
TOWN OF SOUTHEAST PLANNING BOARD AGENDA

February 8, 2016

CIVIC CENTER, 1360 Route 22

7:30 p.m.

PUBLIC HEARINGS:

1. **BREWSTER FORD, 1024 Route 22** – Continued Public Hearing to Review Application for Site Plan Amendment
2. **DURANTE RENTALS, 11 Fields Lane** – Public Hearing to Review Application for Site Plan Amendment and Conditional Use Permit

REGULAR SESSION:

1. **131 FIELDS LANE, 131 Fields Lane** – Review of Application for Sketch Plan
2. **FARM TO MARKET ROAD SUBDIVISION, Farm to Market Road** – Review of Request for Extension of Preliminary Plat Approval

Approve Meeting Minutes from January 11, 2016

Approve Meeting Minutes from January 25, 2016

February 3, 2016

VAD

Agenda Subject to Change

TOWN OF SOUTHEAST

APPLICATION SUMMARY SHEET

Proj. Name: Brewster Ford Building Addition **S/B/L:** 68.5-2-32 **Zone:** NB

Description: Building Addition to a Previous Existing Non-Conforming Use

Engineer: Insite Engineering, Surveying & Landscape Architecture, P.C.

SEQR ACTIONS COMPLETED:

TYPE OF ACTION: Unlisted

- Intent to Declare Lead Agency
- Declare Lead Agency
- EAF Submitted
- Determination of Significance by Board

Date: 9/28/15
 Date: 11/9/2015
 Date:
 Date(s):

MAJOR PROJECT: Major Project

Date Classified: 11/9/15

Waiver of Public Hearing (Minor Project Only)? Y N

**LOCAL AND AGENCY REVIEW
 REQUIRED?**

REFERRAL DATE

STATUS/DATE OF LETTER

Yes No

- Town Board (Special Permit & ARB)
- Town of Southeast ARB
- Wetland Permit
- Historic Sites Commission
- Town Highway Department
- MS4 Permit
- County Planning Department (GML)
- County Highway Department
- County Health Department
- NYSDEC
- NYCDEP
- NYSDOT
- Army Corps of Engineers

VARIANCES OR BOARD WAIVER (IF APPLICABLE) Y N

Variance or Waiver Request: The Applicant requests a waiver for the following sections of the Southeast Zoning Code: Area variances requested for building coverage, lot coverage, open space, front yard parking, side yard parking, and outside storage.

Date Granted or Denied, and any conditions:

PLANNING BOARD ACTIONS:

Date	Discussion/Decisions/Resolutions
9/28/15	Declared Intent to Serve as Lead Agency
11/9/15	Declared Lead Agency; classified as Major Project; Set Public Hearing for 12/14/15
12/14/15	Opened Public Hearing; Continued Hearing to 1/11/16
1/11/16	Continued Public Hearing
2/8/16	

RECOMMENDED ACTION FOR MEETING:

1. Open & close Public Hearing
2. Consider adopting Negative Declaration
3. Refer Applicant to ZBA, ARB, and Town Board.

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

Date: February 8, 2016

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

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

Name of Action: BREWSTER FORD

SEQR Status: Type 1
 Unlisted

Conditioned Negative Declaration: Yes
 No

Description of Action:

The applicant proposes to construct several additions onto the existing Brewster Ford Building where the property is currently improved with an existing one- and two-story stucco building and parking storage areas on the 1.79 acre site. The existing building and parking are pre-existing non-conforming. The existing building encroaches on the front and side yard setbacks. The existing parking area utilizes a portion of the NYSDOT ROW along NYS Route 22 for the storage of vehicles. As such, the existing front and side parking setbacks are pre-existing non-conforming. In addition, the total lot coverage is pre-existing non-conforming as it exceeds the maximum coverage permitted in the NB district. The proposed additions consist of a 1,106 square foot 2 story addition facing NYS Route 22, a 796 square foot 2-bay service addition on the northwest side of the existing building, and a 602 square foot storage addition on the southwest side of the existing building.

