
TOWN OF SOUTHEAST PLANNING BOARD AGENDA

January 25, 2016

CIVIC CENTER, 1360 Route 22

7:30 p.m.

PUBLIC HEARINGS:

- 1. GLICKENHAUS PRIVATE ACADEMY, 291 Deans Corner Road** – Continued Public Hearing to Review Application for Site Plan, Wetland Permit and Special Permit (THIS PUBLIC HEARING WILL BE CONTINUED TO FEBRUARY 22, 2016 AT THE APPLICANT'S REQUEST)
- 2. BREWSTER FORD, 1024 Route 22** – Continued Public Hearing to Review Application for Site Plan Amendment (THIS PUBLIC HEARING WILL BE CONTINUED TO FEBRUARY 8, 2016 AT THE APPLICANT'S REQUEST)

REGULAR SESSION:

- 1. BREWSTER CORPORATE PARK, Old Route 22** – Continued Review of Application for Site Plan
- 2. BREWSTER HOME DECORATING CENTER, 38 Argonne Road** – Review of Application for Site Plan Amendment
- 3. POMONA, Root Avenue** – Review of Application for Wetland Permit

Approve Meeting Minutes from January 11, 2016

January 21, 2016

VAD

Agenda Subject to Change

TOWN OF SOUTHEAST

APPLICATION SUMMARY SHEET

Proj. Name: Brewster Corporate Park **S/B/L:** 35.-2-4 **Zone:** OP-2

Description: 90,000 sf spec office, warehouse, light manufacturing building (64,000 sf footprint with 26,000 sf mezzanine above), and 168 parking spaces.

Engineer: LADA, P.C

SEQR ACTIONS COMPLETED:

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

TYPE OF ACTION: Unlisted/Coordinated

Date: 12/22/08
 Date: 2/9/09
 Date: 8/22/08
 Date(s): 9/14/09

LOCAL AND AGENCY REVIEW REQUIRED?

Yes No

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

REFERRAL DATE

STATUS/DATE OF LETTER

4/15/2010

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
10/27/08	Sketch Plan Review
12/22/08	Preliminary plan review. Declare intent to be Lead Agency.
2/9/09	Declare lead agency; set public hearing date (3/9/09).
3/9/09	Opened public hearing
6/8/09	Continued public hearing
7/13/09	Closed Public Hearing (10-day comment period)
9/14/09	Approve Negative Declaration; Refer to ARB
1/25/16	

RECOMMENDED ACTION FOR MEETING:

- 1) Set a Public Hearing
- 2) Refer revised landscaping plan and lighting fixtures to ARB

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

January 26, 2016

TO: Architectural Review Board

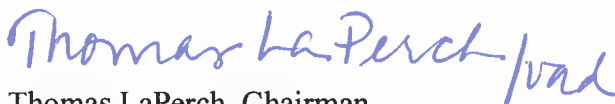
FROM: Thomas LaPerch, Chairman
Southeast Planning Board

RE: Brewster Corporate Park
Old Route 22
Tax Map ID 35.-2-4

At the regular meeting of the Southeast Planning Board on January 25, 2016, a motion was made to refer the above referenced application to your Board for review and recommendation to the Town Board. The Planning Board issued a Negative Declaration under the New York State Environmental Review Act (SEQRA) process on 9/14/09. 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 Attorney
Town Clerk
LADA, P.C.



Jacobson

January 22, 2016

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

Re: Brewster Corporate Park
Old Route 22
Final Review
NLJ #0001-0901

Dear Mr. LaPerch:

We have reviewed the following information received for the subject project at our office through December 30, 2015:

- Item 1. Letter to Ms. Victoria Desidero from Terri-Ann P. Hahn dated November 9, 2015.
- Item 2. Building Department, Town of Southeast erosion and Sediment Control Permit dated November 9, 2015.
- Item 3. New York State Department of Environmental Conservation MS4 Stormwater Pollution Prevention Plan (SWPPP) Acceptance Form.
- Item 4. New York State Department of Environmental Conservation Notice of Intent, dated November 6, 2015.
- Item 5. Town of Southeast, Application for Final Site Plan Application" dated December 16, 2015, accompanied by Statement of Use, Site Data Table, Program for Completion, Construction and Occupancy, NYCDEP Stormwater Approval, NYSDEC SPDES Approval, Putnam County Department of Health Approvals for Water and SSDS and Architectural Review Board Approval.
- Item 6. Set of thirty-eight (38) drawings entitled "Brewster Corporate Park, Old Route 22, Town of Southeast, N.Y.", scale: as noted, dated November 24, 2008, last revised November 30, 2015, prepared by LADA, P.C.
- Item 7. Report entitled "Stormwater Pollution Prevention Plan, Brewster Corporate Park, Old Route 22, Town of Southeast, New York" dated May 18, 2009, Final Issue dated September 30, 2015, prepared by LADA, P.C., Bibbo Associates, L.L.P. and Maser Consulting, P.A.



