

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

Minutes – February 24, 2020

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

ABSENT:

CALL TO ORDER: 7 p.m.

AGENDA: Pledge of Allegiance

1. UB BREWSTER aka LAKEVIEW PLAZA, 1505-1515 Route 22, (Tax Map ID 46.-1-1.-1) – Review of an Application for a Sign

This was a review of an application for a Sign as referred by the Building Department. The application contained the following documents:

1. ARB Application, prepared by Archer Signs, dated 1/29/20
2. Owner Consent Form from UB Brewster, LLC, dated 9/27/19
3. Lakeview Plaza Existing and Proposed Conditions, prepared by Archer Signs, dated 6/17/19
4. Lakeview Plaza Signage Program, prepared by Archer Signs, dated 6/17/19
5. Survey of Property, prepared by Insite Engineering, dated 11/30/18
6. A1.1, A4.1 and A4.2 – Life Storage Self Storage Phase II, prepared by Stinard Architecture, Inc., dated 11/20/19

Brian Vassar of Archer Signs and Monica Roth of UB Brewster appeared before the Board. Mr. Vassar said Lakeview Plaza has an existing pylon sign that we are just taking down, keeping the existing structure and replotting everything to dress it up. He said the envelope of the sign is going to stay the same in terms of size and that's it. Chair Larkin said what are you going to clad it with? He said it is all aluminum and these two boxes are internally illuminated. He talked about how they will change the names as tenants come and go and then about the lettering coloring and lighting. Boardmember Weber asked about how the top of the structure looks in the rendering and he said all of that is going away and that was shown for the ZBA (Zoning Board of Appeals) so they could see the sign was the same size. Chair Larkin asked if the sign is in compliance and Secretary Desidero said they got a variance for the size so what you are seeing is what the ZBA approved. Boardmember Weber asked for the number of spaces now on the sign to determine the legibility of the individual signs with the red lettering and said she would prefer white background with black letters. Mr. Vassar said we could probably keep all the backgrounds white. The Board

discussed the Multi-Tenant Sign Program and Town Planner Ashley Ley explained how those programs work. Ms. Desidero said I had this conversation with Mr. Vassar and Lakeview has one that was there before UB Brewster purchased the plaza. She said I looked at it and they are all white backgrounds with the same typeface; there are no logos on them. She said you have every right to come in with a new Multi-Tenant Sign Program but, as of now, the approved one is in effect. Ms. Ley said yes. Ms. Roth and Ms. Desidero discussed the way this can be changed. The Board discussed what can be approved under the current program. They discussed whether logos can be on the monument sign. Boardmember Frasca asked why they need "Lakeview Plaza" on the sign and Mr. Vassar said they are trying to brand the plaza rather than have it be known as the "ACME" plaza. The Board then discussed the need to add the address to the sign for 911 purposes. Boardmember Stephens said I would prefer to have similar coloring on the sign names but think it should say "Lakeview Plaza." Boardmember Lucchino said I am a relatively new resident and I couldn't find this because it didn't have the name, so I agree with that point. She said are we requiring them to do a black and white sign; is that a requirement from the Town? Ms. Ley said what is required is that any time you have a multi-tenant building, you have to have a Multi-Tenant Sign Package that is guidance for how any new tenant coming in and how their sign would have to look. It is up to the applicant to come up with their plan, she continued, and then for this Board to review and approve it. She said the Code says there has to be something that unifies the signs, but it doesn't say what it has to be: it could be the colors, the fonts, the materials, etc. They talked about the Sign Code. Chair Larkin said there is a program for your plaza that has to be amended because if we were to approve this, we would be altering that Multi-Tenant Sign Program. The Board discussed approving this sign and then having the applicant alter their plan to make it all consistent. They discussed logos versus no logos on the monument sign. Chair Larkin asked if they would consider coming back with something the Board can be more comfortable with. Mr. Vassar said this is already the third review of this sign and it is hard to just keep coming back trying to get it right. Ms. Ley said this is the first time the ARB has seen this. Boardmember Weber said we are trying to be very accommodating and you are having to come back because you are doing things that are outside what was already approved. They discussed the applicant's options at length. The Board agreed on the conditions for approval. The ARB voted to approve the application with the following conditions:

1. All black lettering on white background;
2. All same font;
3. No logos;
4. Add address for 911

Motion to Approve: Mary Larkin

Seconded: Virginia Stephens

Voice Vote: 3 to 2 with Boardmembers Frasca and Lucchino voting no

2. **PEGASUS THERAPEUTIC RIDING, 310 Peach Lake Road, (Tax Map ID 79.-1-46) – Review of an Application for Structure**

This was a review of an application for a Structure as referred by the Building Department. The application contained the following documents:

1. ARB Application, prepared by Pegasus President Suzanne McGraw, dated 1/17/20
2. Letter from Building Inspector Michael Levine to Pegasus, dated 1/24/20
3. Pegasus Shed Colors, no preparer, undated
4. Alan's Factory Outlet Order Form, 3 Pages, undated
5. SP-1, Site Specific Plans, prepared by Carolina Carports, Inc., undated
6. SP-2, Site Specific Plans, prepared by Carolina Carports, Inc., undated
7. Aerial of Site, no preparer, undated

Joe Cassato, Patty Coyle and Sue McGrath appeared before the Board. Mr. Cassato said we want to add a shed for utility purposes, lawnmower and things like that. He said it was approved on the original approval, but this is a slightly different shape, but we are not expanding the footprint and we are keeping it in the same location. He described the shed in detail referring to the rendering and showing the samples of the materials to the Board. The Board asked some questions about the colors and how they match the other buildings. They asked about lighting and Ms. Ley said the plans that were provided don't show any lighting. Mr. Cassato said that's right. They discussed that lighting would have to be approved separately. They talked about issues with spotlights. All agreed they could come back when the specifications are available. Ms. Ley said the door should be indicated as white. The ARB voted to approve the application with the following conditions:

1. Will come back for lighting when specs are available;
2. Door is white

Motion to Approve: Thomas Frasca

Seconded: Katherine Weber

Voice Vote: 5 to 0

3. WATCHTOWER DUST COLLECTOR UNIT, 1801 Route 22, (Tax Map ID 46.-4-23) – Review of an Application for a Site Plan Amendment

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

1. ARB Application, prepared by Eddie Walker, Watchtower Dust Collection Unit, dated 2/3/20
2. Letter to Chairman Goudey from Watchtower Bible and Tract Society, dated 2/3/20
3. Photo of Existing Condition, no preparer, undated
4. Photo of Rear of Building with Collection Unit superimposed, no preparer, undated
5. C-101, Site Plan, prepared by Watchtower Engineering Department, dated 11/26/19

Richard Eldred and Eddie Walker of Watchtower appeared before the Board. Chair Larkin said you have dust collector unit and your plans are very specific... well done. She said is there anything... it is very self-explanatory to me. She polled the Board

for questions and there were none. Chair Larkin said it is a very fine-looking plan. The ARB voted to **approve** the application to the Planning Board as submitted.

Motion to Approve: Mary Larkin

Seconded: Virginia Stephens

Voice Vote: 5 to 0

4. BASLI RESIDENCE, 21 Tillman Lane, (Tax Map ID 58.-2-101) – Review of an Application for a Single-Family Residence in an Approved Subdivision

This was a review of an application for a house in a subdivision as referred by the Building Department. The application contained the following documents:

1. ARB Application, prepared by Raymond Basli, dated 2/11/20
2. Aerial Map, undated
3. Front Elevation, Basli Home, no preparer, undated
4. Site Plan, Basli Home, Tillman Lane, no preparer, undated

Raymond Basli Sr. and Raymond Basli Jr. appeared before the Board and showed the members their rendering. Mr. Basli Sr. said we are here to answer any questions you may have. Chair Larkin asked if they had any photos showing neighboring homes. He said I have one photograph on my cell phone. She said we can pass it around as we need to see how it fits in the neighborhood. Boardmember Lucchino asked some questions about the size of the house and the ones around it. They discussed that it has a grand front entrance but is in the middle range of sizes of homes on the street. The Board complimented the plans and the look of the house. Boardmember Frasca asked about the materials and Mr. Basli Jr. said mostly composites. Chair Larkin said the Board's review is just whether it fits in and it does meet that requirement. The ARB voted to approve the application as submitted.