Location:

1024 Route 22 & TAX ID 68.5-2-32

Reasons Supporting This Determination:

The following materials have been reviewed:

- Letter to Chairman LaPerch from by John M. Watson, P.E., Insite Engineering, dated 1/29/16
- List of Variances Requested, prepared by Insite Engineering, dated 1/29/16
- Letter to Chairman LaPerch, Rr: Waivers, prepared by John M. Watson, P.E., dated 1/29/16
- ASP-1, Layout and Landscape Plan, prepared by Insite Engineering, last revised 1/29/16
- ASP-2, Grading, Utilities, and Erosion and Sediment Control Plan, prepared by Insite Engineering, last revised 1/29/16
- D-1, Details and Notes, prepared by Insite Engineering, last revised 1/29/16
- LP-1, Lighting Plan, prepared by Insite Engineering, last revised 1/29/16
- ERW-1, Existing Retaining Wall Section, prepared by Insite Engineering, dated 1/29/16
- ERW-2, Existing Retaining Wall Photographs, prepared by Insite Engineering, dated 1/30/16
- ERW-3, Existing Retaining Wall Photographs, prepared by Insite Engineering, dated 1/30/16
- ERW-4, Existing Retaining Wall Photographs, prepared by Insite Engineering, dated 1/30/16

WHEREAS, on 9/28/15, the Planning Board classified the proposed action as a(n) Unlisted action and circulated its intent to serve as Lead Agency in a coordinated review of the project, to which no other agency has objected; and

WHEREAS, the Planning Board held publically noticed meetings on 12/15/15, 1/11/16 and 2/8/16, at which time members of the public were given the opportunity to comment on the proposed project; and

WHEREAS, the Planning Board has reviewed the short Environmental Assessment Form (EAF) and has thoroughly analyzed the information concerning relevant areas of environmental concern both submitted by the applicant and gather by the Planning Board through its consultants and the public; and

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

- (i) Not result in "a substantial adverse change in existing air quality, ground or surface water quality or quantity, traffic or noise levels; a substantial increase in solid waste production; a substantial increase in potential for erosion, flooding, leaching or drainage problems;" (§617.7(c)(1)(i))
- (ii) Not result in "the removal or destruction of large quantities of vegetation or fauna; substantial interference with the movement of any resident or migratory fish or wildlife species; impacts on a significant habitat area; substantial adverse impacts on a threatened or endangered species of animal or plant, or the habitat of such a species; or other significant adverse impacts to natural resources;" (§617.7(c)(1)(iii))
- (iii) Not result in "the impairment of the environmental characteristics of a Critical Environmental Area as designated pursuant to subdivision 617.14(g) of this Part;" (§617.7(c)(1)(iii))
- (iv) Not result in "the creation of a material conflict with a community's current plans or goals as officially approved or adopted;" (§617.7(c)(1)(iv))
- (v) Not result in "the impairment of the character or quality of important historical, archaeological, architectural, or aesthetic resources or of existing community or neighborhood character;" (§617.7(c)(1)(v))
- (vi) Not result in "a major change in the use of either the quantity or type of energy;" (§617.7(c)(1)(vi))
- (vii) Not result in "the creation of a hazard to human health;" (§617.7(c)(1)(vii))
- (viii) Not result in "a substantial change in the use, or intensity of use, of land including agricultural, open space or recreational resources, or in its capacity to support existing uses;" (§617.7(c)(1)(viii))
- (ix) Not result in "the encouraging or attracting of a large number of people to a place or places for more than a few days, compared to the number of people who would come to such place absent the action;" (§617.7(c)(1)(ix))
- (x) Not result in "the creation of a material demand for other actions that would result in one of the above consequences;" (§617.7(c)(1)(x))
- (xi) Not result in "changes in two or more elements of the environment, no one of which has a significant impact on the environment, but when considered together result in a substantial adverse impact on the environment; or (§617.7(c)(1)(xi))

NOW, THEREFORE BE IT RESOLVED that the Planning Board of the Town of Southeast, acting as Lead Agency, and having reviewed the EAF and all supplementary information, has determined that the proposed action will not have a significant effect on the environment and a Draft Environmental Impact Statement will not need to be prepared.

For Further Information:

Contact Person: Victoria Desidero
Address: Town of Southeast Planning Department
One Main Street
Brewster, NY 10509
Telephone Number: (845) 279-7736

A Copy of this Notice has been filed with:

INVOLVED/INTERESTED AGENCY	
Putnam County Department of Health 1 Geneva Road Brewster, New York 10509	Town Board 1360 Route 22 Brewster, NY 10509
SEQR Unit New York State Department of Transportation Traffic Engineering & Safety Division 4 Burnett Blvd. Poughkeepsie, NY 12603	Town Clerk 1360 Route 22 Brewster, NY 10509
New York State Department of Environmental Conservation 625 Broadway Albany, NY 12233 ATTN: Commissioner	Building Inspector 1 Main Street Brewster, NY 10509
New York State Department of Environmental Conservation Region 3 21 South Putt Corners New Paltz, NY 12561 ATTN: Regional Director	Architectural Review Board 1 Main Street Brewster, NY 10509
New York City Department of Environmental Protection Bureau of Water Supply 465 Columbus Avenue Valhalla, New York 10595-1336	Southeast Fire Inspector 1 Main Street Brewster, NY 10509
Putnam County Highways & Facilities 842 Fair Street Carmel New York 10512	Highway Superintendent 10 Palmer Road Brewster, NY 10509
Putnam County Department of Planning/Development & Public Transportation Putnam County Transit Facility 841 Fair Street Carmel, New York 10512	

UPON ROLL CALL VOTE:

T. LaPerch, Chairman	<u>yes</u>	D. Rush, Vice Chairman	<u>yes</u>
P. Wissel, Boardmember	<u>yes</u>	D. Armstrong, Boardmember	<u>yes</u>
E. Cyprus, Boardmember	<u>yes</u>	M. Hecht, Boardmember	<u>yes</u>
P. Jonke, Boardmember	<u>yes</u>		

The resolution was passed by a vote of 7 to 0, with 0 absent.

T. LaPerch
T. LaPerch, Chairman
Southeast Planning Board

**TOWN OF SOUTHEAST
PLANNING DEPARTMENT
SPECIAL PERMIT REFERRAL**

INTRODUCED BY:

LaPerch

DATE: February 8, 2016

SECONDED BY:

Armstrong

WHEREAS, Brewster Ford, located at 1024 Route 22, in the Town of Southeast, has applied for a Special Permit from the Town Board of the Town of Southeast for permission to improve and expand an existing Motor Vehicle Dealership in the NB Zoning District, on property designated as Tax Map Number **68.5-2-32**; and,

WHEREAS, the Town Board has requested a report from the Planning Board on the said proposal; and,

WHEREAS, the Planning Board has determined that the above request for a Special Use Permit for this particular project, except as noted below, is in substantial conformance with Article X of Chapter 138 of the Zoning Code of the Town of Southeast; and,

WHEREAS, Section 138-63.9, "Motor Vehicle Dealerships" establishes the Special Permit criteria specific to motor vehicle dealerships; and,

WHEREAS, since this dealership was in existence prior to 2004, it is required to comply with the criteria "to the greatest extent practicable given the existing lot size, road frontage, and other dimensional constraints; and,

WHEREAS, the applicant has requested a reduction or waiver of the following criteria given the dimensional constraints of the site:

1. A minimum 50 foot wide landscaped buffer shall be provided in the front, rear, and side yards. Vehicle parking and storage shall be prohibited within the 50 foot buffer. (138-63.9.B(2)).
2. A minimum of 10% of the parking lot and vehicle storage area shall be landscaped. The 50 foot wide buffer shall not contribute towards this requirement. Bio-swales and rain gardens within landscaped islands may be counted towards this requirement. (138-63.9.B(3)).
3. All employee parking and on-site motor vehicle storage shall be located in the rear of the building and shall be screened from adjacent properties and public rights of way. (138-63.9.G).

WHEREAS, the Planning Board has considered the dimensional constraints of the property, and finds that the proposed site plan complies with the above criteria to the greatest extent practicable; and,

WHEREAS, the Planning Board having reviewed such application together with its consultants, finds that there will be no adverse affect to the surrounding area or the environment,

NOW, THEREFORE, BE IT RESOLVED, that the Planning Board recommends that the Town Board of the Town of Southeast grant the requested Special Permit.

UPON ROLL CALL VOTE:

T. LaPerch, Chairman	<u>yes</u>	D. Rush, Vice Chairman	<u>yes</u>
P. Wissel, Boardmember	<u>yes</u>	D. Armstrong, Boardmember	<u>yes</u>
E. Cyprus, Boardmember	<u>yes</u>	M. Hecht, Boardmember	<u>yes</u>
P. Jonke, Boardmember	<u>yes</u>		

The resolution was passed by a vote of 7 to 0, with 0 absent.

