

Approved: November 9, 2023

**TOWN OF KENT PLANNING BOARD
SEPTEMBER 21, 2023
FINAL ADOPTED MINUTES**

The Planning Board held their Planning Board meeting on September 21, 2023 at 7:30 PM at the Kent Town Hall.

Following the Pledge of Allegiance, Mr. Hugo German, Chairman of the Town of Kent Planning Board, called the meeting to order at 7:30 PM.

The following Planning Board members and Planning Board consultants participated in the meeting held at Kent Town Hall.

Members in Attendance:

Hugo German, Chairman
Simon Carey, Vice Chairman
Jacky Beshar

Giancarlo Gattucci
Richard Morini

Absent:

Sabrina Cruz
Thomas Faraone

Chris Ruthven, Planning Board Liaison
Donald Fletcher,, Planner, Barton & LoGuidice

Others in Attendance:

John Andrews, Rohde, Soyka & Andrews, Engineer
Bruce Barber, Environmental Consultant
William Walters, Building Inspector

• **Approve Kent Planning Board Minutes from the July and August 2023 meeting**

Mr. German asked for a motion to approve the Minutes for the July and August meetings. The motion was made by Mr. Gattucci and seconded by Mr. Morini. Following were the roll call votes:

Hugo German, Chairman	<u>Aye</u>
Simon Carey, Vice Chairman	<u>Aye</u>
Jacky Beshar	<u>Aye</u>
Sabrina Cruz	<u>Absent</u>
Thomas Faraone	<u>Absent</u>
Giancarlo Gattucci	<u>Aye</u>
Richard Morini	<u>Aye</u>

The motion carried.

- **Holly Property, Winkler's Farm Ct Property, Kent, NY; TM: 33.16-1-8**

Mr. Bradley represented the applicant. Mr. Bradley confirmed that the Planning Board needed to declare their intent to become the Lead Agency for this project.

Mr. Barber's Comments (Memo attached)

Mr. Barber advised the Board that this project had been on the agenda for quite a while. The first part of the project was to arrive at an agreement to determine the density or count on the property. This was accomplished by a Stipulation Agreement. The second portion of this project was to develop a Concept Plan to start the Site Plan and associated review process. At this time the Site Plan is reasonably complete and the next step, as mentioned by Mr. Bradley, is for the Planning Board to declare its intent to become Lead Agency for this project. Prior to doing that the Board should declare this project to be an Unlisted Action under SEQRA. The Site plan and associated documents will be sent to interested agencies who should respond within 30 days. If there are no objections, after 30 days, the Board may officially declare their intent to become the Lead Agency for this project. At the next meeting the Planning Board may schedule a Public Hearing probably in December. Mr. Barber advised the Planning Board that the first action for them to take was to declare that this project is an Unlisted Action under SEQRA, The second action to be taken was the Planning Board's intent to declare themselves to become Lead Agency for this project.

Mr. German asked for a motion to declare this project as an Unlisted Action under SEQRA and subject to coordinated review. The motion was made by Mr. German and seconded by Mr. Gattucci. The Roll call vote was as follows:

Hugo German, Chairman	<u>Aye</u>
Simon Carey, Vice Chairman	<u>Aye</u>
Jacky Beshar	<u>Aye</u>
Sabrina Cruz	<u>Absent</u>
Thomas Faraone	<u>Absent</u>
Giancarlo Gattucci	<u>Aye</u>
Richard Morini	<u>Aye</u>

The motion carried.

Mr. German asked for a motion for the Planning Board to declare their intent to become Lead Agency for this project and to authorize the Secretary to circulate the associated documents to the Interested and Involved Agencies. The motion was made by Mr. German and seconded by Mr. Carey. Following were the roll call votes:

Hugo German, Chairman	<u>Aye</u>
Simon Carey, Vice Chairman	<u>Aye</u>
Jacky Beshar	<u>Aye</u>
Sabrina Cruz	<u>Absent</u>
Thomas Faraone	<u>Absent</u>
Giancarlo Gattucci	<u>Aye</u>
Richard Morini	<u>Aye</u>

The motion carried.

• **Bruno Property, 251 Towners Road, Kent, NY; TM: 33.59-1-68 & 69**

Me. Andrews' Comments (Memo Attached)

Mr., and Mrs. Bruno owned two parcels of land with a lot in between which they purchased that was owned by the Town. Mr. Bruno passed away and Mrs. Bruno would like to sell their property as one parcel. The acquisition from the Town was confusing and Mrs. Bruno was told that she needed a lot line revision. The direct deed was transferred from the Town and a lot line revision was actually not necessary. Mrs. Bruno went to the Assessor's office and combined all of the lots. Mr. Andrews said that, since the application was really never processed, Mrs. Bruno should request that her money be refunded. Mr. Andrews said he had done some work on the project and that Mr. Barber may have also. Mr. Andrews recommended that, after any fees for services rendered were processed, the lot line fee be refunded and money remaining in the escrow account also be refunded.

Mr. German asked for a motion to return the \$250.00 lot line application and the escrow in the amount of \$417.25 be returned to Mrs. Bruno. The motion was made by Ms. Beshar and seconded by Mr. Carey. The roll call votes were:

Hugo German, Chairman	<u>Aye</u>
Simon Carey, Vice Chairman	<u>Aye</u>
Jacky Beshar	<u>Aye</u>
Sabrina Cruz	<u>Absent</u>
Thomas Faraone	<u>Absent</u>
Giancarlo Gattucci	<u>Aye</u>
Richard Morini	<u>Aye</u>

The motion carried.

• **Longinotti Property. 16 Saddle Ridge Ct., Kent, NY; TM: 12.-3-16**

Mr. Barber's Comments (memo attached)

Mr. Barber told the Planning Board that the applicants' property required an Erosion Control Plan because the back yard was very steep and that the applicant wanted to bring in some fill to stabilize the property. Mr. Andrews and Mr. Barber conducted a site visit and determined that there would be minimal impacts and requested a handwritten document verifying where the fill had come from and another letter stating that any future fill would meet DEP requirements. Messrs. Andrews and Barber recommended that

1. A Public Hearing be waived;
2. That an Erosion Control Bond for \$1,500.00 and a \$1,000.00 Inspection fee be accepted and that it be forwarded to the Town Board for their approval
3. And that the project be moved to an administrative track.

Mr. German asked for a motion to waive a Public Hearing. The motion was made by Mr. German and seconded by Ms. Beshar. Following were the Roll Call votes:

Hugo German, Chairman	<u>Aye</u>
Simon Carey, Vice Chairman	<u>Aye</u>
Jacky Beshar	<u>Aye</u>
Sabrina Cruz	<u>Absent</u>
Thomas Faraone	<u>Absent</u>
Giancarlo Gattucci	<u>Aye</u>
Richard Morini	<u>Aye</u>

The motion carried.

Mr. German asked for a motion to accept the Erosion Control Bond in the amount of \$1,500.00 one final inspection fee of \$1,000.00 be accepted and forwarded to the Town Board for approval and that this project be moved to an Administrative Track. The motion was made by Mr. German and seconded by Mr. Morini. Following were the Roll Call votes:

Hugo German, Chairman	<u>Aye</u>
Simon Carey, Vice Chairman	<u>Aye</u>
Jacky Beshar	<u>Aye</u>
Sabrina Cruz	<u>Absent</u>
Thomas Faraone	<u>Absent</u>
Giancarlo Gattucci	<u>Aye</u>
Richard Morini	<u>Aye</u>

The motion carried.

- **Kent Self Storage II, Route 311, Kent, NY; TM: 22.-2-17**

Mr. Joseph Rina, of Site Design Consultants, represented the applicants, Mr. Rina said that his clients were requesting a 90-day time extension of their Site Plan. Mr. Rina advised the Planning Board that he had received a memo from Mr. Russ Fleming, who was recommended by the Building Inspector, and he was working through his comments. Mr. Rina also said that he met with the Fire Chief earlier in the day and that there were additional comments which needed to be addressed.

Mr. Andrews' Comments (memo attached)

Mr. Andrews noted that because there was a change in ownership and design last year the applicant requested and was granted a time extension six months ago. Mr. Andrews said that, since Mr. Rina had met with the fire department chief and was working on addressing his comments, he prepared and read a Draft Resolution dated September 21, 2023 (attached) recommending that a final 90 day extensions be granted.

Mr. German asked for a motion to accept the Resolution as written. The motion was made by Mr. German and seconded by Ms. Beshar. Following were the Roll Call votes:

Hugo German, Chairman	<u>Aye</u>
Simon Carey, Vice Chairman	<u>Aye</u>
Jacky Beshar	<u>Aye</u>
Sabrina Cruz	<u>Absent</u>
Thomas Faraone	<u>Absent</u>
Giancarlo Gattucci	<u>Aye</u>
Richard Morini	<u>Aye</u>

The motion carried.

- **McMath Property, 186 Gordon Rd., Kent, NY; TM: 31.-1-37 & 38**

Mr. Andrews' Comments (memo attached)

Mr. Andrews advised the Board that this project began in 2009 when the applicants proposed to build a single-family residence with a well and septic system which were approved. An Erosion Control Plan and Stormwater/SPDES coverage was required. The project was to be done in three phases, which were as follows:

1. A roadway, driveway and an easement extending from Gordon Road up into the McMath property;
2. This phase involved the driveway extension into the property; and
3. The completion of the driveway up to the house construction site and stormwater stuff.

Only phase 1 was bonded in the amount of \$75,685.00. An Agreement stated that the amounts would remain in effect for each subsequent phase. Mr. McMath decided not to pursue this project any further and is abandoning it at this time and Mr. & Mrs. Math are requesting their bond back. A site visit was conducted in February by Messrs. Andrews and Barber and some of the Planning Board members. At that time the project was pretty advanced and some remedial measures were identified, Messrs. Andrews and Barber visited the site again last week. Mr. McMath sent a certification letter and a long-term maintenance agreement from Mr. Peder Scott, the engineer for this project, who also stated that all of the Remedial mitigation recommended in February was done. Mr. Andrews confirmed that this was true and that the maintenance outline had been reviewed and Mr. Andrews took no exception to it. However, he had some concerns about follow-up inspections as well as access control (posts and chains across the access road), Mr. Andrews said he could not ascertain that the project was not complete. He could certify that the site is fully stabilized and no further work is necessary to close work performed to date. He does think that the monitoring schedule should be modified and that the property should be inspected once a year. Mr. Andrews said he and Mr. Barber would recommend that the applicant's bond of \$75,685.00 be returned and that a new long-term maintenance bond agreement be submitted, The Planning Board Attorney should be consulted and asked for his opinion regarding the long-term maintenance bond. The applicants' engineer should revisit the maintenance outline and adjust monitor timelines to be more practical and prepare a cost estimate for implementation of the long-term plan.

The Planning Board counsel recommended that an agreement between Mr. McMath, The Town of Kent and the Planning Board should be prepared which would:

1. Release the previous bond;
2. Relieve Mr. McMath of the obligation for the three phases;
3. Establish a Maintenance Bond;
4. Set some conditions of what to do if the property is sold to someone else.

We are waiting for a response from Jeff Battistoni.

Mr. Andrews said that the Planning Board could authorize the release of the bond subject to a suitable long-term maintenance agreement prepared by the Planning Board attorney. No action was taken at the meeting.

[Type here]

Town Kent Planning Board Minutes
September 21, 2023

- Nichols Rd. Project
Nichols Rd., Kent, NY
TM: 33.-18-1-10 & 17

Site Plan

Status Report

This project is being by the Planning Board Counsel and is on hold pending his opinion/recommendations.

- Moroch Property
494 Ludingtonville Rd., Holmes, NY
TM: 12.-3-26

Erosion Control/
Wetland Permit

Status Report

Postponed until next month.

- Route 52 Development/
Kent Country Square
Route 52, Kent, NY
TM: 12.-1-52

SEQRA

Status Report

This project is being by the Planning Board Counsel and is on hold pending his opinion/recommendations.

- Kent Materials
Rte. 52, Kent, NY
TM: 12.-1-44

Erosion Control

Status Report

Messrs. Andrews and Barber met with John Watson, Principal at Insite Engineering and discussed items pending and not in compliance with the approved Site Plan. Mr. Watson is in the process of correcting them.

- Doherty Electric
81 Lincoln Dr., Carmel, NY
TM: 33.48-1-23

Lot Line Revision
Draft Resolution

Status Report

Mr. Andrews received a survey last week which will be reviewed in order to move this project along.

- Old 17 LLC
Old Horsepound Road, Kent, NY
TM: 12.-1-38 & 42

Site Plan/Time Extension/
New Owner

Status Report

This project is nearing completion.

- Rocky Ridge (new owners of Old 17
Old Horsepound Road, Kent, NY
TM: 12.-1-38 & 42

Site Plan/Time Extension
Approvals to be transferred
from Old 17 to new owners

Status Report

This project is nearing completion

[Type here]

Town Kent Planning Board Minutes
September 21, 2023

- Raneri Property
Hillside Paper Rd., Kent, NY
TM: 44.24-1-3

Erosion Control Plan/Bond

Status Report

Town Board Bond Approval Pending.

- Guylazaca/Mayet
24 Sol Dr., Kent, NY
TM: 33.17-1-48

Erosion Control Plan
Alteration/
2 Car Garage Addition

Status Report

Mr. Walters heard from the architect on this project so the project may be moving forward.

- NYCDEP & Seven Hills
Lake Property Owners Assn
(SHLPOA), Kent, NY
TM: 66.-1-43.1 & 20.11-1-3 (NYC)
& 66.-1-43.2 (SHLPOA)

Lot Line Adjustment

Status Report

Nothing new

- Town of Kent Excavation Law

Status Report

Mr. German asked for a motion to close the meeting at 9:00 PM. The motion was made by Mr. German and seconded by Mr. Carey. Following were the roll call votes:

Hugo German, Chairman	<u>Aye</u>
Simon Carey, Vice Chairman	<u>Aye</u>
Jacky Beshar	<u>Aye</u>
Sabrina Cruz	<u>Absent</u>
Thomas Faraone	<u>Aye</u>
Giancarlo Gattucci	<u>Aye</u>
Richard Morini	<u>Aye</u>

The motion carried.

Respectfully Submitted,



Vera Patterson
Planning Board Secretary

cc: Planning Board Members
Building Inspector
Town Clerk



**ROHDE, SOYKA
& ANDREWS**
Consulting Engineers, P.C.

387 Hooker Avenue, Suite 1
Poughkeepsie, NY 12603
Phone: (845) 452-7515

E-Mail Address: jandrews@rsaengrs.com

Wilfred A. Rohde, P.E. • Michael W. Soyka, P.E. (Retired) • John V. Andrews, Jr., P.E.

Memorandum

To: Planning Board
Town of Kent

Attn: Hugo German
Chairman

From: John V. Andrews, Jr., P.E.

Subject: Site Plan/Erosion Control
Permit/Wetland Permit Review

Date: September 19, 2023

Project: Winkler Farm
TM # 33.16-1-8

The following materials were reviewed:

1. Letter to Town of Kent Planning Board from Putnam Engineering, PLLC-Winkler Farm, dated July 24, 2023.
2. Stormwater Pollution Prevention Plan-Winkler Farm, prepared by Putnam Engineering, PLLC, dated February 2023 last revised July 2023.
3. Full Environmental Assessment Form-Winkler Farm dated March 14, 2022 last revised June 1, 2022.
4. Drawing Number C-020-Existing Conditions Plan-Winkler Farm, prepared by Putnam Engineering, PLLC, September 8, 2021, last revised July 16, 2023, scale as noted.
5. Drawing Number C-120-Site Layout Plan-Winkler Farm, prepared by Putnam Engineering, PLLC, September 8, 2021, last revised July 16, 2023, scale as noted.
6. Drawing Number C-130-Grading and Drainage Plan-Winkler Farm prepared by Putnam Engineering, PLLC, September 8, 2021, last revised July 16, 2023, scale as noted.
7. Drawing Number C-131-Enlarged Grading and Drainage Plan-Winkler Farm prepared by Putnam Engineering, PLLC, September 8, 2021, last revised July 16, 2023, scale as noted.
8. Drawing Number C-140-Utilities and SSDS Plan-Winkler Farm prepared by Putnam Engineering, PLLC, September 8, 2021, last revised July 16, 2023, scale as noted.
9. Drawing Number C-141-Erosion and Sediment Control Plan-Winkler Farm prepared by Putnam Engineering, PLLC, September 8, 2021, last revised July 16, 2023, scale as noted.
10. Drawing Number C-142-Erosion and Sediment Control Notes-Winkler Farm prepared by Putnam Engineering, PLLC, September 8, 2021, last revised July 16, 2023, scale as noted.
11. Drawing Number C-160-Trees, Slopes, and Limit of Disturbance Plan-Winkler Farm prepared by Putnam Engineering, PLLC, September 8, 2021, last revised July 16, 2023, scale as noted.

