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**TOWN OF SOUTHEAST PLANNING BOARD AGENDA**

**January 13, 2020**

**CIVIC CENTER, 1360 Route 22**

**7:30 p.m.**

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**PUBLIC HEARINGS:**

1. **SALSA FRESCA, 1577 Route 22, Tax Map ID 46.-1-16.1** – Public Hearing to Review an Application for Site Plan Amendment
2. **SOUTHEAST PARKING BY WB NEW YORK, 4 & 10 Independent Way, Tax Map IDs 56.-1-24 & 25** – Public Hearing to Review an Application for Re-Approval of Site Plan, Special Permit and Wetland Permit

**REGULAR SESSION:**

1. **LAKEVIEW PLAZA, 1505-1515 Route 22, Tax Map ID 46.-1-1.-1** – Review of an Application for Final Approval of Site Plan Amendment
2. **SOUTHEAST EXECUTIVE PARK, 185 Route 312, Tax Map ID 56.12-1-1** – Review of a Request for Release of Performance Bond and Establishment of Maintenance Bonds
3. **JCE ENTERPRISES, INC., 12 Old Route 6, Tax Map ID 55.12-1-12** – Review of Sketch Plan Application for Site Plan Amendment
4. **WATCHTOWER DUST COLLECTION UNIT, 1801 Route 22, Tax Map ID 46.-4-23** – Review of Application for Site Plan Amendment
5. **PALMER SITE PLAN, 2334 Route 6, TM ID 56.-1-1** – Continued Review of Application for Site Plan Amendment and Conditional Use Permit
6. **PROSWING STARR RIDGE, 273 Starr Ridge Road, Tax Map ID** – Review of an Application for Minor Subdivision
7. **DREW REALTY / SITEONE, 160 & 170 Fields Lane, Tax Map IDs 78.-2-5 & 4** – Review of an Application for Site Plan and Lot Line Adjustment
8. **STATELINE RETAIL CENTER / RESTAURANT DEPOT, US Route 6, Tax Map ID 68.-2-48.1 & 48.2** – Review of Application for Subdivision
9. **Approve Meeting Minutes of November 25, 2019**
10. **Approve Meeting Minutes of December 9, 2019**

**January 3, 2020/VAD  
Agenda Subject to Change**

**FOR MORE INFORMATION ON MAJOR PROJECTS UNDER PLANNING BOARD REVIEW, CLICK ON THE LINK BELOW:**

<http://www.southeast-ny.gov/322/Major-Planning-Board-Projects#>

**TOWN OF SOUTHEAST, NY  
RESOLUTION  
SITE PLAN APPROVAL**

INTRODUCED BY: LaPerch DATE: January 13, 2020  
 SECONDED BY: Armstrong

**WHEREAS, LAKEVIEW PLAZA** as the Applicant/Owner of certain properties located 1505-1515 Route 22 in the SR-22 Zoning District in Town of Southeast and known and designated as Tax Map Number 46.-1-1.-1 has submitted an application for Site Plan approval for a proposal to amend the previously approved landscaping and curbing plan for Lakeview Plaza (the “Proposed Project”); and,

**WHEREAS,** the Town of Southeast Planning Board, acting as Lead Agency for the purposes of the State Environmental Quality Review Act (SEQRA), Classified this as a Type II Action indicating that no environmental impact would exist;

**WHEREAS,** the Town of Southeast Planning Board (the “Planning Board”) has thoroughly reviewed the application and the following documents and plans, as well as memos from its consultants:

<b>Drawing No. &amp; Title; submitted by</b>	<b>Original Date; Last Revised</b>
Memorandum to Chairman LaPerch from JMC Engineering	12/17/19
Cut Sheet MCOWP64W 64 Watt LED Medium Cut-Off Wall Pack	5/1/17
C-000, Cover Sheet, prepared by JMC Engineering	9/10/19; 12/17/19
L-100, Overall Landscaping Plan, prepared by JMC Engineering	9/9/19; 12/17/19
L-101, Northern Entrance Landscaping Plan, prepared by JMC Engineering	9/10/19; 12/17/19
L-102, Southern Entrance Landscaping Plan, prepared by JMC Engineering	9/10/19; 12/17/19
L-103, ACME Island Landscaping Plan, prepared by JMC Engineering	9/10/19; 12/17/19
L-200, Lighting Plan, prepared by JMC Engineering	11/5/19; 12/17/19
L-900, Landscaping Details, prepared by JMC Engineering	9/10/19; 12/17/19

