

Approved: April 9, 2015

**Minutes**  
**Town of Kent Planning Board Meeting**  
**March 12, 2015**

Following the Pledge of Allegiance, the meeting was called to order at 7:30 PM by Mr. Michael McDermott, Chairman of the Town of Kent Planning Board.

**In attendance were the following Planning Board members:**

Michael McDermott, Chair  
Janis Bolbrock, Vice Chair  
Dennis Lowes

Charles Sisto  
Philip Tolmach  
Glenna Wright

**Others in Attendance:**

Bruce Barber, Environmental Consultant  
Julie Mangarillo, Engineering Consultant

Bill Walters, Town of Kent Building Inspector  
Neil Wilson, Planner

**Absent:**

George Brunner

- **Approve Planning Board Minutes from February 12, 2015**

Mr. McDermott asked for a motion to approve the Planning Board minutes for February 12, 2015. Mr. Lowes made the motion and it was seconded by Ms. Wright. The roll call vote was as follows:

Mike McDermott	<u>Aye</u>
Janis Bolbrock	<u>Aye</u>
George Brunner	<u>Absent</u>
Dennis Lowes	<u>Aye</u>
Charles Sisto	<u>Aye</u>
Philip Tolmach	<u>Aye</u>
Glenna Wright	<u>Aye</u>

The motion carried.

- **Kent Materials, Route 52, Kent, NY; TM: 12.1-44 & 12.1-48**

Mr. Watson, of Insite Engineering, and Mr. Steve Caruso, the owner of the Kent Materials, were at the meeting. This was a Public Hearing for an amended site plan for Kent Materials which would encompass Mr. Weck's property.

Mr. McDermott asked for a motion to open the Public Hearing. Mr. Tolmach made the motion and it was seconded by Mr. Lowes. The roll call vote was as follows:

Mike McDermott	<u>Aye</u>
Janis Bolbrock	<u>Aye</u>
George Brunner	<u>Absent</u>
Dennis Lowes	<u>Aye</u>
Charles Sisto	<u>Aye</u>
Philip Tolmach	<u>Aye</u>
Glenna Wright	<u>Aye</u>

The motion carried.

Mr. Watson said the amended site plan covering 26 acres was originally approved in 2007 and amended in 2012 to eliminate buildings in the rear of the property, retain a building in the front portion of the property and lower the site to remove rock. A mining permit was granted by the DEC to cover this operation. The project began in April of 2014. Stormwater basins have been constructed and the mining site work has begun on the north side and continued southerly. The amendment is requested in order to allow the applicant to include additional mining on Mr. Weck's (Unit Step) property. Unit Step and the Kent Animal Hospital share a common driveway off of Route 52. Mr. Weck wishes to extend his outdoor storage when this project is done.

Mr. Barber's Comments (memo attached)

The applicant responded satisfactorily to Mr. Barber's memos issued in February regarding Mr. Weck's property. He asked for mitigation and noted the applicant's request to install a mitigation pond and create a new stormwater basin against the rear property line. Mr. Tolmach asked if the drainage on the hill would change and Mr. Barber said it would but it would be captured in the SWPPP plan and treated. Mr. Barber asked for more planting details and recommended a bond for 5 years with an 85% survival rate and periodic semi-annual inspections. The applicant proposes this to be an existing wetland buffer on the site and that this is very rare and the basin would serve as a buffer and it would be reasonable to keep it there. There have been changes to the plans which will reduce the dust and noise impacts.

Ms. Wright asked if the property were sold who would maintain the basin. Mr. Barber said that there are maintenance documents which will cover this aspect of the project.

Ms. Mangarillo's Comments (memo attached)

Ms. Mangarillo said that the maintenance and stormwater agreements state that if the applicant does not maintain the property the Town of Kent can do so and bill it back to the current or future owners.

Ms. Mangarillo said that there will be an infiltration basin which will control the runoff and that a mitigation basin is not required by the DEC or DEP but is a good faith attempt to improve the site. She said that in the SWPPP there is a separate section and that all the typical maintenance requirements should apply to the mitigation as well as the infiltration basins during and after construction. She recommended that there should be a manual given to the property owner when construction is finished for maintenance of the basins.

Mr. Wilson's Comments (memo attached)

Mr. Wilson said he asked for a long form EAF at the January meeting because we were going through the Lead Agency circulation and that the EAF has been provided. All the involved agencies and Putnam County Planning have responded and there were no objections. A March 6, 2015 letter was received from the DEP with comments on water quality and Mr. Wilson felt it appropriate for the applicant to respond to that note before anything is done relative to SEQRA. He included the listing of items completed relative to the site plan requirements and was satisfied with where we are to date. Mr. Wilson thanked Mr. Watson for the updated noise study and said the applicant had incorporated the mitigation called out as a result of the report. Mr. Wilson indicated that we may be ready to take action on SEQRA in April, depending on the responses to the March 6, 2015 DEP letter.

Dr. Feldman, the owner of the adjoining property (Kent Animal Hospital), asked to be heard regarding this matter. He said he had concerns about an existing right of way on his property which involves Mr. Weck, but was worried about what would occur if the Weck property were sold in the future. He said that he needed something on the record regarding the manner in which any future owners of the Weck property can utilize the driveway, which is shared with Dr. Feldman. Mr. McDermott advised Mr. Feldman that any changes to the property would have to be approved by the Planning Board. Mr. McDermott asked Mr. Wilson to address this issue. Mr. Wilson said that there are two separate site plans at the present and that if there were a proposal going forward it would have to go before the Planning Board and that a lot line adjustment would be necessary. He said there would also have to be a Public Hearing held. Mr. Lowes asked if it would be possible to put an annotation on the site plan stating that the use of the right-of-way would be denied for construction vehicles. Mr. Caruso agreed to allow a note to be put on the plans prohibiting construction traffic on the driveway by Kent Materials vehicles.

Mr. McDermott asked for a motion to adjourn the Public Hearing to be continued at the April meeting. The motion was made by Mr. Tolmach and seconded by Ms. Wright. The roll call vote was as follows:

Mike McDermott	<u>Aye</u>
Janis Bolbrock	<u>Aye</u>
George Brunner	<u>Absent</u>
Dennis Lowes	<u>Aye</u>
Charles Sisto	<u>Aye</u>
Philip Tolmach	<u>Aye</u>
Glenna Wright	<u>Aye</u>

The motion carried.

• **Holmes Presbyterian Conference Center, 60 Denton Lake Road, Holmes, NY; TM: 2.-1-48 & 49**

This was a site plan approved in the past which has expired because of the way the calendar fell. Mr. Finn, of Sedovic Architects, represented the applicant. He requested an extension of the site plan approval from February of 2014 and advised the Planning Board that no substantive changes have been made to the Plans. At that time the Board of Health requested several months of additional monitoring of the water levels of the leach fields on the property, which has been completed and approved. Putnam County Health Department also completed their review of the water treatment design with minor comments, which have been addressed, and the applicant met with the BOH to address any remaining concerns they may have. Mr. McDermott noted that this is not an extension, but a reapproval of the site plan. Mr. McDermott asked Mr. Wilson to explain that the reapproval gives the applicant a full year and two 90 day extensions. The same Resolution of reapproval done in February of 2014 was prepared by Mr. Wilson, which incorporated all the reasons the reapproval should be granted.

The Negative Declaration reapproval (attached) documents:

- The original adoption dated June 10, 2010;
- The re-adoption dated February 28, 2014; and
- The re-adoption dated March 12, 2015

Mr. Wilson pointed out that on Page 3 of the Negative Declaration the original conditions are noted regarding other approvals. He reiterated that the Resolution is the same as the one submitted in February of 2014.

Mr. McDermott also noted that this application was and is one of the best submittals presented to the Planning Board. He asked for a motion to adopt the Resolution of Site Plan Reapproval. The motion was made by Mr. Tolmach and seconded by Mr. Lowes. The roll call vote was as follows:

Mike McDermott	<u>Aye</u>
Janis Bolbrock	<u>Aye</u>
George Brunner	<u>Absent</u>
Dennis Lowes	<u>Aye</u>
Charles Sisto	<u>Aye</u>
Philip Tolmach	<u>Aye</u>
Glenna Wright	<u>Aye</u>

The motion carried.

• **Schulhof-Kravits, 8 Cat Briar Road/Gipsy Trail, Kent, NY; TM: 21.19-1-10**

Ms. Mangarillo's Comments (memo attached)

Ms. Mangarillo advised the Planning Board that this application regarding an addition to a single-family residence was held over from February. There was a waiver of a Public Hearing and the project was placed on the administrative track at that time. The erosion control bond estimate of \$2,860.00 was attached to her memo and she recommended that it be accepted and be forwarded to the Town Board for their approval. Mr. McDermott asked for a motion to recommend that the Town Board accept the bond estimate on the erosion control plan application in the amount of \$2,860.00. The motion was made by Mr. Tolmach and seconded by Mr. Sisto. The roll call vote was as follows:

Mike McDermott	<u>Aye</u>
Janis Bolbrock	<u>Aye</u>
George Brunner	<u>Absent</u>
Dennis Lowes	<u>Aye</u>
Charles Sisto	<u>Aye</u>
Philip Tolmach	<u>Aye</u>
Glenna Wright	<u>Aye</u>

The motion carried.



Mr. Barber's Comments (memo attached)

Mr. Barber advised the Planning Board he had done a site inspection and said the property fronts onto Pine Pond on Gipsy Trail, but it is not shown on the plans. He noted that all the disturbance is outside of the 100' of the lake buffer, but recommended that the applicant note that there will be no disturbance within 100' of the lake on the plans.

Permit Applications Review (Applicants attendance not required/Workshop Discussion):

- |   |   |               |
|---|---|---------------|
| - Putnam Nursing Home<br>Ludingtonville Road, Kent, NY<br>TM: 12.-3-40 & 41 | Erosion Control/Site Plan<br>Wetland Permit | Status Report |
|---|---|---------------|

We are waiting for a re-submittal from the applicant.

Mr. McDermott mentioned that there is no place in the Town of Kent where a nursing home is allowed according to the Town Code and Mr. Lowes asked earlier in the meeting if the Town Board had been notified. A memo was given to the Town Board after the February meeting pertaining to this issue. The Town board subsequently sent a memo asking that the Planning and Zoning Boards compile a list of Town Codes which need to be ratified. Ms. Mangarillo said that some of our fees also would need to be reviewed. Mr. McDermott suggested that a workshop be held on April 2, 2015 and that the consultants provide input at that time regarding the changes to the Codes. He asked for input from the Planning Board and they agreed that it would be a good idea.

- |   |           |               |
|---|-----------|---------------|
| - Patterson Crossing<br>Route 311, Kent, NY<br>TM: 22.-2-48 | Site Plan | Status Report |
|---|-----------|---------------|

Ms. Mangarillo said that the applicants are working through their final conditions and Chairman's signature. She said she needed to review the bond estimate and the agreements also needed to be reviewed. Mr. McDermott asked Mr. Watson to advise Mr. Contelmo of the status. Mr. Watson said that he was under the impression that everything had been submitted by their firm and they were anxious to get final approval. Mr. Watson said he had contacted Mr. Blass about the status of the agreements and was waiting for a return call from him.

- |   |                             |               |
|---|-----------------------------|---------------|
| - Hilltop Estates (Kent Development Corp)<br>Peckslip Road, Kent, NY<br>TM: 12.-1-38 & 42 | Subdivision/Erosion Control | Status Report |
|---|-----------------------------|---------------|

Ms. Mangarillo said that Mr. Blass is working with Mr. Watson on the agreements for this project. Mr. Wilson said he had worked on the agreements in the past week and circulated them. The agreements and easements had been forwarded by Mr. Blass to Insite to be forwarded to applicant's attorney.

- |   |                                      |               |
|---|--------------------------------------|---------------|
| - Seven Hills Lake Dam Rehabilitation (DEP)<br>Farmers Mills Road, Kent, NY<br>TM: 20.-1-43.1 | Wetland & Erosion<br>Control Permits | Status Report |
|---|--------------------------------------|---------------|

Ms. Mangarillo advised the Planning Board's review of this project is completed and the drawings have been signed. She, Mr. Barber and Mr. Walters participated in a pre-construction meeting on March 12, 2015.