Jacobson

Mr. Thomas LaPerch, Chairman
Re: Brewster Corporate Park
Final Review
NLJ #0001-0901
January 22, 2016
Page 2

The submitted information satisfies the final plan requirements of Section 138-41 of the Southeast Code. As such, we would have no objection should the Planning Board choose to grant final site plan approval for the subject application.

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.	LADA

TOWN OF SOUTHEAST

APPLICATION SUMMARY SHEET

Proj. Name: Brewster Home Decorating **S/B/L:** 68.05-2-30 **Zone:** NB-1

Description: 750 square foot addition to an existing 1820 square foot retail building.

Engineer: Bibbo Associates

SEQR ACTIONS COMPLETED:

TYPE OF ACTION: Type II

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

Date:
Date:
Date:
Date(s):

MAJOR/MINOR PROJECT: Minor 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)
- 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: Waiver of 6 required parking spaces.

Date Granted or Denied, and any conditions:

PLANNING BOARD ACTIONS:

Date	Discussion/Decisions/Resolutions
1/25/16	

RECOMMENDED ACTION FOR MEETING:

- 1) Classify as Type II Action and TOSE Minor Project
- 2) Set or waive a public hearing
- 3) Refer to ARB

**TOWN OF SOUTHEAST, NY
PLANNING BOARD RESOLUTION
SEQRA CLASSIFICATION**

INTRODUCED BY: LaPerch DATE: January 25, 2016
SECONDED BY: Armstrong

WHEREAS, an application is being made by **BREWSTER HOME DECORATING** for a 750 square foot addition to an existing 1820 square foot retail building on a property located at 38 Argonne Road, in the Town of Southeast, New York; and

WHEREAS, the property is identified as Tax Map Number 68.05-2-30, and is located in the NB-1 Zoning District; and

WHEREAS, the Planning Board has reviewed the following documents in support of this classification:

1. Short Environmental Assessment Form (EAF), prepared by Bibbo Associates, LLC, undated
2. Statement of Use, prepared by Bibbo Associates, LLP, dated 12/15/15
3. SP-1, Amended Site Plan, prepared by Bibbo Associates, LLP, dated 10/16/15

NOW, THEREFORE BE IT RESOLVED, that the Town of Southeast Planning Board, pursuant to the State Environmental Quality Review Act (SEQRA), reviewed the Short EAF, and pursuant to §617.5(c)(7), finds that the Proposed Action is a Type II Action under SEQRA, and no further environmental review is required.

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>absent</u>	M. Hecht, Boardmember	<u>yes</u>
P. Jonke, Boardmember	<u>yes</u>		

The resolution was passed by a vote of 6 to 0, with 1 absent.

T. LaPerch
T. LaPerch, Chairman
Southeast Planning Board

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

January 26, 2016

TO: Architectural Review Board

FROM: Thomas LaPerch, Chairman
Southeast Planning Board

RE: Brewster Home Decorating
38 Argonne Road
Tax Map ID 68.05-2-30

At the regular meeting of the Town of Southeast Planning Board on January 25, 2016, a motion was made to refer the above referenced Minor Project to your Board for review and recommendation to the Planning Board. The Planning Board classified this as a Type II Action under the New York State Environmental Quality Review Act (SEQRA) process on January 25, 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
Bibbo Associates



Jacobson

January 20, 2016

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

Re: Brewster Home Decorating, LLC
38 Argonne Road
Amended Site Plan
NLJ #0001-0985

Dear Mr. LaPerch:

As requested, we have reviewed the following information received for the subject project at our office through January 4, 2016:

- Item 1: Letter to Thomas LaPerch, Chairman from Joseph J. Buschynski date December 30, 2015.
- Item 2: Town of Southeast Application for Site Plan Approval dated 11-19-15, accompanied by Statement of Use, Short Environmental Assessment Form and List of Property Owners within 500'.
- Item 3: Drawing entitled "Amended Site Plan, Brewster Home Decorating Center, LLC, Southeast (T), Putnam County, N.Y.," scale as noted, dated 10-16-15, prepared by Bibbo Associates, LLP.

The subject application proposes to construct a 750 s.f. addition along the west side of the existing building. The building addition will increase the lot's building coverage but will not increase the impervious coverage because it is being constructed in an area when pavement exists. The Applicant is requesting a waiver for the minimum required number of parking spaces based on the calculations contained within the Southeast Code. The site is located in the NB-1 zoning district.