; and,

**WHEREAS,** the Planning Board has reviewed said drawings in addition to reports and correspondence filed with those drawings and has caused the same to be reviewed by its consultants; and,

**WHEREAS,** the Planning Board has determined on the basis of its own review and the review comments received from its consultants that the drawings and reports and other information submitted by the applicant are in substantial compliance with Chapter 138, “Zoning,” (specifically Article IX thereof) of the Town of Southeast Code; and,

**WHEREAS,** the Planning Board is in receipt of a referral dated 12/10/19 from the Architectural Review Board recommending approval of the architecture Proposed Action; and

**NOW THEREFORE BE IT RESOLVED,** that pursuant to the authority vested in the Planning Board by Chapter 138, “Zoning,” of the Town Code, the Planning Board hereby grants Final Approval for the Proposed Action, as defined above, subject to the following Conditions identified below. (For purposes of compliance, these conditions, and any other conditions identified in the environmental review of the Proposed Action, shall be enforceable by the Town of Southeast in accordance with the Town Code of the Town of Southeast).

**General Conditions**

1. The Applicant must conform to all the rules, regulations, and ordinances of the Town of Southeast, County of Putnam, and State of New York.
2. The Applicant is hereby bound by any statements offering modifications, improvements, or offerings to the Town of Southeast made by itself or its representatives in relation to approval of the Proposed Project.
3. Prior to issuance of a Building Permit, the applicant will submit to the Planning Board information pertaining to the specific tenant/use and, if necessary, an amended site plan application showing any proposed modifications to the site for the specific tenant/use.
4. Pursuant to §138-85.D , where a proposed use or proposed building or other structure involves the installation, extension, relocation or reconstruction of a sewage disposal or water supply system, no building permit shall be issued until plans for such a system have been approved by the County of Putnam, State of New York, City of New York or any regulatory agency having jurisdiction as required by law. No certificate of occupancy shall be issued until such a system has been completed and approved by such an agency as required by law or until the use or building or structure has been provided with the connections to a previously completed and approved sanitary sewer and public water supply system.
5. The Proposed Action shall be constructed in coordination with the approved site improvements for the Lakeview Plaza including all stormwater and wastewater treatment systems and conveyance systems.
6. The Applicant is granted approval based on generic review by the Architectural Review Board of building design and elevations and will have to seek a second review if modifications to the approved design are made. The Proposed Action shall be constructed in accordance with the approved plans and drawings for the specific tenant as reviewed by the Architectural Review Board and approved by the Planning Board.
7. Pursuant to §138-41.E(4), the applicant shall provide to the Town of Southeast Planning Board one full set of final full-sized plans and five copies of the filed plans on eleven-inch by seventeen-inch, or similar, paper, with a graphic scale indicated (to allow for scale measurements of photo-reduced drawings), for distribution to the Town Engineer, the Planning Board, the Town Clerk, the Building Inspector, and the Town Planner. This final plan set shall include the final architectural plans recommended by the Architectural Review Board and approved by the Planning Board. Each of these sets shall be bound, and shall contain a signature box on the Index or Title Page for the Planning Board Chairman's Signature. No Building Permits shall be issued until these plan sets have been submitted to the Planning Board Secretary and signed by the Planning Board Chairman.
8. The Applicants shall submit two (2) sets of as-built plans to the Town of Southeast Building Department and one (1) full size set to the Planning Board after final construction is completed. The as-built plans must show all buildings and site improvements, the impervious surfaces, landscaping, and final design specifications for all stormwater management facilities. The plans must be certified by a professional engineer.

**Financial & Legal Considerations**

1. The Applicant shall post a Performance Bond in an amount determined by the Town Engineer and recommended by the Planning Board for Town Board approval to ensure all site grading, stormwater management, and road improvements will be made in accordance with the approved drawings, Town of Southeast Code and to the satisfaction of the Town Engineer and/or Highway Superintendent. The Performance Bond may also be used to finance necessary work to stabilize the project site should the Applicant abandon the project and the Town is forced to complete necessary improvements. The establishment of the Performance Bond shall be done in a form acceptable to the Town Counsel. The bond amount will be based upon 2020 construction costs. If the construction is not begun during the calendar year 2020, the Applicant must re-apply to the Planning Board for an adjustment of the bond amount to account for escalation of material and labor costs. Upon such request to the Planning Board, the Planning

Board shall make a recommendation to the Town Board and the Town Board shall diligently set a new bond amount in accordance with the recommendation of the Town Engineer. The Performance Bond must be paid prior to the start of any work on the site and/or the filing for a Building Permit. The Southeast Planning Board requests that the Southeast Building Inspector withhold the Certificate of Occupancy until the Planning Board or its duly authorized representative has made an inspection of the subject improvements and determined that the Applicant has complied with all the conditions of this approval.