- |  |                   |               |
|--|-------------------|---------------|
| - Wellington Property<br>Townners Road, Lake Carmel, NY<br>TM: 33.73-1-38 & 39 | Amended Site Plan | Status Report |
|--|-------------------|---------------|

Ms. Mangarillo advised the Planning Board that the applicant received Health Department approval and should receive Planning Board approval in the near future. New drawings need to be delivered to the Planning Board office.

- Biben Property  
146 S. Knapp Court, Kent, NY  
TM: 10.-1-1

Erosion Control Plan/  
Wetland Permit  
Addition to existing residence

Status Report

We are waiting for permits previously approved and submitted needed to be closed out before proceeding with this new application.

Mr. McDermott asked for a motion to adjourn the meeting at 8:30. The motion was made by Mr. Tolmach and seconded by Ms. Bolbrock. The roll call vote was as follows:

Mike McDermott	<u>Aye</u>
Janis Bolbrock	<u>Aye</u>
George Brunner	<u>Absent</u>
Dennis Lowes	<u>Aye</u>
Charles Sisto	<u>Aye</u>
Philip Tolmach	<u>Aye</u>
Glenna Wright	<u>Aye</u>

The motion carried.

Respectfully Submitted,



Vera Patterson  
Planning Board Secretary

cc: Planning Board Members  
Building Inspector  
Town Clerk

# MARCH 2015 AGENDA

Workshop: March 05 2015 (Thursday, 7:30 PM) (Cancelled)

Meeting: March 12, 2015 (Thursday, 7:30 PM)

- Approve Planning Board Minutes from February 2015
- Kent Materials (Mountain View)  
Route 52, Kent, NY  
TM: 12.-1-44 & 12.-1-48      Amended Site Plan/  
Public Hearing      Review
- Holmes Presbyterian Conference Center  
60 Denton Lake Road, Holmes, NY 12531      Site Plan  
Approval of Extension      Review  
TM: 2.-1-48-49
- Schulhof-Kravitz  
8 Cat Briar Road/Gipsy Trail, Kent, NY      Erosion Control      Bond Acceptance  
TM: 21.19-1-10

Permit Applications Review (Applicants attendance not required/Workshop Discussion):

- Putnam Nursing Home  
Ludingtonville Road, Kent, NY      Erosion Control/Site Plan      Status Report  
TM: 12.-3-40 & 41      Wetland Permit
- Patterson Crossing  
Route 311, Kent, NY      Site Plan      Status Report  
TM: 22.-2-48
- Hilltop Estates (Kent Development Corp)  
Peckslip Road, Kent, NY      Subdivision/Erosion Control      Status Report  
TM: 12.-1-38 & 42
- Seven Hills Lake Dam Rehabilitation (DEP)  
Farmers Mills Road, Kent, NY      Wetland & Erosion      Status Report  
Control Permits  
TM: 20.-1-43.1
- Wellington Property  
Townners Road, Lake Carmel, NY      Amended Site Plan      Status Report  
TM: 33.73-1-38 & 39
- Biben Property  
146 S. Knapp Court, Kent, NY      Erosion Control Plan/  
Wetland Permit      Status Report  
TM: 10.-1-1      Addition to existing residence

Revised 3/9/15

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

Date: June 10, 2010, Re-Adopted February 28, 2014, Re-Adopted March 12, 2015

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

The **TOWN OF KENT PLANNING BOARD**, as lead agency, has determined that the proposed action described below will not have a significant environmental impact and a Draft Environmental Impact Statement will not be prepared.

**Name of Action:**       **Holmes Presbyterian Camp & Conference Center**

**SEQR Status:**       Type 1       ☐  
                          Unlisted     ☒

**Conditioned Negative Declaration:**   ☐       Yes  
   ☒       No

**Description of Action:**

The project is an application for Site Plan and Steep Slopes & Erosion Control approvals to allow the expansion of the Holmes Presbyterian Camp and Conference Center (Holmes PCC), a summer camp and conference center located on a 510-acre site that straddles the border between Putnam and Dutchess counties in New York State. The action involves the expansion of the existing, 2-story, approximately 12,900 square foot Agape I conference center and the construction of two additional conference centers (Agape II and Agape III) on an approximately 4.34-acre parcel (Block 1, Lot 47). The proposed action would occur in three phases.

Phase 1 includes the construction of a 15,064 square foot, 2-story, 16 guest room (Agape II) conference center; modifications to the existing walkways, parking and service areas at Agape I; construction of a 25 space parking area; construction of a new sanitary system and a subsurface sewage treatment system (SSTS) for the Agape I kitchen and the two new conference buildings (Agape II and Agape III); upgrading of the water supply distribution, storage and treatment system to provide year round service domestic water supply to the facilities; and storm water management infrastructure improvements.

Phase 2 will include a 1,500 square foot expansion of the existing Agape I dining hall, installation of a sprinkler fire protection and HVAC equipment, repairs to the existing residential cabins, and winterization and waterproofing of the existing cabins, and interior repairs to the Hayden Center.

Phase 3 will include the construction of a 2-story, 24 guest room, approximately 21,000 square foot conference center (Agape III) with fire sprinkler system; the construction of Agape III service area, 3 ADA parking spaces and walkway connection to the existing Agape I

Conference Center; construction of a parking area with 25 spaces; construction of storm water management infrastructure for Phase 3 expansion.

The project will require Site Plan, Steep Slope, and Storm Water Pollution Prevention Plan (SWPPP) approvals from the Town of Kent Planning Board, and approvals from the New York State Department of Environmental Conservation (NYSDEC) and Putnam County Health Department under the State Pollutant Discharge Elimination System (SPDES) permit requirements for the sewage treatment and water supply systems.

**Location:** (Include street address and the name of the municipality/county. A location map of appropriate scale is also recommended.)

60 Denton Lake Road, Town of Kent, Putnam County, New York.

**Reasons Supporting This Determination:**

**1. Development on Steep Slopes; Potential Effects of Storm Water Runoff**

The project site is located in the East Branch Reservoir drainage basin of New York City's water supply. The East Branch Reservoir is unfiltered and is phosphorus restricted and the New York City Department of Environmental Protection's (NYCDEP) regulations require mitigation of water quality impacts for turbidity and runoff to maintain water quality at the Reservoir. The project plans depict measures incorporated into the project design to ensure that storm water flows are managed so as to eliminate erosion potential and that the rate of off-site storm water flow would not exceed the pre-development rates. The proposed development must comply with the State Pollutant Discharge Elimination System (SPDES) General Permit requirements for storm water discharge to provide long-term water quality protection for down stream locations. The applicant is also required to address storm water quality and quantity regulatory compliance under the New York City Department of Environmental Protection's (NYCDEP) review program. The City's storm water review program essentially mirrors the SPDES General Permit regulations in that water quantity and quality protections are mandated for the project to proceed. Best Management Practice recommendations for this project include temporary erosion control measures that will be utilized during construction, permanent erosion control measures which will exist after construction is complete, and storm water treatment devices. Best Management Practices, which have been incorporated into the design of this project, include storm water quantity (peak flow) and quality mitigation.

The proposed action includes both "redevelopment" and "new development" areas. The redevelopment area is the previously developed portions of the site in the vicinity of the existing Agape I Conference Center. The new development areas are the areas where no development currently exists.

The proposed stormwater management design for the proposed action addresses water quality and water quantity. Water quality and quantity objectives within the "redevelopment area" are met by reducing the existing impervious coverage by more than 25 percent. Within the new development area, bio-retention and an underground sand filter have been integrated into the site plan to capture and treat runoff from the proposed conference buildings and parking areas. On-site detention was not needed to attenuate post-development peak discharges from the 10 yr (Qp) and 100 yr (Qf) storm to pre-development rates because the development expansion is relatively small compared to the watershed areas, and post-development peak flow rates are

attenuated by Browns Pond and Westminster Lake. The proposed expansion development does not change the runoff conditions at Denton Lake Road.

Construction for the proposed action would occur on an approximately four-acre portion of the project site which includes approximately 1.2 acres on slopes in excess of 15 percent, primarily at the Agape II building site, which is located north of the existing Agape I Conference Center. As indicated in Part I of the EAF, the breakdown of project site slopes is as follows: 49 percent feature slopes of 0 to 10 percent; 22 percent feature slopes of 10 to 15 percent; and 29 percent feature slopes of 15 percent or more.

The intent of the proposed grading plan and site layout is to minimize the extent of disturbance to the greatest extent possible to preserve the existing topography and woods. Grading will be required to prepare building foundation sub-grades, infrastructure and acceptable grades for parking and service areas. The total site re-grading effort will require cuts and fills. However, the grading plan was developed with the intention of balancing to the extent possible the cuts with fills. According to the grading plan maximum 2:1 slopes may be used in landscape areas while lawn areas will be limited to maximum 3:1 slopes.

Any blasting that may be required must be in accordance with a blasting permit issued by the Town pursuant to Chapter 38, Article II of the Town of Kent Code. In accordance with Section 38-13.3 of the Town Code blasting may be conducted when authorized by permit Monday through Friday between the hours of 8:30 a.m. and 4:00 p.m., and is prohibited on Saturdays, Sundays and legal holidays. In addition, the blasting permit will require the applicant to conduct pre-blast structural surveys, neighbor notification of blasting operations, seismic monitoring of blasting operations, and post-blasting follow-up.

In addition, limits of disturbance areas are defined for the project to ensure that clear cutting and removal of vegetation that is unrelated to construction of proposed on-site improvements would not occur. Minimizing the amount of land clearing and implementation of a plan for the capture and treatment of runoff would ensure that long-term water quality for down stream locations would be protected. The Lead Agency is satisfied that compliance with the SPDES General Permit and the NYCDEP storm water regulations will provide the protections required for down stream land owners and surface waters without the need for specific mitigation as a condition of approval. Accordingly, the potential adverse impacts to land and surface water and ground water related to land disturbance and construction and post-construction changes to existing drainage patterns would be avoided or minimized to the extent practicable.

## **2. Water Supply and Sewage Disposal**

The water supply will be provided by existing wells located on the site. Water distribution will be upgraded to provide a year-round distribution system. The existing wells are capable of meeting the maximum day domestic demand of 18,950 gpd for the full site. Following treatment for iron and manganese removal, corrosion control, and disinfection, finished water will be stored in a 45,000 gallon at-grade storage tank. System pressure and fire flows will be provided through booster pumps. Additional detail is provided in the January 2010 Water System Design Basis Report prepared by Woodard & Curran. The water supply system is classified as a community water system and is subject to State Health Department standards for quality and periodic testing for contaminants.

In addition, the project would require the installation of a new subsurface treatment system. The new subsurface system is designed to handle the generated flow at full build-out of 4,738



gallons per day (gpd) and dispense the effluent to aid in the recharge of the subsurface water table. This system would be designed, installed, and operated in accordance with the Health Department and NYCDEP standards. The requirements for subsurface sewage disposal systems for facilities such as the one proposed are designed to ensure that effluent is properly treated before release to soils, while the water supply wells must be located to maintain appropriate separation distances from existing and proposed septic systems.

Construction and operation of the individual water supply and sewage disposal systems in accordance with Health Department and NYCDEP standards would ensure that the project would not cause a substantial adverse change in existing ground or surface water quality or quantity, and that the health and safety of existing and future residents would be protected.

### 3. Traffic

The proposed 2003 development included an approximately 54,000 square feet expansion of the existing Agape Camp building, which proposed a 200-seat dining hall and conference rooms, 31 bedrooms and 90 beds. By comparison, the current action includes two new conference buildings that together will provide 40 guest rooms year round with a maximum occupancy of 80. The new conference buildings will also provide a total of approximately 6,450 sq. ft. of lounge/meeting room/multi-purpose space. In addition, at full build out the proposed action includes a total of 53 guest parking spaces and 6 staff spaces.