T. LaPerch
T. LaPerch, Chairman
Southeast Planning Board

Town of Southeast
Planning Board
One Main Street
Brewster, NY 10509

February 9, 2016

Zoning Board of Appeals
1 Main Street
Brewster, NY 10509

RE: BREWSTER FORD, 1024 Route 22, TAX ID 68.5-2-32

Dear Boardmembers:

At the February 8, 2016 regular meeting of the Town of Southeast Planning Board a motion was made to refer the above referenced application to your Board for the following area variances:

1. 16% Building Coverage where a maximum of 15% Building Coverage is permitted;
2. 79% Lot Coverage where a maximum of 45% Lot Coverage is permitted [NOTE: the existing site is pre-existing non-conforming with 76% Lot Coverage];
3. 21% Open Space where a minimum of 55% Open Space is required [NOTE: the existing site is pre-existing non-conforming with 24% Open Space];
4. 15 ft. front yard parking variance is required for new parking spaces. The existing site has pre-existing non-conforming parking within the 15 ft. front yard parking setback. The Applicant proposes to close off one of the existing driveways into the site and to add parking within the 15 ft. front yard parking setback. While the closing of this driveway is desirable, this would increase the number of parking spaces in the front yard setback, and thus increase the non-conformity;
5. 0 ft. side yard parking where 10 ft. side yard is required;
6. 19% outside storage where 5% outside storage is permitted [NOTE: the existing site is pre-existing non-conforming with 17% outside storage];

A copy of the Town Planner's memorandum is attached for your information.

Sincerely,


Thomas LaPerch, Chairman
Town of Southeast Planning Board

Attachment

cc: Town Attorney
Town Clerk
Insite Engineering
Planning Board File
Zoning Board of Appeals File



AKRF, Inc.
Environmental Planning Consultants
34 South Broadway
Suite 401
White Plains, NY 10601
tel: 914 949-7336
fax: 914 949-7559
www.akrf.com

Memorandum

To: Town of Southeast Planning Board
From: Ashley Ley, AICP
Date: February 4, 2016
Re: Brewster Ford Building Addition
cc: John M. Watson, PE, Insite Engineering

AKRF, Inc. has reviewed the following documents and plans for the above referenced application:

1. Letter to Chairman LaPerch and members of the Planning Board, prepared by John M. Watson, P.E., dated 1/29/16
2. List of Variance Requested, prepare by Insite Engineering, dated 1/29/16
3. Letter to Chairman LaPerch, RE: Waivers, prepared by John M. Watson, P.E., dated 1/29/16
4. Layout and Landscape Plan (ASP-1), prepared by Insite Engineering, last revised 1/29/16
5. Grading, Utilities, and Erosion and Sediment Control Plan (ASP-2), prepared by Insite Engineering, last revised 1/29/16
6. Details and Notes (D-1), prepared by Insite Engineering, last revised 1/29/16
7. Lighting Plan (LP-1), prepared by Insite Engineering, last revised 1/29/16
8. Existing Retaining Wall Section (ERW-1), prepared by Insite Engineering, dated 1/29/16
9. Existing Retaining Wall Photographs (ERW-2), prepared by Insite Engineering, dated 1/30/16
10. Existing Retaining Wall Photographs (ERW-3), prepared by Insite Engineering, dated 1/30/16
11. Existing Retaining Wall Photographs (ERW-4), prepared by Insite Engineering, dated 1/30/16

PROJECT DESCRIPTION

The applicant proposes to construct several additions onto the existing Brewster Ford Building located at 1024 Route 22 in Brewster NY (Tax ID 68.5-2-32) in the NB district (formerly NB-1). The property is currently improved with a Ford motor vehicle dealership with an existing 1 and 2 story stucco building and parking storage areas on the 1.79 acre site. The existing building and parking are pre-existing non-conforming. The existing building encroaches on the front and side yard setbacks. The existing parking area utilizes a portion of the NYSDOT ROW along NYS Route 22 for the storage of vehicles. As such, the existing front and side parking setbacks are pre-existing non-conforming. In addition, the total lot coverage is pre-existing non-conforming as it exceeds the maximum coverage permitted in the NB district.

The proposed additions consist of a 1,106 square foot 2 story addition facing NYS Route 22, a 796 square foot 2-bay service addition on the northwest side of the existing building, and a 602 square foot storage addition on the southwest side of the existing building. The applicant also proposes to remove the existing building entrance along NYS Route 22 and to construct new entrance pillars. The existing building façade would also be updated. Minor changes to the parking area, including the legalization of site work already initiated, is also proposed.