2. No certificate of occupancy for the structures depicted on the project development plan/site plan shall be issued or occupancy permitted unless and until the site improvements associated with the development shall be fully completed by the developer or substantially completed to the satisfaction of the building inspector and a valid performance bond is posted, in an amount equal to the amount necessary to fully complete the outstanding site improvements, to ensure faithful completion thereof within a reasonable period of time not to exceed six months.

3. Any and all outstanding inspection, engineering, or planning consulting fees shall be paid to the Town prior to the issuance of a Certificate of Occupancy for any improved lot.

4. All construction, design, approvals, conditions, restrictions, and requirements of the previously approved site plan, and building permits shall still be applicable except and only to the extent that same are modified herein. The inclusion of certain previously adopted conditions in this resolution shall not be deemed as a waiver of past conditions not recited herein.

#### **Construction Activity**

1. At least ten (10) days prior to commencing construction of any required improvements, the Applicant shall notify the Building Inspector and the Town Engineer, in writing, of the time when it proposes to commence construction of such improvements so that the Building Inspector may cause an inspection to be made to ensure that all Town specifications and requirements shall be met during the construction of required improvements. The Applicant shall provide a general construction phasing schedule to the Building Inspector, Planning Board and Town Engineer and shall update that schedule, and provide copies to the Building Inspector, Planning Board and Town Engineer, throughout the construction process, as necessary.

2. The Town shall require a pre-construction conference between the Town Engineer and Town Highway Superintendent and the owner or owner's representative, general contractor and on-site engineer to review construction phasing plans, inspections schedules, and requirements for complying with all regulations and conditions of this approval prior to commencing construction. The following items shall be completed by the Applicant prior to scheduling a pre-construction conference:

- a) Performance Bond and Erosion and Sediment (E&S) Control Bond shall be posted with the Town Clerk;
- b) Inspection Fees shall be paid to the Planning Board;
- c) Escrow Account shall be in good standing;
- d) In accordance with item #7 under "General Conditions" above, approved/signed plans shall be on file with the Planning Board and the Building Department; and
- e) The MS4 Acceptance, proof of mailing of Notice of Intent (NOI), and E&S shall be completed and on file with MS4 Administrator.

3. The Town of Southeast Building Inspector or its designee may make periodic inspections to ensure that all site work and site improvements are being made in conformance with the approved plat, its conditions, and all Town of Southeast Code requirements. The Applicant shall designate a responsible and competent person to be the on-site construction manager who shall be responsible for ensuring the continued compliance with the approved plat, its conditions, and all Town of Southeast Code requirements. The Applicant shall ensure that all remedial measures are taken within 72 hours of any notification of deficiencies relating to construction. If appropriate measures are not implemented to the satisfaction of the Town Engineer, a stop work order may be issued by the Town and/or a fine imposed according to Town Code.