As part of the SEQR review for the previously proposed project, the Lead Agency reviewed a 2003 Traffic Analysis prepared by Tim Miller Associates. The Traffic Analysis concluded that the 2003 project would result in 12 peak hour vehicle trips. The report noted that Denton Lake Road, which provides the only access to the Holmes facility, and other local intersections (including the existing site driveway), had a Level of Service "A", which indicated an extremely low volume of traffic. Based on this information, it was determined that the previously proposed development would not result in any significant adverse traffic impacts, and ultimately, a negative declaration was issued for the project.

As mentioned above, based on review of the currently proposed site plan and development program for the proposed action, similar site trip generation volumes would be anticipated. The 2003 project called for 84 new beds while the current proposal is for a total of 40 guest rooms for occupancy of 80 guests. Similar expansions of meeting space and dining facilities are proposed.

For the current application, the 40 additional rooms would be considered hotel rooms. Based on this criteria the Institute of Transportation Engineers (ITE) Trip Generation Manual Hotel Category (Land Use Code 310), which defines hotels as having restaurants, meeting and banquet rooms or convention facilities, a total of 14 additional automobile peak hour entering trips would be generated by the proposed action. This is consistent with the projection made in the 2003 Traffic Analysis, and represents a *de minimis* number of vehicles that would be added to the surrounding roadway system during the peak hour.

The number of available parking spaces on site has a direct correlation to the number of people anticipated to be using the site during the non-camp time periods, which also relates to peak hour traffic arrivals and departures. The proposed 53 guest parking spaces in the current site plan allows for more than 1 additional parking space per room even though operationally, a significant number of guests arrive by van and buses.

Accordingly, no significant adverse impacts related to additional vehicle traffic related to the project have been identified and no off-site improvements to local roads or intersections are required.

#### **4. Noise and Odors**

Typical of construction projects there will be temporary increases in noise levels due to construction activities on the site during the development of the property. In order to identify the noise impacts during construction of the project, specific data is required, including an identification of the type of construction equipment that will be used on the subject property. It can be anticipated that the types of equipment used on the site will be used for the following purposes:

- Earth work and excavation
- Removal of vegetation
- Construction of the driveways

For these activities the types of construction equipment generally utilized would include bulldozers, compressors, front-end loaders, dump trucks and pavers. At a reference distance of 50 feet, the above equipment generally has levels ranging from 70-95 dBA. However, noise and odors potentially generated by the project would be short-term in nature and therefore would be an unavoidable adverse impact of short-term duration. As for post-construction noise, the proposed conference center use is not the type of activity which is expected to generate significant noise or odors that might adversely affect area residents. It is also noted that the location of the conference center project is many hundreds of feet from the nearest residence. Accordingly, the potential adverse impacts related to noise and odors would not be significant.

#### **5. Flora and Fauna**

The area of proposed development includes land that was previously disturbed for the existing conference center, driveway, and parking areas, and an extensive area of fill material. It is unlikely that these disturbed areas contain suitable habitat for common types of flora and fauna much less endangered, threatened, rare or special concern species. The lack of any records or reports of endangered, threatened, rare or special concern species has been confirmed by the New York State Department of Environmental Conservation (NYSDEC). Accordingly, the proposed project would not have a significant adverse impact on any rare, endangered, threatened or special concern species of flora or fauna or their habitat.

#### **6. Cultural Resources**

A review of records maintained by the New York State Office of Parks, Recreation and Historic Preservation indicates that the project area holds a low probability for the presence of significant pre-historic cultural resources, and there are no documented historic resources on or near the conference center site. Accordingly, implementation of the project would not have an adverse impact on historic or pre-historic cultural resources of local, state or federal significance.

#### **7. Impact on Growth and Character of Community or Neighborhood**

As a result of the expansion of the facilities and increase in number of beds and guests, the proposed action is anticipated to result in a minor increase in demand for Town of Kent fire and police protection services. Because the proposed project would not result in any year round

residential units, it would not result in any significant adverse impacts to area schools, open space or park areas. The demand for fire services is expected to be mitigated by the installation of modern fire protection sprinkler systems in the existing Agape I Conference Center and the proposed Agape II and III Conference Centers, with an on-site water storage system for fire protection/sprinklers. Upon completion of the proposed action, it is expected that appropriate Town of Kent Police Department services would be deployed based on need and staffing levels.

The proposed project is anticipated to result in the creation of 14 full-time and 4 part-time jobs. During the three year construction period, the proposed project is expected to create 12 full-time employment opportunities. Upon completion, the proposed project is expected to provide 2 full-time and 4 part-time positions for operation of the facilities. Due to the present level of employment opportunities and available labor in the region, the proposed action is not expected to result in any significant adverse impacts to the job market or socioeconomics in the project area.

The lead agency has determined that the design and location of the project would be in keeping with the low density rural character of the community, and would not introduce adverse operational or visual changes out of keeping with the character of the neighborhood. The lead agency further finds that the proposed activity is consistent with all current development plans and goals as officially approved and adopted, and would not result in a substantial change in the use, or intensity of use, of land devoted to agricultural, open space, or recreational use. The scale of the proposed development is appropriate for the site at the proposed location, and no significant adverse impacts to community or neighborhood character would occur.

For Further Information:

Hon. Michael McDermott, Chairman  
Town of Kent Planning Board  
Town Center  
25 Sybil's Crossing  
Kent Lakes, New York 10512  
Tele: 845-225-7802

THIS NEGATIVE DECLARATION WAS AUTHORIZED AT A MEETING OF THE LEAD AGENCY HELD ON JUNE 10, 2010, WAS RE-ADOPTED ON FEBRUARY 28, 2014, AND WAS RE-ADOPTED ON March 12, 2015.

I certify that the above resolution was adopted by the Town of Kent Planning Board at a meeting of the Board on the date set forth above.



Vera Patterson, Clerk  
Town of Kent Planning Board



# Memorandum

To: Planning Board  
Town of Kent

Attn: Michael McDermott  
Chairman

From: Julie S. Mangarillo, P.E., CPESC

Subject: Amended Site Plan Review

Date: March 12, 2015

Project: Kent Materials TM # 12.-1-44  
Weck Parcel (Goldens Bridge Unit  
Step Site) TM 12.-1-48

The following material was reviewed:

- Transmittal letter from Insite Engineering, Surveying & Landscape Architecture, P.C., dated 2/19/2015
- Amended Stormwater Pollution Prevention Plan, prepared by Insite Engineering dated 2/19/2015 including the Weck Parcel
- Sample Stormwater Management Facilities Inspection and Maintenance Agreements
- Drawings, prepared by Insite Engineering, revised 2/19/2015 including:
  - OP-1, Amended Overall Site Plan
  - SP-1, Amend Layout and Landscaping Plan
  - SP-2, Amended Grading and Utilities Plan
  - SP-3, Amended Sediment and Erosion Control
  - MP-1, Amended Mining Plan
  - MP-2, Amended Mining Plan
  - D-1, Site Details
  - D-2, Site Details

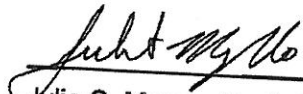
This project is seeking amended site plan approval for Kent Materials for additional material removal from the adjacent Weck parcel (TM 12.-1-48).

New or supplementary comments are shown in **bold**.

The following is offered for consideration by the Planning Board:

1. Refer to the SWPPP: Provide additional information on construction maintenance and long term maintenance of the mitigation basin. This can be done either by adding information to Appendix H or clarifying in the appropriate sections of the SWPPP narrative that maintenance requirements apply to both the infiltration basin and the mitigation basin.
2. Recommend developing either a separate long-term stormwater maintenance manual or a 'pull-out' section of the SWPPP to make long-term maintenance easier on the property owner.
3. We defer to the Town's Environmental Consultant regarding impacts/improvements to the wetland buffer.

Memorandum  
Kent Materials  
TM # 12.-1-44 and 12.-1-48  
March 12, 2015  
Page 2 of 2

  
Julie S. Mangarillo, P.E., CPESC

cc: Planning Board via email  
Neil Wilson via email  
John Watson, PE, Insite Engineering, via email

Bill Walters via email  
Bruce Barber via email  
12-261-199-01



March 12, 2015

To: Planning Board

From: Bruce Barber  
Town of Kent Environmental Consultant

Re: **Kent Materials (Weck)**  
NYS Route 52  
Section 12 Block 1 Lot 44

I have reviewed the following pertinent documents relative to the above referenced project:

- Letter executed by John Watson, P.E. of Insite Engineering dated 02/19/15, 4 pages.
- Plans entitled; "Kent Materials-Amended Overall Site Plan" prepared by Insite Engineering dated 02/19/15 (rev.), 87 total sheets: OP-1, SP-1, SP-2, SP-3, MP-1, MP-2, D-1, D-2.
- Amended Stormwater Pollution Prevention Plan prepared by Insite Engineering dated 02/19/15.

#### **Review Comments:**

The applicant has provided satisfactory responses to the majority of the review comments in the prior memo prepared by this office dated February 11, 2015. The following comments are remaining:

In response to prior discussion, the applicant has proposed the construction of a "mitigation pond" which will collect and treat existing stormwater run-off and former watercourse flow prior to discharge from the site. The construction of this basin is also proposed to serve as mitigation for the installation of fill, and piping certain sections of identified watercourses not shown on the approved site plan.

The basin is proposed to be located within an existing wetland buffer area. Although the location of the basin outside the wetland buffer is desirable, it is understood that hydrological soil conditions are found to be conducive to constructing the basin in its proposed location.

This office defers to the Planning Board engineer regarding review of the design and pollutant loading efficiencies of the basin. It is recommended that the installation of oil and grease inserts be considered within the terminal catch basins prior to their discharge to the proposed basin.



In reference to details provided on Sheet D-2, a complete planting key and plan must be provided including location of proposed plant materials, number of plants to be installed, seed mix application rates.

The basin and associated plantings must be maintained and therefore it is recommended that the construction specifications and maintenance documents be included within the SWPPP. Although the basin is located within a wetland buffer, a wetland permit will not be required to maintain the basin pursuant to Section 39A-6(E)-Operation and 39a-6(F)-Vegetation as these actions are "as of right activities".

As a substantial area of the existing wetland buffer will be disturbed in order to construct the basin, it is suggested that the entire wetland buffer be proposed to be replanted.

Upon completion of the basin and all related plantings, the applicant's design professional should provide certification to the Planning Board that all plantings and the construction of the basin has been completed in accordance with the approved plans.

It is recommended that the applicant be required to conduct semi-annual inspections of the basin in order to remove invasive species and replace any dead plant material. The applicant should furnish a report to the Planning Board within seven days of each inspection.

A wetland bond should be required which will ensure survival of at least 85% of planted species over a five-year year period as measured from the date of acceptance of the above referenced basin certification by the Planning Board. The wetland bond will be released upon satisfactory inspection and documentation by the Town of Kent.

With respect to final stabilization, the applicant should be required to provide the same planting plan and commitments as approved on the Kent Materials site if the Weck site is abandoned.

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

Sincerely,

A handwritten signature in black ink, appearing to be 'R' followed by a stylized flourish.

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

1770 CENTRAL STREET YORKTOWN HEIGHTS, NY 10598  
Telephone: 914.299.5293

# LRC PLANNING SERVICES, LLC

LAND USE/REAL ESTATE/ENVIRONMENTAL CONSULTING

**8 MOREHOUSE ROAD  
POUGHKEEPSIE, NEW YORK 12603-4010  
TELE: 845-452-3822  
FAX: 845-452-3346**

## MEMORANDUM

TO: Town of Kent Planning Board  
From: Neil A. Wilson  
Date: March 12, 2015  
Re: Kent Materials Amended Site Plan

With reference to the above matter we have reviewed the latest set of plans and materials submitted by the applicant's consulting engineer via letter dated February 19, 2015 and offer the following for the Board's consideration:

### SEQRA

1. The applicant has provided the Long Form Environmental Assessment Form as requested. The lead agency circulation (i.e. mailing of the EAF and the application) was commenced on February 27, 2015. The Board has received replies from all of the involved and interested agencies accepting the Board acting as lead agency.
2. We have no further comment on the EAF.
3. We have reviewed the amended Noise Study revised February 3, 2015 and find that it follows the protocol of the February 21, 2013 study and includes recommendations for mitigation of potential noise impacts that have been included in the amended site plan for the project. We have no further comment on the Noise Study.
4. Included in the lead agency sign-off letters from the involved and interested agencies is a letter dated March 6, 2015 from the New York City DEP that raises a number of water quality issues that should be addressed by the applicant.
5. We have no further comments regarding the environmental review for the project.

