 12/23/19; last revised 5/13/20
14. SP-2, Grading & Utilities Plan, prepared by Insite Engineering, dated 12/23/19; last revised 5/13/20
15. D-1, Details, prepared by Insite Engineering, dated 12/23/19; last revised 5/13/20

Jamie LoGiudice of Insite Engineering, Devin Branson and Steve Dahms, and Owner Ray Durkin appeared before the Board.

**Ms. LoGiudice:** I am still on. I believe we have the owner Ray Durkin on tonight and a Steve Dahms and also Devin Branson.

**Chair Larkin:** Whose proposing? Jamie?

**Ms. LoGiudice:** Yes, so I will start us off. So, we have with us for tonight is Ray Durkin, the property owner and then Steve and Devin for the architect. So Insite Engineering will discuss the site plan and then we will move into the building itself. To go to the presentation... thank you, Ashley. So, this property is located on Fields Lane. It is currently a lot line adjustment with another parcel. There are currently two parcels and we are proposing two parcels. It's adjacent to the Durkin Water Company parcel, right where the cursor is right now just to give you some proximity. The project proposes on Lot 1 a new facility for the SiteOne landscaping supply company. They will have contractors' yards and a building and display areas. There also will be a water tank on that parcel as well that will utilize the Durkin Water Company supply. Also is an access that leads to the back of Lot 2 on the western side of Lot 2 really where there is a proposed propane tanks with retaining walls and loading areas for that as part of the Durkin Propane Company. We do propose

stormwater management areas and the mitigation plantings as well. Go on to the next couple of pages... We do have some mitigation plantings basically between the proposed development and the on-site wetlands. These had to be reviewed with Mr. Coleman, Wetland Inspector, to I believe his satisfaction. We do have the stormwater management areas which will have seed mixes and (inaudible) past the road. We didn't want to get too far into the landscaping of them. We do have screening proposed around the propane tank areas as adjacent to Interstate 684 to help with blocking views of the propane tanks and also views of 684 from (inaudible). There will be truck storage as well, similar to uses that are on the current Drew Realty property. Moving onto the next page... We have the proposed building at 10,500 sq. ft. with foundation plantings and then nice planting buffers along the Fields Lane to screen some of the parking areas there. And to basically have a nice area as you come into the property. There are two curb cuts proposed to facilitate the operations for SiteOne that are shown there. You have lighting also shown I believe on the next sheet. I'm sorry those are the mitigation plantings. These were just (inaudible) to give you some idea of views from 684 and to the rest of the proposed development. There is a little bit of a dip from 684 down to... in between 684 and the propane tank area so there's not a lot we can do as far as screening other than what we proposed in this location. Moving on down to the next sheet I think is the lighting plan that I was getting to. So, we do have just a single light by the propane tank area just for security reasons and then we have lighting in the site around the building and around their storage areas. They do also propose a chain link fence that will surround their facility and their storage areas just for security as well. I am going down to the next... we have a couple of retaining walls that have been proposed. We are going to use the similar RediRock ledge stone on that is already used on the Drew Realty site and the Durkin Water site as well. And we have sample images of that... this is the Durkin Water Company property adjacent so that is the retaining wall and then the water storage tank is basically going to be the exact make and model, same height, same color, everything you see right there is what we are proposing. Next just gives you a different angle of that retaining wall. Those propane tanks... it was discussed... these are the current propane tanks on the adjacent parcel... it was discussed to have them be tan color so that they are not as bright as you are driving down 684. So, we have specified that we are going to do a tan color, but this is the general size of the tanks themselves and what they would look like on site. So, I will pass this off to Steve to review the building. (Long pause.) Is Steve on?

**Mr. Branson:** I believe Steve is still muted. Oh, there he is. He is unmuted now. (Long pause.)

**Ms. Ley:** Is he possibly on one of the phones? There is a phone line.

**Ms. LoGiudice:** I don't know.

**Mr. Branson:** He's telling me to go ahead and talk about it. This is Devin Branson with CASCO. The elevations are pre-engineered building with a metal siding and a metal canopy around two sides of the building. (Inaudible) which is the south elevation... that elevation underneath the canopy will have a horizontal metal panel installed that has a 4-in. profile on it. It kind of more resembles what you would see on the side of a house of vinyl siding and that would be the... I believe the third document that is probably Slide 16. Yes, this one... Master Line 16 and the fasteners will be concealed so you will not see them. And then like I said it will be that light gray color. If you go back to the elevation, that would be on the south elevation and the east elevation underneath the canopies. Above the canopies and on the north and west elevations you would have your standard metal siding and I believe that would be the first Slide 14... I may be wrong. Yes, it would be that one.

You would see these fasteners, but these would be the two sides of the building that would be less seen by any approaching vehicles and any people who come onto the property. And then the roof would be... the roof and the canopy would both be a standing seam metal roof. We would more than likely use the snow guards at the bottoms but that is (inaudible) materials at the moment. And then the colors if we go back to the... thank you... this would be our color scheme. A light gray Morning Fog Gibraltar, which is a dark gray and then the (inaudible) green color. The green would be all of your trim around the building and more than likely your mullions and then the main portion of the building would be the Morning Fog color, the roof would be (inaudible). And these are SiteOne's branding colors.

**Ms. LoGiudice:** I think that does it for our presentation.

**Chair Larkin:** OK. Thank you. I have a couple of concerns. I like the colors of the building. It's a very large building. I am concerned and want to know what the exposure is to the neighbor on the west side. Ashley, if you go down... this west elevation is awfully stark. That where the neighboring... Who's on the neighboring property there?

**Ms. LoGiudice:** So that is Vermeer. They have a similar type building next door that... and there is vegetation in between.

**Chair Larkin:** Is there vegetation? I didn't know if you had any photos of that.

**Ms. LoGiudice:** I don't have any with me, no.

**Chair Larkin:** I couldn't figure out what the lineage is that you have there. Those dark lines with the dots.

**Ms. LoGiudice:** That's the property line.

**Chair Larkin:** Right, that's what I assumed so they don't mean... so I didn't know how much vegetation is blocking that. It is an awfully long stark exposure so that was a concern, just a concern that I had for Vermeer. The color of the chain link fence... I know Vermeer is black. Is there a chance that the chain link fence can be black as well? That was a concern. I didn't know about the HVAC... where is your location of your HVAC equipment?

**Mr. Branson:** HVAC on this plan would be located at the front right of the building so on this plan southwest corner.

**Chair Larkin:** So, it is ground mounted, it is not on the roof?

**Mr. Branson:** Yes, ma'am. Where the cursor is, go to the other side of the building. Right in that... no closer to the building...

**Chair Larkin:** So, there is nothing on the roof?

**Mr. Branson:** No, nothing on the roof.

**Chair Larkin:** And the height of the... when we get to the propane tanks, which are just huge, the height of the light that is there... That's going to be... 684 is at an elevation of 330 so you're at an elevation of 340 so you are looking up to those tanks and then you have your line of evergreens but that light is gonna be at what height? That's going to be visible from 684?

**Ms. LoGiudice:** Well, we've actually pulled the (inaudible) down where those propane tanks are. We've pulled it down to 334.

**Chair Larkin:** Oh, OK.

**Ms. LoGiudice:** If you go to, I think it is Slide 5 maybe... Yup that will work. So, we've essentially cut down that knob a little bit and pulled it down to 334 so we would have a flat pad for the propane tanks and then the truck storage.

**Chair Larkin:** OK. Tan is definitely a better color. What do you think the height of that light is?

**Ms. LoGiudice:** The height of that light... I can tell you. I believe it is mounted at 16 ft.

**Chair Larkin:** Ashley, does that light fixture meet our Code?

**Ms. Ley:** It does. The light levels would be at 0 at the property line and actually really only focused around the propane tanks themselves.

**Chair Larkin:** OK. The landscape plan is as usual very good. Thank you for that. And those were my only questions so we'll go in line again with our questions starting with Katherine.

**Boardmember Weber:** Yeah, Mary I am going to echo what you said about the west elevation of that building in particular. The proposed new building. Um you know... I think you know... yes this is an area in Town where there are a lot of boxy structures but that is a real sea of gray steel with nothing breaking it up. And similarly, you know the... do you know how many linear feet of chain link fence they're proposing?

**Chair Larkin:** I think it is going all the way around.

**Boardmember Weber:** It's a lot. Yeah, it looks like a really large quantity of chain link fence. And, again, I understand that this is a more industrial area but I think that typically we aren't kind to chain link fence and so if some of that could be a material other than chain link perhaps on the entrance side of the property, you know for aesthetic purposes, I think that would be in keeping with what this Board typically recommends. The propane tanks um... in one of the pictures there appeared to be some metal structure over them. Is that going to be present on these tanks as well?

**Mr. Durkin:** Yes, it's not over the tanks. It's actually in front of the tanks and that's for... the trucks that go out and deliver the propane, that's where they load.

**Boardmember Weber:** Got it. Got it. OK. And is that always that kind of galvanized metal color?

**Mr. Durkin:** It will probably be tanner this time. The other one is white just because the tanks were white...

**Boardmember Weber:** Yeah, right.

**Mr. Durkin:** We would make it tan to go with the tanks.

**Boardmember Weber:** Yeah, it looks sort of metallic (inaudible). Yeah, I think making them tan and making that structure tan would help to let them blend in a little bit for sure.

**Mr. Durkin:** OK

**Chair Larkin:** Ginny? |

**Boardmember Stephens:** I really don't have much to add to what the two of you have so aptly picked up. I think it is what it is where it is so it's in keeping with that and I think if your comments are addressed then its fine.

**Chair Larkin:** Carla?

**Boardmember Lucchino:** I agree also with the previous comments. The tan color for the propane tanks and the overarching structure I think would be a good change. Also, I like Katherine's idea of modifying the chain link fence in the front if that is possible. And then on the south elevation, which looked like the front of the building, I just wanted to verify those were windows, correct, in the front?

**Mr. Branson:** On which elevation, Ma'am?

**Boardmember Lucchino:** I think it was the south elevation.

**Chair Larkin:** I think that's a fence... oh south, yeah, windows.

**Boardmember Lucchino:** Those are glass windows, correct?

**Mr. Branson:** Yes Ma'am.

**Boardmember Lucchino:** OK. Just wanted to verify. Those were my only questions.

**Chair Larkin:** OK. Going back to Katherine, my concern... I appreciate you wanting to address the large amount of the black fence. My only concern about that is Vermeer right next door is the black and it is industrial that area and I think if they went with a different fence in the front it might look odd next to Vermeer. Whereas if you do the same it is in keeping. It's industrial and its keeping with Vermeer. Um, so I

just don't know if it would look a little cookie cutter so that's my only comment with what you were saying, Katherine.