12. Drawing Number C-310-Details -Winkler Farm prepared by Putnam Engineering, PLLC, September 8, 2021, last revised July 16, 2023, scale as noted.
13. Drawing Number C-320-Details -Winkler Farm prepared by Putnam Engineering, PLLC, September 8, 2021, last revised July 16, 2023, scale as noted.
14. Drawing Number C-330-Grading and Drainage Plan -Winkler Farm prepared by Putnam Engineering, PLLC, September 8, 2021, last revised July 16, 2023, scale as noted.

The project involves the construction of three (3), four (4) unit apartments with all necessary appurtenances on an already developed site. The project is the subject of a written Stipulation among the Applicant, the Town of Kent, and the Town of Kent Planning Board which establishes the total proposed development but otherwise commits the Applicant and the reviewing agencies to a complete review of the project in compliance with all currently applicable requirements associated with the development in its current form. In summary, there are 7 existing residential units with a total of 11 bedrooms currently on the site. The proposal is to provide 12 additional 2-bedroom units and incorporate a one-bedroom addition on an existing unit. The total project with all development is proposed to be a total of 19 units with 36 bedrooms total.

The following comments are provided for the Planning Board's consideration:

1. The proposed project is within the NYCDEP East of Hudson watershed. The project will disturb 2.18 acres of land. Additionally, the project requires a wetland permit, a Town of Kent Erosion & Sediment Control Permit as well as coverage under NYSDEC SPDES General Permit for Stormwater Discharges from Construction Activity, GP-0-20-001. Post construction stormwater management practices will be required.
2. The subject Erosion and Sediment Control Plan is not approved.
3. We defer to the Planning Board's environmental consultant regarding wetland issues.
4. Putnam County Department of Health approval is required for the water supply and onsite wastewater treatment systems serving the project.
5. The proposed project does not appear to rise to the level of a Type I action under the State Environmental Quality Review Act (SEQRA). We recommend that the Planning Board classify the action as unlisted and declare their intent to serve as Lead Agency. The record is lacking the necessary information to properly circulate that intent to the other involved agencies. We are unable to locate a fully executed application for site plan, erosion control permit and a wetland permit. Additionally, the Applicant has submitted a Full Environmental Assessment Form FEAF, Part 1. The form as submitted requires adjustment and clarification:
 - The description of action should be expanded to provide a more detailed description of the proposal and the necessary permits required to implement the proposal.
 - Under Government Approvals, the approvals required from the Planning Board should be fully described.
 - C.3.a – should include a reference to the Stipulation of Settlement
 - D.1.b – SWPPP identifies a physical disturbance of 2.18 acres, for says 2.46 acres
 - D.2.a - The response should be checked NO given the instructions included in the parentheses.
 - D.2.c & d a breakdown should be provided for the identified gallons per day.

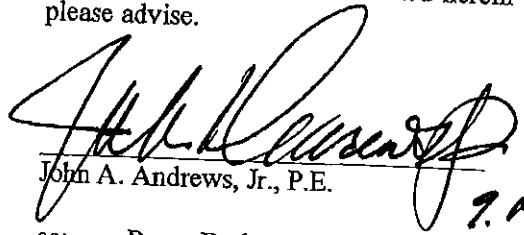
- D.2.c.iv – should be checked NO
- D.2.c.vi – well capacity should be provided
- D.2.n – should be revisited – Outdoor lighting of some type will be provided
- E.2. i, j & k are all checked yes – Information is not reflected on the Plan.

Once the Planning Board receives a fully completed application and the updated FEAF Part 1, a circulation for Lead Agency can be made.

6. The project varies slightly from prior submissions. In prior submissions, a one-bedroom addition was proposed for Unit 23. This current proposal includes a one-bedroom apartment above the three-car garage near Unit 23. This does not alter the Stipulation, but the overall project should be checked, and all references adjusted as may be required to address the added apartment.
7. The project site contains areas of special flood hazard. The areas are not clearly indicated on the plan set. The areas are identified as Zone AE with a base flood elevation identified. The survey datum should be adjusted to be consistent with the Flood Insurance Rate Maps for the Town of Kent to allow for a proper evaluation of the flood impacts.
8. Dimensions should be provided for all parking spaces.
9. Clear labelling should be provided for all roadway and driveway surfaces.
10. The area at the turn around in front of the Storage Building should be marked with "No Parking" signs.
11. Provide a detail for the level spreader.
12. Provide either grading or a cross section of the diversion swale at the bottom of the westerly slope. Sufficient information including elevations should be provided in order to properly establish the swale.
13. Rims and inverts should be provided for all storm drainage structures. The flow splitters should be numbered in the plan view per the detail sheet. A schematic piping detail should be provided.
14. We are concerned about the installation of a level spreader roughly in the middle of the site without any form of defined runoff through the project. We request that the design engineer reconsider the location and perhaps direct it across the road and more toward the stream.
15. The limit of disturbance is identified as two different acreages on the plan. The color for the area of disturbance should be identified in the legend and the line weight adjusted as it difficult to read.
16. The trench drain detail is incomplete.
17. The driveway into the site is existing. Portions of the driveway exceed 10%. The applicant should request a waiver from the Planning Board. The Planning Board should refer the matter to the Town Highway Superintendent and the Fire District. Provided the Fire District and Highway Superintendent have no major concerns, we recommend that the Planning Board grant the waiver.
18. The proposal involves minor improvements at the driveway intersection with Towners Road, including widening and adding height to the existing boulder wall. We take no exception to the improvements, but we recommend the engineer consider adding a wooden guide rail along the boulder wall for additional protection.
19. The stormwater design incorporates water quality pretreatment. This pretreatment is not addressed in the written SWPPP.

Memorandum
Winkler Farm
TM # 33.16-1-8
September 19, 2023
Page 4 of 4

We trust the comments contained herein are satisfactory for your purposes. If there are any questions, please advise.


John A. Andrews, Jr., P.E. 9.19.2023

cc: Bruce Barber
Bill Walters, Building Inspector
Jeff Battistoni, Esq.
20-261-254

MEMORANDUM

TO: Kent Planning Board

FROM: Barton & Loguidice

DATE: September 14, 2023

RE: **Holly Winkler Farm – SBL 33.16-1-8**Review of the August 10th, 2023 submission from Paul Lynch to the Planning Board

Project Description: The applicant proposes to construct three, four-unit buildings in which each unit will contain two bedrooms. In addition, it is proposed to construct one additional bedroom as part of an existing dwelling unit on the site.

STATUS: Site Plan

1. **SEQRA:** The project is an Unlisted Action. It is recommended that the Planning Board serve as Lead Agency.
2. **Zoning District:** R-10 Single Family Residential District
 - a. Multi-family housing is not permitted in this zoning district as a principal permitted use or with a special use permit. The site's current property class is: 230 – Three family year-round residence. As this application pre-dates our role with the Planning Board, we assume a use variance is in place since there are already multiple apartments on the premises. We will confirm this item.

3. **Site Statistics:**

Regulation	Required	Proposed	Compliance
Min. Lot Size (sq.ft.)	10,000	479,160	In compliance
Lot Width	100 ft	503	In compliance
Setback Front/Rear	15ft /20 ft	93/156	In compliance
Setback Side	8ft	280	In compliance
Max. Height	2.5 stories or 30 ft	Unknown	Need to Confirm
Max Coverage	35%	18,824 (3.9%)	In compliance
Max Impervious Surf.	35%	18,776 (3.9%)	In compliance

4. **Parking Requirements:**

Regulation: Multi-family dwelling: 1 for each studio or efficiency apartment, 1.5 for each one-bedroom apartment, 2.0 for each two-bedroom or larger apartment, plus an additional 10% of the total required spaces for visitor parking.

Requirement: 24 bedrooms total = 24 parking spaces + 2 (10% for visitor) = 26 parking spaces required

Proposed: 43

5. **Design Standards:**

Apply per § 77-13 Design standards.



6. **Landscape Standards:**
Apply per § 77-13 A. Design standards. (7) To the extent practicable existing tree rows and hedgerows, stone walls, and similar features shall be retained in the development of any new use or the expansion of any existing use.
7. **Retention of Existing Vegetation:** Clearance of wooded areas. New tree plantings shown on C-160.
8. **Site Access and Circulation:** Access is remaining the same. The road is being widened from 10-15 feet to 18 feet.
9. **Loading/Service Access:** Dumpster with fence indicated on C-120 Site Plan Layout.
10. **Site lighting:** None indicated on concept plan. Applicant should confirm site and building mounted lighting plans. *See § 77-44.3 Lighting.*
11. **Signage:** Not required but will there be an entrance sign? Need to confirm.
12. **Architecture:** Applicant did not indicate building architecture at this time.
13. **Stormwater:** See comments from other Planning Board Consultants.
14. **Emergency Services:** See C-330 Fire Apparatus access and turnaround diagram.
15. **Snow Storage:** None indicated, can adequate space be designated on site? Need to confirm.
16. **Mechanical:** HVAC units (roof-top and ground mounted) not shown, trash/recycling receptacles, equipment stored outside shall be screened from public view within the locations specified on the Final Site Plan.
17. **Hazardous Materials:** No chemical storage outside of the storage building.
18. **Flood Proofing:** None indicated
19. **Protection for Neighboring Properties:** Indicated on C-160. Will use existing wooded areas.
20. **Applicable State, County and local permits including but not limited to:**
 - Planning Board:
 - Site Development
 - Steep Slope and Erosion Control (site disturbance: 2.18 acres)
 - Wetlands
 - Highway Department



- Road
- Town Board
 - Bond Acceptance
 - Road Dedication (as applicable)
- NYSDEC/NYCDEP
 - Wetland/Watercourse (to be determined)
 - SWPPP
- Putnam County Department of Health
 - Septic System
 - Well Water system

Other Considerations:



Memorandum

To: Planning Board
Town of Kent

Attn: Hugo German
Chairman

From: John V. Andrews, Jr., P.E.

Subject: Erosion Control Plan

Date: September 19, 2023

Project: Longinotti
TM # 12.-3-16

The following materials were reviewed:

- Town of Kent Memorandum-Longinotti Property dated June 21, 2020.
- Town of Kent Planning Board Site Plan Checklist-Longinotti Property.
- Town of Kent Planning Board Combined Application Form-Longinotti Property dated June 13, 2023.
- Drawing-Survey of Property-Longinotti Property prepared by Robert Bergendorff dated February 23, 1983, last revised September 22, 1986, scale 1" = 50'.
- Drawing-Proposed Fill Area-Longinotti Property, prepared by Empire Layout, L.L.C., dated July 10, 2023, scale 1" = 50'.

The project proposes the placement of clean fill on a steeply sloped area adjacent to an existing pool to establish a flat, mowable area adjacent to the pool and provide more usable access around the pool.

A field observation visit was made to the project site with Bruce Barber, PWS, Certified Ecologist, Bill Walters, Building Inspector and Tom Faraone on July 19, 2023 to observe existing conditions and determine the suitability of the site for the placement of the proposed fill. The area to be filled is a generally open steeply sloped area surrounded by trees. Access to the area for placement of the fill is available directly off the existing driveway and requires no tree removal or grading. No environmental or engineering issues were identified which would materially impact the placement of the fill. The area is close to the property line but is not likely to impact the neighboring property.

The following comments are provided for the Planning Board's consideration:

1. The proposed project is within the NYCDEP East of Hudson Watershed. Disturbance is below 5000 SF of land. The project does involve filling on a steep slope and involves the placement of approximately 1100 cubic yards of clean fill. A Town of Kent Steep Slope and Erosion Control Permit is required. Coverage under NYSDEC SPDES General Permit for Stormwater Discharges from Construction Activity, GP-0-20-001 is not required.
2. The proposed project is relatively minor in scope. The likely site disturbance associated with the action is below the 5000 SF threshold, even though the estimated fill to be placed is well above the threshold for a permit. The area of disturbance occurs on an existing steep slope that is close to adjacent to developed portions of the lot. Minimal if any tree removal is necessary. The approach to the area to be filled is level and accessible. The existing drive provides reasonable access for construction.
3. We recommend that the Planning Board waive the requirements of § 66-6.B. of the Kent Town Code and in lieu thereof require the applicant to provide an updated, dimensioned

site plan using the previously submitted "Proposed Fill Area" plan as the base map. This plan shall indicate the following information:

- The complete name and address of the record owner.
 - Details for the stabilized construction entrance and the silt fence.
 - The complete driveway configuration including its connection with the proposed construction entrance.
 - The limits of proposed disturbance encompassing the entire area to be disturbed by the access for and the placement of the fill, including the method of restoration (topsoil seed & mulch).
 - Add the following note per Town Code §66-6.K(1) "Within 10 days after installation of all erosion control plan measures, the applicant shall submit to the Building Inspector a letter from the qualified professional who designed the plan for the applicant/landowner stating that all erosion control measures have been constructed and installed in compliance with the approved plan(s)."
4. The source of fill and the amount to be imported to the site should be identified. All imported fill shall be accompanied by documentation that clearly establishes that the fill is "clean."
 5. We recommend the bond estimate of **\$1500.00** dated September 13, 2023, prepared by this office be accepted for the bond amount and recommended for approval by the Town Board. (A copy of our estimate is attached hereto for your convenience)
 6. Please note, per Town Code §66-7.A(2) "The security shall remain in full force until the applicant and/or developer is released from liability by the Town, provided that such period shall not be less than two years from the date of final acceptance or such other certification that the work permitted by the steep slope and erosion control permit has been constructed and completed in accordance with the approved permit and all plans and specifications forming the basis of the approved permit."
 7. The applicant is responsible for full payment of actual costs of erosion control inspections. An initial inspection fee deposit of \$1000 is to be paid to the Town in accordance with the Town of Kent Fee Schedule.
 8. Per §66-6.F, the public hearing can be waived as this is considered to be a minor project, involving the placement of clean fill. We defer to the pleasure of the Planning Board in this regard. We recommend the Planning Board consider waiving the requirement for a public hearing based on a finding that the proposed activity is of a minor nature which would not significantly alter, affect, or endanger steep slopes or result in uncontrolled and excessive erosion.
 9. We recommend the remaining project review be referred to the Planning Board consultants to be handled administratively.
 10. Provide a written response with future submittals stating how the comments have been addressed.


John V. Andrews, Jr., P.E.

9.19.2023

Attachment

cc: Planning Board via email
Bill Walters via email
23-261-999-185

Bruce Barber via email



**ROHDE, SOYKA
& ANDREWS**
Consulting Engineers, P.C.

387 Hooker Avenue, Suite 1
Poughkeepsie, NY 12603
Phone: (845) 452-7515

E-Mail Address: jandrews@rsaengrs.com

Wilfred A. Rohde, P.E. • Michael W. Soyka, P.E. (Retired) • John V. Andrews, Jr., P.E.

To: Planning Board Town of Kent

From: John V. Andrews, Jr., P.E.

Date: September 19, 2023

Attn: Hugo German, Chairman

Subject: Erosion Control Bond Amount

Project: Longinotti

Tax Map: 12.-3-16

The erosion control bond is as follows:

ITEM	QUANTITY	UNIT	UNIT COST	TOTAL COST
Seed and mulch	3,600	SF	\$ 0.06	\$ 216.00
Stabilized construction entrance	1	EA	\$ 750.00	\$ 750.00
Silt Fence	150	LF	\$ 4.00	\$ 600.00
			TOTAL:	\$ 1,566.00

SAY \$1500.00



Cornerstone Associates

Environmental Planning Consultants
1770 Central Street
Yorktown Heights, NY 10598
Phone: (914)-299-5293

September 21, 2023

To: Planning Board

From: Bruce Barber
Town of Kent Environmental Consultant

Re: Holly-Winkler Farm Review
Winkler Farm Court
Section 33.16 Block 1 Lot 8

Please be advised the following pertinent documents have been reviewed relative to the above referenced application:

1. Comment response memo executed by Paul Lynch; PE dated 07/24/23. 2 pages.
2. Long-form EAF (Part I) executed by Douglas Holly dated 06/01/22.
3. Plans entitled; "Plans Prepared for Douglas and Laurel Holly" prepared by Putnam Engineering dated 07/16/23 (rev.), 10 sheets: C-020, C-130, C-131, C-140, C-141, C-142, C-160, C-310, C-320.

Summary of Proposed Action:

The subject property is presently improved with seven existing dwelling units with a total of eleven bedrooms.

As described in the EAF, the applicant proposes to construct three, four-unit buildings in which each unit will contain two bedrooms. In addition, it is proposed to construct one additional bedroom as part of an existing dwelling unit on the site.