### Site Plan

1. To assist the Planning Board and the applicant as to the completeness of this most recent submittal the following checklist from §77-60(F) of the Zoning Law along with our analysis as to completeness/incompleteness is offered:

*a. The site plan shall use as a base map an accurate boundary and topographic survey of the property depicting all existing improvements and grades prepared by a New York State licensed land surveyor.*

Comment: This item is complete.

*b. The plan shall depict all proposed improvements and shall be prepared by a professional engineer, a landscape architect, or an architect licensed by the State of New York and shall include the following information:*

Comment: This item is complete.

- c. *A location map, at a convenient scale, showing the applicant's entire property and all boundaries, easements and streets within 500 feet thereof.*

Comment: This item is complete.

- d. *The location, size, use and architectural design of all existing buildings and structures.*

Comment: This item is complete.

- e. *The location of all property lines and structures within 200 feet of the property boundary, with topography extended 50 feet outward from the site property boundary and 200 feet outward along existing roads.*

Comment: This item is complete.

- f. *Any proposed division of buildings into units of separate occupancy.*

Comment: This item is complete.

- g. *Existing topography and proposed grade elevations at a contour interval of not more than two feet, unless waived by the Planning Board, soil types, wetlands and watercourses, one-hundred-year floodplains, bedrock outcrops, slopes in excess of 10%, and the location of trees with a diameter of eight inches dbh and greater.*

Comment: This item is complete.

- h. *The location and capacity or number of all existing and proposed roads, driveways, parking and loading areas, including access and egress drives.*

Comment: This item is complete.

- i. *The location of outdoor storage areas.*

Comment: This item is complete.

- j. *The location of fire access roads and fire protection features.*

Comment: This item is complete.

- k. *The location, description and design of all existing and proposed site improvements, including pavement, walkways, curbing, drains, culverts, retaining walls, fences, parks, open spaces, and recreation areas.*

Comment: This item is complete.

- l. *The location, design and description of water supply and sewage disposal facilities.*

Comment: This item is complete.

- m. *The location, design and description of stormwater management facilities, including proposed grading plan.*

Comment: This item is complete.

- n. *The location, height, size and design of all signs.*

Comment: This item is complete.

- o. The location, height, and species of landscape plantings on a landscape plan.*

Comment: This item is complete.

- p. The location and design of lighting and communication facilities.*

Comment: This item is complete.

- q. The location, type and design of all waste and refuse storage and handling facilities.*

Comment: This item is complete.

- r. The character and location of all power distribution and transmission lines.*

Comment: This item is complete.

- s. The location and description of all subsurface site improvements and facilities.*

Comment: This item is complete.

- t. The extent and amount of cut and fill for all disturbed areas, including before-and-after profiles of typical development areas, parking lots, driveways and roads.*

Comment: We defer to the Planning Board engineer as to whether this item is complete.

- u. Adequate provisions for the handling of stormwater runoff, including retention/detention, piping or channeling to existing or proposed drainage systems during and after construction.*

Comment: We defer to the Planning Board engineer as to whether this item is complete.

- v. Phasing of development, if any.*

Comment: This item is complete.

- w. A signature block for Planning Board endorsement of approval.*

Comment: This item is complete.

- x. The name and address of the owner of the property proposed for development along with the signature of said owner.*

Comment: This item is complete.

- y. The name and address of the applicant, if different, along with the signature of said applicant.*

Comment: This item is complete.

- z. At the request of the Planning Board, any other pertinent information as may be deemed necessary to determine and provide for the proper enforcement of this Chapter.*

Comment: Pending a determination by the Board this item is incomplete.

2. We defer to Bruce Barber with respect to wetland, stream, flora/fauna, and steep slope impact issues.

3. We defer to Julie Mangarillo with respect to site engineering, sewer, water supply, and storm water management impact issues.

**Recommendation**

1. Pending receipt of responses to the March 6, 2015 letter from NYCDEP we recommend that the Board defer action on SEQRA.
2. We may provide additional comments on the site plan as the plan review progresses.

**Vera Patterson**

---

**From:** Garcia, Cynthia [CGarcia@dep.nyc.gov]  
**Sent:** Friday, March 06, 2015 11:51 AM  
**To:** planning@townofkentny.gov  
**Cc:** 'Daniel Whitehead'; 'Michael Budzinski'; John Watson (JWatson@insite-eng.com)  
**Subject:** Kent Materials Amended Site Plan  
**Attachments:** 2008-MB-1945-SQ.4-RLA-3.06.15.pdf

Hello Vera,

Attached please find DEP's SEQRA response letter in regard to the above referenced action.  
Thank you,

---

Cynthia Garcia | Bureau of Water Supply, SEQRA Coordination Section  
(O) 914 773 4455 | (F) 914 773 0342 | [cgarcia@dep.nyc.gov](mailto:cgarcia@dep.nyc.gov)





Emily Lloyd  
Commissioner

Paul V. Rush, P.E.  
Deputy Commissioner  
Bureau of Water Supply  
prush@dep.nyc.gov

465 Columbus Avenue  
Vailhalla, New York 10595  
T: (845) 340-7800  
F: (845) 334-7175

March 6, 2015

Mr. Michael McDermott, Chairman  
Town of Kent Planning Board  
Town Centre  
25 Sybil's Crossing  
Kent Lakes, New York 10512

Re: Notice of Intent to be Lead Agency  
Kent Materials Amended Site Plan  
1240 and 1264 NYS Route 52  
Town of Kent, Putnam County  
Tax map #: 12.-1-44 & 12.-1-48  
DEP Log#: 2008-MB-1945-SQ.4

Dear Mr. McDermott and Members of the Board:

The New York City Department of Environmental Protection (DEP) has reviewed the Town of Kent Planning Board's (Board) Notice of Intent to act as Lead Agency and Full Environmental Assessment Form (EAF) for the above-referenced project. DEP does not object to the Board acting as Lead Agency for the Coordinated Review of the proposed action pursuant to the New York State Environmental Quality Review Act (SEQRA).

The proposed site is located in the Middle Branch Reservoir drainage basin of the New York City's Watershed. Middle Branch Reservoir is phosphorous restricted; therefore, water quality impacts to the water supply from pollutant laden runoff must be avoided or mitigated.

The proposed action seeks to expand the existing site plan approval in associating with the mining activity to allow more outdoor storage area on both the Kent Materials parcel (#12.-1-44) and the adjacent Weck parcel (#12.-1-48).

DEP's status as an involved agency stems from its approval authority for both an amended and a new Stormwater Pollution Prevention Plan (SWPPP) pursuant to Section 18-39(b)(4) of the *Rules and Regulations for the Protection from Contamination, Degradation, and Pollution of the New York City Water Supply and Its Sources* (Watershed Regulations) and for the proposed subsurface treatment system (SSTS) pursuant to Section 18-38 of the Watershed Regulations and the Delegation Agreement with the Putnam County Department of Health (PCDOH).

Based upon a review of the submitted documents, DEP respectfully submits the following for your consideration:

1. The current scope for the proposed action exceeds the limits of the existing SWPPP approval for Kent Materials and as such, an amendment to the previously approved (10/29/13) SWPPP is required. In addition, the new proposal on the adjacent property requires a new SWPPP in accordance with Section 18-39(b)(3)(iv) of the Watershed Regulations.
2. DEP recommends that a site walk be scheduled on the adjacent parcel. The applicant's engineer or representative may contact Mariyam Zachariah at (914) 742-2014 to make arrangements.
3. The proposed action involves a significant amount of cutting of steeply sloping areas. These slopes are up gradient of an existing watercourse and New York State regulated wetland. Re-grading these areas of steep slopes poses potential impacts to the land. Disturbance of steep slopes during construction has the potential to cause accelerated erosion and subsequent sedimentation of water bodies and wetlands. All potential adverse impacts to land should be identified and additional information provided to demonstrate how these impacts can be avoided or mitigated. The project sponsor should detail how water quality impacts resulting from disturbance of steep slopes will be either avoided or adequately mitigated through the implementation of appropriate erosion and sediment control measures.
4. The EAF indicates that the construction will take place in seven phases and will last more than one year. Open works during wet seasons and freeze -thaw cycles are more susceptible to erosion and sedimentation. Methods to avoid and/or mitigate the impacts must be addressed.
5. The loss of over 12 acres of forest is significant and, as such, DEP requests that a pollutant loading analysis be prepared as part of the SEQRA review. This analysis would provide a reasonable estimate of potential increases in pollutants due to this expansion and provide a basis for design of storm water management practices to mitigate the impacts. As the project site is located in a watershed that already exceeds its TMDL and is mandated to reduce phosphorus from development, it is essential to demonstrate that the proposed action can at least maintain, if not reduce loading of phosphorus and other pollutants of concern.
6. Section E.2.f was not answered and must be completed.
7. Since the excavation requires blasting in areas where bedrock is exposed, the potential water quality impacts from turbid discharges and pollutant laden runoff be avoided or mitigated to the extent practicable. The project sponsor should provide an analysis on the impacts that the proposed action may have on surface runoff and the adjacent NYS regulated wetland.


8. If not already done, the project sponsor should provide a long term maintenance plan for activities associated with the increased outdoor storage area to protect groundwater and surface runoff.
9. The project sponsor is encouraged to use native, non-invasive species in the landscaping plan.
10. Please be advised that the subsurface septic treatment system (SSTS) on this property was approved in 2013. As the amended site plans shows the applicant is adding a storage facility, the project sponsor should clarify if restrooms are also proposed in the storage facility and whether additional sewage flow would be directed to the approved SSTS. If this is anticipated, a discussion should be provided on the capacity of the approved SSTS to accommodate the additional flow.
11. The EAF states that 2,000 gpd of water will be used, yet only 456 gpd of sewage will be generated. It is understood that water will be used for the mining operations; however, more information on the amount of water and what it will be used for should be provided. In addition, a detailed assurance that the volume of water will not be directed to the septic system should also be provided and include the following: How the spent water be discharged, and will the expanded mining activities affect the approved septic system?

In this letter, DEP has identified what it considers the potential impacts of this project and submits this letter to you as lead agency as part of a coordinated SEQRA review. SEQRA requires that the Lead Agency take a hard look at potential impacts of the whole action and identify relevant impacts. In making a SEQRA determination, the lead agency must specifically identify the potential adverse impacts with a reasoned elaboration. This should include: an assessment of the likelihood and significance of each potential impact; what possible measures could eliminate or mitigate potential adverse impacts to the extent practicable; and a description of the information you relied upon to reach your conclusions.

DEP is available for further consultation on the matters raised in this letter and expects to be fully involved in the SEQRA process as an Involved Agency. Please notify the undersigned of any public meetings regarding this project so that DEP may participate fully in this process. In addition, please copy me on behalf of DEP on all correspondence related to the SEQRA review between your agency and the applicant.

Thank you for the opportunity to provide comments. You may reach the undersigned at [cgarcia@dep.nyc.gov](mailto:cgarcia@dep.nyc.gov) or (914) 773-4455 with any questions or if you care to discuss the matter further.

Sincerely,

  
Cynthia Garcia  
SEQRA Coordination Section

C: D. Whitehead, NYSDEC  
M. Budzinski, PCDH  
J. Watson, P.E., Insite Engineering

**Vera Patterson**

---

**From:** Dawn McKenzie [DMcKenzie@insite-eng.com]  
**Sent:** Tuesday, March 03, 2015 8:21 AM  
**To:** planning@townofkentny.gov  
**Subject:** Kent Materials / Weck  
**Attachments:** Receipts for public hearing noticing.pdf; Receipts for SEQR LA circulation mailings.pdf  
**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Vera,

Attached are pdfs of the following:

1. Receipts for the mailing of the public hearing noticing from Friday's (2/27) mailing.
2. Photocopies of green cards for SEQR lead agency circulation.