We have the following comments:

1. We would recommend that a test pit be conducted in the vicinity of the proposed dry well to determine that the soils in that location can support a drywell leaching chamber.



Jacobson

Mr. Thomas LaPerch, Chairman
RE: Brewster Home Decorating, LLC
38 Argonne Road
Amended Site Plan
NLJ #0001-0985

January 20, 2016
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2. In accordance with Americans with Disabilities Act (ADA) guidelines section 504.2, built-up curb ramps are not allowed to project into access aisles. It appears that the existing curb ramp extends out into the proposed accessible parking access aisle. Additionally, existing spot elevations should be provided in this area.

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. Levine
S. Coleman
W. Stephens, Jr.
M. Bruen
M. Stancati
P. Feroe
J. Buschynski

TOWN OF SOUTHEAST

APPLICATION SUMMARY SHEET

Proj. Name: Root Avenue Subdivision **S/B/L:** 55.-1-39.2, 39.3, & 39.5 **Zone:** R-60

Description: Previously approved 6 Lot Subdivision (final approval 2007, extension granted 2008). Development of Lots 1, 2, and 5 now requires a Town of Southeast wetland permit for improvements within the regulated buffer area because the buffer changed from 100 feet to 133 feet since the original approval (approved 2014). *The Applicant now seeks to amend the Wetland Permit approval for Lot #5 to accomodate a relocated house and stormwater management practices.*

<p>SEQR ACTIONS COMPLETED:</p> <p><input checked="" type="checkbox"/> Intent to Declare Lead Agency</p> <p><input checked="" type="checkbox"/> Declare Lead Agency</p> <p><input checked="" type="checkbox"/> EAF Submitted</p> <p><input checked="" type="checkbox"/> Determination of Significance by Board</p> <p>MAJOR/MINOR PROJECT: Major Wetland Permit</p> <p>Date Classified: _____ Waiver of Public Hearing (Minor Project Only)? <input type="checkbox"/> Y <input type="checkbox"/> N</p> <p>LOCAL AND AGENCY REVIEW REQUIRED?</p> <p>Yes No</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Town Board</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Town of Southeast ARB</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Wetland Permit</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Historic Sites Commission</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Town Highway Department</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> MS4 Permit</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> County Planning Department (GML)</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> County Highway Department</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> County Health Department</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> NYSDEC</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> NYCDEP (Need to amend SWPPP)</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> NYSDOT</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Army Corps of Engineers</p>	<p>TYPE OF ACTION: Unlisted, Coordinated</p> <p>Date: 8/8/05</p> <p>Date: _____</p> <p>Date: Short EAF for wetland permit 4/28/14</p> <p>Date(s): 2000</p>
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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
4/28/03	Positive Recommendation to the Town Board for review of the Waiver of the Moratorium
2/23/04	Preliminary Review
4/26/04	Referral to Town Board for signage on Root Avenue/Review of drainage necessary
6/28/04	Positive Referral to the Town Board for waiver to residential moratorium
4/26/04	Referral to Town Board for signage on Root Avenue/Review of drainage necessary
8/8/05	Preliminary Review/Intent to Declare Lead Agency (discovered Neg Dec from 2000, new SEQRA suspended)
1/23/06	Preliminary Plat Approval Granted
6/12/06	Extension of submission of final subdivision plat granted
7/25/07	Discussion about Map, Plan and Report for Stormwater Management
7/27/07	Final Subdivision Approval
8/13/07	Referral for performance bond to Town Board
1/14/08	Approved Extension to Final Plat
7/14/14	1) Declare Intent to be Lead Agency; 2) Set Public Hearing
8/11/14	Declared LA, opened PH and continued PH to 9/8/14
9/8/14	Closed PH; Negative Declaration; and Wetland Permit Approval
1/25/16	

RECOMMENDED ACTION FOR MEETING:

1) Affirm Lead Agency

2) Set Public Hearing for Wetland Permit

**PLANNING BOARD
TOWN OF SOUTHEAST, NEW YORK
RESOLUTION TO
AFFIRM LEAD AGENCY STATUS AND SET A PUBLIC HEARING**

INTRODUCED BY: *LaPerch*

DATE: January 25, 2016

SECONDED BY: *Hecht*

WHEREAS, the Planning Board of the Town of Southeast is in receipt of an application for a Wetland Permit, and other supporting documents, for a project entitled **Pomona aka Root Avenue Subdivision**; and

WHEREAS, the proposed project is located at Root Avenue, Brewster, NY, in the R-60 Zone Zoning District in the Town of Southeast, and known and designated as Tax Map IDs 55.-1-39.2, 39.3 and 39.5; and