Motion to Approve: Thomas Frasca

Seconded: Katherine Weber

Voice Vote: 5 to 0

5. PROSPECT HILL REALTY, 50 Prospect Hill Road, (Tax Map ID 56.11-1-2) – Review of an Application to Amend an Existing Structure

This was a review of an application to amend an existing structure as referred by the Building Department. The application contained the following documents:

1. ARB Application, prepared by JR Folchetti & Associates, dated 2/6/20
2. Memorandum to Chair Larkin from JR Folchetti & Associates, dated 2/11/20
3. Project Site - Area Map, prepared by JR Folchetti & Associates, dated 2/20
4. Existing Stone Wall Photographic Map, prepared by JR Folchetti & Associates, dated 2/20
5. Existing Stone Wall Photographs, prepared by JR Folchetti & Associates, dated 2/20
6. Stone Wall Relocation & OWTS Curtain Drain, prepared by JR Folchetti & Associates, dated 2/20

7. Sheets 1 thru 5, Overall Project Site & Work Limits Plan, prepared by JR Folchetti & Associates, dated 2/20

Paul Pelusio of JR Folchetti & Associates appeared before the Board. He said we are here this evening as the applicant is proposing to construct a gravel maintenance road on the property and that is for the purpose of constructing a curtain drain in the corner of the property adjacent to the properties next to it on Prospect Hill Road, along with some stone wall relocation. There are currently several stone walls on the property, he said, that are not located on the exact property line, so he is proposing to relocate those sections to have them on the property lines. He talked about the other buildings on the property and the other work that has been done recently. Mr. Pelusio said we made an application for MS4 for the disturbance to more than 5,000 sq. ft. and were referred by the Building Department to the ARB. Chair Larkin said are you going to be removing any trees? He said at this time, no. They talked about the trees being sparse and where the grading and restoration is noted on the plans. Boardmember Lucchino asked if they are using the same stones for the relocated walls and he said yes. Ms. Ley said if the temporary road is to remain that will require a Site Plan Amendment. Mr. Pelusio said yes, we understand that. She said the plans needs to say "temporary" gravel road. ARB voted to ~~approve~~ the application with the following condition:

1. Gravel driveway shall be temporary unless site plan amendment received from the Planning Board.

Motion to Approve: Virginia Stephens

Seconded: Thomas Frasca

Voice Vote: 5 to 0

6. 577 NORTH MAIN STREET, 577 North Main Street, (Tax Map ID 56.19-1-40.2) – Review of an Application for Site Plan Amendment

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

1. ARB Application, prepared by Bart Lansky, dated 2/4/20
2. EXCERPTS HIGHLIGHTED IN Memorandum to ARB from Bart Lansky, DATED 2/5/20
3. Exhibit 3, Photo of Existing Building showing locations for moving Playscape Door, undated
4. Three color photos (marked Exhibit 2 by ARB Secretary), undated
5. Property Survey (marked Exhibit 1 by applicant), prepared by Rowan Land Surveying, dated 12/3/18
6. A-1, prepared by MERJ Design Group, dated 12/12/19

Owner Bart Lansky appeared before the Board. Chair Larkin said before you answer any questions, we've spent a lot of time trying to understand your application... hours, multiple conference calls, I had a meeting this morning for an hour going through it. It was very, very confusing, she said, and the subsequent items that were submitted over the weekend made it even more confusing. She said I am a contractor and I am used to reading plans so it is not because we are naive of reading plans; what would be very helpful would be to have a concise site plan that is comprehensive with all the items that you are requesting so that within the four