Do you need the hard copies of these prior to the meeting next week or can we give them to you at the meeting?

Dawn

---

**Dawn Lewis McKenzie, RLA**  
Project Landscape Architect

**INSITE ENGINEERING, SURVEYING & LANDSCAPE ARCHITECTURE, P.C.**  
3 Garrett Place  
Carmel, New York 10512  
(845) 225-9690 Phone  
(845) 225-9717 Fax  
[www.insite-eng.com](http://www.insite-eng.com)



---

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Town of Kent Planning Board  
Lead Agency Coordination Letter and Request For Immediate Response

To Identified Potential Involved Agencies (See Attachment "A"):

You are hereby notified by the Planning Board of the Town of Kent, Putnam County, New York that the Planning Board has adopted a resolution in connection with a proposed project known as the Amended Kent Materials Site Plan. Specifically, the Planning Board has declared its intent to assume lead agency status unless an objection is received.

The Planning Board has determined that the proposed action is subject to SEQRA and that a coordinated review should be conducted. The Board has also determined that the action constitutes an Unlisted Action. The Planning Board wishes to be the lead agency for the project review and pursuant to Sections 617.6(2) and (3) of 6 NYCRR and requests your agreement that the Planning Board be designated as the lead agency.

The Planning Board wishes to expedite the designation of lead agency. If you agree to the Planning Board being designated as lead agency, please complete this form and return it to the Planning Board as soon as possible. If your agency does not submit a written objection to the Planning Board within 30 days of the mailing date of this notification, the Planning Board will assume the role of lead agency for this project review.

Enclosed please find a copy of the Part 1 Environmental Assessment Form and supporting documentation.

Michael McDermott, Chairman

The Putnam County Planning Department agrees to the designation of the Town of Kent Planning Board as lead agency for the above referenced project review.

Please Return Form To:

Planning Board  
Town of Kent  
Town Centre  
25 Sybil's Crossing  
Kent Lakes, New York 10512

By: Barbara Barosa, AICP  
Title: County Planner  
Date: 2/18/15



Putnam County  
Department of Planning, Development,  
and Public Transportation

www.putnamcountyny.com

841 Fair Street  
Carmel, NY 10512

Phone: (845) 878-3480

Fax: (845) 808-1948

SECTION 239 CASE REFERRAL

Case Received: 2-17-15 Report Required: 3-17-15 Completed: 2/24/15

Application Name: Kent Materials, LLC - Amended Site Plan Referral #: 15-PC-5

TOWN: Carmel: ☐ Philipstown: ☐ VILLAGE: Brewster: ☐  
Kent: ☒ Putnam Valley: ☐ Cold Spring: ☐  
Patterson: ☐ Southeast: ☐ Nelsonville: ☐

Referred by: PB: ☒ ZBA: ☐ Town Board: ☐ Historic District Review Board: ☐

Location of Project: 1264 Route 52, Carmel, NY 10512

Present Zone: IOC Tax Map #: 12.-1-44; 12.-1-48

Type of action: Variance: ☐ Zoning Ordinance: ☐ Master Plan: ☐  
Subdivision: ☐ Special Use Permit: ☐ Subdivision Regulations: ☐  
Site Plan: ☒ Rezoning: ☐ Certificate of Appropriateness: ☐  
Zoning Amendment: ☐

DECISION BY COUNTY:

Approved as Submitted: ☒ Modification: ☐ Disapproved: ☐

Basis for Decision Other than Approval:

Reviewed by Barbara Barosa  
(Signature)

Barbara Barosa, Planner  
(Title)

Town of Kent Planning Board  
Lead Agency Coordination Letter and Request For Immediate Response

To Identified Potential Involved Agencies (See Attachment "A"):

You are hereby notified by the Planning Board of the Town of Kent, Putnam County, New York that the Planning Board has adopted a resolution in connection with a proposed project known as the Amended Kent Materials Site Plan. Specifically, the Planning Board has declared its intent to assume lead agency status unless an objection is received.

The Planning Board has determined that the proposed action is subject to SEQRA and that a coordinated review should be conducted. The Board has also determined that the action constitutes an Unlisted Action. The Planning Board wishes to be the lead agency for the project review and pursuant to Sections 617.6(2) and (3) of 6 NYCRR and requests your agreement that the Planning Board be designated as the lead agency.

The Planning Board wishes to expedite the designation of lead agency. If you agree to the Planning Board being designated as lead agency, please complete this form and return it to the Planning Board as soon as possible. If your agency does not submit a written objection to the Planning Board within 30 days of the mailing date of this notification, the Planning Board will assume the role of lead agency for this project review.

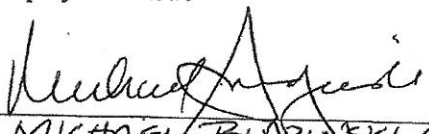
Enclosed please find a copy of the Part 1 Environmental Assessment Form and supporting documentation.

Michael McDermott, Chairman

The POTNAM CO. HEALTH DEPT. agrees to the designation of the Town of Kent Planning Board as lead agency for the above referenced project review.

Please Return Form To:

Planning Board  
Town of Kent  
Town Centre  
25 Sybil's Crossing  
Kent Lakes, New York 10512

By:   
Title: MICHAEL BUZINSKI, PE  
DIRECTOR OF ENGINEERING  
Date: 2-18-15

**Vera Patterson**

---

**From:** Petronella, John W (DEC) [john.petronella@dec.ny.gov]  
**Sent:** Wednesday, March 11, 2015 10:42 AM  
**To:** planning@townofkentny.gov  
**Subject:** Kent Materials  
**Attachments:** Kent Materials Mod SEQR LA response 3.6.2015.pdf

Vera,

Per our discussion, here is the response to the Town of Kent Planning Board's SEQR Lead Agency coordination for the Kent Materials modification. Please note that we have received an application for permit modification of the existing Mined Land Reclamation permit.

If you have any comments or questions, please do not hesitate to contact me.

Regards,

**John W. Petronella**

Deputy Regional Permit Administrator, Division of Environmental Permits

**New York State Department of Environmental Conservation**

21 South Putt Corners Rd, New Paltz, NY 12561

P: (845) 256-3041 | F: (256) 255-4659 | [john.petronella@dec.ny.gov](mailto:john.petronella@dec.ny.gov)

[www.dec.ny.gov](http://www.dec.ny.gov) |  | 

**Vera Patterson**

---

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[www.dec.ny.gov](http://www.dec.ny.gov) |  | 

Town of Kent Planning Board  
Lead Agency Coordination Letter and Request For Immediate Response

RECEIVED

FEB 19 2015  
Environmental Permits  
NYSDEC Region 3, New Paltz

To Identified Potential Involved Agencies (See Attachment "A"):

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The Planning Board has determined that the proposed action is subject to SEQRA and that a coordinated review should be conducted. The Board has also determined that the action constitutes an Unlisted Action. The Planning Board wishes to be the lead agency for the project review and pursuant to Sections 617.6(2) and (3) of 6 NYCRR and requests your agreement that the Planning Board be designated as the lead agency.

The Planning Board wishes to expedite the designation of lead agency. If you agree to the Planning Board being designated as lead agency, please complete this form and return it to the Planning Board as soon as possible. If your agency does not submit a written objection to the Planning Board within 30 days of the mailing date of this notification, the Planning Board will assume the role of lead agency for this project review.

Enclosed please find a copy of the Part 1 Environmental Assessment Form and supporting documentation.

Michael McDermott, Chairman

The NYSDEC R3 agrees to the designation of the Town of Kent Planning Board as lead agency for the above referenced project review.

Please Return Form To:

Planning Board  
Town of Kent  
Town Centre  
25 Sybil's Crossing  
Kent Lakes, New York 10512

By: John W. Petronella

Title: Deputy Regional Permit Administrator

Date: 3/6/2015

*John W. Petronella*



RECEIVED

FEB 26 2015

Planning Board  
Town of Kent

*Walter Sedovic Architects*

Preservation, Planning & Sustainable Design

One Bridge Street • Suite One • Irvington, New York 10533-1543  
voice: 914-591-1900 • fax: 914-591-1999 • email: wsa@modernruins.com

February 24, 2015

Hon Michael McDermott  
Chairman, Kent Planning Board  
Town Center  
25 Sybil's Crossing  
Kent Lakes, NY 10512

Re: Site Plan Extension  
*Holmes Presbyterian Camp & Conference Center*  
*60 Denton Lake Road, Holmes, NY 12531*  
*WSA Project No. 0816.03*

Dear Mr. McDermott:

We respectfully request an extension of our Site Plan Re-Approval granted by the Kent Planning Board in February 2014 for the Holmes Presbyterian Camp and Conference Center. The enclosed drawings correspond to those delineated in the Resolution dated February 28, 2014. There have been no substantive changes to the plans as approved.

We have completed the Putnam County Department of Health monitoring of the site and have address each of their regulatory requirements and concerns for the sanitary system. PCHD has recently completed their review of the water treatment program (this past week) and we are finalizing our response to their comments.

Drawings and specifications for buildings and infrastructure were submitted the Building Department in December 2014 and the contractor for the project has been selected. Holmes is prepared to begin construction of Phase 1, as defined in the original Site Plan Resolution, upon approval and permitting.

Do not hesitate to call if you have any questions. We thank you for your continued support of this project.

Respectfully,

*Walter Sedovic Architects*



Walter Sedovic FAIA LEED  
Principal & CEO

cc: The Reverend Peter Surgenor, Executive Director  
Holmes Presbyterian Camp & Conference Center

**Vera Patterson**

---

**From:** Neil Wilson [nwilson.lrcplanning@gmail.com]  
**Sent:** Thursday, March 12, 2015 9:44 AM  
**To:** barberbruce@yahoo.com; Bill Walters; Charles Sisto; Dennis Lowes; George Brunner; Glenna Wright; Janis Bolbrock; Julie Mangarillo; Michael McDermott; Phil Tomalch; planning@townofkentny.gov; Ron Blass  
**Subject:** Holmes Presbyterian  
**Attachments:** Holmes Presbyterian Camp Neg Dec 061010 and 022814 and 031215.pdf; Holmes Presbyterian Camp site plan reapproval 031215.pdf

Good morning.

Attached are a Negative Declaration and Site Plan Approval resolutions for Holmes. You may recall that we re-approved this last year and the approvals were good for one year but expired a couple of weeks ago.