WHEREAS, the project involves a previously approved six-lot Subdivision (final approval 2007, extension granted 2008) where development of Lots 1, 2, and 5 now requires a Town of Southeast wetland permit for improvements within the regulated buffer area because the buffer changed from 100 feet to 133 feet and the applicant now seeks to amend the Wetland Permit approval for Lot #5 to accommodate a relocated house and stormwater management practices ("Proposed Project"); and

WHEREAS, the Planning Board previously conducted a Coordinated Review on this Unlisted Action, and issued a Negative Declaration on 9/8/14; and

WHEREAS, the proposal is pursuant to §617.6 of the State Environmental Quality Review Act (SEQRA), the Planning Board hereby affirms its Lead Agency status; and

NOW, THEREFORE BE IT RESOLVED, that the Planning Board of the Town of Southeast will serve as Lead Agency for purposes of SEQRA for this Unlisted and Coordinated Action as previously declared.

BE IT FURTHER RESOLVED, that the Planning Board hereby schedules a public hearing on the proposed project for February 22, 2016.

UPON ROLL CALL VOTE:

T. LaPerch, Chairman

yes

D. Rush, Vice Chairman

yes

P. Wissel, Boardmember

yes

D. Armstrong, Boardmember

yes

E. Cyprus, Boardmember

absent

M. Hecht, Boardmember

yes

P. Jonke, Boardmember

yes

The resolution was passed by a vote of 6 to 0, with 1 absent.

T. LaPerch
T. LaPerch, Chairman
Southeast Planning Board rad



STEPHEN W. COLEMAN
ENVIRONMENTAL CONSULTING, LLC

Environmental Planning & Site Analysis
Wetland Mitigation & Restoration Plans
Wetland Delineation & Assessment
Natural Resource Management
Pond & Lake Management
Wildlife & Plant Surveys
Breeding Bird Surveys
Landscape Design

MEMORANDUM

To: Thomas LaPerch, Chairman
Members of the Planning Board
From: Stephen W. Coleman
Date: January 22, 2016
Re: Root Avenue Subdivision, 54, 68 & 74 Root Avenue – wetland review

The applicant is requesting to amend the prior approved wetlands permit for lots 1, 2 and # 5. Based upon review of the materials, the stormwater measures have been relocated which allows for a reduction in the amount of disturbance within the wetland buffer by 6,330 sq.ft.

The proposed changes are positive and reduce further the amount of proposed encroachment within regulated areas. The subdivision is still in compliance with the standards and criteria outlined in Chapter 78, and as the Town's Wetlands Inspector, it is my recommendation that an amended wetlands permit be approved for this project. Please let me know if you have further questions or require additional information.



Jacobson

January 21, 2016

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

Re: Root Avenue Subdivision
Review for Wetland Permit
Root Avenue & John Simpson Road
NLJ #0001-0724

Dear Mr. LaPerch:

As requested, we have reviewed the following information received for the subject project at our office through January 5, 2016:

- Item 1: Letter to Chairman LaPerch and Members of the Board from Jeffrey J. Contelmo, P.E., dated January 4, 2016.
- Item 2: Set of four (4) drawings entitled "Root Avenue Subdivision, Root Avenue, Town of Southeast, Putnam County, New York, dated 06-27-14, last revised 01-04-16, scale as noted, prepared by Insite Engineering, Surveying & Landscape Architecture, P.C.
- Item 3: Report entitled "Root Avenue Subdivision Stormwater Pollution Prevention Plan (SWPPP) Amendment prepared for Pomona Development, LLC, Town of Southeast, New York" dated January 4, 2016, prepared by Insite Engineering, Surveying & Landscape Architecture, P.C.

The subject application proposes to amend the approved wetlands permit for Lots 1, 2 & 5 of the Root Avenue Subdivision. The primary reason for the amended application came as a result of a field investigation that revealed the lack of a pipe crossing at Design Point "D". The stormwater measures on Lot 5 have been shifted to the east and the outfall will now discharge to Design Point "E". The relocation of the stormwater measures also reduces the disturbance in the wetland control area by 6,330 s.f.

The rearrangement of the stormwater measures caused a slight increase in the post-development discharges for the 10 and 100 years storm events at Design Point "C". However, the increased flow values are still below pre-development flows.

We have no objection to the relocation of the stormwater basin on Lot #5. The new location reduces the impact on the wetland control area and reduces the grading footprint on the lot.



Jacobson

Mr. Thomas LaPerch, Chairman
Re: Root Avenue Subdivision
Review for Wetland Permit
NLJ #0001-0724

January 21, 2016
Page 2

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.	Insite