A Motor Vehicle Dealership is a Special Permit Use in the NB Zoning District. As such, the Proposed Project will require Planning Board Amended Site Plan and Town Board Special Permit Approvals. In addition, a portion of the existing parking storage area is located within the NYSDOT ROW and permits from the Town Highway Department and NYSDOT will be required. Several variances, including, but not limited to, building coverage and maximum outside storage requirements, will also be required. The variances are further detailed below

REQUIRED VARAINCES

1. The Proposed Project will require the following area variances from the Zoning Board of Appeals:
2. 16% Building Coverage where a maximum of 15% Building Coverage is permitted.
3. 79% Lot Coverage where a maximum of 45% Lot Coverage is permitted. [NOTE: the existing site is pre-existing non-conforming with 76% Lot Coverage]
4. 21% Open Space where a minimum of 55% Open Space is required. [NOTE: the existing site is pre-existing non-conforming with 24% Open Space]
5. The existing site has pre-existing non-conforming parking within the 15 ft front yard parking setback. The Applicant proposes to close off one of the existing driveways into the site and to add parking within the 15 ft front yard parking setback. While the closing of this driveway is desirable, this would increase the number of parking spaces in the front yard setback, and thus increase the non-conformity. As such, a 15 ft front yard parking variance is required for these new spaces.
6. 0 ft side yard parking where 10 ft side yard is required
7. 19% outside storage where 5% outside storage is permitted. [NOTE: the existing site is pre-existing non-conforming with 17% outside storage]

SPECIAL PERMIT REQUIREMENTS

Section 138-63.9, "Motor Vehicle Dealerships" establishes the Special Permit criteria. Since this dealership was in existence prior to 2004, it is required to comply with the criteria "to the greatest extent practicable given the existing lot size, road frontage, and other dimensional constraints. The applicant has identified several criteria that it would like reduced or waived given the dimensional constraints of the site. The Planning Board in its recommendation to the Town Board may consider these requests, however the ultimate decision would be made by the Town Board. The proposed site plan does not comply with the following criteria:

1. A minimum 50 foot wide landscaped buffer shall be provided in the front, rear, and side yards. Vehicle parking and storage shall be prohibited within the 50 foot buffer. (138-63.9.B(2)).
2. A minimum of 10% of the parking lot and vehicle storage area shall be landscaped. The 50 foot wide buffer shall not contribute towards this requirement. Bio-swales and rain gardens within landscaped islands may be counted towards this requirement. (138-63.9.B(3)).
3. All employee parking and on-site motor vehicle storage shall be located in the rear of the building and shall be screened from adjacent properties and public rights of way. (138-63.9.G).

COMMENTS

The Applicant has substantially addressed the comments from AKRF's 1/6/16 memorandum. The following minor comment should be addressed in subsequent submissions:

1. A guardrail should be provided on top of the retaining walls along the property lines for safety.

RECOMMENDED ACTIONS

AKRF, Inc. recommends that the Planning Board, at its 2/8/16 meeting, close the public hearing, consider adopting a Negative Declaration, and refer the Applicant to the ZBA and ARB, and Town Board.

**Town of Southeast
Planning Board
One Main Street
Brewster, NY 10509**

February 9, 2016

TO: Architectural Review Board

FROM: Thomas LaPerch, Chairman
Southeast Planning Board

RE: Brewster Ford
1024 Route 22
Tax Map ID 68.5-2-32

At the regular meeting of the Town of Southeast Planning Board on February 8, 2016, a motion was made to refer the above referenced Major Project to your Board for review and recommendation to the Town Board. The Planning Board issued a Negative Declaration under the New York State Environmental Quality Review Act (SEQRA) process on February 8, 2016. The applicant will be sending your Board a copy of the proposed plans to aid you in your review.

If there is any additional information you require, please contact the Planning Board office.

Very truly yours,


Thomas LaPerch, Chairman
Southeast Planning Board

cc: Town Counsel
Town Clerk
Insite Engineering

TOWN OF SOUTHEAST

APPLICATION SUMMARY SHEET

Proj. Name: Durante Rentals

S/B/L: 78.-2-72

Zone: OP-1 & R-160

Description: The Applicant proposes to occupy an existing 2-story frame building, formerly used as a woodworking shop by the lot's owner. The Applicant proposes to use the building for his construction equipment sales and rental business. In addition, the Applicant proposes to utilize a portion of the lot as outside storage for the same purpose. The Applicant is permitted to occupy 25% of the lot area as outside storage, subject to a conditional use permit by the Planning Board.

Arch: Robert Dallesandro

SEQR ACTIONS COMPLETED:

- Intent to Declare Lead Agency
- Declare Lead Agency
- EAF Submitted
- Determination of Significance by Board

TYPE OF ACTION: Type II §617.5(c)(7)

Date: NA
Date: NA
Date:
Date(s): NA

MAJOR/MINOR PROJECT: Minor Project

Date Classified: 1/11/16

Waiver of Public Hearing (Minor Project Only)? Y N

LOCAL AND AGENCY REVIEW REQUIRED?