Neil A. Wilson, Esq.  
LRC Planning Services, LLC  
8 Morehouse Road  
Poughkeepsie, New York 12603-4010  
Tele: 845-452-3822  
Fax: 845-452-3346

**Town of Kent Planning Board  
Resolution of Site Plan Re-Approval**

---

**Matter of Holmes Presbyterian Camp & Conference Center**

**Whereas**, the Town of Kent Planning Board has received an application from Holmes Presbyterian Camp & Conference Center for re-approval of the Site Plan for the expansion of the Holmes Presbyterian Camp and Conference Center, a summer camp and conference center located on a 510-acre site in Dutchess and Putnam Counties, New York (hereinafter "Project"); and

**Whereas**, the Planning Board granted conditional site plan approval for the project on June 10, 2010, and re-approved the project on February 28, 2014; and

**Whereas**, the delay in completing the conditions of approval is related to obtaining other local, regional, and state agency approvals for the project; and

**Whereas**, the action involves the expansion of the existing, 2-story, 12,900 square foot Agape I conference center and the construction of two additional conference centers (Agape II and Agape III) on an approximately 4.34-acre parcel to occur in three phases, specifically:

1. Phase 1 includes the construction of a 15,064 square foot, 2-story, 16 guest room (Agape II) conference center; modifications to the existing walkways, parking and service areas at Agape I; construction of a 25 space parking area; construction of a new sanitary system and a subsurface sewage treatment system (SSTS) for the Agape I kitchen and the two new conference buildings (Agape II and Agape III); upgrading of the water supply distribution, storage and treatment system to provide year round service domestic water supply to the facilities; and storm water management infrastructure improvements; and
2. Phase 2 will include a 1,500 square foot expansion of the existing Agape I dining hall, installation of a sprinkler fire protection and HVAC equipment, repairs to the existing residential cabins, and winterization and waterproofing of the existing cabins, and interior repairs to the Hayden Center; and
3. Phase 3 will include the construction of a 2-story, 24 guest room, approximately 21,000 square foot conference center (Agape III) with fire sprinkler system; the construction of Agape III service area, 3 ADA parking spaces and walkway connection to the existing Agape I Conference Center; construction of a parking area with 25 spaces; construction of storm water management infrastructure for Phase 3 expansion; and

**Whereas**, the current application is the same as that which was approved by the Planning Board on June 10, 2010 with the exception of plan amendments and additional information added to the proposed plan set as a result of other agency review requirements since the time of the original approval; and

**Whereas**, the lapse in completing the conditions of the June 10, 2010 approval is related to the time it has taken the applicant to secure permits and approvals from other agencies; and

**Whereas**, the Planning Board remains the established Lead Agency for the review of this action; and

**Whereas**, the Planning Board has examined the current application and current site conditions in light of the passage of time since the June 2010 approvals and has determined that the environmental issues examined by the Board in its June 10, 2010 Negative Declaration remain relevant and unchanged; and

**Whereas**, the Town of Kent Planning Board has determined that the findings as set forth in the June 10, 2010 Negative Declaration remain valid; and

**Whereas**, pursuant to General Municipal Law §239-m the prior application was referred to the Putnam County Department of Planning for review which recommended approval of the project without comment or modification; and

**Whereas**, because the project remains unchanged except as to the timing of commencement and completion of construction of the various phases of the project the Planning Board has determined that the County recommendation remains valid; and

**Whereas**, the Planning Board has determined that a waiver of a public hearing on the application for re-approval is appropriate; and

**Whereas**, the Planning Board has reviewed the information and data supplied by the applicant and has determined that the requirements of §77-59 and §77-60 *ET seq* of the Town Zoning Law have been met, and the Planning Board hereby finds:

1. The Project is the expansion of an existing conference center use in a location on the site that would place the proposed additions many hundreds of feet from the nearest private residence. The Board is satisfied that the use of the site is consistent with the amount of land available, and that access to the site would not impede or adversely affect the use and enjoyment of neighboring lands.
2. The Project is an allowed use and plans reviewed by the Planning Board indicate that the size and appearance of the Project improvements are appropriate to the property.
3. The Project is consistent with the existing use of the site as a conference center and seasonal camp, and is consistent with, and meets the requirements of, §77-60(B) of the Town Zoning Law regarding siting and location of proposed improvements, access for emergency vehicles, lighting, signage and overall visual appearance.
4. The Project is consistent with and meets the requirements of §77-60(AA) of the Town Zoning Law with respect to the nature, arrangement and appearance of all proposed structures, improvements and uses of the lot, including their potential impact on adjacent properties, architectural features and land uses.

5. The Project is consistent with, and meets the requirements of, §77-59(A) of the Town Zoning Law regarding harmony with the appropriate and orderly development of the neighborhood, potential effect on neighboring property values, and the general public health, safety, welfare and convenience.
6. The Project will not produce objectionable noise, odor, fumes, vibration or glare and will not cause undue traffic congestion or create a traffic hazard.

**Now Therefore Be It Resolved**, the Planning Board affirms and re-adopts the findings of the June 10, 2010 Negative Declaration, a copy of which is attached hereto and made part hereof; and

**Be It Further Resolved**, the Planning Board grants Site Plan Approval for the Holmes Presbyterian Camp & Conference Center Project as describe herein.

**Be It Further Resolved**, this Site Plan Approval is expressly conditioned completion of, and compliance with, the following:

- 1) *The Project facility shall be developed in accordance with the plans and specifications that have been reviewed by the Planning Board, specifically:*
  - a) *Site Plan Map Set prepared by Walter Sedovic Architects dated January 18, 2010 consisting of the following:*
    - i) *Cover Sheet, dated February 4, 2015.*
    - ii) *Sheet A-0.01, "Drawing List, Symbols and Abbreviations", revised May 20, 2010.*
    - iii) *Sheet A-0.02, "Zoning Analysis / Phasing Narrative", revised May 20, 2010.*
    - iv) *Sheet A-0.03, "Site Plan", revised June 6, 2011.*
    - v) *Sheet A-0.03A, "Photos of Existing Architecture", revised May 20, 2010.*
    - vi) *Sheet A-0.04, "Enlarged Site Plan - Existing", revised May 20, 2010.*
    - vii) *Sheet A-0.05, "Enlarged Site Plan - Proposed", revised August 5, 2011.*
    - viii) *Sheet VT.00, "Topographic Survey", revised May 20, 2010.*
    - ix) *Sheet VT.01, "Topographic Survey – Agape Area", revised May 20, 2010.*
    - x) *Sheet VT.02, "Topographic Survey - SSTS", revised May 20, 2010.*
    - xi) *Sheet VT.03, "Slope Plan", revised August 30, 2010.*
    - xii) *Sheet VT.04, "Slope Plan – Agape Area", revised May 20, 2010.*
    - xiii) *Sheet CG.01, "Grading Plan – Agape Area", revised May 20, 2010.*
    - xiv) *Sheet CG.02, "Grading Plan - SSTS", revised May 20, 2010.*
    - xv) *Sheet CE.01, "SESC Plan", revised September 13, 2011.*
    - xvi) *Sheet CG.00, "Overall Grading Plan", added September 13, 2011.*

- xvii) *Sheet CG.01, "Grading Plan Agape Area", added June 10, 2011.*
- xviii) *Sheet CG.02, "Grading Plan SSTs & Hayden Area", added June 10, 2011.*
- xix) *Sheet CG.103, "Existing Watershed Plan", added August 30, 2010.*
- xx) *Sheet CG.104, "Proposed Watershed Plan", added June 10, 2011.*
- xxi) *Sheet CG.105, "Drainage Area Map", added June 10, 2011.*
- xxii) *Sheet CU.00, "Utility Plan", revised September 21, 2011.*
- xxiii) *Sheet CU.01, "Utility Plan – Agape Area", revised May 20, 2010.*
- xxiv) *Sheet CU.02, "STSS Plan", revised September 21, 2011.*
- xxv) *Sheet CU.03, "Sanitary Sewer Profile", revised May 20, 2010.*
- xxvi) *Sheet CU.51, "Civil Details", revised May 20, 2010.*
- xxvii) *Sheet CU.52, "Civil Details", revised May 20, 2010.*
- xxviii) *Sheet CU.53, "Civil Details", revised May 20, 2010.*
- xxix) *Sheet CS.51, "Civil Details", revised February 4, 2011.*
- xxx) *Sheet CS.52, "Civil Details", revised February 4, 2011.*
- xxxi) *Sheet CE.52, "Soil Erosion & Sediment Control Details", added June 10, 2011.*
- xxxii) *Sheet TP-1, "Tree Removals & Protection Plan, Notes & Details", revised May 20, 2010.*
- xxxiii) *Sheet LP-1, "Landscape Plan", revised February 3, 2011.*
- xxxiv) *Sheet LP-2, "Planting Notes, Schedules and Details", revised May 20, 2010.*
- xxxv) *Sheet LP-30 "Site Details", revised May 20, 2010.*
- xxxvi) *Sheet LP-31, "Site Details", revised May 20, 2010.*
- xxxvii) *Sheet A-2.00, "Agape II Lower Level Plan", revised May 20, 2010.*
- xxxviii) *Sheet A-2.01, "Agape II Upper Level Plan", revised May 20, 2010.*
- xxxix) *Sheet A-2.02, "Roof Plan", revised May 20, 2010.*
- xl) *Sheet A-2.10, "Hayden Basement Floor Plan", revised May 20, 2010.*
- xli) *Sheet A-2.11, "Hayden Main Floor Plan", revised May 20, 2010.*
- xl ii) *Sheet A-3.00, "Agape II Elevations", revised May 20, 2010.*
- xl iii) *Sheet A-3.10, "Hayden Elevations", revised May 20, 2010.*
- xl iv) *Sheet A-5.00, "Agape II Sections", revised May 20, 2010.*



- 2) *Prior to the obtaining Chairman's signature on the project plans the following additional approvals and permits shall be obtained:*
  - a) *Town of Kent - Steep Slope Permit approval and approval of the Storm Water Pollution Prevention Plan by the Town Engineer and Town Environmental Consultant; and*
  - b) *New York City DEP - approval of the Storm Water Pollution Prevention Plan.*
  - c) *NYS Department of Environmental Conservation and Putnam County Health Department – State Pollutant Discharge Elimination System (SPDES) permit for the sewage disposal system.*
  - d) *Putnam County Health Department – community water supply permit approval for the potable water supply system.*
- 3) *At all times the applicant shall maintain the site in accordance with the approved Site Plan and any on-going conditions of Site Plan Approval as set forth herein or as required by any other permitting or approving agency.*
- 4) *There shall be no vehicles parked and offered for sale on the site.*
- 5) *At the completion of construction, and prior to issuance of a Certificate of Occupancy, the applicant shall provide a certification sealed and signed by a New York State Licensed Professional Engineer to the Town Building Inspector and the Planning Board that all site work has been carried out and completed in compliance with the approved Site Plan for the project, and shall also provide to the Planning Board and the Town Building Inspector an "as built" survey of the completed improvements.*
- 6) *Payment of all application and review fees accrued by the Planning Board during the review of the application.*
- 7) *Address the comments of the Planning Board's Consulting Professional Engineering as set forth in a memorandum dated June 10, 2010.*
- 8) *It is the responsibility of the owner/applicant to submit to the Planning Board proof that the conditions of this Site Plan Approval have been completed, and the signature of the Planning Board Chairman shall be withheld pending receipt of a written memoranda from the Planning Board's consulting Planner verifying that the conditions of this approval have been completed.*
- 9) *Prior to commencement of site work all required erosion control measures shall be implemented as shown on the approved plans for the development and shall be maintained in a good and functional condition during the course of site work and construction.*
- 10) *This site plan approval shall expire 12 months from the date of approval unless otherwise extended by the Planning Board upon the express written request of the applicant.*



Motion: Philip Tolmach

Second: Dennis Lowes

Michael McDermott, Chairman Aye

Janis Bolbrock Aye

George Brunner Absent

Dennis Lowes Aye

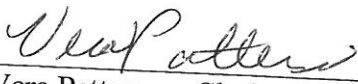
Charles Sisto Aye

Phil Tolmach Aye

Glenna Wright Aye

Date: March 12, 2015

I certify that the above resolution was adopted by the Town of Kent Planning Board at a meeting of the Board on the date set forth above.

  
Vera Patterson, Clerk  
Town of Kent Planning Board

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

Date: June 10, 2010, Re-Adopted February 28, 2014 and March 12, 2015

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

The **TOWN OF KENT PLANNING BOARD**, as lead agency, has determined that the proposed action described below will not have a significant environmental impact and a Draft Environmental Impact Statement will not be prepared.

Name of Action:           **Holmes Presbyterian Camp & Conference Center**

SEQR Status:           Type 1       ☐  
                              Unlisted     ☒

Conditioned Negative Declaration:       ☐       Yes  
   ☒       No

**Description of Action:**

The project is an application for Site Plan and Steep Slopes & Erosion Control approvals to allow the expansion of the Holmes Presbyterian Camp and Conference Center (Holmes PCC), a summer camp and conference center located on a 510-acre site that straddles the border between Putnam and Dutchess counties in New York State. The action involves the expansion of the existing, 2-story, approximately 12,900 square foot Agape I conference center and the construction of two additional conference centers (Agape II and Agape III) on an approximately 4.34-acre parcel (Block 1, Lot 47). The proposed action would occur in three phases.