4. Should project changes be required that would represent a significant change to the approved plans, the Applicant may be required to seek an amended approval from the Planning Board.
5. The Applicant shall retain the services of a professional engineer and/or a landscape architect (in accordance with the drawings prepared) throughout the construction process who shall periodically observe the construction of all approved improvements, except improvements to Town of Southeast roads and drainage (which shall be inspected by the Town Engineer and/or Highway Superintendent). The Applicant's professional engineer and/or landscape architect shall provide a statement, in writing, that all approved improvements have been constructed substantially as required and approved by the Planning Board or as such requirements have been modified.
6. Prior to commencing any site clearing, grading, or construction activity, the Applicant shall have the boundary of the property staked out by a licensed surveyor.
7. A copy of the completed NOI to comply with the New York State Department of Environmental Conservation (NYSDEC) General Permit for Construction Activity shall be maintained at the on-site construction office.
8. All sediment and erosion control measures or Best Management Practices indicated on the approved plans and/or required for compliance with the NYSDEC General Permit for Construction Activity shall be installed at the commencement of grading activities and shall be inspected on a weekly basis (or following any storm event in excess of one-half inch) to ensure proper function. All construction activities shall adhere to the provisions for sediment and erosion control contained in the NYSDEC's *New York Standards and Specifications for Erosion and Sediment Control*.
9. The design and construction of all proposed water quantity and water quality best management practices shall adhere to the *New York State Stormwater Management Design Manual*.
10. Any drainage improvements that would affect a Town drainage structure or element or any improvements to Town of Southeast roads shall be made in accordance with the Town Road and Drainage Specifications (Chapter A143 of the Town Code) and shall be made under the direction and supervision of the Highway Superintendent.
11. The Town Highway Superintendent must be notified a minimum of 72 hours in advance of any construction activity affecting the Town drainage system or any Town Road except where emergency repairs are required, in which case the Highway Superintendent must be notified as soon as possible after the affected area has been stabilized.
12. Existing trees, understory vegetation, and ground cover along all property lines shall remain undisturbed to the maximum extent practicable throughout the duration of construction. Should any disturbance be required to construct approved improvements, the area shall be replanted with comparable vegetation as soon as is practicable following completion of construction activity in that area.
13. All disturbed areas shall be stabilized pursuant to NYSDEC regulations. Should disturbed areas remain disturbed for periods longer than one month, more permanent stabilization measures shall be installed.

#### **Landscaping**

1. Prior to planting according to the approved landscape plan, the Applicant shall stake the location of all proposed landscaping and allow for a site inspection by the Planning Board or its designees to ensure that the proposed landscaping will provide the maximum screening benefit and/or that the proposed landscaping is suitable for the visual setting and overall appearance of the project site.
2. All landscaping shall be installed in a healthy and vigorous state and shall be inspected at the beginning and end of the growing season within the first year of installation. Individual species that do not survive beyond the first year shall be replaced at the beginning of the next growing season. Landscaping

shall be maintained for the life of the facility. In the event that said landscaping is not maintained to the satisfaction of the Building Inspector or Code Enforcement Officer (CEO), the Building Inspector or CEO shall notify the applicant in writing of the violation. If the required landscaping maintenance is not performed within 30 days to the satisfaction of the Building Inspector or CEO, the Town shall correct the violation and be reimbursed for Town costs by the applicant.

3. The Applicant shall provide an on-site and qualified arborist or landscape architect to supervise construction activity within 100 feet of any tree designated to be preserved on the approved plans. The arborist or landscape architect shall ensure that the tree protection measures indicated on the approved plans are in place and properly maintained throughout construction activity.

4. After final construction is complete, and prior to the issuance of a Certificate of Occupancy, the Applicant shall submit an as-built landscaping plan to the Town of Southeast Building Department. The as-built plan shall identify any discrepancies between the approved plan and the installed landscaping. The plans must be certified by a professional landscape architect, architect, or engineer.

**UPON ROLL CALL VOTE:**

T. LaPerch, Chairman yes  
 D. Armstrong, Boardmember yes  
 M. Hecht, Boardmember yes  
 J. King, Boardmember yes

D. Rush, Vice Chairman yes  
 E. Cyprus, Boardmember absent  
 Vacancy, Boardmember -

The resolution was passed by a vote of 5 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 13, 2020

Town Board of the Town of Southeast  
1360 Route 22  
Brewster, NY 10509

RE: SOUTHEAST EXECUTIVE PARK PARKING, Tax Map IDs 45.-1-3; 56.-1-31, 56.-1-32.112, 45.-1-2.1

Dear Boardmembers:

At the 1/13/2020 regular meeting of the Town of Southeast Planning Board, a motion was made to positively refer the above referenced application to the Town Board for the release of the Performance Bond currently being held.

<u>PROJECT</u>	<u>AMOUNT</u>
SOUTHEAST EXECUTIVE PARK PARKING	\$32,000.00

The Planning Board further resolved that the following maintenance bonds be posted as a condition of the release of the Performance Bond:

<u>BOND TYPE</u>	<u>DURATION</u>	<u>AMOUNT</u>
LANDSCAPE	2 YEARS	\$2,500.00
STORMWATER MAINTENANCE	4 YEARS	\$23,300.00

The Planning Board further resolved to require an escrow account be established in the amount of \$1500.00 to cover the cost of an annual stormwater inspection and report; whereby the Town would undertake an annual inspection if the applicant failed to do so.