The subject property is 11.0+/- acres in size and is located on the southerly side of Towners Road in the R-10 (single family residential) zoning district.

A stipulation of settlement agreement has been previously executed and the above referenced plans are in response to the settlement and approval of a concept plan by the Planning Board.

A: Required Permits:

Planning Board:
Site Development
Steep Slope and Erosion Control (site disturbance: 2.18 acres)
Wetlands

Highway Department
Road
Town Board
Bond Acceptance
Road Dedication (as applicable)
NYSDEC/NYCDEP
Wetland/Watercourse (to be determined)
SWPPP
Putnam County Department of Health
Septic System
Well Water system.

B: Zoning

Information provided by the applicant indicates that zoning variances are not required. This information should be confirmed by the Town Building Inspector.

C: SEQRA:

As per 6NYCRR Chapter 617 of the NY Codes and Regulations, the proposed action is an Unlisted Action. A determination of environmental significance will be required to be made by the lead agency.

D: Review:

1: Wetlands:

A wetland delineation has been completed. There is proposed encroachment into the Town of Kent jurisdictional wetland/watercourse buffer. A wetland permit applicant should be submitted by the applicant.

The applicant is requested to provide information if a NYSDEC streambank disturbance permit and/or a NYCEP wetland permit is required as impervious surface is potentially located with jurisdictional setbacks.

The applicant should quantify the area of wetland buffer disturbance and provide a wetland mitigation plan. The applicant is also requested to find an alternate location for the proposed dumpster outside the wetland buffer.

2: Floodways/Flood Plain:

The applicant has indicated that there are no proposed improvements within a FEMA designated flood plain or flood way.

3: EAF Review:

Page 1: Brief Description: Provide a more detailed summary of the proposed action.
Page 2: B: Governmental Approvals: Indicate Town Board approval (acceptance of bonds, and Planning Board approvals (site plan, steep slope and erosion control, and wetland permits) and Other local agencies (Town Highway Department) are required.
Page 2, C2a: Please review response relative to comprehensive plan.
Page 3, C3a: Please provide zoning district classification.
Page 3, D.1.b.b: Please review, is inconsistent with response in comment memo.
Page 4: D.1.h: Please indicate "yes" if stormwater management practices are proposed.
Page 4, D.2.a: Please review response, appears "No" response would be appropriate.
Page 4 D.2.b: Please revise response to "Yes".
Page 5, D.2.b.ii, iii and iv: Please provide a response.
Page 7: D.2.k and l: Provide response.
Page 8. D.2. m: Review response (during construction).
Page 8, D.2.n: Review response (no outdoor lighting?)
Page 12, E.2.m: Provide response.

3: Additional Review:

Applicant requested to provide an updated Planning Board application which shall include the wetland permit application.

Please confirm sprinklers and a storage tank are not required. Consultation with the Town Fire Chief is recommended.

Please provide PCDOH septic system and well approvals.

Please provide NYSDEC and NYCDEP wetland/watercourse permits or written certification that permits are not required for the proposed action.

Please indicate trees that are proposed to be cut and a clear limit of disturbance.

This office defers to the Planning Board Engineer regarding review of the above referenced applicant's stormwater/erosion control plan and road design requirements.

Please do not hesitate to contact me should you have any questions.

Sincerely,



Bruce Barber, PWS, Certified Ecologist
Town of Kent Environmental Planning Consultant



Cornerstone Associates

Environmental Planning Consultants
1770 Central Street
Yorktown Heights, NY 10598
Phone: (914)-299-5293

September 14, 2023

To: Planning Board

From: Bruce Barber
Town of Kent Environmental Consultant

Re: **Holly-Winkler Farm Review**
Winkler Farm Court
Section 33.16 Block 1 Lot 8

Please be advised the following pertinent documents have been reviewed relative to the above referenced application:

1. Comment response memo executed by Paul Lynette PE dated 07/24/23. 2 pages.
2. Long-form EAF (Part I) executed by Douglas Holly dated 06/01/22.
3. Plans entitled; "Plans Prepared for Douglas and Laurel Holly" prepared by Putnam Engineering dated 07/16/23 (revised) 10 sheets: C-120, C-130, C-131, C-140, C-141, C-142, C-160, C-310, C-320.

Summary of Proposed Action:

The subject property is presently approved with seven existing dwelling units with a total of eleven bedrooms.

As described in the EAF, the applicant proposes to construct three, four-unit buildings in which each unit will contain two bedrooms. In addition, it is proposed to construct one additional bedroom as part of an existing dwelling unit on the site.

The subject property is 11.0 +/- acres in size and is located on the southerly side of Towners Road in the R-16 (single family residential) zoning district.

A stipulation of settlement agreement has been previously executed and the above referenced plans are in response to the settlement and approval of a concept plan by the Planning Board.

A: Required Permits:

Planning Board:
Site Development
Steep Slope and Erosion Control (site disturbance: 2.18 acres)
Wetlands

Highway Department
Road
Town Board
Bond Acceptance
Road Dedication (as applicable)
NYSDEC/NYCDEP
Wetland/Watercourse (to be determined)
SWPPP
Putnam County Department of Health
Septic System
Well Water system.

B: Zoning

Information provided by the applicant indicates that zoning variances are not required. This information should be confirmed by the Town Building Inspector.

C: SEQRA:

As per 6NYCRR Chapter 617 of the NY Codes and Regulations, the proposed action is an Unlisted Action. A determination of environmental significance will be required to be made by the lead agency.

D: Review:

1: Wetlands:

A wetland delineation has been completed. There is proposed encroachment into the Town of Kent jurisdictional wetland/watercourse buffer. A wetland permit applicant should be submitted by the applicant.

The applicant is requested to provide information if a NYSDEC streambank disturbance permit and/or NYCEP wetland permit is required as impervious surface is potentially located with jurisdictional setbacks.

The applicant should quantify the area of wetland buffer disturbance and provide a wetland mitigation plan. The applicant is also requested to find an alternate location for the proposed dumpster outside the wetland buffer.

2: Floodways/Flood Plain:

The applicant has indicated that there are no proposed improvements within a FEMA designated flood plain or flood way.

3: EAF Review:

Page 1: Brief Description: Provide a more detailed summary of the proposed action.

Page 2: B: Governmental Approvals: Indicate Town Board approval (acceptance of bonds, and Planning Board approvals (site plan, steep slope and erosion control, and wetland permits) and Other local agencies (Town Highway Department) are required.
Page 2, C2a: Please review response relative to comprehensive plan.
Page 3, C3a: Please provide zoning district classification.
Page 3, D.1.b.b: Please review, is inconsistent with response in comment memo.
Page 4: D.1.h: Please indicate "yes" if stormwater management practices are proposed.
Page 4, D.2.a: Please review response, appears "No" response would be appropriate.
Page 4 D.2.b: Please revise response to "Yes".
Page 5, D.2.b.ii, iii and iv: Please provide a response.
Page 7: D.2.k and l: Provide response.
Page 8, D.2. m: Review response (during construction).
Page 8, D.2.n: Review response (no outdoor lighting?)
Page 12, E.2.m: Provide response.

3: Additional Review:

Applicant requested to provide an updated Planning Board application which shall include the wetland permit application.

Please confirm sprinklers and a storage tank are not required. Consultation with the Town Fire Chief is recommended.

Please provide PCDOH septic system and well approvals.

Please provide NYSDEC and NYSDep wetland/watercourse permits or written certification that permits are not required for the proposed action.

Please indicate trees that are proposed to be cut and a clear limit of disturbance.

This office defers to the Planning Board Engineer regarding review of the above referenced applicant's stormwater/erosion control plan and road design requirements.

Please do not hesitate to contact me should you have any questions.

Sincerely,



Bruce Barber, PWS, Certified Ecologist
Town of Kent Environmental Planning Consultant

MEMORANDUM

TO: Kent Planning Board

FROM: Barton & Loguidice

DATE: September 14, 2023

RE: **Holly Winkler Farm – SBL 33.16-1-8**Review of the August 10th, 2023 submission from Paul Lynch to the Planning Board

Project Description: The applicant proposes to construct three, four-unit buildings in which each unit will contain two bedrooms. In addition, it is proposed to construct one additional bedroom as part of an existing dwelling unit on the site.

STATUS: Site Plan

1. **SEQRA:** The project is an Unlisted Action. It is recommended that the Planning Board serve as Lead Agency.
2. **Zoning District:** R-10 Single Family Residential District
 - a. Multi-family housing is not permitted in this zoning district as a principal permitted use or with a special use permit. The site's current property class is: 230 – Three family year-round residence. As this application pre-dates our role with the Planning Board, we assume a use variance is in place since there are already multiple apartments on the premises. We will confirm this item.

3. **Site Statistics:**

Regulation	Required	Proposed	Compliance
Min. Lot Size (sq.ft.)	10,000	479,160	In compliance
Lot Width	100 ft	503	In compliance
Setback Front/Rear	15ft /20 ft	93/156	In compliance
Setback Side	8ft	260	In compliance
Max. Height	2.5 stories or 30 ft	Unknown	Need to Confirm
Max. Coverage	35%	15,824 (3.3%)	In compliance
Max Impervious Surf.	35%	18,776 (3.9%)	In compliance

4. **Parking Requirements:**

Regulation: Multi-family dwelling: 1 for each studio or efficiency apartment, 1.5 for each one-bedroom apartment, 2.0 for each two-bedroom or larger apartment, plus an additional 10% of the total required spaces for visitor parking.

Requirement: 24 bedrooms total = 24 parking spaces + 2 (10% for visitor) = 26 parking spaces required

Proposed: 43

5. **Design Standards:**

Apply per § 77-13 Design standards.



6. **Landscape Standards:**
Apply per § 77-13 A. Design standards. (7) To the extent practicable existing tree rows and hedgerows, stone walls, and similar features shall be retained in the development of any new use or the expansion of any existing use.
7. **Retention of Existing Vegetation:** Clearance of wooded areas. New tree plantings shown on C-160.
8. **Site Access and Circulation:** Access is remaining the same. The road is being widened from 10-15 feet to 18 feet.
9. **Loading/Service Access:** Dumpster with fence indicated on C-120 Site Plan Layout.
10. **Site lighting:** None indicated on concept plan. Applicant should confirm site and building mounted lighting plans. *See § 77-44.3 Lighting.*
11. **Signage:** Not required but will there be an entrance sign? Need to confirm.
12. **Architecture:** Applicant did not indicate building architecture at this time.
13. **Stormwater:** See comments from other Planning Board Consultants.
14. **Emergency Services:** See C-330 Fire Apparatus access and turnaround diagram.
15. **Snow Storage:** None indicated, can adequate space be designated on site? Need to confirm.
16. **Mechanical:** HVAC units (roof-top and ground mounted) not shown, trash/recycling receptacles, equipment stored outside shall be screened from public view within the locations specified on the Final Site Plan.
17. **Hazardous Materials:** No chemical storage outside of the storage building.
18. **Flood Proofing:** None indicated
19. **Protection for Neighboring Properties:** Indicated on C-160. Will use existing wooded areas.
20. **Applicable State, County and local permits including but not limited to:**
 - Planning Board:
 - Site Development
 - Steep Slope and Erosion Control (site disturbance: 2.18 acres)
 - Wetlands
 - Highway Department



- Road
- Town Board
 - Bond Acceptance
 - Road Dedication (as applicable)
- NYSDEC/NYCDEP
 - Wetland/Watercourse (to be determined)
 - SWPPP
- Putnam County Department of Health
 - Septic System
 - Well Water system

Other Considerations:



**ROHDE, SOYKA
& ANDREWS**
Consulting Engineers, P.C.

387 Hooker Avenue, Suite 1
Poughkeepsie, NY 12603
Phone: (845) 452-7515

E-Mail Address: jandrews@rsaengrs.com

Wilfred A. Rohde, P.E. • Michael W. Soyka, P.E. (Retired) • John V. Andrews, Jr., P.E.

Memorandum

To: Planning Board
Town of Kent

Attn: Hugo German
Chairman

From: John V. Andrews, Jr., P.E.

Subject: Site Plan/Erosion Control
Permit/Wetland Permit Review

Date: September 19, 2023

Project: Winkler Farm
TM # 33.16-1-8

The following materials were reviewed:

1. Letter to Town of Kent Planning Board from Putnam Engineering, PLLC-Winkler Farm, dated July 24, 2023.
2. Stormwater Pollution Prevention Plan-Winkler Farm, prepared by Putnam Engineering, PLLC, dated February 2023 last revised July 2023.
3. Full Environmental Assessment Form-Winkler Farm dated March 14, 2022 last revised June 1, 2022.
4. Drawing Number C-020-Existing Conditions Plan-Winkler Farm, prepared by Putnam Engineering, PLLC, September 8, 2021, last revised July 16, 2023, scale as noted.
5. Drawing Number C-120-Site Layout Plan-Winkler Farm, prepared by Putnam Engineering, PLLC, September 8, 2021, last revised July 16, 2023, scale as noted.
6. Drawing Number C-130-Grading and Drainage Plan-Winkler Farm prepared by Putnam Engineering, PLLC, September 8, 2021, last revised July 16, 2023, scale as noted.
7. Drawing Number C-131-Enlarged Grading and Drainage Plan-Winkler Farm prepared by Putnam Engineering, PLLC, September 8, 2021, last revised July 16, 2023, scale as noted.
8. Drawing Number C-140-Utilities and SSDS Plan-Winkler Farm prepared by Putnam Engineering, PLLC, September 8, 2021, last revised July 16, 2023, scale as noted.
9. Drawing Number C-141-Erosion and Sediment Control Plan-Winkler Farm prepared by Putnam Engineering, PLLC, September 8, 2021, last revised July 16, 2023, scale as noted.
10. Drawing Number C-142-Erosion and Sediment Control Notes-Winkler Farm prepared by Putnam Engineering, PLLC, September 8, 2021, last revised July 16, 2023, scale as noted.
11. Drawing Number C-160-Trees, Slopes, and Limit of Disturbance Plan-Winkler Farm prepared by Putnam Engineering, PLLC, September 8, 2021, last revised July 16, 2023, scale as noted.

12. Drawing Number C-310-Details -Winkler Farm prepared by Putnam Engineering, PLLC, September 8, 2021, last revised July 16, 2023, scale as noted.
13. Drawing Number C-320-Details -Winkler Farm prepared by Putnam Engineering, PLLC, September 8, 2021, last revised July 16, 2023, scale as noted.
14. Drawing Number C-330-Grading and Drainage Plan -Winkler Farm prepared by Putnam Engineering, PLLC, September 8, 2021, last revised July 16, 2023, scale as noted.

The project involves the construction of three (3), four (4) unit apartments with all necessary appurtenances on an already developed site. The project is the subject of a written Stipulation among the Applicant, the Town of Kent, and the Town of Kent Planning Board which establishes the total proposed development but otherwise commits the Applicant and the reviewing agencies to a complete review of the project in compliance with all currently applicable requirements associated with the development in its current form. In summary, there are 7 existing residential units with a total of 11 bedrooms currently on the site. The proposal is to provide 12 additional 2-bedroom units and incorporate a one-bedroom addition on an existing unit. The total project with all development is proposed to be a total of 19 units with 36 bedrooms total.

The following comments are provided for the Planning Board's consideration:

1. The proposed project is within the NYCDEP East of Hudson watershed. The project will disturb 2.18 acres of land. Additionally, the project requires a wetland permit, a Town of Kent Erosion & Sediment Control Permit as well as coverage under NYSDEC SPDES General Permit for Stormwater Discharges from Construction Activity, GP-0-20-001. Post construction stormwater management practices will be required.
2. The subject Erosion and Sediment Control Plan is not approved.
3. We defer to the Planning Board's environmental consultant regarding wetland issues.
4. Putnam County Department of Health approval is required for the water supply and onsite wastewater treatment systems serving the project.
5. The proposed project does not appear to rise to the level of a Type I action under the State Environmental Quality Review Act (SEQRA). We recommend that the Planning Board classify the action as unlisted and declare their intent to serve as Lead Agency. The record is lacking the necessary information to properly circulate that intent to the other involved agencies. We are unable to locate a fully executed application for site plan, erosion control permit and a wetland permit. Additionally, the Applicant has submitted a Full Environmental Assessment Form FEAF, Part 1. The form as submitted requires adjustment and clarification:
 - The description of action should be expanded to provide a more detailed description of the proposal and the necessary permits required to implement the proposal.
 - Under Government Approvals, the approvals required from the Planning Board should be fully described.
 - C.3.a – should include a reference to the Stipulation of Settlement
 - D.1.b – SWPPP identifies a physical disturbance of 2.18 acres, for says 2.46 acres
 - D.2.a - The response should be checked NO given the instructions included in the parentheses.
 - D.2.c & d a breakdown should be provided for the identified gallons per day.