REFERRAL DATE

STATUS/DATE OF LETTER

Yes No

- Town Board
- Town of Southeast ARB
- Wetland Permit
- Historic Sites Commission
- Town Highway Department
- MS4 Permit
- County Planning Department (GML)
- County Highway Department
- County Health Department
- NYSDEC
- NYCDEP
- NYSDOT
- Army Corps of Engineers

VARIANCES OR BOARD WAIVER (IF APPLICABLE) Y N

Date Granted or Denied, and any conditions:

PLANNING BOARD ACTIONS:

Date	Discussion/Decisions/Resolutions
1/11/16	Classified Application a Type II action pursuant to SEQRA [§617.5(c)(7)]; classified as Town of Southeast Minor Project; set Public Hearing.
2/8/16	

RECOMMENDED ACTION FOR MEETING:

1. Open & close Public Hearing.

NOTES: Status of Wetland Permit TBD; Need to address AKRF's comments from 1/4/16 memo & Jacobson's comments from 1/7/16 memo

TOWN OF SOUTHEAST

APPLICATION SUMMARY SHEET

Proj. Name: 131 Fields Lane

S/B/L: 78.-2-86

Zone: OP-1

Description: Proposed 20,400 sf 2-story office/warehouse building with associated parking areas, well, septic system, and stormwater management on a 24.3 acre property located at 131 Fields Lane in the OP-1 Zoning District. Office is a permitted use and Warehouse is a Conditional Use in the OP-1 Zoning District.

Engineer: Insite

SEQR ACTIONS COMPLETED:

- Intent to Declare Lead Agency
- Declare Lead Agency
- EAF Submitted
- Determination of Significance by Board

TYPE OF ACTION: Unlisted

- Date:
- Date:
- Date:
- Date(s):

MAJOR/MINOR PROJECT: Major Project

Date Classified: Waiver of Public Hearing (Minor Project Only)? Y N

LOCAL AND AGENCY REVIEW REQUIRED?

REFERRAL DATE

STATUS/DATE OF LETTER

Yes No

- Town Board
- Town of Southeast ARB
- Wetland Permit
- Historic Sites Commission
- Town Highway Department
- MS4 Permit
- County Planning Department (GML) [Adjacent to North Salem]
- County Highway Department
- County Health Department
- NYSDEC
- NYCDEP
- NYSDOT
- Army Corps of Engineers

VARIANCES OR BOARD WAIVER (IF APPLICABLE) Y N

Variance or Waiver Request:

Date Granted or Denied, and any conditions:

PLANNING BOARD ACTIONS:

Date	Discussion/Decisions/Resolutions
2/8/16	

RECOMMENDED ACTION FOR MEETING:

- 1) Declare Intent to be Lead Agency (Unlisted/Coordinated)
- 2) Classify as TOSE Major Project
- 3) Discussion – May set public hearing if Preliminary Plan can be submitted 2 weeks in advance.

**PLANNING BOARD
TOWN OF SOUTHEAST, NEW YORK
RESOLUTION – INTENT TO DECLARE LEAD AGENCY**

INTRODUCED BY: *LaPerch*

DATE: February 8, 2016

SECONDED BY: *Rush*

WHEREAS, the Planning Board of the Town of Southeast is in receipt of an application for Amended Site Plan, Wetland Permit and Conditional Use Permit, and other supporting documents for a project entitled **131 FIELDS LANE**; and

WHEREAS, the proposed project is located at 131 Fields Lane in the OP-1 Zoning District in the Town of Southeast and identified as Tax Map ID 78.-2-86; and

WHEREAS, the applicant proposes 20,400 sq. ft., 2-story office/warehouse building with associated parking areas, well, septic system, and stormwater management on a 24.3 acre property where Office is a permitted use and Warehouse is a Conditional Use in the OP-1 Zoning District; and

WHEREAS, pursuant to §617.6(b)(3) of the State Environmental Quality Review Act (SEQRA), the aforementioned information must be mailed to all involved agencies notifying them that a Lead Agency must be agreed upon within thirty (30) calendar days of the date that the aforementioned information is mailed to involved agencies, and

NOW, THEREFORE BE IT RESOLVED, that the Planning Board of the Town of Southeast hereby authorizes the mailing to all Involved Agencies of the aforementioned information, together with Notice that the Planning Board of the Town of Southeast intends to declare itself Lead Agency for purposes of SEQRA for this Unlisted and Coordinated Action, unless objection to such designation is received within thirty (30) days.