The Town Engineer's Report is attached for your consideration. If you have any questions, please do not hesitate to contact the Planning Board.

Sincerely,

  
Thomas LaPerch, Chairman  
Southeast Planning Board

cc: Town Attorney  
Town Clerk  
Town Engineer  
Building Inspector  
Bibbo Associates  
Planning Board File



Jacobson

January 7, 2020

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

Re: Southeast Executive Park  
NYS Route 312 & Independent Way  
Tax Map Nos.: 45.-1-3, 45.-1-2.1  
56.-1-31 & 56.-1-32.112  
Request for Bond Release  
NLJA #0001-0893

Dear Mr. LaPerch:

As requested, we have made recent inspections at the above referenced project and determined that the site improvements have been satisfactorily completed and are generally in accordance with the approved plans incorporating any approved field changes. In addition, The Applicant's Engineer has provided an As-Built plan and certification verifying completion of the improvements.

It is our understanding that the erosion control/site restoration bond currently held for this project is in the amount of \$32,000. Since all site improvements are now completed and the supporting documentation from the Applicant's Consultants has been provided, we have no objection to release of this bond subject to providing the required executed stormwater maintenance agreements and posting of the following maintenance bonds:

- A four-year guarantee for the stormwater management system in the amount of 10% of the cost from the original bond estimate. For this project, the required stormwater maintenance bond is in the amount of \$23,300.
- A two-year maintenance bond to guarantee the viability of all landscape plantings in the amount of 20% of the landscaping cost from the original bond estimate. For this project the required landscaping maintenance bond is \$2,500.

In addition, §119-13 of the Town Code requires that the developer shall fund or otherwise guarantee an inspection and maintenance program for the stormwater management system for a period of no less than ten years. In this regard, it is understood that a stormwater maintenance agreement and associated easements will be provided by the Applicant. To guarantee that annual inspections are completed, it is recommended that the Applicant establish an escrow account with the Planning Board in the amount of \$750 to cover the cost of an annual stormwater inspection and report; whereby the Town could undertake an inspection if the Applicant failed to do so.



Jacobson

Mr. Thomas LaPerch, Chairman  
Re: Southeast Executive Park  
NYS Route 312 & Independent Way  
Tax Map Nos.: 45.1-1-3, 45.-1-2.1  
56.-1-31 & 56.1-32.112  
Request for Bond Release  
NLJA #0001-0893

January 7, 2020

Page 2

Should you have any questions, please feel free to contact me.

Very truly yours,

NATHAN L. JACOBSON & ASSOCIATES, P.C.

Thomas H. Fenton, P.E.

THF:thf

cc: T. Hay  
M. Levine  
M. Burdick  
W. Stephens, Jr.  
M. Stancati  
A. Ley  
S. Coleman  
S. Barisser, P.E

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

INTRODUCED BY: LaPerch

DATE: January 13, 2020

SECONDED BY: Armstrong

WHEREAS, the Planning Board of the Town of Southeast is in receipt of an application for Site Plan, and other supporting documents for a project entitled JCE ENTERPRISES, INC.; and

WHEREAS, the proposed project is located at 12 Old Route 6 in the GC Zoning District in the Town of Southeast and identified as Tax Map ID 55.12-1-12; and

WHEREAS, the applicant proposes to install a new enclosed stairway and four parking spaces at an existing two-story building located where the first floor of the building would continue as an office use and the second floor of the building would be converted from residential to office use; 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 yes  
D. Armstrong, Boardmember yes  
M. Hecht, Boardmember yes  
J. King, Boardmember yes

D. Rush, Vice Chairman yes  
E. Cyprus, Boardmember absent  
Vacancy, Boardmember —

The resolution was passed by a vote of 5 to 0, with 1 absent.

T. LaPerch  
T. LaPerch, Chairman  
Southeast Planning Board



**TOWN OF SOUTHEAST**

**Planning Board  
1 Main Street  
Brewster, NY 10509**

January 14, 2020

Director  
Putnam County Division of Planning and Development  
2 Route 164  
Patterson, NY 12563

Re: JCE Enterprises, Inc.  
GML §239-m

Dear Barbara,

The Planning Board of the Town of Southeast is considering an application for Site Plan Amendment by JCE ENTERPRISES for a proposal to install a new enclosed stairway and four parking spaces at an existing two-story building where the first floor of the building would continue as an office use and the second floor of the building would be converted from residential to office use. The proposed project is located in the GC Zoning District located at 12 Old Route 6, Putnam County, New York (Tax Map ID 55.12-1-12).