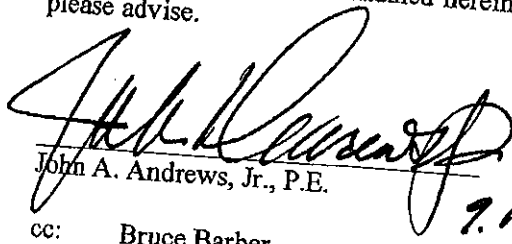
- D.2.c.iv – should be checked NO
- D.2.c.vi – well capacity should be provided
- D.2.n – should be revisited – Outdoor lighting of some type will be provided
- E.2. i, j & k are all checked yes – Information is not reflected on the Plan.

Once the Planning Board receives a fully completed application and the updated FEAF Part 1, a circulation for Lead Agency can be made.

6. The project varies slightly from prior submissions. In prior submissions, a one-bedroom addition was proposed for Unit 23. This current proposal includes a one-bedroom apartment above the three-car garage near Unit 23. This does not alter the Stipulation, but the overall project should be checked, and all references adjusted as may be required to address the added apartment.
7. The project site contains areas of special flood hazard. The areas are not clearly indicated on the plan set. The areas are identified as Zone AE with a base flood elevation identified. The survey datum should be adjusted to be consistent with the Flood Insurance Rate Maps for the Town of Kent to allow for a proper evaluation of the flood impacts.
8. Dimensions should be provided for all parking spaces.
9. Clear labelling should be provided for all roadway and driveway surfaces.
10. The area at the turn around in front of the Storage Building should be marked with "No Parking" signs.
11. Provide a detail for the level spreader.
12. Provide either grading or a cross section of the diversion swale at the bottom of the westerly slope. Sufficient information including elevations should be provided in order to properly establish the swale.
13. Rims and inverts should be provided for all storm drainage structures. The flow splitters should be numbered in the plan view per the detail sheet. A schematic piping detail should be provided.
14. We are concerned about the installation of a level spreader roughly in the middle of the site without any form of defined runoff through the project. We request that the design engineer reconsider the location and perhaps direct it across the road and more toward the stream.
15. The limit of disturbance is identified as two different acreages on the plan. The color for the area of disturbance should be identified in the legend and the line weight adjusted as it difficult to read.
16. The trench drain detail is incomplete.
17. The driveway into the site is existing. Portions of the driveway exceed 10%. The applicant should request a waiver from the Planning Board. The Planning Board should refer the matter to the Town Highway Superintendent and the Fire District. Provided the Fire District and Highway Superintendent have no major concerns, we recommend that the Planning Board grant the waiver.
18. The proposal involves minor improvements at the driveway intersection with Towners Road, including widening and adding height to the existing boulder wall. We take no exception to the improvements, but we recommend the engineer consider adding a wooden guide rail along the boulder wall for additional protection.
19. The stormwater design incorporates water quality pretreatment. This pretreatment is not addressed in the written SWPPP.

Memorandum
Winkler Farm
TM # 33.16-1-8
September 19, 2023
Page 4 of 4

We trust the comments contained herein are satisfactory for your purposes. If there are any questions, please advise.


John A. Andrews, Jr., P.E. 7.19.2023

cc: Bruce Barber
Bill Walters, Building Inspector
Jeff Battistoni, Esq.
20-261-254



**ROHDE, SOYKA
& ANDREWS**
Consulting Engineers, P.C.

387 Hooker Avenue, Suite 1
Poughkeepsie, NY 12603
Phone: (845) 452-7515

E-Mail Address: jandrews@rsaengrs.com

Wilfred A. Rohde, P.E. • Michael W. Soyka, P.E. (Retired) • John V. Andrews, Jr., P.E.

Memorandum

To: Planning Board
Town of Kent

Attn: Hugo German
Chairman

From: John V. Andrews, Jr., P.E.

Subject: Site Plan/Erosion Control
Permit/Wetland Permit Review
DRAFT 1

Date: September 11, 2023

Project: Winkler Farm
TM # 33.16-1-8

The following materials were reviewed:

1. Letter to Town of Kent Planning Board from Putnam Engineering, PLLC-Winkler Farm, dated July 24, 2023.
2. Stormwater Pollution Prevention Plan-Winkler Farm, prepared by Putnam Engineering, PLLC, dated February 2023 last revised July 2023.
3. Full Environmental Assessment Form-Winkler Farm dated March 14, 2022 last revised June 1, 2022.
4. Drawing Number C-020-Existing Conditions Plan-Winkler Farm, prepared by Putnam Engineering, PLLC, September 8, 2021, last revised July 16, 2023, scale as noted.
5. Drawing Number C-120-Site Layout Plan-Winkler Farm, prepared by Putnam Engineering, PLLC, September 8, 2021, last revised July 16, 2023, scale as noted.
6. Drawing Number C-130-Grading and Drainage Plan-Winkler Farm prepared by Putnam Engineering, PLLC, September 8, 2021, last revised July 16, 2023, scale as noted.
7. Drawing Number C-131-Enlarged Grading and Drainage Plan-Winkler Farm prepared by Putnam Engineering, PLLC, September 8, 2021, last revised July 16, 2023, scale as noted.
8. Drawing Number C-140-Utilities and SSDS Plan-Winkler Farm prepared by Putnam Engineering, PLLC, September 8, 2021, last revised July 16, 2023, scale as noted.
9. Drawing Number C-141-Erosion and Sediment Control Plan-Winkler Farm prepared by Putnam Engineering, PLLC, September 8, 2021, last revised July 16, 2023, scale as noted.
10. Drawing Number C-142-Erosion and Sediment Control Notes-Winkler Farm prepared by Putnam Engineering, PLLC, September 8, 2021, last revised July 16, 2023, scale as noted.
11. Drawing Number C-160-Trees, Slopes, and Limit of Disturbance Plan-Winkler Farm prepared by Putnam Engineering, PLLC, September 8, 2021, last revised July 16, 2023, scale as noted.

12. Drawing Number C-310-Details -Winkler Farm prepared by Putnam Engineering, PLLC, September 8, 2021, last revised July 16, 2023, scale as noted.
13. Drawing Number C-320-Details -Winkler Farm prepared by Putnam Engineering, PLLC, September 8, 2021, last revised July 16, 2023, scale as noted.
14. Drawing Number C-330-Grading and Drainage Plan -Winkler Farm prepared by Putnam Engineering, PLLC, September 8, 2021, last revised July 16, 2023, scale as noted.

The project involves the construction of three (3), four (4) unit apartments with all necessary appurtenances on an already developed site. The project is the subject of a written Stipulation among the Applicant, the Town of Kent, and the Town of Kent Planning Board which establishes the total proposed development but otherwise commits the Applicant and the reviewing agencies to a complete review of the project in compliance with all currently applicable requirements associated with the development in its current form. In summary, there are 7 existing residential units with a total of 11 bedrooms currently on the site. The proposal is to provide 12 additional 2-bedroom units and incorporate one-bedroom addition on an existing unit. The total project with all development is proposed to be a total of 19 units with 36 bedrooms total.

The following comments are provided for the Planning Board's consideration:

1. The proposed project is within the New DECSPDES Hudson watershed. The project will disturb 2.18 acres of land. Additionally, the project requires a wetland permit, a Town of Kent Erosion & Sediment Control Permit, as well as coverage under the DEC SPDES General Permit for Stormwater Discharges from Construction Activity, GP-0-20001. Post construction stormwater management practices will be required.
2. The subject Erosion and Sediment Control Plan is not approved.
3. We refer to the Planning Board's environmental consultant regarding wetland issues.
4. Putnam County Department of Health approval is required for the water supply and onsite wastewater treatment systems serving the project.
5. The proposed project does not appear to rise to the level of a Type I action under the State Environmental Quality Review Act (SEQRA). We recommend that the Planning Board classify the action as unlisted and declare their intent to serve as Lead Agency. The record is lacking the necessary information to properly circulate that intent to the other involved agencies. We are unable to locate a fully executed application for site plan, erosion control permit and a wetland permit. Additionally, the Applicant has submitted a Full Environmental Assessment Form FEAF, Part 1. The form as submitted requires adjustment and clarification:
 - The description of action should be expanded to provide a more detailed description of the proposal and the necessary permits required to implement the proposal.
 - Under Government Approvals, the approvals required from the Planning Board should be fully described.
 - C.3.a – should include a reference to the Stipulation of Settlement
 - D.1.b – SWPPP identifies a physical disturbance of 2.18 acres, for says 2.46 acres
 - D.2.a - The response should be checked NO given the instructions included in the parentheses.
 - D.2.c & d a breakdown should be provided for the identified gallons per day.

- D.2.c.iv – should be checked NO
- D.2.c.vi – well capacity should be provided
- D.2.n – should be revisited – Outdoor lighting of some type will be provided
- E.2. i, j & k are all checked yes – Information is not reflected on the Plan.

Once the Planning Board receives a fully completed application and the updated FEAF Part 1, a circulation for Lead Agency can be made.

6. The project varies slightly from prior submissions. In prior submissions, a one-bedroom addition was proposed for Unit 23. This current proposal includes a one-bedroom apartment above the three-car garage near Unit 23. This does not alter the Stimulation, but the overall project should be checked, and all references adjusted as may be required to address the added apartment.
7. The project site contains areas of special flood hazard. The areas are not clearly indicated on the plan set. The areas are identified as Zone AE with a base flood elevation identified. The survey datum should be adjusted to be consistent with the Flood Insurance Rate Maps for the Town of Kent to allow for a proper evaluation of the flood impacts.
8. Dimensions should be provided for all parking spaces.
9. Clear labelling should be provided for all roadway and driveway surfaces.
10. The area at the turn around in front of the Storage Building should be marked with "No Parking" signs.
11. Provide a detail for the level spreader.
12. Provide either grading or a cross section of the driveway at the bottom of the westerly slope. Sufficient information including elevation should be provided in order to properly establish the swale.
13. Rims and inverts should be provided for all storm drainage structures. The flow splitters should be provided in the plan view per the detail sheet. A schematic piping detail should be provided.
14. We are concerned about the installation of a level spreader roughly in the middle of the site without any form of defined runoff through the project. We request that the design engineer reconsider the location and perhaps direct it across the road and more toward the stream.
15. The limits of disturbance are identified at two different acreages on the plan. The color for the area of disturbance should be identified in the legend and the line weight adjusted as it difficult to read.
16. The trench drain detail is incomplete.
17. The driveway into the site is existing. Portions of the driveway exceed 10%. The applicant should request a waiver from the Planning Board. The Planning Board should refer the matter to the Town Highway Superintendent and the Fire District. Provided the Fire District and Highway Superintendent have no major concerns, we recommend that the Planning Board grant the waiver.
18. The proposal involves minor improvements at the driveway intersection with Towners Road, including widening and adding height to the existing boulder wall. We take no exception to the improvements, but we recommend the engineer consider adding a wooden guide rail along the boulder wall for additional protection.
19. The stormwater design incorporates water quality pretreatment. This pretreatment is not addressed in the written SWPPP.

Memorandum
Winkler Farm
TM # 33.16-1-8
September 11, 2023
Page 4 of 4

We trust the comments contained herein are satisfactory for your purposes. If there are any questions, please advise.

John A. Andrews, Jr., P.E.

cc: Bruce Barber
Bill Walters, Building Inspector
Jeff Battistoni, Esq.
20-261-254

DRAFT

Town of Kent Planning Board
25 Sybil's Crossing
Tel: 845-306-5712

email: planningkent@townofkentny.gov
Kent, NY 10512
Fax: 845-306-5283

Memorandum

:Resolution # 12
Year 2023

Date: October 25, 2023
From: The Kent Planning Board
To: The Kent Town Board:
Jaime McGlasson, Supervisor - w/Att
Shaun Boyd
Anne Campbell
Jorme Tompuri
CC: W. Walters, Building Inspector - w/Att
L. Cappelli, Town Clerk - w/Att
Claudia Dworazak
Finance Department - w/Att.
Re: Recommendation to Return Application fee and Escrow to Ms. Lynn Bruno
TM: 33.59-1-68 & 69
Application withdrawn

Resolved: On September 21, 2023 the Kent Planning Board reviewed material pertaining to the recommendation noted above (attached) and agreed that it was appropriate to forward it to the Town Board for their action.

The material pertaining to this matter was forwarded to the Planning Board Attorney for his recommendations as to how to proceed with this project. It was determined that a lot-line revision was not necessary. Therefore, the application fee of \$250.00 should be returned to Ms. Bruno. Also, an escrow account was set up in the amount of \$750.00. After invoices were processed the remaining funds in the escrow account should also be returned to Ms. Bruno. At this time there is \$417.25 remaining, which should be sent to:

Ms. Lynn Bruno
101 Washington Ave.
Apt. 304
Pleasantville, NY 10570

Mr. German asked for a motion to accept this Resolution and to forward the documents to the Kent Town Board to take action.

The motion was made by Ms. Beshar and seconded by Mr. Gattucci. The roll call votes were as follows:

Hugo German, Chairman
Simon Carey, Vice Chairman
Jacky Beshar
Sabrina Cruz
Thomas Faraone
Giancarlo Gattucci

Aye _____
Aye _____
Aye _____
Absent _____
Absent _____
Aye _____

The motion carried.

The Planning Board respectfully asks that, if the Town Board is in agreement, they approve the recommendations noted above.
I, Vera Patterson, Planning Board Secretary of the town of Kent, County of Putnam, State of New York, do hereby certify that the foregoing is a true excerpt from the minutes of a meeting of the Planning Board of the Town of Kent held on September 21, 2023.



Vera Patterson
Planning Board Secretary

Dated: October 25, 2023

[Kent NY] Refund Check (Sent by Lynn Bruno , mustangdreams21@yahoo.com)

Contact form at Kent NY <cmsmailer@civicplus.com>

Thu 7/27/2023 10:08 AM

To: Planning Kent <planningkent@townofkentny.gov>

TOWN OF KENT NOTICE

THIS EMAIL IS FROM AN EXTERNAL SENDER!

DO NOT click links, DO NOT open attachments, DO NOT forward if you were not expecting this email or if it seems suspicious in any way! REMEMBER: NEVER provide your user ID or password to anyone for any reason!

Hello planning,

Lynn Bruno (mustangdreams21@yahoo.com) has sent you a message via your contact form (<https://www.townofkentny.gov/users/planning/contact>) at Kent NY.

If you don't want to receive such e-mails, you can change your settings at <https://www.townofkentny.gov/user/221/edit>.

Message:

Hi Vera, I Hope You are feeling better. As per our conversation the other night, sending you my new address to send my Refund Check . Ms. Lynn Bruno , 101 Washington Ave. Apt. 304 , Pleasantville, NY 10570 My E-Mail Address is : mustangdreams21@yahoo.com And my Cell # 845-891-0008. Thank You for your help . Sincerely , Lynn Bruno. July 27,2023

8/23/2023, 2:29 PM

From: jandrews@rsaengrs.com
Sent: Thursday, July 13, 2023 10:23 AM
To: 'Hugo German'; 'Planning Kent'
Cc: 'Bruce Barber'; 'Building Inspector'; 'Carl | Albano Agency'; splawsky@townofkentny.gov
Subject: Bruno - Lot Line Realignment, Town of Kent

To all

Concerning the Bruno Lot Line Realignment - We have reviewed this matter. We spoke with the Town Assessor, Seth Plawsky. Yesterday we received a copy of the deed from the Town, fully executed, effectively transferring the parcel to the new owner. There is no longer a need for a lot line realignment. The parcels can now all be merged into one, with a new deed describing the merged parcel filed. The Assessor was going to review this matter with the Supervisor to ensure that the merger would be a condition of the sale of the parcel to the new owner by the Town. There may be some miscellaneous paperwork involved, but no need to involve the Planning Board or continue the current process. The lot line realignment complicates an already complex action.

We respectfully request that the Planning Board take no action on this matter. We ask that the Board simply place the application on hold pending a satisfactory resolution to the merger matter, at which time the action can be stopped with no further Planning Board involvement.

We trust the comments contained herein are satisfactory for your purposes. If we can be of additional assistance, please advise.