corners of that it's not all these exhibits and all these amendments and things that need to be figured out. From what I understand, there is a Special Permit, Chair Larkin continued, that is being requested for a dog facility and that's what the gate is for and that the Planning Board has referred you to us to review the gate. She said there is also a site plan that is being considered to cure violations so there's items within that site plan... that's what I am talking about needing a comprehensive site plan. She said so the façade changes that you are requesting, the moving of a door where you used a Sharpie pen to move it and I think you are just suggesting that you want to move a garage door and a window so for this meeting we can entertain the fence and I will try to help the Board members understand the fence plan and also the façade changes. What was submitted, she said, has got to improve in the future. Mr. Lansky said may I have a chance to talk? Chair Larkin said I want to ask the Board if they feel comfortable reviewing the fence based upon the application that was submitted? Boardmember Lucchino said I would like to hear the whole story. Chair Larkin told Mr. Lansky: it was questionable for like a week whether you would be on the agenda or not and I would like to try to help you move it along tonight so if we can just address the fence and the front façade changes. Mr. Lansky said well I want to obviously explain the functions so we were here five previous times and we did... this is what we looked like... the first photo is what we looked like last spring; we had a new roof which was the first set of approvals we did in February and this is a new gable here and here. And we were back in March for approval of this Hardie siding in Navaho Beige and the windows, he said. Mr. Lansky continued: as things developed, we came back in July for the stone veneer face and we got approvals for the lighting along the front side of the building. He said this application comes from a number of different things: one of the elements is the only roof I thought wasn't leaking and wasn't a problem is this last section of roof so what I would like to do is continue the gable so some of the confusion might come from the fact that I asked for a couple of options, not sure if (inaudible) so I would like to continue with the same pitch with the same fascia, the same soffit, the same color scheme but I wanted the option of doing a green roof rather than a shingle roof if I had the (inaudible) to do it so if that is the confusion. He said I am happy to take away that piece of it and just ask for this to be continued. Ms. Ley said that aspect of the project in terms of the roof was not something that was in the Planning Board's referral... He said it is not in the Planning Board referral, I went to the Building Department for a permit and I was told that I should have ARB approval. Ms. Ley said right so there should have been a formal referral from the Building Department to the ARB. Ms. Desidero said you just went in yesterday with the roof application; you gave this application to the ARB a couple of weeks ago. He said true. She said so there was no referral on that aspect of your plan. Chair Larkin said we don't have a referral from the Building Department for the roof. Mr. Lansky said I understand that but they are not accepting the permit application for some reason without a referral but I am here and, essentially, I would like to continue this roof... Ms. Ley said they're probably not accepting it because of the violations on the property that need to be resolved with the Planning Board and the Town Board. He said no because I have, I think four open Building Permits. Ms. Desidero said I can clarify this because I was there and I had the conversation with (Building Department Clerk) Bonnie (Colombo) and I think the person your assistant (Carol) spoke to... Mr. Lansky said it was Carol... I didn't bring it myself so I have second hand information... Ms. Desidero said there was confusion and I can explain where the confusion was in the Building Department: when Carol came in with the application for the roof I said and I was incorrect, I said I thought they already got that approval and I was just walking through so somebody said to Carol if you have an approval from the ARB for that you need to go get it,