**Boardmember Weber:** Yeah, and to be fair I've never driven down that driveway so I'm having a hard time visualizing the proximity of those fences so I'll...

**Chair Larkin:** Vermeer's black chain link fence is significant and it is appropriate. It's nice. I think it's right.

**Boardmember Weber:** Right.

**Chair Larkin:** It is a security fence for their equipment and what do they have behind it? They have rental...

**Boardmember Weber:** Power equipment, yeah.

**Chair Larkin:** So...

**Ms. LoGiudice:** This would be a similar type use as well. So, the idea of the chain link is to house their... to secure their materials.

**Boardmember Weber:** Right.

**Chair Larkin:** As long as it is not galvanized, and I think a wood fence just isn't appropriate in the front. It's a commercial use and it would complement the two properties very well. My concern is on that west side. I don't know how to dress it up other than adding a banding of the gecko or just some sort of banding to just add some sort of inexpensive way that you can make it so that... The front of the building is very nice looking. The landscaping is very nice looking and then you go to the side and it just drops off. Yeah, there is Vermeer.

**Ms. LoGiudice:** I was just going to say I wish I could show you a Google view because I just pulled it up.

**Ms. Weber:** Yeah, that makes sense.

**Chair Larkin:** Katherine, if you go to a different (inaudible) and this just looks appropriate to the... it works. So, I am opening up and just asking the Board. I'd love to move this along and just asking if we can suggest anything to dress up our concern on that long visual...

**Boardmember Stephens:** On that west side.

**Chair Larkin:** Yeah. Without making it a costly thing.

**Ms. LoGiudice:** If I can just point something out if you have that Google map still open by chance... If you go up to the right a little bit further and look at the side of Vermeer facing; it's a very similar look to what's proposed on our building.

**Chair Larkin:** Oh.

**Ms. LoGiudice:** I believe they have a couple of windows toward the front but other than that, that's it. It's kind of... It's very similar.

**Chair Larkin:** I see what you are pointing out. It doesn't... it's not as stark as I thought. If that were all cleared it would be...

**Ms. LoGiudice:** I have a feeling that the majority of that vegetation is going to be cleared but I think that the face of Vermeer that would be facing our property is essentially complementary to what we would be proposing as far as the building is concerned. Um... yeah... right there. There you go. That's what I was trying to show you.

**Boardmember Weber:** Oh. OK.

**Ms. LoGiudice:** It's very close. You know it is a similar type building.

**Chair Larkin:** Jamie, what's the size differential between Vermeer and this new building? This new building is 10,500 sq. ft. Is Vermeer half of it or the same as?

**Ms. LoGiudice:** It is smaller... I don't have an exact number but maybe 75% or 80%...

**Chair Larkin:** OK.

**Ms. LoGiudice:** ...of what ours is if I was going to put a guess to it.

**Chair Larkin:** All right.

**Boardmember Weber:** Seeing the side view of Vermeer is actually very helpful. I mean that's one of our guidelines is that the new construction should be in keeping with what's already there and this is exceedingly similar to that, so I am going to... I'll stand down on my comments because it is very much like its neighbor.

**Chair Larkin:** Yeah. I'm gonna stand down too. Ginny, do you have any further comments?

**Boardmember Stephens:** No. I mean this is something where I think Tom (Frasca) would have been great. He would have jumped in on this but no, it's fine.

**Chair Larkin:** Carla?

**Boardmember Lucchino:** The only thing I would ask is the visibility from Fields Lane. I drove by there and I didn't think I could see the building. I couldn't see in there from Fields Lane so will that stay that way? I think there is some landscaping in front of... or proposed landscaping, correct?

**Ms. LoGiudice:** There is proposed landscaping in front of the building and the parking areas along Fields Lane. You will be able to see in to see the property. Um you'll see the building façade and most likely the eastern side of the building as you are driving west on Fields Lane. You will most likely see the western side of the building as you are driving east on Fields Lane as well. But you do have the landscaping in front, and you've seen the images of the building.

**Ms. Ley:** The building will be closer to Fields Lane than Vermeer. They are seeking a waiver from the Planning Board to allow it to be closer.

**Chair Larkin:** I think the front is attractive.

**Boardmember Lucchino:** Right. But it sounds like, Jamie, that the front is not going to be visible from Fields Lane? You said the east and the west side depending on which way you are going on Fields Lane?

**Ms. LoGiudice:** All of the west... let's see if you are looking at the building the... facing the road will be seen and both sides of the building will be seen,

**Ms. Ley:** It will be just as visible as Vermeer if not more so because it is closer to Fields Lane than Vermeer.

**Boardmember Lucchino:** So, that landscaping along Fields Lane I think will be important. I mean I realize it is an industrial area, but it doesn't need to look like a dump but should look clean and appropriate.

**Chair Larkin:** It's a good landscaping plan that's in the front there. I think its going to be very nice looking.

**Boardmember Lucchino:** OK. Got it.

**Chair Larkin:** Are there any other questions from the Board? So, I will make a motion to positively refer this back to the Planning Board.

The ARB voted to **positively recommend** the site plan application to the Town Board as submitted.

Motion to Approve: Mary Larkin

Seconded: Carla Lucchino

Voice Vote: 4 to 0 with 1 absent

### 3. **FLYWHEEL FARM, 4-10 Starcobb Lane, (Tax Map ID 79.-1-26) – Review of an Application for Two Signs**

This was a review of an application for a Conditional Use Permit for an Accessory Apartment as referred by the Planning Board. The application contained the following documents:

1. ARB Application, prepared by JR Folchetti & Associates, dated 5/11/20
2. Memorandum to Chair Larkin from JR Folchetti & Associates, dated 5/11/20

3. Sheet G 4 of 4, Photographic Map, prepared by JR Folchetti & Associates, dated 3/12/20
4. Sheet P 1 of 2, Photo Plan, prepared by JR Folchetti & Associates, dated 5/5/20
5. Sheet P 2 of 2, Photo II, prepared by JR Folchetti & Associates, dated 5/5/20
6. L-1, Planting Plan, prepared by Pouder Design Group, dated 5/11/20
7. Sheet G 2 of 4, Preliminary Site Layout, prepared by JR Folchetti & Associates, dated 3/12/20
8. Sheet G 3 of 4, General Site Layout & Typical Details, prepared by JR Folchetti & Associates, dated 3/12/20
9. T-1.0, Title Sheet, prepared by Fractal Architects, dated 6/28/19
10. A-1.0, Construction Plans, prepared by Fractal Architects, dated 7/8/19
11. A-2.0, Exterior Elevations, prepared by Fractal Architects, dated 7/8/19
12. A-3.0, Building Section & Details, prepared by Fractal Architects, dated 7/8/19
13. D-1.0, Demolition Plans & Notes, prepared by Fractal Architects, dated 7/8/19
14. E-1.0, Electrical Plans & Notes, prepared by Fractal Architects, dated 7/8/19

Todd Atkinson of JR Folchetti & Associates and Contractor Steve Looney represented the applicant.

**Chair Larkin:** Flywheel Farm? Ashley, who would be presenting for Flywheel?

**Ms. Desidero:** Todd Atkinson.

**Mr. Atkinson:** Hello, this is Todd Atkinson, Folchetti & Associates, presenting Flywheel Farm. I also have with me tonight Steve Looney who is the representative for the owner. I'd ask that he be taken off mute as well. I'd like to talk to you about Flywheel Farm. It's 4 through 10 Starcobb Lane. That's located off of Starr Ridge Road. The property itself is located approximately 600 ft. back off of Starr Ridge so you actually have to go down the driveway approximately 400 ft. before you even start seeing the buildings or the building that we are going to be talking about which is an existing two-story garage structure with a second floor. What we are presenting to the Planning Board and looking for your approval tonight from the ARB to convert that building from a just a two-story building to a (inaudible) garage as well as a caretaker's apartment on the second floor. Ashley is pointing out right now the building that we are talking about. The building in question is the building that's in the fourth picture or the one that's got the Port-a-Potty in front of it. Its got a double door to the right-hand side right now which will be replaced with two garage doors at the front. We're looking to raise the left-hand side of that building, which is the north side with two... What are we talking here?

**Mr. Looney:** Two dog style dormers is what they are called.

**Mr. Atkinson:** Yup, right. Two dormers on the north side and really what we are looking to do here is the picture that is on the left is actually the existing barn and indoor riding arena that was constructed about a year ago. We're looking to match the colors of that building which we think is very nice and it fits with the area, you know with the equestrian style of the area. So, we are looking to match those same colors on this existing building as well as doing the interior improvements that are required. We're also proposing some really minor landscaping to the north side of the building, which is shown as well on the plans. And just a little bit to the southeast as well. This is a minor project. You can see from the drawing that is being pulled up right where Starr Ridge Road is and how far back the actual building is off of the road. There's actually houses in front of this on the main road and then a long driveway that goes back to the three-bedroom house, the barn and the outdoor riding... indoor riding arena as well as an outdoor riding arena and this garage that is

located on the property. Here is the architectural rendering of what the garage will actually look like after the improvements are done. And, as I stated, the colors would match what was shown on the barn and indoor riding arena.

**Chair Larkin:** Anything else?

**Mr. Atkinson:** I believe that's it. Steve, do you have anything to add?

**Mr. Looney:** No, again I believe it will just bring this existing more in... up to speed with the desires of the new owners and their color scheme for the property. The gray will be the body; the new windows are white; the garage doors will be a white carriage style; the roof will have a black, charcoal architectural shingle on it; the dormers will get a standing seam metal roof, which will flow similar to what we did on the new barn. So, I think it'll be a big improvement over what is currently a kind of a hideous looking building when you pull down the driveway.

**Chair Larkin:** I agree. I think it is a big improvement. I only had one question about ... are you doing any air conditioning?

**Mr. Looney:** Yes, we are. Yes, the air conditioning will be inside in the loft above the apartment. There is space in the attic for the units and it's going to be all electric... no propane.

**Chair Larkin:** So, where are your condensers?

**Mr. Looney:** Where did we... did we show the condenser on this Todd?

**Mr. Atkinson:** I don't believe so. I think we were talking about using the actual slim units with the...

**Mr. Looney:** Yes, they mount to the inside.

**Chair Larkin:** So you are going to do mini splits?

**Mr. Looney:** Yes.

**Chair Larkin:** So, there's not going to be any window units hanging out...

**Mr. Looney:** No, no Ma'am. Not at all. No.

**Chair Larkin:** That is really what my concern is. Other than that, I think its fine. I had no questions. Katherine?

**Boardmember Weber:** Looks great.

**Chair Larkin:** Ginny?

**Boardmember Stephens:** It's terrific. It complements the rest of the property and I think it's a great enhancement.

**Chair Larkin:** Carla?

**Boardmember Lucchino:** No questions. I agree with all the previous comments. This is an improvement.

**Chair Larkin:** So, without um... can we just move to... I'll make a motion to positively recommend it with no conditions.