John

John V. Andrews, Jr., P.E.
ROHDE, SOYKA & ANDREWS
Consulting Engineers, P.C.
40 Garden Street
Poughkeepsie, NY 12601
845-452-7515

ALL that certain plot, piece or parcel of land, with the buildings and improvements thereon erected, situate, lying and being in the Town of Kent, County of Putnam and State of New York, known as a portion of Mamaroneck Road as shown on map entitled, "Tenth Map of Lake Carmel", filed in the Office of the Clerk of the County of Putnam on May 17, 1930 as Map No. 130-1 and being more particularly bounded and described as follows:

BEGINNING on the easterly side of Towners Road where the easterly side of Towners Road intersects with the northerly side of Mamaroneck Road;

THENCE RUNNING easterly along the northerly boundary of Mamaroneck Road South $75^{\circ} 06' 20''$ East a distance of 100.36 feet;

THENCE along the easterly boundary of the parcel being described South $19^{\circ} 43' 00''$ West a distance of 40.14 feet to the southerly side of Mamaroneck Road;

THENCE RUNNING in a westerly direction along the northerly side of Mamaroneck Road North $75^{\circ} 06' 20''$ West 100.36 feet to the easterly side of Towners Road;

THENCE along the easterly side of Towners road and across Mamaroneck Road North $19^{\circ} 43' 00''$ East a distance of 40.14 feet to the POINT AND PLACE OF BEGINNING.

Town of Kent Planning Board
25 Sybil's Crossing
Tel: 845-306-5712

email: planningkent@townofkentny.gov
Kent, NY 10512
Fax: 845-306-5283

Memorandum

DATE: June 21, 2023
TO: Accounting
CC: dean.dorman@yahoo.com
FROM: Vera Patterson
Re Bruno Property - TM: 33.59-1-68 & 69

Please find enclosed supporting documentation for the above mentioned property, which is a new Lot Line Revision project, and the following checks:

Putnam County Savings Bank Check 261, in the amount of: \$ 250.00 for a Lot Line revision permit

Putnam County Savings Bank Check 262, in the amount of: \$ 750.00 in order to open an escrow account

Thanks very much.

RECEIPT		DATE	No.
RECEIVED FROM		June 14, 2023	533367
Lynn B Bruno/Altamont			\$ 250.00
Two hundred fifty and 00/100			DOLLARS
FOR RENT			
FOR Lot line Revision TM 33.59-1-68			
ACCOUNT		<input type="radio"/> CASH	261
PAYMENT		<input checked="" type="radio"/> CHECK	FROM V. Patterson TO L. B Bruno
BAL. DUE		<input type="radio"/> MONEY ORDER	
		<input type="radio"/> CREDIT CARD	BY

RECEIPT		DATE	No.
RECEIVED FROM		June 14, 2023	533368
Lynn B Bruno/Altamont			\$ 750.00
Seven hundred fifty and 00/100			DOLLARS
FOR RENT			
FOR Escrow TM 33.59-1-68			
ACCOUNT		<input type="radio"/> CASH	262
PAYMENT		<input checked="" type="radio"/> CHECK	FROM V. Patterson TO L. B Bruno
BAL. DUE		<input type="radio"/> MONEY ORDER	
		<input type="radio"/> CREDIT CARD	BY



ALBANO CONTRACTING
NEW CONSTRUCTION
11 CLARK PLACE
MAHOPAC, NY 10641
(845) 828-3065

PUTNAM COUNTY SAVINGS BANK

00262

50-7098/2219

6/14/2023

PAY TO THE
ORDER OF Town Of Kent

\$ **750.00

Seven Hundred Fifty Only*****

DOLLARS

MEMO

Bruno lot line review



[Signature]
AUTHORIZED SIGNATURE

MP

⑈000262⑈ ⑆221970980⑆ 801 6158730⑈

Security features included. Details on back.



ALBANO CONTRACTING
NEW CONSTRUCTION
11 CLARK PLACE
MAHOPAC, NY 10641
(845) 828-3065

PUTNAM COUNTY SAVINGS BANK

00261

50-7098/2219

6/14/2023

PAY TO THE
ORDER OF Town Of Kent

\$ **250.00

Two Hundred Fifty Only*****

DOLLARS

MEMO

JM
Bruno lot line app



[Signature]
AUTHORIZED SIGNATURE

MP

⑈000261⑈ ⑆221970980⑆ 801 6158730⑈

Security features included. Details on back.

**TOWN OF KENT PLANNING BOARD
SITE PLAN CHECKLIST**

APPLICANT NAME: LYNN BRUNO Jul
 ADDRESS: 251 Towners Rd
Carmel NY 10512

CONTACT TELEPHONE NUMBER: 845-891-0008
 TM: 33.59-1-68119

The following preliminary information must be included on the site plan. Please either check box as completed or indicate N/A (not applicable).

1. ☐ The dimensions of all property lines
2. ☒ 30" Identify scale used
3. ☐ Name of all adjacent roads and driveway location 251 Towners Rd.
4. N/A Sight distances if new curb cut is requested
5. N/A Basements for utilities including overhead
6. ☐ All existing structures (including pools) shown and labeled as to their use and the distance from proposed structure and property lines See survey
7. ☒ Distance from the proposed structure to ALL property lines
8. ☐ Completed bulk zoning table
9. ☐ Location of any wetland, stream, lake or body of water within 100 feet of the property line.
10. ☐ Location of septic system (including 100% expansion area)
11. ☐ Location of well head
12. ☐ Pre and post-construction topography (grading plan)
13. ☐ Total limit of disturbance line
14. ☐ Area(s) of disturbance where slopes are greater than 15%
15. ☐ Total area of disturbance calculation (in square feet)
16. ☐ Erosion and sediment control plan (if area of disturbance is greater than 5,000 square feet)
17. ☐ Cost estimate (breakdown) to implement erosion and sediment control plan
18. ☒ KNOX box system (if commercial property)

Check list completed by:

CARL ALBANO
 (Print or type name here)

Realtor - Rep
 (Print or type Title here)

[Signature]
 (Signature)

6/13/23
 (Date)

DO NOT WRITE BELOW THIS LINE (OFFICIAL USE)

Plans Date Stamped: _____ Reviewer: _____ Date: _____

Notes: _____

TOWN OF KENT, NEW YORK

**Town of Kent Planning Board
Combined Application Form**

APPROVAL REQUESTED FOR: (Check all that apply)

Sketch Plan (subdivision)	_____	Preliminary Subdivision	_____
Final Subdivision	_____	Lot Line Change	<input checked="" type="checkbox"/>
Site Plan	_____	Conditional Use Permit	_____
Freshwater Wetland	_____	Steep Slope & Erosion Ctrl	_____
Change of Use	_____	Sign Approval	_____

Name of Project: _____

Description of Proposed Activity: Town to convey one lot located
between lands owned by Lynn Bruno

Name of Applicant(s):

Address: 251 Turners Rd Camel NY 10512
Telephone: 845 891-0008

Name and Address of Record Owner(s):

same

Tax Map Number of all parcels:

33, 59-1-68 Home
33, 59-1-69 Vacant 10 Lots

A) For All Applications:

- 1) Total acreage involved in application: 30407.10 SQ Ft
- 2) Total contiguous acreage controlled by applicant/owner (1): 26392.7 SQ Ft
- 3) Total number of existing structures: 2
- 4) Type of existing structures: Residential one family
- 5) Total square footage of all new construction: N/A
- 6) Estimated value of new construction or addition: N/A
- 7) Type of construction or activity proposed: (Check all that apply) N/A

New Construction: Residential	_____	Commercial	_____	Institutional	_____
Expansion: Residential	_____	Commercial	_____	Institutional	_____
Home Occupation:	_____	Change in use:	_____	Other:	_____

8) Zoning District: _____

- 1) Shall include lands owned by family members of the applicant, and any corporation(s), partnership(s), limited liability company(ies) or other entities in which the applicant has an interest.

9) Does applicant intend to request any information waivers?

No ☒ Yes ☐

If yes, please list all waivers (attach separate pages if necessary):

10) Are there agricultural and/or forestry exemptions affecting the property?

No ☒ Yes ☐

If yes, please list in detail (attach separate pages if necessary):

11) Have any area or use variances affecting the property been granted?

No ☒ Yes ☐

If yes, please list in detail (attach separate pages if necessary):

12) Have any permits affecting the property been issued by any other governmental agency?

No ☒ Yes ☐

If yes, please list in detail (attach separate pages if necessary):

13) Has any application(s) for any other permit(s) for any activity affecting the property been submitted to any other governmental agency?

No ☒ Yes ☐

If yes, please list in detail (attach separate pages if necessary):

14) Attach a copy of the current deed and any easements affecting the property.

Name and Address of Professional Engineer:

Utility Easements Liber 159
Pg 308

Telephone:

Name and Address of Licensed Land Surveyor:

Spinelli Surveying
650 Halstead Ave
Mamaroneck NY
10543

Telephone:

Name and Address of Attorney:

Telephone:

Name and Address of Wetland Consultant:

Telephone:

B) For Subdivision and Lot Line Change Applications Only:

- 1) Total number of lots proposed: 13 owned by Bruno, 1 lot being
- 2) What is the size of the smallest lot proposed? 100x40 transferred by
- 3) What is the size of the largest lot proposed? Town
- 4) Number of private driveways proposed: existing
- 5) Number of common driveways proposed: _____
- 6) Maximum number of lots serviced by a common driveway: _____
- 7) Number of private roads proposed: _____
- 8) Number of lots serviced by a private road: _____
- 9) Preliminary Plat includes _____ acres and tentatively includes _____ future lots. The amount of area shown on this Preliminary Plat proposed to be dedicated for future public use, (exclusive of roads) is _____ (define measure: acres/square feet).
- 10) Does subdivider intend to submit a single subdivision plat for filing with County Clerk for all property in the Preliminary Plat? Yes _____ No _____. If no, state the number of sections to be filed _____.

C) For Freshwater Wetland Permit Applications Only:

- 1) A map of the site, prepared using a recent boundary and topographic survey of the property showing conditions on the site as of the date of application, shall be submitted.
- 2) The survey map shall show the location of the all federal, state, and local jurisdictional wetland boundaries as delineated by the applicant's consultant, and the location of proposed disturbance to wetlands and wetland buffers. The survey map shall also show the location of all regulated water bodies on the site and within 200 feet of the boundary of the site.
- 3) What is the date of the boundary and topographic survey used as the base map for the application?

- 4) Proposed activity is located in:
 - a) Lake/pond [_____] Control area of lake/pond [_____]
 - b) Stream/River/Brook [_____] Control area of stream/river/brook [_____]
 - c) Wetland [_____] Control area of wetland [_____]
 - d) Not located in wetland/wetland buffer [_____]
- 5) Attach a description of the proposed activity in the controlled area including the following: i.e. maintenance, construction of dwelling, addition, driveway, culverts, including size and location.
- 6) Attach a statement of compliance with §39A-8 of the Town Code.

33.59-1-41

33.59-1-67

33.59

33.59-1-66

Town
Paved -
Being
Connected

33.59-1-38

33.59-1-39

to Bruno

33.59-1-29

33.59-1-28

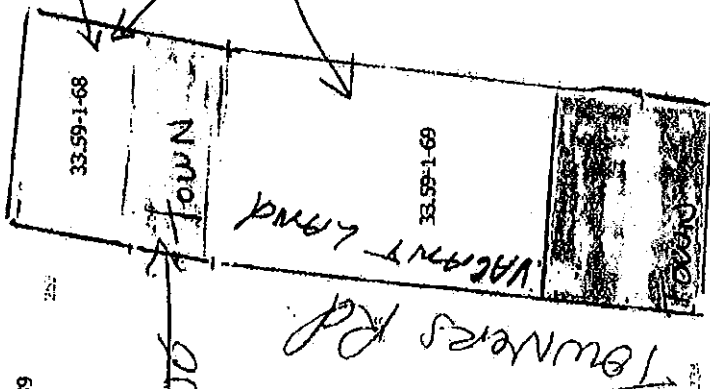
33.59-1-26

22

16

BRUNO
home

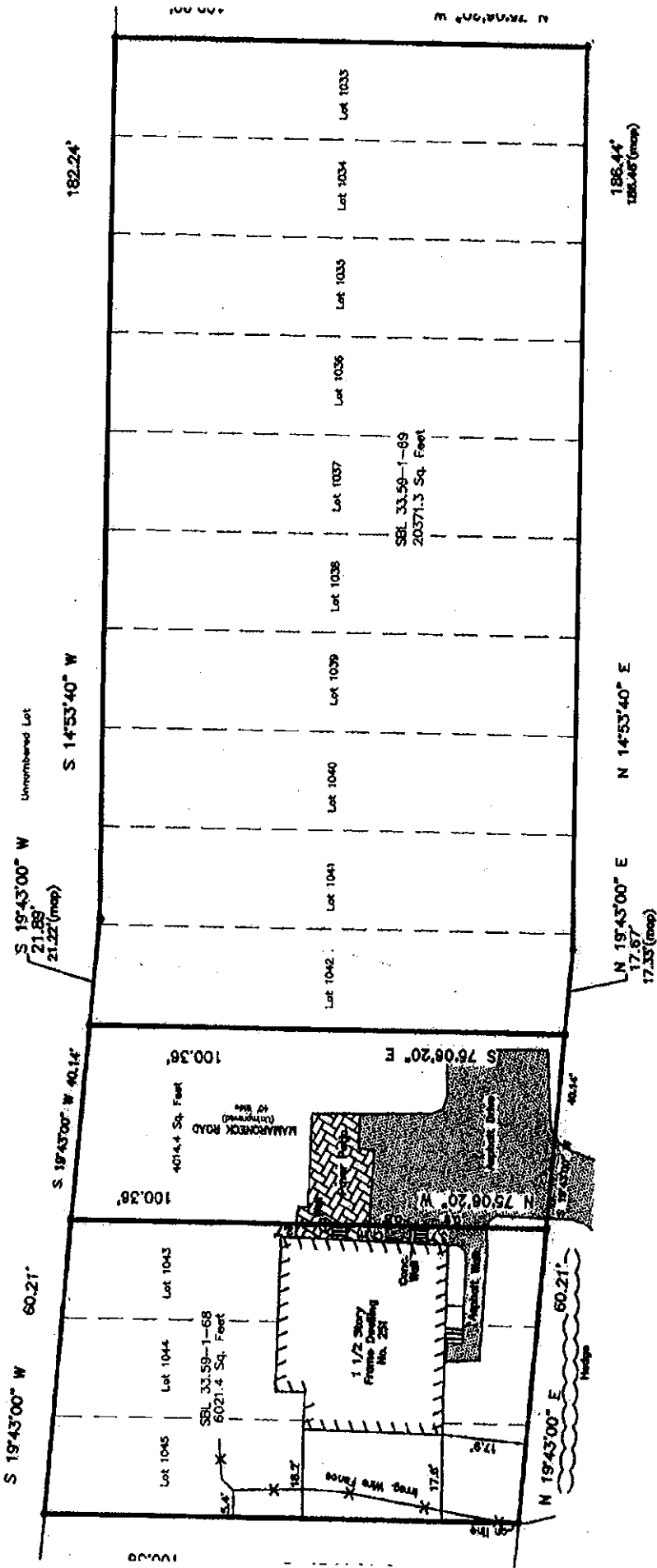
same ownership
BRUNO



33.59-1-16

33.59-1-70

25



TOWNERS ROAD

[Signature]

Richard J. Spinelli, L.S. NYS Lic. 50975

Unauthorized additions to or alterations of this plan is a violation of Section 7209 of the N.Y.S.