UPON ROLL CALL VOTE:

T. LaPerch, Chairman	<u>yes</u>	D. Rush, Vice Chairman	<u>yes</u>
P. Wissel, Boardmember	<u>yes</u>	D. Armstrong, Boardmember	<u>yes</u>
E. Cyprus, Boardmember	<u>yes</u>	M. Hecht, Boardmember	<u>yes</u>
P. Jonke, Boardmember	<u>yes</u>		

The resolution was passed by a vote of 7 to 0, with 0 absent.

T. LaPerch
T. LaPerch, Chairman
Southeast Planning Board



Jacobson

February 5, 2016

Mr. Thomas LaPerch, Chairman
Town of Southeast Planning Board
One Main Street
Brewster, NY 10509

Re: 131 Fields Lane
131 Fields Lane
Sketch Plan Review
NLJ #0001-0986

Dear Mr. LaPerch:

As requested, we have reviewed the following information received for the subject project at our office through January 21, 2016:

- Item 1: Letter to Chairman LaPerch and Members of the Board from Scott W. Blakely, RLA dated January 20, 2016.
- Item 2: Town of Southeast Application for Site Plan Approval dated 1/13/16, accompanied by Site Plan Application Checklist, Short Environmental Assessment Form, List of Property Owners within 500' and Aerial Photo.
- Item 3: Set of five (5) drawings entitled "131 Fields Lane, 131 Fields Lane, Town of Southeast, Putnam County, New York", scale as noted, dated 01/20/16, prepared by Insite Engineering, Surveying & Landscape Architecture, P.C.

The subject application proposes to construct a two story office/warehouse building totaling 20,400 s.f., along with associated parking, utilities and stormwater management facilities. The site is located in the OP-1 zoning district.

We have the following comments:

1. As the project will require more than 1 acre of land disturbance, coverage is required under the current NYSDEC State Pollutant Discharge Elimination (SPDES) Construction Stormwater General Permit GP-0-15-002.
2. The Grading and Utilities Plan proposes a 1.5H:1V graded slope that exceeds 30' in height. Section 138-15.1A of the Southeast Code states that "No manufactured slope shall exceed 30 feet in height or have a slope angle steeper than two horizontal to one vertical or 50%".



Jacobson

Mr. Thomas LaPerch, Chairman

RE: 131 Fields Lane
Site Plan review
NLJ #0001-0986

February 5, 2016

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3. We would recommend that a swale be shown at the base of the proposed slope along the east side of the entrance driveway. The shoulder along the driveway as shown on the plan does not appear to be adequate to contain the runoff from the slope above.
4. To ensure that site stormwater runoff does not reach Fields Lane, we would recommend a pair of catch basins at the base of the driveway along with a normal roadway crown. Super-elevating the pavement in this area may cause an icing condition from water sheeting across the entire width of the pavement at an intersection.
5. The project proposes a 10' wide path to provide access to the proposed subsurface sewage disposal system (SSDS) location. The path will require a crossing of the delineated New York City Department of Environmental Protection (NYCDEP) intermittent watercourse.
6. Guide rail should be shown along the top of the proposed retaining walls along the north and west sides of the proposed parking lot.
7. The standard details for the site pavement and gravel pavement shows a subbase course of 6". The minimum thickness for gravel subbase in parking lots is 8".

Should you have any questions, please do not hesitate to contact me.

Very truly yours,

NATHAN L. JACOBSON & ASSOCIATES, P.C.

Joseph M. Dillon, P.E.

JMD:jmd

cc: T. Hay	M. Bruen
M. Levine	M. Stancati
S. Coleman	A. Ley
W. Stephens, Jr.	S. Blakely

TOWN OF SOUTHEAST

APPLICATION SUMMARY SHEET

Proj. Name: Farm to Market Subdivision **S/B/L:** 45.-2-21 **Zone:** R-160
 and 22
Description: Proposed 11 lot subdivision (10 building lots, one common lot).
Engineer: Peder Scott

SEQR ACTIONS COMPLETED: **TYPE OF ACTION: Unlisted**
 Intent to Declare Lead Agency Date:
 Declare Lead Agency Date:
 EAF Submitted Date:
 Determination of Significance by Board Date(s):

MAJOR/MINOR PROJECT: Major Subdivision
 Date Classified: Waiver of Public Hearing (Minor Project Only)? Y N