The Planning Board, acting as Lead Agency under the State Environmental Quality Review Act (SEQRA), is herewith referring the subject application to the Putnam County Division of Planning and Development pursuant to General Municipal Law §239-m.

Enclosed is the application for your review. Please call Victoria Desidero, Secretary to Planning Board, Architectural Review Board and Zoning Board of Appeals, at (845) 279-7736, if you should have any questions. We thank you for your consideration and review of this application.

Sincerely,

*Thomas LaPerch / vad*

Thomas LaPerch, Chairman  
Town of Southeast Planning Board

Attachment

cc: Town Attorney  
Town Clerk  
Robert Cameron, Architect

**TOWN OF SOUTHEAST, NY  
PLANNING BOARD RESOLUTION  
CLASSIFY AS TYPE II ACTION  
AND TOWN OF SOUTHEAST MINOR PROJECT**

INTRODUCED BY: La Perch                      DATE: January 13, 2020  
SECONDED BY: King

**WHEREAS**, an application is being made by **WATCHTOWER BIBLE & TRACT SOCIETY** for a Site Plan Amendment to install a dust collection unit, 10' x 12' concrete pad, and bollards, within an existing paved area on the rear side on an existing building on a property located at 1801 Route 22, in the Town of Southeast, New York; and

**WHEREAS**, the property is identified as Tax Map Number 46.-4-23, and is located in the RC Zoning District; and

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

1. Short Environmental Assessment Form (EAF) dated 12/20/19
2. Memorandum to Chairman LaPerch from Watchtower Bible and Tract Society of New York, dated 12/20/19
3. C-101, Dust Collector Unit, prepared by Watchtower Bible & Tract Society Engineering, dated 11/26/19
4. ALTA/ACSM Land Title Survey of 1801 Route 22, prepared by Walkill Surveying, dated 9/26/12

**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)(9), finds that the Proposed Action is a Type II Action under SEQRA, and no further environmental review is required; and

**NOW, THEREFORE BE IT FURTHER RESOLVED**, that the Town of Southeast Planning Board, finds the Proposed Action to be a Town of Southeast Minor Project as defined in Town Code Section 138-4, Definitions.

**UPON ROLL CALL VOTE:**

T. LaPerch, Chairman	<u>yes</u>	D. Rush, Vice Chairman	<u>yes</u>
D. Armstrong, Boardmember	<u>yes</u>	E. Cyprus, Boardmember	<u>absent</u>
M. Hecht, Boardmember	<u>yes</u>	Vacant, Boardmember	<u>—</u>
J. King, Boardmember	<u>yes</u>		

The resolution was passed by a vote of 5 to 0, with 1 absent.

T. LaPerch  
T. LaPerch, Chairman  
Southeast Planning Board



**TOWN OF SOUTHEAST**

Planning Board  
1 Main Street  
Brewster, NY 10509

January 14, 2020

Director  
Putnam County Division of Planning and Development  
2 Route 164  
Patterson, NY 12563

Re: Watchtower Bible & Tract Society  
GML §239-m

Dear Barbara,

The Planning Board of the Town of Southeast is considering an application for Site Plan Amendment by WATCHTOWER BIBLE & TRACT SOCIETY for a proposal to install a dust collection unit, 10' x 12' concrete pad, and bollards, within an existing paved area on the rear side on an existing building. The proposed project is located in the RC Zoning District on an approximately ±.90-acre parcel located at 1801 Route 22, Putnam County, New York (Tax Map ID 46.-4-23).

The Planning Board, acting as Lead Agency under the State Environmental Quality Review Act (SEQRA), is herewith referring the subject application to the Putnam County Division of Planning and Development pursuant to General Municipal Law §239-m.

Enclosed is the application for your review. Please call Victoria Desidero, Secretary to Planning Board, Architectural Review Board and Zoning Board of Appeals, at (845) 279-7736, if you should have any questions. We thank you for your consideration and review of this application.