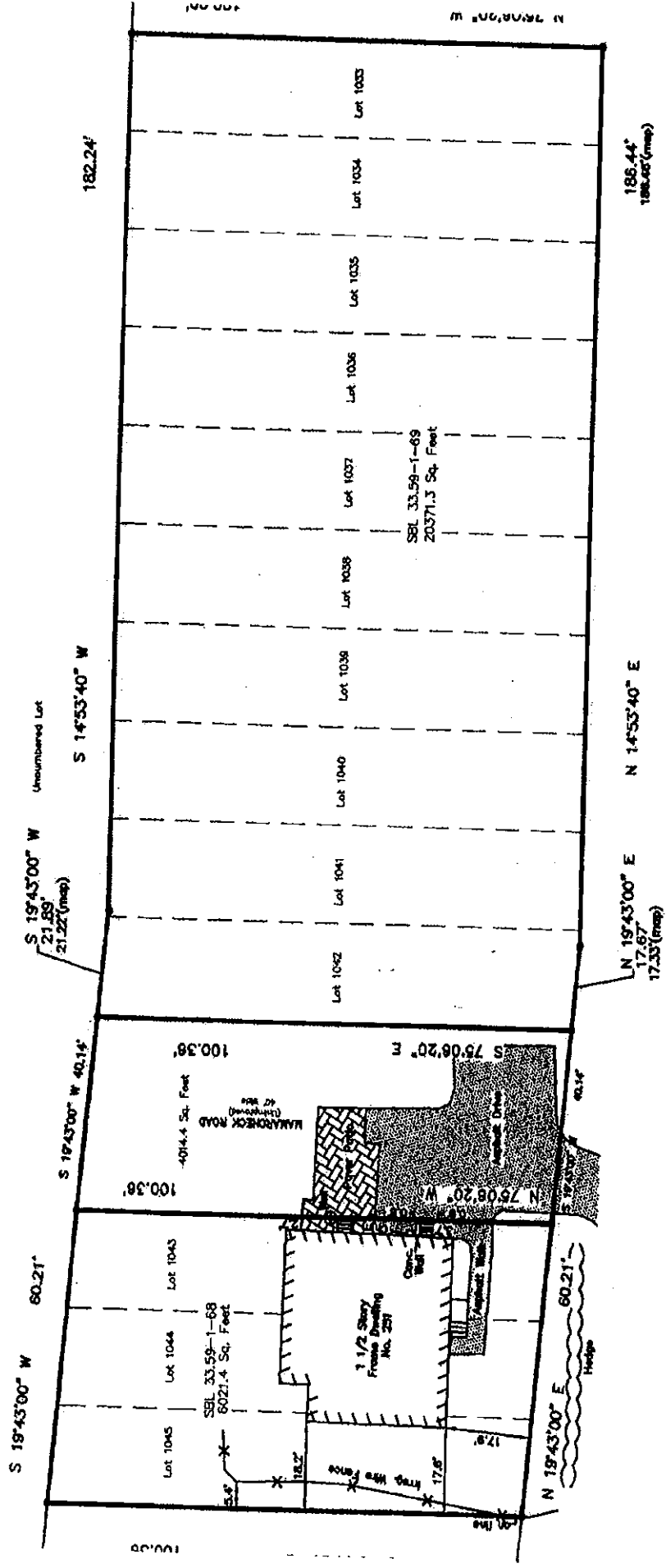
DUT
CT
US,
Y.
Y.
RENT

ED
IND
IRM

Dimensions of all Properties to be combined.

251 Towners Rd Carmel NY 10512

1. **Town property** to be conveyed Front and rear 40.14' ,
sides 100.36'
2. Existing **Bruno home** parcel front and rear 60.21', sides
100.36'
3. **Bruno** 10 lots , vacant land ,front 186.44', rear 182.24'sides.
100.36' & 100'



TOWNERS ROAD

OUT
(
CT
NS,
Y
Y
RENT

Richard J. Spinelli, L.S. NYS LIC. 50975

Unauthorized additions to or alterations of this plan is a violation of Section 7209 of the N.Y.S.

**Town of Kent Planning Board
Combined Application Form**

APPROVAL REQUESTED FOR: (Check all that apply)

Sketch Plan (subdivision) _____	Preliminary Subdivision _____
Final Subdivision _____	Lot Line Change <input checked="" type="checkbox"/>
Site Plan _____	Conditional Use Permit _____
Freshwater Wetland _____	Steep Slope & Erosion Ctrl _____
Change of Use _____	Sign Approval _____

Name of Project: _____

Description of Proposed Activity: Town to convey one lot located
between lands owned by Lynn Bruno

Name of Applicant(s):

Address: 251 Towners Rd Carmel NY 10512
Telephone: 845 891-0008

Name and Address of Record Owner(s): same Shd be 59

Tax Map Number of all parcels: 33, 59-1-68 Home
33, 59-1-69 VACANT 10 Lots

A) For All Applications:

1) Total acreage involved in application: 30407.10 SQ Ft

2) Total contiguous acreage controlled by applicant/owner (1): 26392.7 SQ Ft

3) Total number of existing structures: 2

4) Type of existing structures: Residential one family

5) Total square footage of all new construction: N/A

6) Estimated value of new construction or addition: N/A

7) Type of construction or activity proposed: (Check all that apply) N/A

New Construction: Residential _____	Commercial _____	Institutional _____
-------------------------------------	------------------	---------------------

Expansion: Residential _____	Commercial _____	Institutional _____
------------------------------	------------------	---------------------

Home Occupation: _____	Change in use: _____	Other: _____
------------------------	----------------------	--------------

8) Zoning District: _____

1) Shall include lands owned by family members of the applicant, and any corporation(s), partnership(s), limited liability company(ies) or other entities in which the applicant has an interest.

AFFIDAVIT TO BE COMPLETED BY OWNER

State of New York }

} ss:

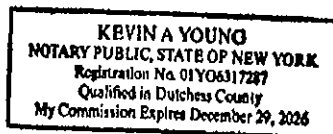
County of Putnam }

Lynn Bruno being duly sworn, deposes and says:

1. That I/we are the Owner(s) of the within property as described in the foregoing application for Subdivision /Lot Line Change / Site Plan / Conditional Use Permit / Change in Use / Freshwater Wetland / Steep Slope and Erosion Control approval(s) and that the statements contained therein are true to the best of my/our knowledge and belief.
2. That I/we hereby authorize _____, to act as my/our representative in all matters regarding said application(s), and that I/we have the legal right to make or authorize the making of said application.
3. That I/we understand that by submitting this application for Planning Board approval that I/we expressly grant permission to the Planning Board and its authorized representatives to enter upon the property, at all reasonable times, for the purpose of conducting inspections and becoming familiar with site conditions. I/we acknowledge that this grant of permission may only be revoked by the full withdrawal of said application from further Planning Board action.
4. That I/we understand that by submitting this application that I/we shall be responsible for the payment of all application fees, review fees, and inspection fees incurred by the Town related to this application.
5. That I/we understand that I/we, and our contractors shall be jointly and severally liable for all costs incurred, including environmental restoration costs, resulting from noncompliance with the approved application. I/we acknowledge that approval of the site plan and commencement of any work related to the approved application shall constitute express permission to the Planning Board, the Building Inspector, and their authorized representatives and designees, to enter the property for the purposes of inspection for compliance with the approved application, whether or not any other permits have been applied for or issued for the project. I/we acknowledge that approval of the application and the commencement of work related to the approved plan is an express waiver of any objection to authorized Town official(s) entering the property for the purpose of conducting inspections.
6. That I/we understand that the Town of Kent Planning Board intends to rely on the foregoing representations in making a determination to issue the requested applications and approvals and that under penalty of perjury I/we declare that I/we have examined this affidavit and that it is true and correct.

Lynn Bruno
Applicant/Owner Applicant/Owner

AG
Notary Public



AFFIDAVIT TO BE COMPLETED BY AGENT OF OWNER

State of New York }

} ss:

County of Putnam }
Carl Albano

being duly sworn, deposes and says:

1. That I/we are the agent named in the foregoing application for Planning Board for Subdivision / Lot Line Change / Site Plan / Conditional Use Permit / Change in Use / Freshwater Wetland / Steep Slope and Erosion Control approval(s) and that the statements contained therein are true to the best of my/our knowledge and belief.
2. That he/she resides at Albano Ridge Carmel in the County of Putnam and the State of New York.
3. That I/we understand that by submitting this application for Planning Board approval that I/we expressly grant permission to the Planning Board and its authorized representatives to enter upon the property, at all reasonable times, for the purpose of conducting inspections and becoming familiar with site conditions. I/we acknowledge that this grant of permission may only be revoked by the full withdrawal of said application from further Planning Board action. That I/we understand that by submitting this application that I/we shall be responsible for the payment of all application fees, review fees, and inspection fees incurred by the Town related to this application.
4. That I/we understand that I/we, and our contractors shall be jointly and severally liable for all costs incurred, including environmental restoration costs, resulting from noncompliance with the approved application. I/we acknowledge that approval of the site plan and commencement of any work related to the approved application shall constitute express permission to the Planning Board, the Building Inspector, and their authorized representatives and designees, to enter the property for the purposes of inspection for compliance with the approved application, whether or not any other permits have been applied for or issued for the project. I/we acknowledge that approval of the application and the commencement of work related to the approved plan is an express waiver of any objection to authorized Town official(s) entering the property for the purpose of conducting inspections.
5. That I/we understand that the Town of Kent Planning Board intends to rely on the foregoing representations in making a determination to issue the requested applications and approvals and that under penalty of perjury I/we declare that I/we has examined this affidavit and that it is true and correct.

Carl Albano
Applicant/Agent

Carl Albano
Applicant/Agent

Kelly Puccio
Notary Public

KELLY PUCCIO
Notary Public, State of New York
No. 01PU6088070
Qualified in Putnam County
Commission Expires March 03, 2027

CERTIFICATION OF PROFESSIONAL ENGINEER/LICENSED LAND SURVEYOR/ARCHITECT

State of New York)

) ss:

County of Westchester)

Richard J. Spinelli being duly sworn, deposes and says:

1. That I/we are the Surveying Company named in the foregoing application for Subdivision / Lot Line Change / Site Plan / Conditional Use Permit / Change in Use / Freshwater Wetland / Steep Slope and Erosion Control approval(s) and that I/we have been duly authorized by the owner in fee to make such application and that the foregoing statements contained therein are true to the best of my/our knowledge and belief.
2. That I/we understand that the Town of Kent Planning Board intends to rely on the foregoing representations in making a determination to issue the requested applications and approvals and that under penalty of perjury I/we declare that I/we have examined this affidavit and that it is true and correct.

Richard J. Spinelli
Licensed Professional

[Signature]
Licensed Professional

[Signature]
Notary Public

NICHOLAS SANTORO
Notary Public, State of New York
No. 01SA6320388
Qualified in Westchester County
Commission Expires 3/2/2017

DISCLOSURE OF BUSINESS INTEREST

State of New York }

} ss:

County of Putnam }

Carl Albano

being duly sworn, deposes and says:

1. Pursuant to §803 of the General Municipal Law the following municipal officer(s) or employee(s), and any of their family members, outside employers, business associates, clients, or campaign contributors, have, or will later acquire, an ownership position, employment position, or other contractual interest in the proposed project: (Insert name, home address and municipal position held. Attach additional pages as necessary.)

2. That the interest of said municipal officer(s) or employee(s) is: (Detail the nature and extent of the interest. Attach additional pages as necessary.)

3. That he/she understands that the Town of Kent Planning Board intends to rely on the foregoing representations in making a determination to issue the requested applications and approvals and that under penalty of perjury he/she declares that he/she has examined this affidavit and that it is true and correct.

Agent/Owner

Notary Public

Agent/Owner

KELLY PUCCIO
Notary Public, State of New York
No. 01PU6088070
Qualified in Putnam County
Commission Expires March 03, 2027

DISCLOSURE OF BUSINESS INTEREST

State of New York }

} ss:

County of Dutchess }

Lynn Bruno being duly sworn, deposes and says:

1. Pursuant to §803 of the General Municipal Law the following municipal officer(s) or employee(s), and any of their family members, outside employers, business associates, clients, or campaign contributors, have, or will later acquire, an ownership position, employment position, or other contractual interest in the proposed project: (Insert name, home address and municipal position held. Attach additional pages as necessary.)

2. That the interest of said municipal officer(s) or employee(s) is: (Detail the nature and extent of the interest. Attach additional pages as necessary.)

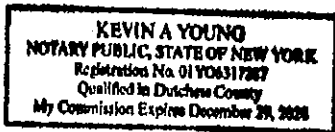
3. That he/she understands that the Town of Kent Planning Board intends to rely on the foregoing representations in making a determination to issue the requested applications and approvals and that under penalty of perjury he/she declares that he/she has examined this affidavit and that it is true and correct.

Lynn Bruno

Agent/Owner

Notary Public

Agent/Owner



ALL that certain plot, piece or parcel of land, with the buildings and improvements thereon erected, situate, lying and being in the Town of Kent, County of Putnam and State of New York, known as a portion of Mamaroneck Road as shown on map entitled, "Tenth Map of Lake Carmel", filed in the Office of the Clerk of the County of Putnam on May 17, 1930 as Map No. 130-1 and being more particularly bounded and described as follows:

BEGINNING on the easterly side of Towners Road where the easterly side of Towners Road intersects with the northerly side of Mamaroneck Road;

THENCE RUNNING easterly along the northerly boundary of Mamaroneck Road South $75^{\circ} 06' 20''$ East a distance of 100.36 feet;

THENCE along the easterly boundary of the parcel being described South $19^{\circ} 43' 00''$ West a distance of 40.14 feet to the southerly side of Mamaroneck Road;

THENCE RUNNING in a westerly direction along the northerly side of Mamaroneck Road North $75^{\circ} 06' 20''$ West 100.36 feet to the easterly side of Towners Road;

THENCE along the easterly side of Towners road and across Mamaroneck Road North $19^{\circ} 43' 00''$ East a distance of 40.14 feet to the POINT AND PLACE OF BEGINNING.

Bargain and Sale Deed, with Covenant against Grantor's Acts — Individual or Corporation (Single Sheet)
CONSULT YOUR LAWYER BEFORE SIGNING THIS INSTRUMENT—THIS INSTRUMENT SHOULD BE USED BY LAWYERS ONLY.

THIS INDENTURE, made the _____ day of _____, in the year 2023

BETWEEN TOWN OF KENT, a Municipal Corporation having offices at 25 Sybil's Crossing, Carmel, New York 10512

party of the first part, and Lynn Bruno, having an address of 251 Towners Road, Carmel, New York 10512

party of the second part,

WITNESSETH, that the party of the first part, in consideration of

_____ TEN (\$10.00) _____ dollars
paid by the party of the second part, does hereby grant and release unto the party of the second part, the heirs or successors
and assigns of the party of the second part forever,

ALL that certain plot, piece or parcel of land, with the buildings and improvements thereon erected, situate, lying and being
in the piece or parcel of land, with the buildings and improvements thereon erected, situate, lying and being in the Town of
Kent, County of Putnam and State of New York, known as a portion of Mamaroneck Road as shown on map entitled, "Tenth
Map of Lake Carmel", filed in the Office of the Clerk of the County of Putnam on May 17, 1930 as Map No. 130-1 and being
more particularly bounded and described in the Schedule "A" attached hereto and made a part hereof.

TOGETHER with all right, title and interest, if any, of the party of the first part in and to any streets and roads
abutting the above described premises to the center lines thereof; TOGETHER with the appurtenances and all the estate and
rights of the party of the first part in and to said premises; TO HAVE AND TO HOLD the premises herein granted unto the
party of the second part, the heirs or successors and assigns of the party of the second part forever.

AND the party of the first part covenants that the party of the first part has not done or suffered anything whereby the said
premises have been encumbered in any way whatever, except as aforesaid.

AND the party of the first part, in compliance with Section 13 of the Lien Law, covenants that the party of the first part will
receive the consideration for this conveyance and will hold the right to receive such consideration as a trust fund to be applied
first for the purpose of paying the cost of the improvement and will apply the same first to the payment of the cost of the
improvement before using any part of the total of the same for any other purpose. The word "party" shall be construed as if it
read "parties" whenever the sense of this indenture so requires.

IN WITNESS WHEREOF, the party of the first part has duly executed this deed the day and year first above written.

IN PRESENCE OF:

Jaime McGlasson, Supervisor of the Town of Kent

ACKNOWLEDGEMENT TAKEN IN NEW YORK STATE

State of New York, County of , ss:

On the 11 day of July in the year 2023, before me, the undersigned, personally appeared JAIME MCOLASSON, personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

Nancy Tagliaferro
 NOTARY PUBLIC

NANCY TAGLIAFERRO
 Notary Public, State of New York
 No. 021A0277617
 Qualified in Dutchess County
 Commission Expires April 21, 2025

ACKNOWLEDGEMENT BY SUBSCRIBING WITNESS TAKEN IN NEW YORK STATE

State of New York, County of , ss:

On the day of in the year , before me, the undersigned, a Notary Public in and for said State, personally appeared , the subscribing witness to the foregoing instrument, with whom I am personally acquainted, who, being by me duly sworn, did depose and say that he/she/they reside(s) in (If the place of residence is in a city, include the street and street number if any, thereof); that he/she/they know(s) to be the individual described in and who executed the foregoing instrument; that said subscribing witness was present and saw said execute the same; and that said witness at the same time subscribed his/her/their name(s) as a witness thereto.

NOTARY PUBLIC

ACKNOWLEDGEMENT TAKEN IN NEW YORK STATE

State of New York, County of , ss:

On the day of in the year , before me, the undersigned, personally appeared , personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

NOTARY PUBLIC

ACKNOWLEDGEMENT TAKEN OUTSIDE NEW YORK STATE

State of , County of , ss:

On the day of in the year , before me, the undersigned personally appeared , personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), that by his/her/their signature(s) on the instrument, the individual(s) or the person upon behalf of which the individual(s) acted, executed the instrument, and that such individual make such appearance before the undersigned in the (add the city or political subdivision and the state or country or other place the acknowledgement was taken).