LOCAL AND AGENCY REVIEW REQUIRED?	REFERRAL DATE	STATUS/DATE OF LETTER
Yes No		
<input checked="" type="checkbox"/> <input type="checkbox"/> Town Board		
<input checked="" type="checkbox"/> <input type="checkbox"/> Town of Southeast ARB		
<input checked="" type="checkbox"/> <input type="checkbox"/> Wetland Permit		
<input type="checkbox"/> <input checked="" type="checkbox"/> Historic Sites Commission		
<input checked="" type="checkbox"/> <input type="checkbox"/> Town Highway Department		
<input checked="" type="checkbox"/> <input type="checkbox"/> MS4 Permit		
<input checked="" type="checkbox"/> <input type="checkbox"/> County Planning Department (GML)		
<input type="checkbox"/> <input checked="" type="checkbox"/> County Highway Department		
<input checked="" type="checkbox"/> <input type="checkbox"/> County Health Department		
<input checked="" type="checkbox"/> <input type="checkbox"/> NYSDEC		
<input checked="" type="checkbox"/> <input type="checkbox"/> NYCDEP		
<input type="checkbox"/> <input checked="" type="checkbox"/> NYSDOT		
<input checked="" type="checkbox"/> <input type="checkbox"/> Army Corps of Engineers		
<input checked="" type="checkbox"/> <input type="checkbox"/> NY State Historic Preservation Office		

VARIANCES OR BOARD WAIVER (IF APPLICABLE) Y N
 Variance or Waiver Request:
 Date Granted or Denied, and any conditions:

PLANNING BOARD ACTIONS:

Date	Discussion/Decisions/Resolutions
3/10/14	Sketch Plan Review; Discuss Town Consultant Comments
9/8/14	Discussion
11/24/14	Declared Intent to be Lead Agency (Unlisted, Coordinated); Set PH
1/12/15	Declared Lead Agency; opened & continued PH
2/23/15	Continued PH
3/23/15	Opened & continued PH
5/11/15	Open and continued PH to June 8, 2015
6/8/15	Closed PH
7/27/15	Negative Declaration, Preliminary Plan Approval, & Referral to Town Board (280-a)
2/8/16	

RECOMMENDED ACTION FOR MEETING:

1) Extension of Preliminary Plan approval

**TOWN OF SOUTHEAST PLANNING BOARD
RESOLUTION GRANTING EXTENSION OF TIME IN WHICH TO
SUBMIT FOR FINAL PLAT APPROVAL**

INTRODUCED BY: *LaPerch*

DATE: February 8, 2016

SECONDED BY: *Hecht*

WHEREAS, the Planning Board of the Town of Southeast previously granted conditional approval of the Preliminary Plat by resolution dated 7/27/15, for a certain Project Development Plan known as **FARM TO MARKET ROAD**, located at 85 Farm to Market Road in the R-160 Zone, also known and designated as Tax Map Number 45.-2-22 and;

WHEREAS, pursuant to Section 123-13.A of the Code of the Town of Southeast, the subdivider must, within six months after the approval of the preliminary plat, file with the Planning Board an application for approval of the final plat in final form. If the final plat is not submitted within six months after the approval of the preliminary plat, the Planning Board may revoke approval of the preliminary plat and require the resubmission of the preliminary plat unless extension is granted by the Board before the expiration of the six-month period. Such an extension may be granted only if the proposed subdivision meets all zoning requirements in effect on the date of extension; and

WHEREAS, the Planning Board is in receipt of a letter from the owner or their representative requesting an extension of time in which to satisfy the conditions of the preliminary plat approval and to submit the Final Plat; and

WHEREAS, the applicant has demonstrated that it has been diligently pursuing the conditions of preliminary plat approval; and

NOW THEREFORE BE IT RESOLVED, that the Planning Board of the Town of Southeast hereby grants the applicant a six-month extension of time, commencing on January 27, 2016, in which to satisfy the conditions of the preliminary plat approval and to submit the Final Plat.

It is the responsibility of the applicant to track the time frame within which this extension will expire. There will be no written or verbal notification to the applicant from the Planning Board office prior to the expiration of this extension.

UPON ROLL CALL VOTE:

T. LaPerch, Chairman *yes*
P. Wissel, Boardmember *yes*
E. Cyprus, Boardmember *yes*
P. Jonke, Boardmember *yes*

D. Rush, Vice Chairman *yes*
D. Armstrong, Boardmember *yes*
M. Hecht, Boardmember *yes*

The resolution was *passed* by a vote of *7* to *0*, with *0* absent.

T. LaPerch

T. LaPerch, Chairman
Southeast Planning Board