The ARB voted to approve the application to the Planning Board as submitted.

Motion to Approve: Mary Larkin

Seconded: Virginia Stephens

Voice Vote: 4 to 0 with 1 absent

#### 4. **JCE ENTERPRISES, 12 Old Route 6, (Tax Map ID 55.12-1-12) – Review of an Application for a Site Plan Amendment**

This was a review of an application for a site plan amendment as referred by the Planning Board. The application contained the following documents:

1. ARB Application, prepared by Architect Robert Cameron, dated 5/10/20
2. Memorandum to Chair Larkin from Robert Cameron, Jr., RA, dated 5/10/20

3. ARB Statement of Use & Conformity, prepared by Robert Cameron, Jr., RA, dated 5/10/20
4. Roofing Sample, GAF Timberwood, Color: Shakewood, no preparer, dated 5/7/20
5. Siding Sample, Georgia Pacific, Caliber, double 6" exposure, Color: Cream, no preparer, dated 5/7/20
6. Fencing Sample, Universal Forest Products, 6'by6' PVC, Color: White, no preparer, dated 5/7/20
7. Five (5) Color Photos of Existing Structure Elevations, no preparer, undated
8. S-1, Plot Plan, prepared by William Frank Engineering, dated 12/15/19; last revised 5/11/20
9. S-2, Zoning Schedule, prepared by William Frank Engineering, dated 12/15/19; last revised 5/11/20
10. S-3, Adjoiners and Area Map, prepared by William Frank Engineering, dated 12/15/19; last revised 5/11/20
11. S-4, Aerial Photograph, prepared by William Frank Engineering, dated 12/15/19; last revised 5/11/20
12. S-5, Utilities Plan, prepared by William Frank Engineering, dated 12/15/19; last revised 5/11/20
13. S-6, Driveway Profile, prepared by William Frank Engineering, dated 12/15/19; last revised 5/11/20
14. S-7, Details, prepared by William Frank Engineering, dated 12/15/19; last revised 5/11/20
15. S-8, Detail, prepared by William Frank Engineering, dated 12/15/19; last revised 5/11/20
16. A-1, Proposed First Floor Plan, prepared by William Frank Engineering, dated 12/15/19; last revised 5/11/20
17. A-2, Proposed Second Floor Plan, prepared by William Frank Engineering, dated 12/15/19; last revised 5/11/20
18. A-3, Elevation, prepared by William Frank Engineering, dated 12/15/19; last revised 5/11/20

Architect Robert Cameron and Owner William Frank appeared before the Board.

**Chair Larkin:** All right so we have JCE Enterprises.

**Ms. Desidero:** We have Robert Cameron on and I believe William Frank as well.

**Chair Larkin:** OK. As soon as you are ready. Ashley... (long pause)

**Mr. Frank:** Rob, do you want to start?

**Mr. Cameron:** Yes. OK. She said Ashley so I thought Ashley was going to...

**Chair Larkin:** No, Ashley I didn't know if you were going to post something. There you go.

**Mr. Cameron:** OK. This application is presently before the Planning Board. Sorry... Robert Cameron, architect. And we are presently before the Planning Board and we were referred to the ARB because we are proposing an exterior stair on the east side of the building. Um... we need the stair because there is no access from the first floor to the second floor. Present tenant is an engineer and he needs the use of the second floor and we can't get a stair on the inside so we need to put the stair on the east side. I think there's a rendering there showing the east side stairs. It's a smaller structure: its minimal, probably only about less than 4 ft. in total sticking out from the side of the building but it does give us access from the first floor to the second floor. And we are proposing to match the color of the siding that is on the second floor right now. Presently the second floor has cement board shakes and we can't get that material anymore so the closest thing is we can do is to match it with

horizontal siding similar in appearance. We're proposing to match the same roof color which is brownish roof color, architectural shingles, and we are also proposing a fence on the left side which would be the west side to screen the gravel parking area that we are proposing. And there is also an existing white vinyl fence that is behind where the stair is right now and behind that is the air conditioning units and some other mechanical units. So, we are doing our best to match the existing materials of the building and the colors and fence is again is to screen the new gravel parking area because we are also proposing gravel parking area in the rear yard because the client needs additional parking if he is going to have people on the second floor. The second floor presently is a residential apartment and we are changing (inaudible) so that's why we need the parking spaces. (Background talking.) That basically concludes the presentation.

**Chair Larkin:** OK. I have no questions. I think it's a wonderful application. I think it makes it look fine. Everything you presented looks good to me and I have no questions. So, I look upon the Board to bring up their concerns. Katherine?

**Boardmember Weber:** The only thing I would say, and it's because I drive by this every day, is that if you're going to change the siding on one side of the chimney, would it be possible to match it on the other side as well so that that one face of the building has all? Otherwise you'd end up with, so because the... the first and second floor have different siding and then you'd be adding a third material essentially on that side of the building in addition to the structure. If you could, if it would be possible to just carry it over onto that other side of the chimney just on that side of the building, it might look better.

**Mr. Cameron:** I understand what you're saying. The reason that I did not do that is because the chimney is a significant visual barrier. I didn't want to change the siding right on the corner because it would be very apparent.

**Boardmember Weber:** Oh, I see. Yeah, because then the front would look weird.

**Mr. Cameron:** Yeah. After the chimney, it's... it's... it's really hard to kind of see that side of the building. You got a very quick glimpse of it as you're going by because there's an existing fence and trees on the... on the eastern side towards the property line so that... that was my idea behind that is to not change it.

**Boardmember Weber:** Yeah, it makes sense when you say that actually.

**Chair Larkin:** Ginny?

**Boardmember Stephens:** I'm fine with it.

**Chair Larkin:** Carla?

**Boardmember Lucchino:** Robert, I just wanted to ask: the trim on the structure is white, correct?

**Mr. Cameron:** Yes.

**Boardmember Lucchino:** And there's an existing, did you say there's an existing fence that's already white vinyl?

**Mr. Cameron:** Yes. It's shown as white vinyl fence.

**Mr. Frank:** Go to the front.

**Mr. Cameron:** Behind where the posts are. Yes. It already exists.

**Boardmember Lucchino:** Got it. So will the new fence, you said you're adding some fence, will that match the existing fence?

**Mr. Cameron:** Yes.

**Boardmember Lucchino:** OK, it looks a little bit different in the picture but OK if you say it'll match, that's fine. I just wanted to verify.

**Mr. Cameron:** Yes. I think the only difference might be the...the post caps. We just put post caps on.

**Chair Larkin:** So are you going to put those post caps on or are you going to do it like what's in the picture in the... in the?

**Mr. Frank:** We can put the post caps on.

**Boardmember Lucchino:** Yeah. I think it should match.

**Mr. Cameron:** OK. We can do that.

**Chair Larkin:** OK. So, are we... are there any other concerns? Are we ready for a vote? (Silence.) I will make a motion to positively recommend this with the conditions that they use the existing finials on the existing fence on the new fence.

**Mr. Cameron:** I think... think it is shown actually; on the fencing sample picture.

**Chair Larkin:** Say it again.

**Mr. Cameron:** It is shown. It's on the fencing sample picture.

**Chair Larkin:** Oh, right there. It is shown.

**Mr. Cameron:** Yeah, it doesn't matter. You can put it in as a condition because we're going to do it.

**Chair Larkin:** That doesn't have to be conditional then. It's as submitted.

The ARB voted to positively recommend the application to the Planning Board as submitted.

Motion to Approve: Mary Larkin

Seconded: Katherine Weber

Voice Vote: 4 to 0 with 1 absent

#### **5. EUROTECH, 19 Sutton Place, Tax Map ID 78.-2-16.6 – Review of an Application for a Site Plan Amendment**

This was a review of an application for a site plan amendment as referred by the Planning Board. The application contained the following documents:

1. ARB Application, prepared by PW Scott Engineering, dated 5/13/20
2. Memorandum to Chair Larkin from PW Scott Engineering, dated 5/26/20
3. Development Statement, prepared by PW Scott Engineering, undated
4. Statement of Use, prepared by PW Scott Engineering, dated 1/23/20
5. Site Photos, no preparer, undated
6. SY1B, Proposed Door Elevation, prepared by PW Scott Engineering, dated 5/26/20
7. SY1A, Existing Landscape Plan, prepared by PW Scott Engineering, dated 1/23/20; last revised 5/12/20
8. SY2, Utility & Grading Plan, prepared by PW Scott Engineering, dated 1/23/20; last revised 3/10/20
9. SY4, Site Plan Details, prepared by PW Scott Engineering, dated 3/10/20

Peder Scott of PWS Scott Engineering appeared before the Board.

**Chair Larkin:** So now we have Eurotech. Peder Scott is presenting. Do you have to unmute him, Ashley?

**Ms. Ley:** Yeah, I just...

**Chair Larkin:** There he is. Hi Peder.

**Mr. Scott:** Hi. Peder Scott here. I'm the engineering architect representing this application which is 19 Sutton Place Road. I'm just waiting for a Site Plan to come up.