bring it back and show it to us so that it comes with your application to the Building Department. It turns out that you do not have one for the extension of the roof, Ms. Desidero said, I was remembering the other half of the roof so they now need to get your Building Permit application then they are going to refer you to this Board for review of the roof which I believe the Chairman pointed out today also includes solar panels. He said there was an option for a green roof... the reason I didn't go forward with that is because if it is an issue for the Board, I don't want to spend the time and money to do everything I need for a permit... Chair Larkin said you need to hire an architect to draw up plans that will show the solar panels, elevations from the street, where the control panels are, there are a million questions with respect to solar panels. They discussed that if Mr. Lansky wants the solar panels it would require more information and a complete set of plans and he elected to ask for the roof changes without the solar panels. He said the other bit of confusion was that I was interested in having the option to put Turfstone here rather than having to put blacktop. Chair Larkin said that has to be put on a site plan and it has to be designated where you are putting the Turfstone. He said I have a graphic. Ms. Ley said the only graphic we received was... Chair Larkin said was a cutsheet of Turfstone... Ms. Ley said but it doesn't say anywhere on the site plan where the Turfstone would go. He said that's fine; I will simplify (inaudible). He said so the remaining pieces are... I have an existing door over here shown in Exhibit 3 and I am hoping to move that door over to here. I have an existing window located here, I want to just put one window here and then continue... this section has the older wood siding and I saved some so I would like to do the infill and I have a tenant that is interested in moving to this space and I have another tenant that is interested in moving to that space. He said different Boards have different processes; I am sorry I went outside your process but this application I have the door, the window, the existing color scheme to continue and then this is the last thing in the back in this area this is a proposed dog run. He said here is a photo here, and from the elevation you can see the Hardie back siding and you can see the old building and you can see the roofing and the color scheme. He said this is a photo taken today with a 6 ft. piece of galvanized... and to give you an idea of scale, color... the galvanized I have a section of the existing building and (inaudible). Chair Larkin asked what the galvanized has to do with... the fence? Mr. Lansky said the proposal is to have a piece of fence here. She said so it is a chain link galvanized fence? He said it is a 6 ft. fence to keep the dogs in so they can have some outdoor space. She said so, in the future, on something like that just an architectural elevation showing the fence with dimensions would be very simple so I think we can entertain the fence and the façade changes: the door and the window. Ms. Ley said yes, it would have been preferable for you to update that architectural elevation to show the relocated doors and windows instead of providing a photograph, but I think the Board can entertain it. Boardmember Stephens said this is what we are going by... just this? Chair Larkin said yes, exactly right, where he Sharpie penciled in the door and the door is going to be white not black? Mr. Lansky said the door is Navajo Beige to match the siding and explained the colors used on all elements of the building. Chair Larkin asked the Board if they had any questions about moving the door and the window. Boardmember Lucchino said when you take the door out, are you going to build it, so the window looks like the other windows? He said yes, I have this window here and it will be conventionally framed, and I have this exact siding and it will look identical, just one more window there. They discussed that the window will be flush with the façade and it will match all existing windows. The Board discussed that the existing lighting should be sufficient. Chair Larkin said as for the fencing they are going to use the existing galvanized fencing, so I don't see a problem with it. Boardmember

Weber said vinyl might not be appropriate for that use given the propensity of dogs to chew. There were no other questions from the Board. Ms. Ley read the conditions of approval. The Board discussed that Mr. Lansky needs to come back with any other changes he still wants the ARB to review. Ms. Ley explained that the final site plan needs to be a fully complete architecturally or engineered site plan when he comes back to the Planning Board for Final Approval so that when the Building Inspector goes to his file five years from now he will be able to understand exactly what was approved. Mr. Lansky said understood. The ARB voted to **approve** the application to the Planning Board with the following conditions:

1. Window, at removed garage door, will be flush with the façade like other windows;
2. Approval is for changes associated with the kennel and warehouse uses, as referred by the Planning Board.

Motion to Approve: Mary Larkin

Seconded: Carla Lucchino

Voice Vote: 4 to 0 with Boardmember Weber abstaining

After the vote, the Board continued to provide instructions to Mr. Lansky as to how he needs to proceed for any changes he requires in the future.

7. Approve September 25, 2019 Meeting Minutes

Motion to Approve: Thomas Frasca

Seconded: Virginia Stephens

Voice Vote: 3 to 0 with Chair Larkin and Boardmember Lucchino abstaining

8. Approve January 22, 2020 Meeting Minutes

Motion to Approve: Mary Larkin

Seconded: Virginia Stephens

Voice Vote: 3 to 0 with Boardmembers Frasca and Weber abstaining

9. New Business – Design Guidelines

Chair Larkin said Boardmember Weber made a wonderful suggestion of coming up with general parameters of what the ARB likes so that it can be posted on the Website so people can refer to it because we are constantly reminding people of what we like with respect to fencing or landscaping. The Board discussed a draft that Ms. Ley provided. Chair Larkin asked the Board to review the document and provide feedback for discussion at the next meeting.

10. Close Meeting

Motion to Approve: Virginia Stephens

Seconded: Katherine Weber

Voice Vote: 5 to 0

Signed By: _____

Mary Larkin, Chair

Date: **4.27.2020**

THE FULL AUDIO RECORDING OF THIS MEETING IS AVAILABLE AT:

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