NOTARY PUBLIC

Bargain & Sale Deed With Covenants

COUNTY: PUTNAM

TOWN/CITY: KENT

PROPERTY ADDRESS:

SECTION:

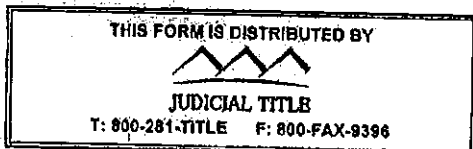
BLOCK:

LOT:

Title Company:

Title Number:

RETURN BY MAIL TO:



FOR COUNTY USE ONLY

INSTRUCTIONS RP-5217-PDF-INS; www.bpr.state.ny.us

C1. SWIS Code

C2. Date Book Recorded

C3. Book

C4. Page

New York State Department of
Taxation and Finance

Office of Real Property Tax Services

RP-5217-PDF

Real Property Transfer Report (6/10)

PROPERTY INFORMATION

1. Property Location
TOWNERS ROAD
KENT
City or Town
Village
County
Lynn
Last Name
First Name

2. Buyer Name
BRUNO
Last Name
First Name

3. Tax Billing Address
251 Towners Road
City or Town
State
Zip Code

4. Indicate the number of Assessed Parcel(s) included on this sale
1 of Parcel OR ☒ Part of a Parcel (Only if Part of a Parcel) Check as they apply:
4A. Planning Board with Subdivision Authority Exists ☐
4B. Subdivision Approval was Required for Transfer ☐
4C. Parcel Approved for Subdivision with Map Provided ☐

5. Seller Name
Town of Kent
Last Name
First Name

6. Seller Address
Last Name
First Name

7. Select the description which most accurately describes the use of the property at the time of sale:
C. Residential Vacant Land ☐
Check the intent below as they apply:
8. Ownership Type is Condominium ☐
9. New Construction on a Vacant Land ☐
10A. Property Located within an Agricultural District ☐
10B. Buyer received a Disclosure notice indicating that the property is in an Agricultural District ☐

SALE INFORMATION

11. Sale Contract Date

12. Date of Sale/Transfer

13. Full Sale Price
200.00
(Full Sale Price is the total amount paid for the property including personal property. This payment may be in the form of cash, other property or goods, or the assumption of mortgages or other obligations. Please report to the nearest whole dollar amount.)

14. Check one or more of these conditions as applicable to this sale:
☐ A. Sale between relatives or former partners
☐ B. Sale good-will of a business or partnership to business
☐ C. One of the Buyer is also a Seller
☒ D. Buyer or Seller is Government Agency or Landlord Institution
☐ E. Other Type not Warranty of Mortgage and Sale (Specify Below)
☐ F. Sale of Residential or Land that has been previously sold (Specify Below)
☐ G. Conditional Contract of Property and has been Taxable Status and Sale Date is
☐ H. Sale of business is included in Sale Price
☐ I. Other Unusual Factors Affecting Sale Price (Specify Below)
☐ J. None

Comments on Condition:

ASSESSMENT INFORMATION - Data should reflect the latest Final Assessed Roll and Tax Bill

15. Year of Assessment Roll from which information taken is 23
16. Total Assessed Value
17. Property Class
18. School District Name

CERTIFICATION

I certify that all the data of information entered on this form are true and correct to the best of my knowledge and belief, and I understand that the making of any willful falsification of material fact here is subject me to the penalties of the Penal Law relating to the making and filing of false instruments.

SELLER SIGNATURE

James M. Brunson
DATE

BUYER SIGNATURE

DATE
DATE

BUYER CONTACT INFORMATION

(Only information for the Buyer. Note: If buyer is a LLC, partnership, corporation, joint stock company, estate or trust that is not an individual agent or broker, then a name and contact information of an individual responsible for the sale can answer questions regarding the form must be entered. Type or print clearly.)

Tagliaferro
Nancy
Last Name
First Name
(845) 279-2986
Phone Number (or fax)

City or Town
State
Zip Code

City or Town
State
Zip Code

City or Town
State
Zip Code

City or Town
State
Zip Code

Town of Kent Planning Board
25 Sybil's Crossing
Tel: 845-306-5712

email: planningkent@townofkentny.gov
Kent, NY 10512
Fax: 845-306-5283

Memorandum

DATE: June 21, 2023
TO: Accounting
CC: carl@albanoinsurance.com
FROM: Vera Patterson
Re Bruno Property - TM: 33.59-1-68 & 69

Please process the following invoices from the General Account. Thanks very much.

Date	INVOICE #	VOUCHER NAMEdpj	AMOUNT	COMMENTS
08/01/23	Billing Period: 07/01/23- 07/31/23	Rohde, Soyka & Andrews Invoice 29657-3725	\$ 332.75	07/06/23 - Principal Engineer Reviewed email w/ J. Battistoni. 0.30 Hr. @\$170.00/ Hr. (\$ 51.00) 07/11/23 - Principal Engineer Reviewed submittal & prepared For mtg. 0.50 Hr.@70.00/ Hr. (\$ 85.00) 07/13/23 - Principal Engineer Research various telecalls; Email for the record 1.00 Hr.@170.00/ Hr. (\$ 170.00) 07/13/23 - Principal Engineer Plg. Bd. Mtg. & discussion 0.10 Hr. @\$170.00/ Hr. (\$ 17.00) 07/19/23- mileage: 15 mi @ 65 cents/mi= \$9.75 Invoice Total: \$ 332.75

Bruno	Lot Line Revision TM: 33.59-1-68 & 69		
Date		Deposits	Fees
6/22/2023	Ck 262	750.00	
8/7/2023	Rohde-29657-3726		(332.75)
			Balance
			750.00
			417.25

TOWN OF KENT
Planning Board
25 Sybil's Crossing
Kent Lakes, New York 10512

VOUCHER

CLAIMANT'S NAME AND ADDRESS
ROHDE, SOYKA & ANDREWS
CONSULTING ENGINEERS, P.C.
40 Garden Street
Poughkeepsie, NY 12601

PURCHASE
ORDER NO.

DO NOT WRITE IN THIS BOX

DATE VOUCHER REC'D

FUND - APPROPRIATION

AMOUNT

VOUCHER NO.

TOTAL

ABSTRACT NO.

VENDOR'S REF. NO.:

Tax I.D. #

Date	Invoice #	Description of Materials or Services	Quantity	Unit Price	Amount
8/1/2023		PROJECT: Bruno Lot Line INVOICE: 29657-3725 JOB NO.: 23-261-267 BILLING PERIOD July 1, 2023 to July 28, 2023 TOWN OF KENT REFERENCE NO.: Please see the attached invoice for Breakdown of Costs and Description of Services rendered.			
				TOTAL	332 75

CLAIMANT'S CERTIFICATION

I, **John V. Andrews Jr., P.E.**, certify that the above account in the amount of \$ 332.75 true and correct; that the items, services and disbursements charged were rendered to or for the municipality on the dates stated; that no part has been paid or satisfied; that taxes from which the municipality is exempt, are not included; and that the amount claimed is actually due.

8/1/2023

Date

Signature

Vice-President

Title

(Space Below for Municipal Use)

DEPARTMENT APPROVAL

THE ABOVE SERVICES OR MATERIALS WERE RENDERED OR FURNISHED TO THE MUNICIPALITY ON THE DATES STATED AND THE CHARGES ARE CORRECT.

DATE

AUTHORIZED OFFICIAL

APPROVAL FOR PAYMENT

THIS CLAIM IS APPROVED AND ORDER PAID FROM THE APPROPRIATIONS INDICATED ABOVE.

DATE

AUDITING BOARD



Rohde, Soyka & Andrews
Poughkeepsie, NY 12601
Consulting Engineers, P.C.

INVOICE

Town of Kent
25 Sybil's Crossing
Kent Lakes, NY 10512

Date 8/1/2023

Invoice # 29657-3788

Project 23-261-267 Bruno Lot Line

Tax Map	
---------	--

Invoice for Professional Services July 1, 2023 to July 28, 2023

Date	Employee Type	Description	Hours	Rate	Amount
7/6/2023	Principal Engineer	Review with email to JB	0.30	170.00	51.00
7/11/2023	Principal Engineer	Review submittal-prep for meeting	0.50	170.00	85.00
7/13/2023	Principal Engineer	Research various telecalls; email for record	1.00	170.00	170.00
7/13/2023	Principal Engineer	Planning Board Meeting-discussion	0.10	170.00	17.00
7/13/2023	Principal Engineer	Mileage	15.00	0.65	9.75

Submitted by,

John V. Andrews Jr., P.E.

Total	\$332.75
Overdue Balance	\$0.00
Total Present Balance Due	\$332.75



Memorandum

To: Planning Board
Town of Kent

Attn: Hugo German
Chairman

From: John V. Andrews, Jr., P.E.

Subject: Erosion Control Plan

Date: September 19, 2023

Project: Longinotti
TM # 12.-3-16

The following materials were reviewed:

- Town of Kent Memorandum-Longinotti Property dated June 21, 2020.
- Town of Kent Planning Board Site Plan Checklist-Longinotti Property.
- Town of Kent Planning Board Combined Application Form-Longinotti Property dated June 13, 2023.
- Drawing-Survey of Property-Longinotti Property prepared by Robert Bergendorff dated February 23, 1983, last revised September 22, 1986, scale 1" = 50'.
- Drawing-Proposed Fill Area-Longinotti Property, prepared by Empire Layout, L.L.C., dated July 10, 2023, scale 1" = 50'.

The project proposes the placement of clean fill on a steeply sloped area adjacent to an existing pool to establish a flat, mowable area adjacent to the pool and provide more usable access around the pool.

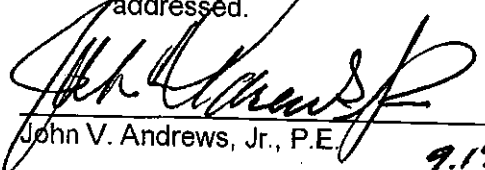
A field observation visit was made to the project site with Bruce Barber, PWS, Certified Ecologist, Bill Walters, Building Inspector and Tom Faraone on July 19, 2023 to observe existing conditions and determine the suitability of the site for the placement of the proposed fill. The area to be filled is a generally open steeply sloped area surrounded by trees. Access to the area for placement of the fill is available directly off the existing driveway and requires no tree removal or grading. No environmental or engineering issues were identified which would materially impact the placement of the fill. The area is close to the property line but is not likely to impact the neighboring property.

The following comments are provided for the Planning Board's consideration:

1. The proposed project is within the NYCDEP East of Hudson Watershed. Disturbance is below 5000 SF of land. The project does involve filling on a steep slope and involves the placement of approximately 1100 cubic yards of clean fill. A Town of Kent Steep Slope and Erosion Control Permit is required. Coverage under NYSDEC SPDES General Permit for Stormwater Discharges from Construction Activity, GP-0-20-001 is not required.
2. The proposed project is relatively minor in scope. The likely site disturbance associated with the action is below the 5000 SF threshold, even though the estimated fill to be placed is well above the threshold for a permit. The area of disturbance occurs on an existing steep slope that is close to adjacent to developed portions of the lot. Minimal if any tree removal is necessary. The approach to the area to be filled is level and accessible. The existing drive provides reasonable access for construction.
3. We recommend that the Planning Board waive the requirements of § 66-6.B. of the Kent Town Code and in lieu thereof require the applicant to provide an updated, dimensioned

site plan using the previously submitted "Proposed Fill Area" plan as the base map. This plan shall indicate the following information:

- The complete name and address of the record owner.
 - Details for the stabilized construction entrance and the silt fence.
 - The complete driveway configuration including its connection with the proposed construction entrance.
 - The limits of proposed disturbance encompassing the entire area to be disturbed by the access for and the placement of the fill, including the method of restoration (topsoil seed & mulch).
 - Add the following note per Town Code §66-6.K(1) "Within 10 days after installation of all erosion control plan measures, the applicant shall submit to the Building Inspector a letter from the qualified professional who designed the plan for the applicant/landowner stating that all erosion control measures have been constructed and installed in compliance with the approved plan(s)."
4. The source of fill and the amount to be imported to the site should be identified. All imported fill shall be accompanied by documentation that clearly establishes that the fill is "clean."
 5. We recommend the bond estimate of **\$1500.00** dated September 13, 2023, prepared by this office be accepted for the bond amount and recommended for approval by the Town Board. (A copy of our estimate is attached hereto for your convenience)
 6. Please note, per Town Code §66-7.A(2) "The security shall remain in full force until the applicant and/or developer is released from liability by the Town, provided that such period shall not be less than two years from the date of final acceptance or such other certification that the work permitted by the steep slope and erosion control permit has been constructed and completed in accordance with the approved permit and all plans and specifications forming the basis of the approved permit."
 7. The applicant is responsible for full payment of actual costs of erosion control inspections. An initial inspection fee deposit of \$1000 is to be paid to the Town in accordance with the Town of Kent Fee Schedule.
 8. Per §66-6.F, the public hearing can be waived as this is considered to be a minor project, involving the placement of clean fill. We defer to the pleasure of the Planning Board in this regard. We recommend the Planning Board consider waiving the requirement for a public hearing based on a finding that the proposed activity is of a minor nature which would not significantly alter, affect, or endanger steep slopes or result in uncontrolled and excessive erosion.
 9. We recommend the remaining project review be referred to the Planning Board consultants to be handled administratively.
 10. Provide a written response with future submittals stating how the comments have been addressed.


John V. Andrews, Jr., P.E. 9.19.2023

Attachment

cc: Planning Board via email
Bill Walters via email
23-261-999-185

Bruce Barber via email



Memorandum

To: Planning Board
Town of Kent

Attn: Hugo German
Chairman

From: John V. Andrews, Jr., P.E.

Subject: Erosion Control Plan – Draft 1

Date: September 13, 2023

Project: Longinotti
TM # 12.-3-16

The following materials were reviewed:

- Town of Kent Memorandum-Longinotti Property dated June 21, 2020.
- Town of Kent Planning Board Site Plan Checklist-Longinotti Property.
- Town of Kent Planning Board Combined Application Form-Longinotti Property dated June 13, 2023.
- Drawing-Survey of Property-Longinotti Property prepared by Robert Bergendorff dated February 23, 1983, last revised September 22, 1986, scale 1" = 50'.
- Drawing-Proposed Fill Area-Longinotti Property, prepared by Empire Layout, L.L.C., dated July 10, 2023, scale 1" = 50'.

The project proposes the placement of clean fill on a steeply sloped area adjacent to an existing pool to establish a flat, mowable area adjacent to the pool and provide more usable access around the pool.

A field observation visit was made to the project site with Bruce Barber, PWS, Certified Ecologist, Bill Walters, Building Inspector and Tom Faraone on July 19, 2023 to observe existing conditions and determine the suitability of the site for the placement of the proposed fill. The area to be filled is a generally open steeply sloped area surrounded by trees. Access to the area for placement of the fill is available directly off the existing driveway and requires no tree removal or grading. No environmental or engineering issues were identified which would materially impact the placement of the fill. The area is close to the property line but is not likely to impact the neighboring property.

The following comments are provided for the Planning Board's consideration:

1. The proposed project is within the NYCDEP East of Hudson Watershed. Disturbance is below 5000 SF of land. The project does involve filling on a steep slope and involves the placement of approximately 1100 cubic yards of clean fill. A Town of Kent Steep Slope and Erosion Control Permit is required. Coverage under NYSDEC SPDES General Permit for Stormwater Discharges from Construction Activity, GP-0-20-001 is not required.
2. The proposed project is relatively minor in scope. The likely site disturbance associated with the action is below the 5000 SF threshold, even though the estimated fill to be placed is well above the threshold for a permit. The area of disturbance occurs on an existing steep slope that is close to adjacent to developed portions of the lot. Minimal if any tree removal is necessary. The approach to the area to be filled is level and accessible. The existing drive provides reasonable access for construction.