**Ms. Ley:** Is there anyone else on your team that needs to be unmuted?

**Mr. Scott:** It's just me.

**Ms. Ley:** OK.

**Mr. Scott:** So, the project was constructed in the 1990's off of Sutton Place Drive; which is a private road off of Fields Lane and this project is about 2,000 ft. away from

Fields Lane on this private roadway. To the north of us or the upper part of my drawing is the corridor of Route 684. To the west is a large buffer area, a neighboring property. To the south of us is a small portion of land but it really is the Brewster Skating Arena property; which has a small building about 300 ft. away to the south, and across the street is the Hardscrabble Tennis Center. The building is a 48,000 sq. ft. building pre-manufactured. It has a... a white stucco, synthetic stucco metal panel system with a base of a terra cotta colored split-faced block about 2 ft. tall. This used to be the Brewster Sports Center and it has a... a parking lot which was adequate for that particular use; fully planted and with mainly understory along the front of the building, a pine tree buffer on the south side independent, basically maples and mixed variety of plants within islands, and it's all mowed as grass, and to the north of this is a large open soccer field which currently will remain as a large grass area. To the west are large retention basins, infiltration structures and septic systems so there's no activities... no activities can take place on the western side. So the Eurotech company, they store and supply scaffolding and platforms throughout New York City to numerous buildings under construction and the intent of this company is they're going to remodel all the insides of the building. The upper floor, which used to be an indoor soccer center, is now going to be an open storage area. The middle corridor, a small rectangle on the plan, that... that will remain as office spaces with improvements and the lower area or the area to the north will become another storage area and manufacturing center for scaffolding components. There's no improvements being made to the exterior except for an enhancement of an existing gravel driveway which extends around the south and western portion of the building itself right through an existing dumpster. So, first off, we have to take the dumpster and we'll relocate it across the parking lot with a new... a new vinyl clad enclosure and the old one of course will be removed. They... there are no trees being removed. Everything's being integrated into what exists and the gravel driveway will be enhanced by the fact that it's in great disrepair, rutted and we have to extend the driveway to a new entranceway both to the rear of the upper storage area where doorways exist and we extend way to the north where we're putting a new doorway in. There's all sorts of HVAC equipment on the... on the western portion of the project, which will remain but not really utilized because the needs, cooling needs for a Sports Center have been greatly diminished and this project will just be providing minimal heat both winter and summer; cooling in the summer, winter... heat in the winter, cooling in the summer to... to keep a steady temperature in the building itself. So while it's excessive HVAC, it won't be utilized to that great level. We did provide you a picture of what we're proposing for the doorway and the doorway is just going to be, there's a picture of the wall where we're cutting it in and we're just proposing a 12 by 12 overhead door. It'll be white aluminum with a trim package. It'll be inserted into the wall, which is shown to the right, a photograph of the wall to the right and we're putting one, one new light at the top of it at about a 12 ft. height to illuminate the entrance to the... to the doorway. There are numerous lights existing in the rear of the building and we did provide various pictures of the perimeter of the building which shows all the outdoor lights they had, which were in the past used for security. We are including a new fence, pardon me, a fence on the front of the project which is 3 ft. high black vinyl clad chain link, and that's for security purposes. If we can go to SY-1. We're getting there. The Site Plan that we have shows on there, that's good. So on that Site Plan, we're putting a new fence extending from, along the... the frontage line of Sutton Place Drive along the entire length to the cul-de-sac and we're also extending it around the edge of the cul-de-sac to cut off another entranceway which exists, and that's another gravel entranceway use... that was used for sports facilities in the past. What they've been

having problems with is people are... are visiting the site and utilizing the facilities for sports activities when there's no one at the site. So the fencing will be... will be in place to prohibit entry. Also, we're providing very simplistic gates at the entranceways consisting of long, tubular bars hinged on one side; something similar to what you'd see at a State Park, and those will be swung open for the periodic use of this facility. Again, it's a storage facility. A lot of trucks leave in the morning and they all return at the end of the day and there's limited activity during the day except for some maintenance work taking place in the northern storage area. So we're not really visible from anyone, and we're not visible from Fields Lane, and we're somewhat remote but the enhancements also will be... consist of the building... is going to be washed because it's been in pretty much disrepair. It hasn't been used for about two years, and so all the exterior will be power washed. We are adding a sign as I said before and we're putting plantings around the perimeter equal to twice the area of the signage, and it just will enhance that structure being added on the roadway. Pretty much everything else will remain the same. We do have an SY-1A, which is an existing landscaping. There it is, and it just shows the large mature trees that are growing on the property of various species, maple, evergreens, and, let me tell you the last one here, it's on the drawing SY-1A. It's on the upper right-hand corner. We had a bunch of honey locusts, crab apples, maples, multiple junipers around the southern side of the project, a bunch of pin oaks which are on the front of the property, and again another buffer of white pines on the south side, and all those pretty much again are remaining. We're not... not removing anything there. What happened when they did the project, there's so many utilities running through the property; both electrical, fire safety and various septic system pump systems that the trees had to be somewhat far apart. On drawing SY-2 we provided you, there's a lot of utilities coming in off of Sutton Place and so we couldn't dense... we couldn't put more dense plantings in there, but we do have about 28 trees existing, all mature, and that would be the extent again. Our planting is limited to just the basic design. Any questions on that?

**Chair Larkin:** I've got a lot of questions. Just... the application was very difficult for me to figure out. I'm wondering if in the future, instead of 11" x 17", we should get full sheets because there's so much information on an 11" x 17" that I can't figure out the... what it is that's being proposed. I didn't see on here where there was a fence that you were just describing; as a proposed fence with gates and all that. Now that you pointed it out, I see kind of what you're talking about but I try to review these before... well before the meeting, and I didn't... I couldn't get the fence part. I don't have an SY-2A or I do not have a landscaping plan. That wasn't part of the submission.

**Mr. Scott:** SY-1A.

**Chair Larkin:** SY-1A is not part of the application. So, what you just showed us is new to me. Part of my notes was that the landscaping is insufficient because all I could see was at the front door a couple of small little trees, or little bushes and some not great grass. That's all I could see and, you know, it wasn't very pleasing. So, I'm not able to review the landscaping plan and I'm not able to see or review the fence. My concern was that I... the pictures that were included in the submission showed a very stained building. The subsequent attachments that you provided to Ashley yesterday afternoon show a much cleaner building but power washing and in your notes on your application you say, 'it's going to be partially painted as needed.' My concern about the 'partially painted as needed' is that it would not match and it would look terrible. So, in addition to power washing I was going to ask if it... if a fresh coat of paint could be put on the building just to make it look better than... Because I don't know how well the power washing is going to do on such a badly

stained building.

**Mr. Scott:** We'd be willing to accept that as a condition. We don't know either what's going to happen once you try and power wash this old stucco steel building but it is in... Again, it's been in disrepair for over two years.

**Chair Larkin:** Right. So, I'm... I'm kind of struggling to have a full review of an incomplete submission. My other concern is that we're not... I'll ask Victoria about this, but we're not the signage application. It's a different application that has to be submitted but I do want to note that the landscaping... that is not appropriate to native landscaping. It would be just completely eaten by deer. So, I would redo the plantings when you do..., do the sign application, but we're not going to discuss the sign right now.

**Mr. Scott:** OK.

**Chair Larkin:** So, with those comments, I'll ask the Board, starting with Katherine, for comments.

**Boardmember Weber:** Sure and I guess I... I'm going to disagree with the assertion that this is not a visible property. You know, there's, having driven back there for the tennis club a number of times... Like, yes, you don't see it from Fields Lane but if you happen to go up Sutton Place, it is very visible and it's a very large structure so I think the argument here that no one sees it doesn't quite hold up. I agree with Mary's concern about the state of the building. I mean there's so much staining and so much damage that's occurred, I would find it hard to believe that a power wash alone would be sufficient and so having a... a repainting or refinishing as part of the plan would be a reasonable thing to anticipate, I think. I'm a little confused about the necessity for so much chain link fence at the front of the property. If the idea is to deter people from driving into the property then I imagine that gates should be sufficient or perhaps gates and planting or gates and standard boulders but this is a 3 ft. high chain link fence isn't going to deter a teenager who's sneaking in anyway. It will deter an automobile but again if someone's driving their car into the parking lot, a gate should do it. So, to add such a large quantity of material that we don't usually like, even though earlier in this meeting we did say OK to it in another application... Like, you know, it just... I don't really understand why it's necessary and, you know, I think to Mary's point, to say that like trees exist thus it is landscaped at this point, you know, given the level of maintenance of the property, it's not quite sufficient.

**Mr. Scott:** If I could respond. They have, we're at the end of the cul-de-sac and what people are doing right now, and it was before the lockdown, it's a... people are depositing materials, refrigerators, you name it. They have it on the property. People are not only driving in, we're getting a lot of debris on the front of the property itself and that's what they were hoping as a tenant that the owner would constrain some of that because it's so open and it isn't well-populated because at night time, there's no occupancy on the property at all. None of the properties, they're all closed at nighttime and so we have the typical kids in the cul-de-sac, kids on the field. You know, basically there's a lack of nighttime control here; a lack of police presence and that's the biggest complaint they've had is the debris fields are... they clean up one weekend and it's somewhere else. That's... that's the biggest problem they've had. We tried to make the smallest fence possible and we could do something like pull the fence farther back from the roadway to mitigate it. Again, there's no use. We... we could always pull it back, I guess, to the edge of the parking lot. Where the site falls downward, it's a... it slopes downward to the parking lot. We could do that to give you more of a... of an open lawn feel at the top of the hillside.

**Boardmember Weber:** I think, I mean, that would mitigate the visual impact. To me though, it's more. You know, it's like a broken windows problem because the building

has been in disrepair and not looked after. It invites dumping and trespassing. I think that, you know, now your client is going to be using the building, taking care of the building, presumably taking some steps for security like cameras or a security system. I... I would like to think that that should go some length, short of building the Berlin Wall of chain link. You know, I'd like to think that the building being occupied should go a long way towards helping the problem they're having.

**Chair Larkin:** Ginny?

**Boardmember Stephens:** I agree with both Mary and Katherine. I mean I find this a very confusing application. I mean we did not have the landscaping plan attached with this. It was just popped up this evening and I think clearly the, you know, the building is in... is in disrepair. Again, you know, more than a power wash and I think the whole fencing situation is a little bit curious. So, I... I'm struggling with it.

**Chair Larkin:** Carla?

**Boardmember Lucchino:** I agree with the concerns on the chain link fence and it might be a little bit helpful if we can get some views from Sutton Drive that show that with the proposed fence; with the new location. If you're going to put it down adjacent to the parking lot, I think that would help and then I just want to ask a clarification. This is going to be a storage facility, correct, Peder?

**Mr. Scott:** Yes, it is.

**Boardmember Lucchino:** So, will the building be actually occupied or will there just be people there when materials are being moved?

**Mr. Scott:** The only occupants will be limited personnel like three or four on the northern building itself, this is the northern portion and the rest of it will pretty much be storage. No...no, there'll be no occupants. There's limited office space in the middle but it's a... it's a nine-to-five operation for the office space. Again, the employees are there, they leave. Most of the employees who show up will leave in the morning and come back at night.

**Boardmember Lucchino:** Leave in the morning and come back at night? You said it's a nine-to-five operation?

**Mr. Scott:** Well, the office personnel are nine-to-five. In our Statement of Use, we are longer hours because they're travelling to New York City and so what they do is they leave in the morning and deliver materials to New York City. At the end of the day, they... they return and return materials that they used during the day in the city itself. So it's 6:00 am to 7:00 pm is the hours of operation. It's just mainly trucks loaded the day before leave the site and drive to New York, to beat the traffic. At the end of the day, they'll come back and... and return equipment as necessary to the facility.