Phase 1 includes the construction of a 15,064 square foot, 2-story, 16 guest room (Agape II) conference center; modifications to the existing walkways, parking and service areas at Agape I; construction of a 25 space parking area; construction of a new sanitary system and a subsurface sewage treatment system (SSTS) for the Agape I kitchen and the two new conference buildings (Agape II and Agape III); upgrading of the water supply distribution, storage and treatment system to provide year round service domestic water supply to the facilities; and storm water management infrastructure improvements.

Phase 2 will include a 1,500 square foot expansion of the existing Agape I dining hall, installation of a sprinkler fire protection and HVAC equipment, repairs to the existing residential cabins, and winterization and waterproofing of the existing cabins, and interior repairs to the Hayden Center.

Phase 3 will include the construction of a 2-story, 24 guest room, approximately 21,000 square foot conference center (Agape III) with fire sprinkler system; the construction of Agape III service area, 3 ADA parking spaces and walkway connection to the existing Agape I

Conference Center; construction of a parking area with 25 spaces; construction of storm water management infrastructure for Phase 3 expansion.

The project will require Site Plan, Steep Slope, and Storm Water Pollution Prevention Plan (SWPPP) approvals from the Town of Kent Planning Board, and approvals from the New York State Department of Environmental Conservation (NYSDEC) and Putnam County Health Department under the State Pollutant Discharge Elimination System (SPDES) permit requirements for the sewage treatment and water supply systems.

**Location:** (Include street address and the name of the municipality/county. A location map of appropriate scale is also recommended.)

60 Denton Lake Road, Town of Kent, Putnam County, New York.

**Reasons Supporting This Determination:**

**1. Development on Steep Slopes; Potential Effects of Storm Water Runoff**

The project site is located in the East Branch Reservoir drainage basin of New York City's water supply. The East Branch Reservoir is unfiltered and is phosphorus restricted and the New York City Department of Environmental Protection's (NYCDEP) regulations require mitigation of water quality impacts for turbidity and runoff to maintain water quality at the Reservoir. The project plans depict measures incorporated into the project design to ensure that storm water flows are managed so as to eliminate erosion potential and that the rate of off-site storm water flow would not exceed the pre-development rates. The proposed development must comply with the State Pollutant Discharge Elimination System (SPDES) General Permit requirements for storm water discharge to provide long-term water quality protection for down stream locations. The applicant is also required to address storm water quality and quantity regulatory compliance under the New York City Department of Environmental Protection's (NYCDEP) review program. The City's storm water review program essentially mirrors the SPDES General Permit regulations in that water quantity and quality protections are mandated for the project to proceed. Best Management Practice recommendations for this project include temporary erosion control measures that will be utilized during construction, permanent erosion control measures which will exist after construction is complete, and storm water treatment devices. Best Management Practices, which have been incorporated into the design of this project, include storm water quantity (peak flow) and quality mitigation.

The proposed action includes both "redevelopment" and "new development" areas. The redevelopment area is the previously developed portions of the site in the vicinity of the existing Agape I Conference Center. The new development areas are the areas where no development currently exists.

The proposed stormwater management design for the proposed action addresses water quality and water quantity. Water quality and quantity objectives within the "redevelopment area" are met by reducing the existing impervious coverage by more than 25 percent. Within the new development area, bio-retention and an underground sand filter have been integrated into the site plan to capture and treat runoff from the proposed conference buildings and parking areas. On-site detention was not needed to attenuate post-development peak discharges from the 10 yr (Qp) and 100 yr (Qf) storm to pre-development rates because the development expansion is relatively small compared to the watershed areas, and post-development peak flow rates are

attenuated by Browns Pond and Westminster Lake. The proposed expansion development does not change the runoff conditions at Denton Lake Road.

Construction for the proposed action would occur on an approximately four-acre portion of the project site which includes approximately 1.2 acres on slopes in excess of 15 percent, primarily at the Agape II building site, which is located north of the existing Agape I Conference Center. As indicated in Part I of the EAF, the breakdown of project site slopes is as follows: 49 percent feature slopes of 0 to 10 percent; 22 percent feature slopes of 10 to 15 percent; and 29 percent feature slopes of 15 percent or more.

The intent of the proposed grading plan and site layout is to minimize the extent of disturbance to the greatest extent possible to preserve the existing topography and woods. Grading will be required to prepare building foundation sub-grades, infrastructure and acceptable grades for parking and service areas. The total site re-grading effort will require cuts and fills. However, the grading plan was developed with the intention of balancing to the extent possible the cuts with fills. According to the grading plan maximum 2:1 slopes may be used in landscape areas while lawn areas will be limited to maximum 3:1 slopes.

Any blasting that may be required must be in accordance with a blasting permit issued by the Town pursuant to Chapter 38, Article II of the Town of Kent Code. In accordance with Section 38-13.3 of the Town Code blasting may be conducted when authorized by permit Monday through Friday between the hours of 8:30 a.m. and 4:00 p.m., and is prohibited on Saturdays, Sundays and legal holidays. In addition, the blasting permit will require the applicant to conduct pre-blast structural surveys, neighbor notification of blasting operations, seismic monitoring of blasting operations, and post-blasting follow-up.

In addition, limits of disturbance areas are defined for the project to ensure that clear cutting and removal of vegetation that is unrelated to construction of proposed on-site improvements would not occur. Minimizing the amount of land clearing and implementation of a plan for the capture and treatment of runoff would ensure that long-term water quality for down stream locations would be protected. The Lead Agency is satisfied that compliance with the SPDES General Permit and the NYCDEP storm water regulations will provide the protections required for down stream land owners and surface waters without the need for specific mitigation as a condition of approval. Accordingly, the potential adverse impacts to land and surface water and ground water related to land disturbance and construction and post-construction changes to existing drainage patterns would be avoided or minimized to the extent practicable.

## **2. Water Supply and Sewage Disposal**

The water supply will be provided by existing wells located on the site. Water distribution will be upgraded to provide a year-round distribution system. The existing wells are capable of meeting the maximum day domestic demand of 18,950 gpd for the full site. Following treatment for iron and manganese removal, corrosion control, and disinfection, finished water will be stored in a 45,000 gallon at-grade storage tank. System pressure and fire flows will be provided through booster pumps. Additional detail is provided in the January 2010 Water System Design Basis Report prepared by Woodard & Curran. The water supply system is classified as a community water system and is subject to State Health Department standards for quality and periodic testing for contaminants.

In addition, the project would require the installation of a new subsurface treatment system. The new subsurface system is designed to handle the generated flow at full build-out of 4,738

gallons per day (gpd) and dispense the effluent to aid in the recharge of the subsurface water table. This system would be designed, installed, and operated in accordance with the Health Department and NYCDEP standards. The requirements for subsurface sewage disposal systems for facilities such as the one proposed are designed to ensure that effluent is properly treated before release to soils, while the water supply wells must be located to maintain appropriate separation distances from existing and proposed septic systems.

Construction and operation of the individual water supply and sewage disposal systems in accordance with Health Department and NYCDEP standards would ensure that the project would not cause a substantial adverse change in existing ground or surface water quality or quantity, and that the health and safety of existing and future residents would be protected.

### 3. Traffic

The proposed 2003 development included an approximately 54,000 square feet expansion of the existing Agape Camp building, which proposed a 200-seat dining hall and conference rooms, 31 bedrooms and 90 beds. By comparison, the current action includes two new conference buildings that together will provide 40 guest rooms year round with a maximum occupancy of 80. The new conference buildings will also provide a total of approximately 6,450 sq. ft. of lounge/meeting room/multi-purpose space. In addition, at full build out the proposed action includes a total of 53 guest parking spaces and 6 staff spaces.

As part of the SEQR review for the previously proposed project, the Lead Agency reviewed a 2003 Traffic Analysis prepared by Tim Miller Associates. The Traffic Analysis concluded that the 2003 project would result in 12 peak hour vehicle trips. The report noted that Denton Lake Road, which provides the only access to the Holmes facility, and other local intersections (including the existing site driveway), had a Level of Service "A", which indicated an extremely low volume of traffic. Based on this information, it was determined that the previously proposed development would not result in any significant adverse traffic impacts, and ultimately, a negative declaration was issued for the project.

As mentioned above, based on review of the currently proposed site plan and development program for the proposed action, similar site trip generation volumes would be anticipated. The 2003 project called for 84 new beds while the current proposal is for a total of 40 guest rooms for occupancy of 80 guests. Similar expansions of meeting space and dining facilities are proposed.

For the current application, the 40 additional rooms would be considered hotel rooms. Based on this criteria the Institute of Transportation Engineers (ITE) Trip Generation Manual Hotel Category (Land Use Code 310), which defines hotels as having restaurants, meeting and banquet rooms or convention facilities, a total of 14 additional automobile peak hour entering trips would be generated by the proposed action. This is consistent with the projection made in the 2003 Traffic Analysis, and represents a *de minimis* number of vehicles that would be added to the surrounding roadway system during the peak hour.

The number of available parking spaces on site has a direct correlation to the number of people anticipated to be using the site during the non-camp time periods, which also relates to peak hour traffic arrivals and departures. The proposed 53 guest parking spaces in the current site plan allows for more than 1 additional parking space per room even though operationally, a significant number of guests arrive by van and buses.



Accordingly, no significant adverse impacts related to additional vehicle traffic related to the project have been identified and no off-site improvements to local roads or intersections are required.

#### **4. Noise and Odors**

Typical of construction projects there will be temporary increases in noise levels due to construction activities on the site during the development of the property. In order to identify the noise impacts during construction of the project, specific data is required, including an identification of the type of construction equipment that will be used on the subject property. It can be anticipated that the types of equipment used on the site will be used for the following purposes:

- Earth work and excavation
- Removal of vegetation
- Construction of the driveways

For these activities the types of construction equipment generally utilized would include bulldozers, compressors, front-end loaders, dump trucks and pavers. At a reference distance of 50 feet, the above equipment generally has levels ranging from 70-95 dBA. However, noise and odors potentially generated by the project would be short-term in nature and therefore would be an unavoidable adverse impact of short-term duration. As for post-construction noise, the proposed conference center use is not the type of activity which is expected to generate significant noise or odors that might adversely affect area residents. It is also noted that the location of the conference center project is many hundreds of feet from the nearest residence. Accordingly, the potential adverse impacts related to noise and odors would not be significant.

#### **5. Flora and Fauna**

The area of proposed development includes land that was previously disturbed for the existing conference center, driveway, and parking areas, and an extensive area of fill material. It is unlikely that these disturbed areas contain suitable habitat for common types of flora and fauna much less endangered, threatened, rare or special concern species. The lack of any records or reports of endangered, threatened, rare or special concern species has been confirmed by the New York State Department of Environmental Conservation (NYSDEC). Accordingly, the proposed project would not have a significant adverse impact on any rare, endangered, threatened or special concern species of flora or fauna or their habitat.

#### **6. Cultural Resources**

A review of records maintained by the New York State Office of Parks, Recreation and Historic Preservation indicates that the project area holds a low probability for the presence of significant pre-historic cultural resources, and there are no documented historic resources on or near the conference center site. Accordingly, implementation of the project would not have an adverse impact on historic or pre-historic cultural resources of local, state or federal significance.

#### **7. Impact on Growth and Character of Community or Neighborhood**

As a result of the expansion of the facilities and increase in number of beds and guests, the proposed action is anticipated to result in a minor increase in demand for Town of Kent fire and police protection services. Because the proposed project would not result in any year round

residential units, it would not result in any significant adverse impacts to area schools, open space or park areas. The demand for fire services is expected to be mitigated by the installation of modern fire protection sprinkler systems in the existing Agape I Conference Center and the proposed Agape II and III Conference Centers, with an on-site water storage system for fire protection/sprinklers. Upon completion of the proposed action, it is expected that appropriate Town of Kent Police Department services would be deployed based on need and staffing levels.

The proposed project is anticipated to result in the creation of 14 full-time and 4 part-time jobs. During the three year construction period, the proposed project is expected to create 12 full-time employment opportunities. Upon completion, the proposed project is expected to provide 2 full-time and 4 part-time positions for operation of the facilities. Due to the present level of employment opportunities and available labor in the region, the proposed action is not expected to result in any significant adverse impacts to the job market or socioeconomics in the project area.