Sincerely,

Thomas LaPerch, Chairman  
Town of Southeast Planning Board

Attachment

cc: Town Attorney  
Town Clerk  
Watchtower Bible & Tract Society of New York



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

January 14, 2020

TO: Architectural Review Board

FROM: Thomas LaPerch, Chairman  
Southeast Planning Board

RE: Watchtower Dust Collection Unit  
1801 Route 22  
Tax Map ID 46.-4-23

At the regular meeting of the Town of Southeast Planning Board on 1/13/2020, 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 1/13/2020. 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*

Thomas LaPerch, Chairman  
Southeast Planning Board

cc: Town Counsel  
Town Clerk  
Watchtower Bible & Tract Society of New York

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

Date: January 13, 2020

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:** Palmer Site Plan

**SEQR Status:** Type 1   
 Unlisted

**Conditioned Negative Declaration:**  Yes  
 No

**Description of Action:**

The applicant proposes to construct a 2-story 4,160 sf office/garage building and establish 12,926 sf of outdoor storage for use by the existing plumbing business on the property (a general business use). Associated screening, driveway and parking improvements, and the demolition of an existing 950 sf garage are also proposed. The project requires Planning Board Conditional Use Permit approval for outside storage (19.3% of lot area) and the general business use, and amended site plan approval.

**Location:**

2334 Route 6, Tax Map ID **56.-1-10**

**Reasons Supporting This Determination:**

The following materials have been reviewed:

- Site Plan Set of 6 Sheets, prepared by JR Folchetti & Associates, dated October 2018
- Memorandum to John Folchetti from NYC Department of Environmental Protection, dated 10/30/19
- Memorandum to Secretary Desidero from NYC Department of Environmental Protection, dated 7/23/18

**WHEREAS**, on 6/25/18, the Planning Board classified the proposed action as an 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 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:**

<b>INVOLVED/INTERESTED AGENCY</b>	
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	Zoning Board of Appeals 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	Building Inspector 1 Main Street Brewster, NY 10509
Putnam County Highways & Facilities 842 Fair Street Carmel New York 10512	E-911 Coordinator / Assessor 1360 Route 22 Brewster, NY 10509
Putnam County Department of Planning/Development & Public Transportation Putnam County Transit Facility 2 Route 164 Patterson, New York 12563	

UPON ROLL CALL VOTE:

T. LaPerch, Chairman yes  
D. Armstrong, Boardmember yes  
M. Hecht, Boardmember yes  
J. King, Boardmember yes

D. Rush, Vice Chairman yes  
E. Cyprus, Boardmember absent  
Vacant, Boardmember —

The resolution was passed by a vote of 5 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 14, 2020

TO: Architectural Review Board

FROM: Thomas LaPerch, Chairman  
Southeast Planning Board

RE: Palmer Site Plan  
2334 Route 6  
Tax Map ID 56.-1-10

At the regular meeting of the Town of Southeast Planning Board on 1/13/2020, 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 Declared its Intent to be Lead Agency under the New York State Environmental Quality Review Act (SEQRA) process on 6/25/18. 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  
JR Folchetti & Associates

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

**INTRODUCED BY:** La Perch

**DATE:** January 13, 2020

**SECONDED BY:** King

**WHEREAS**, the Planning Board of the Town of Southeast is in receipt of an application for Subdivision, and other supporting documents for a project entitled **PROSWING STARR RIDGE**; and

**WHEREAS**, the proposed project is located at 273 Starr Ridge Road in the R-160 Zoning District in the Town of Southeast and identified as Tax Map ID 79.-1-10.1; and

**WHEREAS**, the applicant proposes to subdivide an existing 102.7-acre parcel into two lots. Lot A (94.9-acres) would remain vacant and a conservation easement would be pursued. Lot B (7.8-acres) would contain the existing single-family dwelling and pool. No new construction, disturbance, or use is proposed; 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>
D. Armstrong, Boardmember	<u>yes</u>	E. Cyprus, Boardmember	<u>absent</u>
M. Hecht, Boardmember	<u>yes</u>	Vacant, Boardmember	<u>—</u>
J. King, Boardmember	<u>yes</u>		

The resolution was passed by a vote of 5 to 0, with 1 absent.

T. LaPerch  
T. LaPerch, Chairman  
Southeast Planning Board



**TOWN OF SOUTHEAST**

Planning Board  
1 Main Street  
Brewster, NY 10509

January 14, 2020

Director  
Putnam County Division of Planning and Development  
2 Route 164  
Patterson, NY 12563

Re: ProSwing Starr Ridge  
GML §239-n

Dear Barbara,

The Planning Board of the Town of Southeast is considering an application for a Minor Subdivision by PROSWING for a proposal to subdivide an existing 102.7-acre parcel into two lots. Lot A (94.9-acres) would remain vacant and a conservation easement would be pursued. Lot B (7.8-acres) would contain the existing single-family dwelling and pool. No new construction, disturbance, or use is proposed. The proposed project is located in the R-160 Zoning District at 273 Starr Ridge, Putnam County, New York (Tax Map ID 79.-1-10.1).