**Boardmember Lucchino:** Nobody's working there at night, correct?

**Mr. Scott:** No one's working there at night. It's empty.

**Boardmember Lucchino:** Got it, got it, and the gravel? Let me see... Oh, I'm sorry, I'm mistaken. There is a dumpster enclosure. Didn't you say you're moving the dumpster and creating an enclosure around it?

**Mr. Scott:** Yeah, it's a vinyl clad structure. It's in the package.

**Boardmember Lucchino:** I think I saw it. It looks white to me. Is... was that? It's white.

**Mr. Scott:** Yes.

**Boardmember Lucchino:** Is that visible from Sutton Drive?

**Mr. Scott:** No. Sutton Drive drops a... about 15 to 20 ft. to the building itself. So literally, you're looking down into a... a steep slope entering onto the property itself.

**Boardmember Lucchino:** OK, got it. That's all... those are the only questions that I had. Thank you.

**Chair Larkin:** Where is the new dumpster going on the Site Plan?

**Mr. Scott:** Had it across the street from the existing one. It says... it says... there's a note there that says, 'relocate existing dumpster.' Right there, that's it.

**Chair Larkin:** OK. I can see it better. I'm appreciating what the Board seems to be concerned about the chain link fence and my... my concern is people are going to dump whether there's a 3 ft. fence or not. So, I'm... I'm wondering if that... that could be readdressed or as (inaudible) as part of the (inaudible) getting some visuals. I haven't had a chance to review the landscape plan. So I just... I'm wondering if we should adjourn this to next month when we can have a... have a complete package.

**Mr. Scott:** That's fine. What I... what I can do, if I may, I'll relocate the fence to the edge of that upper parking field and I'll take some pictures of that and then superimpose a 3-D image of the... of that fence line set down below the roadway and you'll see that it'll be below the view line on Sutton Drive but still performing the requirements that we would need for security.

**Chair Larkin:** OK. If you can do whatever, that would help us visualize it so it. I... I just always have a fear that something starts to look like Auschwitz with all the... as Katherine says, 'so much chain link.'

**Mr. Scott:** Yes.

**Chair Larkin:** So, does the Board have any... is there any comments about adjourning to next month?

**Boardmember Weber:** I agree.

**Boardmember Stephens:** I'd be in favor of it.

**Chair Larkin:** Carla?

**Boardmember Lucchino:** I agree. I agree too. Peder, one more thing, can you show us the sample of the color of the gravel you're... because I think you're adding a lot of gravel. It's toward the back, I think, but...

**Mr. Scott:** Yes.

**Boardmember Lucchino:** OK. That would be great.

**Mr. Scott:** OK. Not a problem.

**Chair Larkin:** Do we have to make a vote on that or anything, Victoria?

**Ms. Desidero:** No. We'll just continue it until next month. We'll have to ask Mr. Scott to send the landscaping plan if anybody wants it in hard copy and it would be helpful to take the sign out of the application so there's no confusion.

**Mr. Scott:** Yeah, I only showed the sign because it equates to the size of plantings for a freestanding sign but we'll address that as well.

**Boardmember Stephens:** And the fencing you're going to superimpose.

**Mr. Scott:** Yes.

## 6. **NORTHWOOD TREE CARE, 25 Fields Lane, Tax Map ID 78.-2-73 – Review of an Application for a Site Plan Amendment**

This was a review of an application for a site plan amendment as referred by the Planning Board. The application contained the following documents:

1. ARB Application, prepared by PW Scott Engineering, dated 5/12/20
2. Memorandum to Chair Larkin from PW Scott Engineering, dated 5/26/20
3. Development Statement, prepared by PW Scott Engineering, undated
4. Statement of Use, prepared by PW Scott Engineering, dated 1/17/20
5. Site Photos, no preparer, undated
6. SY3C, Erosion Control & Site Details, prepared by PW Scott Engineering, dated 3/4/20

7. SY1, Site Plan, Phase I and II, prepared by PW Scott Engineering, dated 3/4/20; last revised 5/12/20

Peder Scott of PWS Scott Engineering appeared before the Board.

**Chair Larkin:** OK. If we stay with Peder, we're on Northwood Tree Care.

**Mr. Scott:** OK. Another similar project along Fields Lane. This project was approved in 1999, I think, and basically what it was it was a mulch operation extending to an existing building on the site. We gave you photographs of the existing building which will remain in use with our proposal, and on this property, the proposal is there's two uses are currently taking place with a tenant permit and it'll be formally adopted on the site to continue and the one operation would be the wood mulch and the first phase of the project is we're going to take the wood mill... wood mulching operation, referred to as a wood mill under the new uses in the Town of Southeast, and we're going to move that wood... wood mulching operation to the far western corner of the property and of the 18.5 acres. We'll be disturbing one acre by moving this new mulch area to the location noted on the Site Plan and what we're doing with the old mulch area is we're going to increase the extent of the sand processing operation which currently is there as well. The wood mill is pretty self-explanatory. They collect wood products. They store them. They're limited to 40,000 sq. ft. and then within 180 days they mulch this wood. They chip up the wood, logs into mulch. There's no coloring on the site. It's prohibited. It's just raw mulch and... and that process had to be enclosed in some sort of fencing which is a split rail or chain link fence which I supplemented. It was on... it was on other drawings of this big set we have and we... I gave a supplemental picture of it for reference purposes and that's kind of how we're containing this mulch operation so we don't have industrial migration over time, that is the extent of the operation moves over time. So these are installed to prevent expansion of... of this area beyond the 40,000 sq. ft. You can't see that site. What it is is we are the neighbor of the Brewster Transit Mic... Mix Corporation, which is all the way to the west and in front of us is... it used to be the rental facility. I guess they had a change in ownership but there's a... there's a new rental company in the front of us. We're on a long narrow road that rises up pretty steep grade from Fields Lane to our existing site where the sand operation will take place. The building remains and the sand operation is currently within a large area enclosed with big blocks with a chain link on top; chain link fence on top and the new area we're making for the sand storage will be across from that in the front right behind the existing building and that'll be enclosed with a split rail fence as well. We're also adding a Stormwater Management structure which is right to the south of this sand operation and we're also adding a separate Stormwater Management structure just to the east of our mulching operation and that's to collect all these mulch materials that potentially could leave the site in a major storm and that's Phase One. Phase Two, we expand more to the south and we're going to have a soil storage area. What happens when you collect a lot of trees and roots, you end up with a lot of soil materials and they're creating an area where they can stockpile that as well. Process it and distribute it from the facility. So going back to visibility. We're way in the back. In front of us, the Brewster Transit Mix is an incredibly complicated site which consists of open form and piles of debris and slag and everything you could possibly think of on a... it's a Superfund site, and so we're behind that with our new activities of the mulch operation, and to the west of us continues the Brewster Transit site properties with again all sorts of debris in place in the open land. I gave you an aerial photo on our map, which we submitted that shows you just how intensely Brewster Transit Mix area has utilized their site. The white area is cement and remnants of cement and all sorts of debris areas. We're behind that with our

proposal and our expansion. The owner owns another piece of property which is a large forested area which is behind the... the area of our soil area. It's referred to as a 19.34-acre parcel. That's Zoned R-60 which will probably never take place and it's also encumbered by a stream. So, that will remain in place on the project; providing more buffers to the south and we abut the Westchester County line through which a New York State Gas & Electric power line extends along our southern border. To the far east of our... of all these properties across a Wetland area and a stream are... is a large horse-riding operation which has access from June Road through a long driveway. So, we're pretty much in the area of... of a horse-riding arena, commercial uses in front, the Brewster Transit Mix Superfund site to the west, and we're... we're tucked in behind that. Again, we... we do have some buffers in place between us and Brewster Transit. There are evergreen trees; mature between ourselves and a rental facility to the... to the north. There's also a buffer of indigenous trees, and anywhere you see Wetland, which is to the east, again that's untouched forested area because buffers required in the Town of Southeast. That's the extent of the project itself. So a sign is being proposed in the front with some landscaping which we can go over and then again these... these fences are just to... to... to provide a border to any of these activities proposed as required by the Town of Southeast. That's the extent of it.

**Chair Larkin:** I've got a lot of questions. Ashley are there current violations on this?

**Ms. Ley:** There were violations on the property, which is what started this application process. They had exceeded their general approvals. So, the way that they're remedying those violations is by seeking Site Plan Approval.

**Chair Larkin:** So, Peder, again, we... there's so much squeezed into an 11" by 17" that when I open this up to try to figure out what was being proposed as Phase One, Phase Two, what was existing, what is being expanded. I couldn't figure it out.

**Mr. Scott:** 11" by 17" s, yes.

**Chair Larkin:** So, if you could provide full sheets just so that it's clearer and indicate proposed, existing, maybe with some bubbling. It just would make it so when I open it up, I... I can get a grab of it right away because I couldn't grab this. With your... I appreciate you putting in the aerial, but it's so small that I... I didn't know what it was telling me. It's just a black and white blob. I... I just... I... I'm trying to figure out what split rail fence does to eliminate spillage. That's a little beyond me so I just... I... I think it's... I understand that Brewster Transit Mix might be a Superfund site but this sounds like it's a near second to me with roots and tree balls and all sorts of things piling up. I wouldn't want to be next door to it, I don't think, from what I can visualize. So, I would love a little help on how it's being made attractive or I'm just trying to figure out what it is that's being proposed.

**Mr. Scott:** Sure.

**Chair Larkin:** So, as I write in my notes, what are the expanded areas? What are the heights of the piles? What's the impact on the site lines? What's the view from the neighboring property, whether that's Brewster Transit Mix or not? I don't have a landscape plan. So, I think the only landscaping is what's existing on that evergreen buffer.

**Mr. Scott:** That's correct.

**Chair Larkin:** I don't, again, if... if the... the split rail fence. I just... I don't understand that and we're not going to entertain the signage application but the plantings are not appropriate for native, non-eating. They're going to be eaten in about one day. So, you want to redo that but I can't read the application and I... So, it was difficult for me to make up any understanding. So, I'm not comfortable at all on entertaining an 'Aye' vote on it because I don't... I don't get what it's going to look like. With that, I'll just turn it over to Katherine.