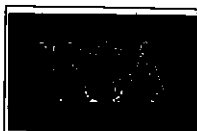
3. We recommend that the Planning Board waive the requirements of § 66-6.B. of the Kent Town Code and in lieu thereof require the applicant to provide an updated, dimensioned site plan using the previously submitted "Proposed Fill Area" plan as the base map. This plan shall indicate the following information:
 - The complete name and address of the record owner.
 - Details for the stabilized construction entrance and the silt fence.
 - The complete driveway configuration including its connection with the proposed construction entrance.
 - The limits of proposed disturbance encompassing the entire area to be disturbed by the access for and the placement of the fill, including the method of restoration (topsoil seed & mulch).
 - Add the following note per Town Code §66-6.A(2): "Within 10 days after installation of all erosion control plan measures, the applicant shall submit to the Building Inspector a letter from the qualified professional who designed the plan for the applicant/landowner stating that all erosion control measures have been constructed and installed in compliance with the approved plan(s)."
4. The source of fill and the amount to be imported to the site should be identified. All imported fill shall be accompanied by documentation that clearly establishes that the fill is "clean."
5. We recommend the bond estimate of **\$1500.00** dated September 13, 2023, prepared by this office be accepted for the bond amount and recommended for approval by the Town Board. (A copy of our estimate is attached hereto for your convenience)
6. Please note, per Town Code §66-6.A(2) "The security shall remain in full force until the applicant and/or owner is released from liability by the Town, provided that such period shall not be less than two years from the date of final acceptance or such other certification that the work permitted by the steep slope and erosion control permit has been constructed and completed in accordance with the approved permit and all plans and specifications forming the basis of the approved permit."
7. The applicant is responsible for full payment of actual costs of erosion control instructions. A initial inspection fee deposit of \$1000 is to be paid to the Town in accordance with the Town of Kent Fee Schedule.
8. Per §66-6.F, the public hearing can be waived as this is considered to be a minor project involving the placement of clean fill. We defer to the pleasure of the Planning Board in this regard. We recommend the Planning Board consider waiving the requirement for a public hearing based on a finding that the proposed activity is of a minor nature which would not significantly alter, affect, or endanger steep slopes or result in uncontrolled and excessive erosion.
9. We recommend the remaining project review be referred to the Planning Board consultants to be handled administratively.
10. Provide a written response with future submittals stating how the comments have been addressed.

John V. Andrews, Jr., P.E.

Attachment

cc: Planning Board via email
Bill Walters via email
23-261-999-185

Bruce Barber via email



**ROHDE, SOYKA
& ANDREWS**
Consulting Engineers, P.C.

387 Hooker Avenue, Suite 1
Poughkeepsie, NY 12603
Phone: (845) 452-7515

E-Mail Address: jandrews@rsaengrs.com

Wilfred A. Rohde, P.E. • Michael W. Soyka, P.E. (Retired) • John V. Andrews, Jr., P.E.

To: Planning Board Town of Kent

Attn: Hugo German, Chairman

From: John v. Andrews, Jr., P.E.

Subject: Erosion Control Bond Amount

Date: September 13, 2023

Project: Longinotti

Tax Map: 12.-3-16

The erosion control bond is as follows:

ITEM	QUANTITY	UNIT	UNIT COST	TOTAL COST
Seed and mulch	3,600	SF	\$ 0.06	\$ 216.00
Stabilized construction entrance	1	EA	\$ 750.00	\$ 750.00
Silt Fence	150	LF	\$ 4.00	\$ 600.00
			TOTAL:	\$ 1,566.00

SAY \$1500.00

Site Design Consultants

Civil Engineers • Land Planners

VIA EMAIL

May 5, 2023

Vera Patterson
Planning Board Secretary
Town of Kent
25 Sybil's Crossing
Kent, NY 10512

Re: Kent Storage Partners 2, LLC
Route 311 - Town of Kent
Tax Map # Section 22 Block 2 Lot 17

Dear Vera:

In regard to the above referenced project, we hereby respectfully request a 90-day Extension of Time for the Resolution Approval that expires this month. Please confirm, thank you.

Yours truly,


Joseph C. Riina, P.E.

cc: John Andrews, Town of Kent
Ara Nenninger, Spartan

JR/dmd/enc./sdc 22-61

251-F Underhill Avenue • Yorktown Heights, New York 10598

80 Walnut Grove Road • Ridgefield, Connecticut 06877

(914) 962-4488

(203) 431-9504

Fax (914) 962-7386



RESOLUTION #6 2023

May 11, 2023

**Town of Kent Planning Board
Resolution of Time Extension for:
Site Plan Approval and Steep Slope and Erosion Control Permits,
For
Viebrock/Kent Self Storage (Kent Storage Partners 2, LLC),
311 Route 311, Tax Parcels No. 22.-2-17**

Whereas, the Town of Kent Planning Board granted re-approval of final approval with conditions to the proposed Site Plan and Steep Slope and Erosion Control Plan for Viebrock/Kent Self Storage on May 12, 2022; and

Whereas, this conditional site plan re-approval shall be void if construction is not started within one year of the date of the Planning Board approval and completed within two years of the date of such approval. Prior to its expiration, the site plan approval may be renewed by written request of the applicant for up to two additional ninety-day periods; and

Whereas, the Applicant has not satisfied all the conditions, construction has not commenced, and further the property has been sold to a new owner, Kent Storage Partners 2, LLC who has made application for modifications to the proposed approved plan; and

Whereas, the Town of Kent Planning Board made the determination that the proposed modifications are best made by means of an amended site plan approval since the project is substantially the same as that originally approved with less potential impacts; and

Whereas, during the course of the review application it was determined that the re-approval was due to expire, and the Planning Board received a timely request on behalf of the new owner to extend the re-approval for one (1) 90-day period.

Now Therefor, Be It Resolved that the Town of Kent Planning Board renews the Site Plan approval with conditions and the Steep Slope and Erosion Control Permit for one (1) 90-day period to allow for the proper review and consideration of the application for amended site plan approval; and

Be It Further Resolved that the waivers, terms, and conditions of the prior re-approval dated May 22, 2022 are incorporated herein by reference and remain in full force and effect unless modified herein.

The conditional site plan approval shall be void if amended site plan approval is not obtained within the granted 90-day period. Said conditional approval shall thereafter expire unless otherwise extended from the Planning Board after receipt of a written request of the applicant prior to the date of expiration. The site plan approval may be renewed by written request of the applicant for one (1) additional ninety-day period.

*Town of Kent Planning Board Resolution of Time Extension
for Approval with Conditions for; Site Plan and Steep Slope and Erosion Control
for Viebrock/Kent Self Storage (Kent Storage Partners 2, LLC)
May 11, 2023*

It is the responsibility of the application/project sponsor to submit to the Town Planning Board proof that each of the conditions of this Site Plan Approval, and Steep Slope and Erosion Control permit approvals have been completed; and the signature of the Planning Board Chairman shall be withheld pending receipt of a written memorandum from the Planning Board's Engineering Consultant verifying that each of the conditions of this approval have been completed. The final drawings shall not be accepted by the Planning Board without submission of proof of completion.

Motion: Giancarlo Gattucci

Second: Simon Carey

Hugo German, Chairman AYE

Simon Carey, Vice Chairman AYE

Jacky Beshar AYE

Sabrina Cruz ABSENT

Thomas Faraone AYE

Giancarlo Gattucci AYE

I certify that the above resolution was adopted by the Town of Kent Planning Board at a meeting of the Board held on May 11, 2023.

Vera Patterson
Vera Patterson, Clerk
Town of Kent Planning Board

~~*~*

Site Design Consultants

Civil Engineers • Land Planners

August 17, 2023

Via Email:

Vera Patterson
Planning Board Secretary
Town of Kent
25 Sybil's Crossing
Kent, NY 10512

Re: Kent Storage Partners 2, LLC
Route 311 - Town of Kent
Tax Map # Section 22 Block 2 Lot 17

Dear Vera:

Regarding the above referenced project, we hereby respectfully request a 90-day Extension of Time for the Resolution Approval that expires this month.

Please place this on the next Planning Board meeting, for review. Thank you;

Yours truly,


Joseph C. Riina, P.E.

cc: John Andrews, Town of Kent
Ara Nenninger, Spartan

JR/cm/enc./sdc 22-61

251-F Underhill Avenue • Yorktown Heights, New York 10598

60 Walnut Grove Road • Ridgefield, Connecticut 06877

(914) 962-4488

(203) 431-9504

Fax (914) 962-7386



September 21, 2023

**Town of Kent Planning Board
Resolution of Time Extension for:
Site Plan Approval and Steep Slope and Erosion Control Permits,
For
Viebrock/Kent Self Storage (Kent Storage Partners 2, LLC),
Route 311, Tax Parcel No. 22.-2-17**

Whereas, the Town of Kent Planning Board granted re-approval of final approval with conditions to the proposed Site Plan and Steep Slope and Erosion Control Plan for Kent Self Storage II May 12, 2022; and

Whereas, the Town of Kent Planning Board renewed the Site Plan approval with conditions and the Steep Slope and Erosion Control Permit for one (1) 90-day period on May 11, 2023 to allow for the proper review and consideration of an applications for amended site plan approval; and

Whereas, prior to the expiration of that extension, the site plan approval may be renewed for one additional and final 90-day period to complete the review and approval of the application for amended site plan approval; and

Whereas, during the course of the review application it was determined that the re-approval was due to expire, and the Planning Board received a timely request on behalf of the new owner to extend the re-approval for the final 90-day period.

Now Therefore Be It Resolved that the Town of Kent Planning Board renews the Site Plan approval with conditions and the Steep Slope and Erosion Control Permit for one (1) additional and final 90-day period to allow for the proper review and consideration of the application for amended site plan approval; and

Be It Further Resolved that the waivers, terms, and conditions of the prior re-approval dated May 22, 2022 are incorporated herein by reference and remain in full force and effect unless modified herein.

The conditional site plan approval shall be void if amended site plan approval is not obtained within the granted 90-day period or the conditions of the original approval are not fully satisfied. Said conditional approval shall thereafter expire. No further extensions are permissible.

*Town of Kent Planning Board Resolution of Time Extension
for Approval with Conditions for; Site Plan and Steep Slope and Erosion Control
for Kent Self Storage (Kent Storage Partners 2, LLC)
September 21, 2023*

It is the responsibility of the application/project sponsor to obtain amended approvals or submit to the Town Planning Board proof that each of the conditions of this Site Plan Approval, and Steep Slope and Erosion Control permit approvals have been completed; and the signature of the Planning Board Chairman shall be withheld pending receipt of a written memorandum from the Planning Board's Engineering Consultant verifying that each of the conditions of this approval have been completed. The final drawings shall not be accepted by the Planning Board without submission of proof of completion.

Motion: Hugo German

Second: Jacky Beshar

Hugo German, Chairman	<u>Aye</u>
Simon Carey, Vice Chairman	<u>Aye</u>
Jacky Beshar	<u>Aye</u>
Sabrina Cruz	<u>Absent</u>
Thomas Faraone	<u>Absent</u>
Giancarlo Gattucci	<u>Aye</u>
Richard Morini	<u>Aye</u>
Kathy Doherty (Alternate Member)	<u>N/A</u>

I certify that the above resolution was adopted by the Town of Kent Planning Board at a meeting of the Board held on September 21, 2023.

Vera Patterson
Vera Patterson, Clerk
Town of Kent Planning Board



**ROHDE, SOYKA
& ANDREWS**
Consulting Engineers, P.C.

387 Hooker Avenue, Suite 1
Poughkeepsie, NY 12603
Phone: (845) 452-7515

E-Mail Address: jandrews@rsaengrs.com

Wilfred A. Rohde, P.E. • Michael W. Soyka, P.E.(Retired) • John V. Andrews, Jr., P.E.

Memorandum

To: Planning Board
Town of Kent

Attn: Hugo German
Chairman

From: John V. Andrews, Jr., P.E.

Subject: Field Observation Visit – Status
Review

Date: September 21, 2023

Project: McMath, 186 Gordon Road
TM # 31.-1-36,37

The project involved construction of a single-family home with driveway, individual septic and well and associated stormwater management facilities. The project is within the NYCDEP East of Hudson watershed and was proposed to disturb more than 5,000 SF of land. A Town of Kent Erosion & Sediment Control Permit obtained and coverage under NYSDEC SPDES General Permit for Stormwater Discharges from Construction Activity, GP-0-10-001 was established. Actual construction on the project commenced sometime in late 2011 or early 2012.

The project approval was amended to permit construction and bonding to occur in three (3) phases. Phase I involved construction of the roadway/driveway in an access easement beginning at Gordon Road and extending to the McMath property involving approximately 550 linear feet. Phase II included the extension of the driveway into the McMath property up to and including portions of the proposed house site. Phase III involved completion of the driveway up to and including the house site, final stormwater management facilities and completion (final paving) of the entire driveway. Only Phase I was bonded in an amount of **\$75,685.00**, that same amount to remain in full force and effect for each subsequent phase. It appears that only a portion of the Phase I construction work has been completed. Little, if any work, other than limited clearing and establishment of a topsoil stockpile has occurred in Phase II

The following comments are offered for the consideration by the Planning Board:

1. Field Observation Visit:

A field observation visit was made together with Bruce Barber, the Town environmental consultant on Thursday, September 14, 2023. Prior to making the visit we received a submittal from the Owner consisting of:

- Certification Letter, dated June 5, 2023 from Peder Scott, PE/RA
- Long Term Maintenance outline, dated June 2, 2023 by Peder Scott, PE/RA

The Owner further advised that the remedial work identified in our February 17, 2023 memorandum had been completed.

This visit was a follow up to our February 14, 2023 field visit. That visit resulted in a memorandum dated February 17, 2023. The submittal was prepared in response to the items identified in that same memorandum.

The remedial work identified in that memorandum has been substantially completed. The work completed is as follows:

- The backfill and stabilization of the area above and behind the retaining wall has been completed. The area has been stabilized with erosion control fabric, seeded and substantial germination of a suitable vegetative cover has commenced.
- The shoulder area extending from Gordon Road up to the beginning of the retaining wall was filled with crushed stone, graded, and shaped.
- The areas of bare soil are no longer evident. The area is substantially vegetated.
- The Engineer for the Applicant has certified that the piping and stormwater system has been constructed in conformance with the approved plans and is adequately depicted on the submitted as built plan. We take no exception to the form and substance of the certification or the as built plan.
- The Applicant submitted a long-term maintenance plan for the facilities installed and includes inspection provisions and triggers for implementation of corrective measures. We take no exception to the content of the Plan. We do have concerns with respect to the required inspections and follow through.

We note that the Long-Term Maintenance plan recommended installation of post and chain access control clearly labelled with "No Trespassing" signage. This has not been done and should be. Access control is currently by means of traffic cones which provide no access control.

Even though the work completed involves only a portion of Phase I, the site is fully stabilized: The Owner/Applicant has clearly indicated that they have no plans to complete the project and they are content to leave the project in its current condition. Given the incomplete status we have no concerns with the long-term stability of the project so long as what has been installed is monitored and properly maintained.

2. Stormwater Management Bond:

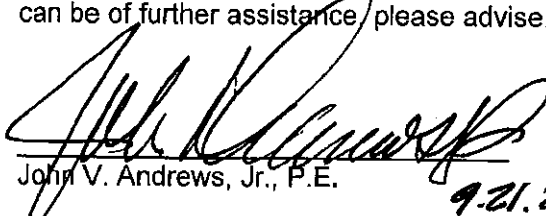
This language in the copy of the resolution contained in our file addressing the approval of the Phasing plan also addresses the bond. The Resolution clearly states that the bond shall remain in full force and effect until the project is completed and is approved and certified as complete by the Town Engineer.

Obviously, the project is not complete, the Applicant has clearly indicated that they have no plans to complete the project. As the Engineer to the Planning Board, we cannot certify that it is complete. We can, based on the receipt of the Engineer's Certification and the as-built plan certify that what has been completed is suitably stabilized and is complete for as far as it has proceeded. There is no need to fully complete Phase I for the project to be considered fully stabilized.

The project has reached a point where it is considered fully stabilized and despite the fact that the initial phase is incomplete, no further work is necessary to close down or preserve the work performed to date. The Engineer for the Owner/Applicant has certified that what has been constructed is in general conformance with the approved plans. A Long-Term Maintenance Outline has been submitted. We take no exception to the contents of that plan, although given the status of the project and the apparent intent of the Owner /Applicant some of the time frames associated with the monitoring appear impractical.

We recommend that the Planning Board consider the release of the bond currently held by the Town and its replacement with a long-term maintenance bond. We defer to and suggest that the Planning Board obtain the opinion of counsel before undertaking any consideration of a reduction in the bond amount. We recommend the engineer for the Owner/Applicant revisit the Maintenance outline and adjust the monitoring time frames to be more in line with a mothballed project that is fully stabilized. We further recommend that the Owner/Applicant's engineer prepare a cost estimate for implementation of the Long-Term Maintenance Outline. Provided the estimate is reasonable and acceptable to the Planning Board and its consultants, it would serve as the basis for the establishment of the long-term maintenance bond.

We trust the comments contained herein are of value to you. If there are any questions or we can be of further assistance please advise.


John V. Andrews, Jr., P.E. 9.21.2023

cc: Planning Board via email
Bill Walters via email
09-261-999-117

Bruce Barber via email
Jeffrey Battistoni, Esq. via email
Richard Othmer, Highway Supt via email