The Planning Board, acting as Lead Agency under the State Environmental Quality Review Act (SEQRA), is herewith referring the subject application to the Putnam County Division of Planning and Development pursuant to General Municipal Law §239-m.

Enclosed is the application for your review. Please call Victoria Desidero, Secretary to Planning Board, Architectural Review Board and Zoning Board of Appeals, at (845) 279-7736, if you should have any questions. We thank you for your consideration and review of this application.

Sincerely,

  
Thomas LaPerch, Chairman  
Town of Southeast Planning Board

Attachment

cc: Town Attorney  
Town Clerk  
Group Designs, LLC

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

**INTRODUCED BY:** *LaPerch*

**DATE:** January 13, 2020

**SECONDED BY:** *Hecht*

**WHEREAS**, the Planning Board of the Town of Southeast is in receipt of an application for Site Plan, Subdivision, Conditional Use Permit and Wetland Permit, and other supporting documents for a project entitled **DREW REALTY / SITEONE**; and

**WHEREAS**, the proposed project is located at 160 & 170 Fields Lane in the OP-1 Zoning District in the Town of Southeast and identified as Tax Map ID 78.-2-5; and

**WHEREAS**, the applicant proposes a lot line adjustment between parcels 78.2-4 (Lot 1) and 78.2-5 (Lot 2). Lot 1 (12.2 acres) would be developed with a 10,500 square foot building and associated outside storage for a wholesale landscape supplier (nursery use). Lot 2 (63.3 acres) would be developed with four new propane storage tanks and 12 truck parking spaces associated with the Durkin related companies and tenants on another portion of Lot 2. The new propane tanks and truck parking would be accessed via a driveway through Lot 1; 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 *yes*  
D. Armstrong, Boardmember *yes*  
M. Hecht, Boardmember *yes*  
J. King, Boardmember *yes*

D. Rush, Vice Chairman *yes*  
E. Cyprus, Boardmember *absent*  
Vacant, Boardmember *-*

The resolution was *passed* by a vote of *5* to *0*, with *1* absent.

*T. LaPerch*  
\_\_\_\_\_  
T. LaPerch, Chairman  
Southeast Planning Board */pad*



**TOWN OF SOUTHEAST**

**Planning Board  
1 Main Street  
Brewster, NY 10509**

January 14, 2020

Director  
Putnam County Division of Planning and Development  
2 Route 164  
Patterson, NY 12563

Re: Drew Realty / SiteOne  
GML §239-m and n

Dear Barbara,

The Planning Board of the Town of Southeast is considering an application for Site Plan, Subdivision, Conditional Use Permit and Wetland Permit by DREW REALTY / SITEONE for a proposed lot line adjustment between parcels 78.2-4 (Lot 1) and 78.2-5 (Lot 2). Lot 1 (12.2 acres) would be developed with a 10,500 square foot building and associated outside storage for a wholesale landscape supplier (nursery use). Lot 2 (63.3 acres) would be developed with four new propane storage tanks and 12 truck parking spaces associated with the Durkin related companies and tenants on another portion of Lot 2. The new propane tanks and truck parking would be accessed via a driveway through Lot 1. The proposed project is located in the OP-1 Zoning District at 160 and 170 Fields Lane, Putnam County, New York (Tax Map IDs 78.2-5 & 78.2-4).

The Planning Board, acting as Lead Agency under the State Environmental Quality Review Act (SEQRA), is herewith referring the subject application to the Putnam County Division of Planning and Development pursuant to General Municipal Law §239-m.

Enclosed is the application for your review. Please call Victoria Desidero, Secretary to Planning Board, Architectural Review Board and Zoning Board of Appeals, at (845) 279-7736, if you should have any questions. We thank you for your consideration and review of this application.

Sincerely,

*Thomas LaPerch / vad*

Thomas LaPerch, Chairman  
Town of Southeast Planning Board

Attachment

cc: Town Attorney  
Town Clerk  
Insite Engineering