**Boardmember Weber:** Yeah, this is one where I find it quite grating to suggest that the site is invisible because Brewster Transit, it's neighbor, you can see their infrastructure from everywhere and I have substantial concerns about the vertical height of the equipment and mulch piles on this property, in addition to the riding stable which draws lots of people from the New York City area up to Putnam. There's also a number of quite nice residences that are just as close to this property. So, there are indeed some parcels that no one can ever see but when the preface is always that it's 'invisible' and we live here and we know that it's not, it kind of raises my level of concern as to what the application actually contains. I agree with Mary. It is hard to follow. You know, not even for the fact that it's on 11" by 17" but because the application contains a large verbal narrative component as opposed to what we would conventionally receive which is one Site Plan with everything spelled out and a few material information sheets. So, I don't, frankly, you know, I'm not a lawyer and in looking at the... both of these applications, I feel like I need to agree with every word to approve them because essentially this whole packet is going to the Building Department and it's just a lot of narrative with the actual visuals being quite scant. You know, and for something that is, you know... I agree with Mary, I wouldn't want to live next door to this and so there's no specification for vertical heights of mulch piles. There's no mention of equipment, equipment storage. I... I am a very long way from feeling comfortable with this, you know, not even just as a member of this Board but as someone living here. So, I... I... it's just not good enough.

**Mr. Scott:** Height of the piles are 15 ft. but we're applying for 25 ft. on some components. I mean, again, we weren't proposing any landscaping. Again, our... heavy... our... our expansion is in the rear of the property behind the Brewster Transit Mix Corporation. I don't even know how I could do visuals of what you can see because we've got dense buffers all around the perimeter of a... of either trees or intense activities by other industrial uses. So, architecturally, besides the existing building where there's no change, we didn't propose any landscaping.

**Chair Larkin:** Ginny, what are your concerns?

**Boardmember Weber:** My concerns are everything that the two of you have just talked about. I mean this has been a very, you know... Excuse me, Peder, but very long-winded presentation for which, I think when Mary said at the beginning, what is being proposed? I mean this is... it's... it's in my mind incomplete, confusing and it's not getting to the meat of what we're supposed to do here. So, I'll pass it along to Carla.

**Boardmember Lucchino:** Thanks, Ginny. Peder, I agree with the previous comments as well. It's a bit confusing and more visuals, I think, to the extent you can provide them would be very helpful. There was something in my package which was a picture of existing structures that looked like they're brick. Is that correct?

**Mr. Scott:** It's a split face block building, correct. Yeah, that's... that... that's what's existing on the site.

**Boardmember Lucchino:** So, it looks a little bit old and dirty to me. Any chance that could be cleaned up a little bit?

**Mr. Scott:** Sure.

**Boardmember Lucchino:** You know, if you're going to power wash the other facility, maybe this could be power washed, you know. It looks pretty old and worn.

**Mr. Scott:** So, my... my question then on how to proceed is paramount on my mind of what... what does the Board... what would they accept for an industrial building in terms of how to proceed with this type of project?

**Chair Larkin:** Well, less verbiage because I... I need more visual. I need to see where these mulch... Like you said there's a lot of foliage around the mulch piles. I have no idea looking at this that that's so. So, you have to just work a way to

present it that you can sell what looks like a very difficult processing plant, and we have to... If... if you're proposing something that's 25 ft. high, we have to see how that's going to... what the sight lines are for adjacent neighbors. I mean, I... you just have to work better at giving the visuals to sell it.

**Mr. Scott:** Well, I could depict... I could give you a pyramidal shape shown on a site to sort of feel out what it looks like and then give you... I could add that to a photograph which I've seen in other submissions. I mean, that's kind of what... I have to say that a lot of it is still forest. So, I guess we could just superimpose it.

**Chair Larkin:** Well, I don't... You've got to show us that and you've got to do it on larger full-size pieces of paper that say 'Existing', 'Proposed' phase. This is where we're expanding to with a big arrow. I mean, everybody else has made some pretty good presentations tonight. These last two have been very short of that.

**Mr. Scott:** OK.

**Chair Larkin:** So, we'll just... I'd... I'd feel comfortable adjourning this to next month hoping that you take our suggestions.

**Mr. Scott:** I... I have to make a statement in regards to buffering though. I mean, are... are we looking at adding buffers around the perimeter... perimeter of our property or can we utilize existing vegetation if we give you photographs of that? Is that... would that be adequate? I'm trying to just figure out what we... what we'd like to see at our next meeting.

**Chair Larkin:** Well, the Restaurant Depot presented a very large water tank. They had a side visual showing how it would outline against the buildings so that you could compare the height. They had the landscaping around it so that we could see how it's going to be not seen or seen. We have none of that.

**Mr. Scott:** Right. OK. Yeah, I... I was just... we're dealing with a wood mulch pile so I'm just trying to... You know, it's going to look like a... We would... We would give you a pyramidal shape.

**Chair Larkin:** But you're not... you're not talking about a wood mulch pile. I know what a wood mulch pile is. One of these piles you described as debris from trees. Giant root balls and when they're piled up, they look like a big mishmash of junk. So, that's your description and that's my visual; of what my mind visualizes. I know what mulch looks like. So, I don't know how a stockade... how a split rail fence minimizes the spillage. It doesn't. So, I... I just think that's, as Katherine said, it's a little... I think you're pushing it. So, I don't know how else to say it in a nice way. I... I think by pointing out that Brewster Transit shouldn't care about what this site looks like. We all have to care about what the site looks like, so...

**Mr. Scott:** OK. I understand.

**Boardmember Weber:** The site is visible from June Road. You know, so that's... that's a little bit where I get... I'm not happy with the assertion that it's invisible and, you know, I don't know the height of the Brewster Transit equipment. That actually would be a helpful reference point, but the equipment at the Brewster Transit site is visible through quite a while away and... and quite visible from June Road and Fields Lane. You know, if you're talking about mulch piles and root balls, root ball piles that are comparable in size to what's on your neighboring site, that's an eyesore and I don't... I... I don't like to go off topic relative to the scope of this Board. So, if it's appropriate to ask, maybe Ashley, if we could chat off-line, maybe later in the week about how we can better ask for guidance on something like this where it's not a building. In essence, you have structures made of mulch and... And so I want to give useful feedback and I don't feel like I'm able to do that other than to say, 'I really don't like big piles of stuff.' So, I think if... if Ashley can help us to articulate this better for you as well, and between now and the next meeting, that might be good for everybody.

**Mr. Scott:** Yes. Yeah, to be constructive...

**Ms. Ley:** I... I think what would be helpful here is if you provided more photos from offsite locations looking towards the Project Site so that the Board has a better understanding of what the potential views are and then taking some additional photos from the existing operations on the Project Site so they have a better understanding of how the materials are stored and processed, what the equipment looks like. In terms of the... the fencing that's proposed, that's primarily because the outside storage requirements of the Town Code require that there be a hard edge to define where these activities would take place; less so to contain the actual mulch from spilling out of an individual pile, more so to just define the edge... the limits of where that activity could occur.

**Boardmember Weber:** I think conventionally those materials, you'd usually see a three-sided concrete bank. Am I correct?

**Mr. Scott:** If I may, the mulch operation is currently in place and it's just a pile of mulch. I could take pictures of that and all the machinery, etc. where it exists at this current time, and... And right now, it's being contained with a silt fence, which was a requirement of the local Building Department to mitigate the violation, and that's... that's what we have right now. So, normally with mulch, because you have to get... you have to get to all sides of it and because you can't... you can't push mulch up against a hard edge because of the fact it's combustible. It needs to air. So we... we... the mulch pile is in the center portion and then there's an aisle, a 12 ft. wide aisle, around the perimeter of it to... which is bordered by a fence and that's how the operation functions to allow free air to... to move around the pile.

**Chair Larkin:** I understand that. So, are you saying the split rail fence would replace the Building Department's objection with the silt fence?

**Mr. Scott:** I... Well, no, the... the silt fence was installed to help the Building Department, give them a reference point to continue inspections so that... so we didn't have that migration problem which is the basis of our violation, and so we put the silt fence in just so the Building Department could come along and say 'yes, you're not exceeding the silt fence, we're allowing you to continue your function' but the silt fence disappears. It would be replaced with a split rail fence in time.

**Chair Larkin:** It's a delineation line.

**Mr. Scott:** That's correct. That's what it's used for now.

**Chair Larkin:** OK. I understand that.

**Mr. Scott:** And so the mulch piles would be in a pile. There'd be a gap then there'd be a split rail fence. Now the sand could be pushed up against a barrier of some form if necessary.

**Chair Larkin:** If you can spell out the sand detail the next time you come, that would be helpful because I didn't get the sand.

**Mr. Scott:** Sure. OK.

**Chair Larkin:** I think we need to move on.

**Mr. Scott:** OK. I appreciate it.

**Chair Larkin:** And I think you've gotten our feedback.

**Mr. Scott:** Yes, thank you for your insight. I just... I'm trying... I don't want to miss the boat on the next submission. I appreciate the help. We'll put something together for you; photographs, etc. to help you out with this project.

**Chair Larkin:** Thank you, Peder.

**Mr. Scott:** No problem at all. Thank you.

7. **WELLINGTON II DEVELOPMENT, 400-408 Route 22, Tax Map ID 78.-1-16 – Review of an Application for a Site Plan Amendment**

This was a review of an application for a site plan amendment as referred by the Planning Board. The application contained the following documents:

1. ARB Application, prepared by James J. Hahn Engineering, PC, dated 4/14/20
2. Memorandum to Secretary Desidero from James J. Hahn Engineering, PC, dated 4/23/20
3. Wetland & Soils Survey, prepared by Paul J. Jaehnig, dated 8/9/19
4. C-1, 1 of 3, Overall Site & Existing Conditions, prepared by James J. Hahn Engineering, PC, dated 11/5/19; last revised 4/7/20
5. C-2, 2 of 3, Partial Site Plan, prepared by James J. Hahn Engineering, PC, dated 11/5/19; last revised 4/7/20
6. C-3, 3 of 3, Lighting Plan, prepared by James J. Hahn Engineering, PC, dated 11/5/19; last revised 4/7/20

Douglas Hahn of Hahn Engineering and Owner John Mallon appeared before the Board.

**Chair Larkin:** OK. Wellington? So we have Douglas?

**Ms. Desidero:** We have Doug Hahn and I believe Mr. Mallon; John Mallon is on.

**Mr. Mallon:** Yes. Good evening.

**Mr. Hahn:** Good evening. Can you hear me?

**Chair Larkin:** So, just so the Board understands that I believe the majority of the Board received the application on Wellington. However, Victoria and Ashley did not receive it until yesterday, I believe. So it was not part of Ashley's memorandum to us, which we all rely on so much but I did... Since they did send it to the Board, I did want to include it in this month's agenda. So, Ashley...

**Mr. Mallon:** Thank you.

**Chair Larkin:** Thank you. Do you... do you... Did you get a chance to review the application, Ashley?

**Ms. Ley:** Yes, I did.

**Chair Larkin:** Did you feel it was... what was your... what was your... my first question is are there any violations on this that would prohibit us from reviewing it?

**Ms. Ley:** There are... there were violations on the property which is what prompted this application and the purpose of this application is to remedy those violations. There were some activities that occurred within the Wetland Buffer Area and that activity has ceased and they're restoring that area. What required the application was to establish a hard boundary between the existing outside storage areas and the Wetlands. So, they're proposing a fence and some landscaping. So, there's no structures proposed as far as this application but I think one of the things that the... would've been helpful for the Board is some photographs of the site and what it looks like from the street; just so that you have a little more context.

**Chair Larkin:** OK. The application did have circled on it 'new structure', which confused me and I didn't know if that meant the fence.

**Mr. Hahn:** Can... can we just take a look at where it says, 'new structure'?

**Ms. Ley:** Let me pull it up.

**Mr. Hahn:** I wanted to mention too they are removing some of the impervious area to install vegetative buffer within the Wetland.

**Chair Larkin:** I'll find the application but... so you guys can go ahead with your... Ashley, your only concern was that there were additional pictures that you wanted provided.

**Ms. Ley:** Yes.

**Chair Larkin:** You didn't have time to get them so that we would have your comments addressed. So with that, does the Board feel comfortable reviewing this? Katherine?

**Boardmember Weber:** Hang on, I'm turning my page.

**Mr. Hahn:** Are you able to go to the Site Plan? OK. Thanks.

**Ms. Ley:** The Site Plan's up on the screen.

**Boardmember Weber:** Sorry.

**Chair Larkin:** Ginny, have you had a chance to review it?

**Boardmember Stephens:** I'm... I'm looking at it. I mean I always value Ashley's input and, you know, having the chance to sort of rely on her thoughts and our thoughts I think is valuable so...

**Chair Larkin:** Right.

**Boardmember Stephens:** I...

**Chair Larkin:** That's my concern as well.

**Boardmember Stephens:** Time is... time is... you know, our friend so perhaps next time.

**Chair Larkin:** Right, this was... That's what I mean. There was...

**Boardmember Stephens:** Yeah.

**Chair Larkin:** I don't think it was the applicant's fault. I think there was a mail problem with the COVID situation so I didn't want to hinder the applicant on it, but I do want the Board to... You know... do you want you to feel comfortable with the presentation.

**Boardmember Lucchino:** Mary, I wouldn't mind hearing an overview of the project, but I agree. I think it's a little bit hard to decode and I think this might have to wait for a vote next month, but I wouldn't mind hearing an overview.

**Chair Larkin:** OK.

**Mr. Hahn:** Can I... can I do that? If you can go to page two on the... of the plans?

**Ms. Ley:** Sure.

**Mr. Hahn:** And we'll get you, you know, we'll get you a bunch of photos of the existing and I assume you want some kind of visual of where the fence will be. So, the... If you're looking at this... this page, on the north... the north side is a fence, a proposed fence and then on the east side is also a fence and vegetative buffer. What happened is the... the owner's tenant, there wasn't a delineated line on where his sight is. He's a contractor and so he stores equipment and things out there and he was kind of extending outside the limits and so what we're doing is we're putting a hard barrier for a 4 ft... with a 4ft. fence on either, on the north and also the east side. So, I mean that's what we're proposing. We're going to remove some of the impervious on the east side and put that vegetative buffer and that was the... the... to rectify the violation.

**Boardmember Weber:** Is all the existing fence on the site chain link?

**Mr. Hahn:** It is. Except on the roadsides... the Route 22. That's a stockade fence.

**Boardmember Weber:** Stockade. And that's not affected?

**Mr. Hahn:** There is... there is... It isn't and there's an existing... See the concrete pad at the northeast side there? There's an existing chain link fence. Yeah, right in that area. There's an existing chain link fence and I believe it's... I think that's a 6 ft. high fence, if I... if I'm correct.

**Mr. Mallon:** It is.

**Mr. Hahn:** OK. So we're going to match that fence and essentially bring it south and then also to the west.

**Chair Larkin:** Is there anything more you want to say before we go for comments? (Pause.) So my... What wasn't clear to me, if you could just stay right there, Ashley, is... is all that in Photo number 7, is that going to get cleaned up?

**Mr. Hahn:** John, you may be able to help me out but in Photo 7, so that's kind of all gone. It's a... He's a site contractor and so he temporarily stores material that he used on jobs. So, if you went out there today, all the material is gone. Maybe he has some structures or some other type of material that may be out there. All his stuff though is basically temporary, I believe.

**Mr. Mallon:** That's correct. We've got catch basins he installs. He does a lot of... you know, public work in the area and he comes and goes.

**Mr. Hahn:** Some of that area will be... will be gone. The bottom part of that photo is going to be restored to buffer and the fence will be in that area.

**Chair Larkin:** So, I... I had a hard time figuring out again what was proposed and what was going to get... I saw pictures that weren't very pleasing so if they're not what's... Well, I guess they could reappear. I was only... I was a little mixed up with what it is we're supposed to be reviewing, to tell you the truth.

**Mr. Hahn:** OK. We'll get... we'll get those photos of the area where the fence is proposed and the vegetative buffer. Maybe we could superimpose the fence on there and that way you can know exactly where... You can match it up with the plan.

**Chair Larkin:** Right, and then without the... I didn't have Ashley's comments. I didn't know this was going to be part of tonight's meeting or not and I haven't had it, I admit, I haven't had a chance to drive by it. I would like to. So I... I don't... I don't feel comfortable. I didn't know how the rest of the Board felt and I just wanted to go down the line and ask Katherine, Ginny and Carla how they felt.

**Boardmember Weber:** Just to clarify, so the... there... When you're on Route 22, there's a three-bay garage building with like a tennis company. Is this all part of that property?

**Mr. Hahn:** Yeah. The tennis company is Sports Etc. They're the...at the north side of that project there where the fence is going and that's kind of the area. That's... that's... It was actually the tenant before him that caused the violation, but it is that property. He's got multi-family just to the south on this lot here.

**Boardmember Weber:** Yes.

**Mr. Hahn:** It's basically across from the reservoir; just north of Reed Farm.

**Boardmember Weber:** Yeah. It's kind of on my... on my routine travels. So I'm familiar with it. It does seem very straightforward to me but my only concern is that, you know, without the Planner having looked at it, I just... I would hate to be missing something. Certainly the portions of the property where the fence is going are not quite... they're not especially visible.

**Chair Larkin:** That's a new photo.

**Ms. Ley:** Yeah, I pulled up Google street view.

**Boardmember Weber:** Yeah. So from Route 22 all you can really see is there's like a house, the garage, and a little bit of stockade fence. There's really not a lot of... Like I didn't realize the back of the property was messed as you can't see it or at least not from Route 22.

**Ms. Ley:** One of the Planning Board's concerns is having this fence extended further into the property so during the winter months you don't... you don't see much back there.

**Mr. Hahn:** Ashley, I believe we're still... we're proposing a chain link. I don't believe we're extending that type of fence further back on our plan.

**Mr. Mallon:** They don't make that fence anymore; Trex.

**Mr. Hahn:** You're right. You really don't see anything from the roadway even in the back. The landscaping is mainly for... to provide a buffer just for enhanced environmental addressing, you know.

**Boardmember Weber:** The Wetlands, yeah. Right. That's the... that's the more prominent view.

**Chair Larkin:** That's... I think we could use a little work.

**Mr. Hahn:** That also is higher than any vehicle is going to be because those, you know, that Google camera sticks up and above so... just...

**Boardmember Weber:** Yeah, so that's a... from... because from even... like I... even from my truck I've never seen over that fence.

**Mr. Hahn:** We can get... I can, you know, we'll get all the pictures, you know, if you want it from a certain height or something. We could do that.

**Chair Larkin:** Why do they always make tarps bright blue? That's just...

**Boardmember Weber:** Why are there tarps? (Laughter.)

**Chair Larkin:** Yeah. Ginny, what are your concerns?

**Boardmember Stephens:** I'm... I'm happy to wait until next week... next month, sorry and get the feedback and do a... do a, you know, a proper drive by, I'll say.

**Chair Larkin:** If, if there's a way you can just make some alterations to make it a little more easy to vote for. I don't know what they are, but I know the Planning Board is very concerned. I don't know how to make it more attractive for somebody in the land... in the construction business to store materials which are not the most attractive things. I'm in the construction business as well, but how do we make it so that it's a... it's better, it's better? That's my question to you guys to answer it at the next meeting or the next submission. Carla, do you have any concerns?

**Boardmember Lucchino:** Mary, I was just going to make the same point you just made; which is are there ways to, you know, make it look better; all that material out in the open. I understand, you know, I certainly understand that it's temporary but is there a way to conceal it or, other than using a blue tarp, you know, is there a way to make the property look better and I'd be very interested in photos, views to see different views from different angles; particularly if anybody else has a... any visibility of the property. I drove by and I couldn't really see anything from Route 22 but does anybody else have a view? That would be important I think to understand; especially if material is left out in the open.

**Mr. Hahn:** You know, we... we'll get a bunch of pictures so you can see. The tarp... I mean when I was... anytime I've ever been out there, I've never noticed the tarp again so, you know, all that stuff is kind of... it's temporary.

**Chair Larkin:** I'm wondering if a stockade fence could just be put as a transition wall where the parking area is and then is the materials storage area; perpendicular to the property line wall just to give a... an easy eye from seeing back there. It breaks it up. I don't know.

**Mr. Hahn:** I think that... I think that... John, does that fence pull across or is it...

**Mr. Mallon:** Yes.

**Mr. Hahn:** So, that fence pulls across and that... and that fence would... the barrier would... it essentially goes across the entire length, but the, you know, this view is... is, honestly, it's a little deceiving because it is so high.

**Mr. Mallon:** It's elevated, yes, it's elevated.

**Chair Larkin:** You know, as I said to Peder, if you can, with his last two submissions, if you can just give us some visuals that will make us feel comfortable or any further improvement that you could suggest that's cost inefficient... You know, I don't want to cost the applicant a whole lot of money, but just something that would make us feel confident that we're doing our job.

**Mr. Hahn:** OK.

**Mr. Mallon:** OK.

**Mr. Hahn:** Yeah, we can do that.

**Chair Larkin:** OK. I know you can. I'm confident. Thank you, gentlemen.

**Mr. Hahn:** Thank you very much.

**Mr. Mallon:** Thank you.

**8. NEW BUSINESS**

**Chair Larkin:** So, if I may, I wanted to talk to you guys quickly before we adjourn unless we have...do we have Minutes to approve, Victoria?

**Ms. Desidero:** No, we do not have Minutes to approve. They're going to be verbatim and they're going to be long.

**Chair Larkin:** And they're going to be pages long.

**Ms. Desidero:** They're going to be very long.

**Chair Larkin:** Just so you understand, the Governor has allowed these Zoom meetings as long as there is a recording on record for the public to listen to and the Minutes have to be verbatim; so every single word. So Victoria really has her hands full with typing up these Minutes. So, my concern, and I'm wrestling with this because I'm a new Chairperson and I'm... Ashley gets the brunt of my anxiety in trying to review these applications and have a full-time job, when there's stuff done that's... when, when Ashley does her memorandum I stop short when she says that it's 'incomplete.' As soon as I see that it's incomplete, I say, 'OK, next.' What I'm not privy to or what we need to tighten up is allowing Ashley to submit her memorandum and if there's something that the applicant can submit that makes the application acceptable, then of course we want to move it along but if it's what we've gotten yesterday, which I found out today was submitted that at 5:00 o'clock tonight I'm re-reviewing what they submitted this morning, it just can't... it can't, especially with so many applications that are really incomplete. So we need to, and Ashley allowed a timeline of Tuesday, close of business Tuesday which was too tight, as Ashley and I have discussed. So maybe in the future, she gets her memo, the applicants see that the application is in need of some additional information and they have until Friday before the Wednesday meeting to get it in, and then I have the weekend to go by Route 22 or review this stuff and I'm not doing it an hour before the meeting because it's too stressful on me, and it's too... And you guys, I don't think got the submissions that were just sent last night, and it's crazy on Victoria. So, we're thinking of doing that. If Ashley gets her memo out, I think two weeks before the meeting. Is that what we were saying, Ashley?

**Ms. Ley:** So, right now the submission date for the applicants is two weeks before the meeting. I think what we might need to do is push the submission deadline to be three weeks before the meeting because I need a week to go through everything; especially when there's a large agenda to be able to write the memo, and then the applicants are going to need some time to pull the materials together. So I think we just need to maybe push the submission deadline back a bit so that... Let's say, my memo would be due basically a week and half before the meeting. The applicant would have, you know, between say Monday and Friday to pull the materials together and get them to the Board so it would be the Friday before the Wednesday meeting. I'll lay it all out.

**Ms. Desidero:** I have some serious concerns about this.

**Chair Larkin:** My... my only concern, Ashley, is I don't want to be generous on giving the applicants a whole lot of time to make their submissions complete.

**Ms. Ley:** OK.

**Chair Larkin:** I'm pretty annoyed about the applications that were a mess tonight.

**Ms. Ley:** Yeah. You know, I think there's a... You know, there's some times when it's a really simple thing like for example, on the Drew Realty one. The Site One building. They had all their colors laid out but they didn't... they forgot to put the label for that it was a metal building. You know, so that was a pretty simple fix. It didn't change the look of the building. There were other ones where, you know, it was missing elevations of whole parts of the structure.

**Chair Larkin:** Yeah, I mean ridiculous. The concern I have which I want to ask Victoria is pushing back the application deadline to three weeks. I don't know what problems that causes.

**Ms. Desidero:** So I have... That's a good question actually, Mary. There's two things that I'm concerned about. I understand why pushing back the deadline would help. I have to say that as a Board the ARB has never been quite as strict about their deadline as the other Boards because of the timeframes of the Planning Board meeting. Sometimes we'll get things a little bit later because they had just come out of a Planning Board meeting where they were referred to the ARB. So, I think it's going to be hard to do but it's possible. My bigger concern though is that I... It's starting... It's sounding a little bit to me like a double submission process, which for me would be...

**Chair Larkin:** Yes.

**Ms. Desidero:** And I think for everybody it would be because it means they get to make a submission where they send everything out to the Board. Then they get to make another submission where... Do they have to send it all out to the Board again? Do they just email it to me? Am I then supposed to have to email it to everybody? Is everybody supposed to be able to view it online? I don't know. It becomes kind of a double submission. That... that worries me a little bit. I think Ashley's right though.

**Chair Larkin:** I don't have time for it. I don't.

**Ms. Desidero:** I think Ashley's right. I think there are times when her comments are minimal enough that they could actually come to a meeting and just say 'we added this to the plan' and if they got it to me... This is what we used to do: they would get it to me and I would make sure that was what was on the template.

**Ms. Ley:** Yeah.

**Ms. Desidero:** If it's major changes, I can't be redoing the templates from materials I don't have in my hands.

**Chair Larkin:** So I... and I don't know how to solve it.

**Boardmember Weber:** I mean I think, like, you know, when... When Ashley's review finds that an application is substantially incomplete, it's... it just... you know... I think when you have these people and they just seem to be the same people often providing incomplete applications. You know, you know, I wish there was just some standard where a material part of your application is missing; material in the meaningful sense, not in the 'stuff.' You know, like, something important is missing, we're going to not review it tonight. You know, something like that, because it... We end up, or we just say, like, you know... Or just at the meeting say, like, 'your application is incomplete, we need the following' and, like, don't even get into presenting it because...

**Boardmember Stephens:** Yeah. We just talk them through it. It takes too much time.

**Boardmember Weber:** Yeah, just say 'we need the following, come back.'

**Boardmember Stephens:** Yes. I agree.

**Ms. Ley:** One concern I would have about not allowing somebody to present is if there's enough material that you could at least give some constructive feedback so that when they do make the formal submission... You know, before you would be able to consider approval, I think it would be helpful for them to get your initial feedback on... on the structure or a concern you may have.

**Boardmember Weber:** I think that's where, I think at times when we've had uncomfortable moments as a Board, it's like when we've been in the gray area of... of you know, either we're providing so much feedback that it feels like we're writing the plan or we have differing opinions on what's the right amount of feedback or help

or guidance. You know, I think those are... I don't know if there's a... I don't know what other municipalities do. I don't know what the right answer is. I'm... I just feel like that's... that's the point of friction that I wish we had a solution for.

**Chair Larkin:** I think there's a fine line between being a 'Nazi Board' and being overly generous.

**Boardmember Stephens:** Yes.

**Chair Larkin:** And I... I... I don't know. Ashley, do we... do we just take it on a thumb and work it through and we talk about it before you... I don't want to... I'm... I'm very sensitive to what Victoria's bringing up about the double bite of the apple. It's not fair and this... it's repetitive to the same players.

**Boardmember Stephens:** Yes.

**Chair Larkin:** And I think we just have to review it as it comes. I don't think we can have a standard... a set written in stone deadline of application submission or rejection or... I... I'm struggling with it.

**Boardmember Weber:** Well, especially too... I mean because then there's always going to be... you do want to allow leeway for, you know, major projects that are well-prepared, that are economically important. Like, I know there was a... Like, I know Restaurant Depot coming last time was a priority item and rightly so. So you don't want to be so inflexible that you can't accommodate something like that but on the other hand, if someone is sending substantial pieces of new information to... You know, the night before the meeting. It's... I don't think it's really...

**Chair Larkin:** Yeah.

**Boardmember Stephens:** It's not appropriate.

**Boardmember Weber:** Yeah, it's just... it's like... it's not fair. No one... I don't think that's a reasonable amount of time to review it; especially if you have someone... There are some applicants, not to call anyone out by name, but they give a lot of language and they give you a lot of information and you kind of have to play defense on what you're approving because if you say... Sometimes there are some people where I feel like saying 'yes' to what they present... It's like there's other stuff buried in the bill. You know that.

**Chair Larkin:** That's exactly right and that's done...that's done on purpose.

**Boardmember Weber:** Yes.

**Ms. Desidero:** One thing that... one thing that I might suggest in... We did this for the Zoning Board of Appeals because they differ from your Board in that they all were getting their applications the night of the meeting. So, a lot of times they would say 'oh, we need to go out and look at this.' So, we started telling people to provide photographs so that they... That would... Not that they... they could still go out if they wanted to but it would minimize the need for the Board to go and look. So, obviously tonight we heard a lot of photographs really would've been helpful. Also to get letters from neighbors if neighbors are not opposed which maybe wouldn't be as important to you guys but... I think that maybe Ashley and I should take a look at what's written actually on the application in terms of requirements; maybe add a little bit more detailed...

**Ms. Ley:** (inaudible). Yeah.

**Ms. Desidero:** And then, really, I think the Board could feel comfortable that you've told them what you really need in order to proceed. You put them on the agenda because they paid their fee and they made their application. You let them make a brief presentation then you give them your comments and say, 'we'll see you next month.' As long as you're comfortable saying 'we'll see you next month', and we give them as much information as possible about what needs to be provided, I think you're doing your jobs and you're protecting the Town from things that just aren't going to look good.

**Ms. Loy:** Yeah. And I think people are providing a little more value judgment in my memos on how complete I think the application is. So, if something is substantially incomplete, I will... I can say that and that it should only be on for discussion and a complete application should be submitted next month. If there is a really minor, you know, item like just updating a specification... I think that's something that, you know, maybe we could continue doing what we've done in the past where they just provide the updated plan to Victoria because what you're seeing on the plan is not different.

**Boardmember Weber:** Yeah. No, like if we're just missing a paint color and they come to the meeting with a paint chip and say, 'it's this.' Like, OK, that's fine but if it's like there's two photographs of a building on a site with an indeterminate amount of tree roots Yeah.

**Chair Larkin:** Yeah. I think... I think we know what we're... what... we don't need to spell it out. So, we'll... we'll continue working on this because I'm very concerned about the amount of time that this is taking all of us. So, I just wanted you all to know and I appreciate your long meeting tonight.

**9. Close Meeting**

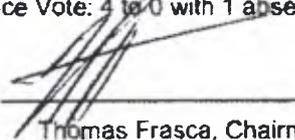
**Chair Larkin:** Is there anything anybody wants to bring up? (Silence.) Then I'll make a motion to adjourn the meeting.

Motion to Approve: Mary Larkin

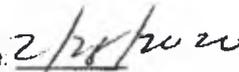
Seconded: Virginia Stephens

Voice Vote: 4 to 0 with 1 absent

Signed By:

  
\_\_\_\_\_  
Thomas Frasca, Chairman

Date:



**THE FULL AUDIO RECORDING OF THIS MEETING IS AVAILABLE AT:**

<https://www.southeast-nj.gov/337/Planning-Board-Audio-Files>