The lead agency has determined that the design and location of the project would be in keeping with the low density rural character of the community, and would not introduce adverse operational or visual changes out of keeping with the character of the neighborhood. The lead agency further finds that the proposed activity is consistent with all current development plans and goals as officially approved and adopted, and would not result in a substantial change in the use, or intensity of use, of land devoted to agricultural, open space, or recreational use. The scale of the proposed development is appropriate for the site at the proposed location, and no significant adverse impacts to community or neighborhood character would occur.

For Further Information:

Hon. Michael McDermott, Chairman  
Town of Kent Planning Board  
Town Center  
25 Sybil's Crossing  
Kent Lakes, New York 10512  
Tele: 845-225-7802

THIS NEGATIVE DECLARATION WAS AUTHORIZED AT A MEETING OF THE LEAD AGENCY HELD ON JUNE 10, 2010, AND WAS RE-ADOPTED ON MARCH 12, 2015.

I certify that the above resolution was adopted by the Town of Kent Planning Board at a meeting of the Board on the date set forth above.



Vera Patterson, Clerk  
Town of Kent Planning Board



Minutes  
Town of Kent Planning Board  
June 10, 2010

Following the Pledge of Allegiance the meeting was called to order at 7:30 pm. In attendance were the following Board members:

Russ Fleming Chair  
Janis Bolbrock  
Michael McDermott  
K. Michael Rose  
Arthur Singer  
Charles Sisto  
Glenna Wright  
George Brunner (alt.)  
Phil Tolmach (alt.)

Consultants Bruce Barber, Mike Soyka and Neil Wilson were in attendance as was Attorney Ron Blass.

The chair asked for motions to approve the minutes from the meeting of May 13, 2010, as well as the special meeting on May 6, 2010. Both sets of minutes were unanimously approved as submitted.

1. Excel Printing (change of use)

Brad Swatz of Excel Printing introduced Bill Ainlet, who is proposing to open a financial services office in the premises formerly occupied by Excel prior to the construction of their new building. The financial service firm will be called Edward Jones.

The Board unanimously voted to approve the change of use.

Charles Sisto asked about the sign for the business. Mr. Ainlet distributed a rendering of the sign, which will be kept the same Excel's old sign with just a name change. Russ Fleming asked Neil Wilson about the sign approval, who clarified that the pictures submitted would have to be approved by the code enforcement officer. Several members of the Board expressed the view that the type of format used for this sign presentation should be required in future submittals.

2. Holmes Presbyterian Camp & Conference Center

The chair noted this was a continuation of a public hearing. Earl Ferguson introduced himself and his colleagues working on the project. He indicated that they were hoping the Board would close the public hearing and grant site plan approval.

The chair asked if anyone from the public would like to speak. No one asked to speak. The Board voted to close the public hearing.

Engineering consultant Mike Soyka provided a review memo (copy attached) In response to the memo, Mike Ryan (of Earl Everett Ferguson Architect) agreed to show the effect of grading with a 3:1 slope.

Planning consultant Neil Wilson (consultant) referred to a draft of an approval resolution he had emailed to the Board members, and indicated it could be revised to accommodate the comments by Mike Soyka.

The Board voted to make a negative declaration on the project.

In response to a question from Board member Singer, the applicant clarified that existing wells on the property will be used, with no new wells planned.

Following additional discussion, the Board unanimously voted in favor of the resolution granting site plan approval, with the conditions to include satisfaction of the consulting engineer's comments.

### 3. Hillcrest Commons

At the request of the Chair, consultant Neil Wilson clarified the current standing of the application. A draft Findings Statement was distributed at the Board's workshop, with comments due back by June 21, 2010. The document is expected to be completed for the July meeting.

The Chair noted that the applicant had sought to obtain a copy of the draft, but the Board has obtained a legal opinion to the effect that it is a work in progress and not subject to FOIL.

Board member Singer asked about a payment by the developer to the Town of Kent for improvements along Route 52. John Bainlardi clarified the intent of that agreement, but noted it is not related to matters before the Planning Board.

Engineering consultant Mike Soyka referred to his previous memo. Jeff Contelmo of Insite Engineering stated that comments were being prepared for DEP and that updated plans would be submitted in the next week.

Environmental consultant Bruce Barber referred to the offsite mitigation project at the Kent Highway Garage, and indicated that he and Mike Soyka were in accord on the planned improvements.

#### 4. Patterson Crossing

The Chair noted that alternates Tolmach and Brunner would sit in place of members Sisto and Wright, who have recused themselves for this project. The Chair asked for a report of the town consultants' meeting with DEC that had been set up to help resolve the difference of opinion with regard to DEC stormwater regulations affecting this project. Mike Soyka provided a memo reporting on the meeting (memo attached).

The Chair then asked attorney Ron Blass to clarify what this means for the project going forward. Mr. Blass indicated that since the Board is preparing its Findings Statement, one possible outcome is a statement that the FEIS was incorrect with regard to this issue. He cited the section of the FEIS related to the impacts in this area.

Asked by the Chair to identify additional outstanding issues, Bruce Barber noted that he still has not received the documentation from the Army Corps of Engineers relative to a jurisdictional decision specific to this project, as requested by the Board.

Additional issues include the need to address the drainage ditch from Concord Road and the inter-municipal agreement (IMA) with the Town of Patterson that has been previously agreed.

Board member Singer asked if the applicant would be willing to voluntarily undertake phosphorous monitoring. Following discussion, the applicant indicated a response would be sent in writing relative to this request.

Relative to the stormwater/phosphorous issue, it was agreed a meeting would be set up between the town's consultants, the applicant's consultants and DEC to resolve the stormwater issues. Due to state employee travel restrictions, the meeting will probably need to be held in Albany.

There being no further business, the meeting was adjourned.

Respectfully submitted,

Lucy Rinaldi, Secretary

# State Environmental Quality Review NEGATIVE DECLARATION

Date: June 10, 2010

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

The **TOWN OF KENT PLANNING BOARD**, as lead agency, has determined that the proposed action described below will not have a significant environmental impact and a Draft Environmental Impact Statement will not be prepared.

**Name of Action:** Holmes Presbyterian Camp & Conference Center

SEQR Status:      Type 1      ☐

                         Unlisted      ☒

**Conditioned Negative Declaration:** ☐ Yes  
☒ No

**Description of Action:**

The project is an application for Site Plan and Steep Slopes & Erosion Control approvals to allow the expansion of the Holmes Presbyterian Camp and Conference Center (Holmes PCC), a summer camp and conference center located on a 510-acre site that straddles the border between Putnam and Dutchess counties in New York State. The action involves the expansion of the existing, 2-story, approximately 12,900 square foot Agape I conference center and the construction of two additional conference centers (Agape II and Agape III) on an approximately 4.34-acre parcel (Block 1, Lot 47). The proposed action would occur in three phases.

Phase 1 includes the construction of a 15,064 square foot, 2-story, 16 guest room (Agape II) conference center; modifications to the existing walkways, parking and service areas at Agape I; construction of a 25 space parking area; construction of a new sanitary system and a subsurface sewage treatment system (SSTS) for the Agape I kitchen and the two new conference buildings (Agape II and Agape III); upgrading of the water supply distribution, storage and treatment system to provide year round service domestic water supply to the facilities; and storm water management infrastructure improvements.

Phase 2 will include a 1,500 square foot expansion of the existing Agape I dining hall, installation of a sprinkler fire protection and HVAC equipment, repairs to the existing residential cabins, and winterization and waterproofing of the existing cabins, and interior repairs to the Hayden Center.

Phase 3 will include the construction of a 2-story, 24 guest room, approximately 21,000 square foot conference center (Agape III) with fire sprinkler system; the construction of Agape III service area, 3 ADA parking spaces and walkway connection to the existing Agape I

Conference Center; construction of a parking area with 25 spaces; construction of storm water management infrastructure for Phase 3 expansion.

The project will require Site Plan, Steep Slope, and Storm Water Pollution Prevention Plan (SWPPP) approvals from the Town of Kent Planning Board, and approvals from the New York State Department of Environmental Conservation (NYSDEC) and Putnam County Health Department under the State Pollutant Discharge Elimination System (SPDES) permit requirements for the sewage treatment and water supply systems.

Phase 1 construction is expected to begin in October 2010 and end in October 2011; Phase 2 is expected to begin in January 2011 and end in January 2012; and Phase 3 is expected to begin in October 2012 and end in October 2013. The project is expected to be completed and fully operational by late 2013.

**Location:** (Include street address and the name of the municipality/county. A location map of appropriate scale is also recommended.)

60 Denton Lake Road, Town of Kent, Putnam County, New York.

**Reasons Supporting This Determination:**

**1. Development on Steep Slopes; Potential Effects of Storm Water Runoff**

The project site is located in the East Branch Reservoir drainage basin of New York City's water supply. The East Branch Reservoir is unfiltered and is phosphorus restricted and the New York City Department of Environmental Protection's (NYCDEP) regulations require mitigation of water quality impacts for turbidity and runoff to maintain water quality at the Reservoir. The project plans depict measures incorporated into the project design to ensure that storm water flows are managed so as to eliminate erosion potential and that the rate of off-site storm water flow would not exceed the pre-development rates. The proposed development must comply with the State Pollutant Discharge Elimination System (SPDES) General Permit requirements for storm water discharge to provide long-term water quality protection for down stream locations. The applicant is also required to address storm water quality and quantity regulatory compliance under the New York City Department of Environmental Protection's (NYCDEP) review program. The City's storm water review program essentially mirrors the SPDES General Permit regulations in that water quantity and quality protections are mandated for the project to proceed. Best Management Practice recommendations for this project include temporary erosion control measures that will be utilized during construction, permanent erosion control measures which will exist after construction is complete, and storm water treatment devices. Best Management Practices, which have been incorporated into the design of this project, include storm water quantity (peak flow) and quality mitigation.

The proposed action includes both "redevelopment" and "new development" areas. The redevelopment area is the previously developed portions of the site in the vicinity of the existing Agape I Conference Center. The new development areas are the areas where no development currently exists.

The proposed stormwater management design for the proposed action addresses water quality and water quantity. Water quality and quantity objectives within the "redevelopment area" are met by reducing the existing impervious coverage by more than 25 percent. Within the new development area, bio-retention and an underground sand filter have been integrated into the

site plan to capture and treat runoff from the proposed conference buildings and parking areas. On-site detention was not needed to attenuate post-development peak discharges from the 10 yr (Qp) and 100 yr (Qf) storm to pre-development rates because the development expansion is relatively small compared to the watershed areas, and post-development peak flow rates are attenuated by Browns Pond and Westminster Lake. The proposed expansion development does not change the runoff conditions at Denton Lake Road.

Construction for the proposed action would occur on an approximately four-acre portion of the project site which includes approximately 1.2 acres on slopes in excess of 15 percent, primarily at the Agape II building site, which is located north of the existing Agape I Conference Center. As indicated in Part I of the EAF, the breakdown of project site slopes is as follows: 49 percent feature slopes of 0 to 10 percent; 22 percent feature slopes of 10 to 15 percent; and 29 percent feature slopes of 15 percent or more.

The intent of the proposed grading plan and site layout is to minimize the extent of disturbance to the greatest extent possible to preserve the existing topography and woods. Grading will be required to prepare building foundation sub-grades, infrastructure and acceptable grades for parking and service areas. The total site re-grading effort will require cuts and fills. However, the grading plan was developed with the intention of balancing to the extent possible the cuts with fills. According to the grading plan maximum 2:1 slopes may be used in landscape areas while lawn areas will be limited to maximum 3:1 slopes.

Any blasting that may be required must be in accordance with a blasting permit issued by the Town pursuant to Chapter 38, Article II of the Town of Kent Code. In accordance with Section 38-13.3 of the Town Code blasting may be conducted when authorized by permit Monday through Friday between the hours of 8:30 a.m. and 4:00 p.m., and is prohibited on Saturdays, Sundays and legal holidays. In addition, the blasting permit will require the applicant to conduct pre-blast structural surveys, neighbor notification of blasting operations, seismic monitoring of blasting operations, and post-blasting follow-up.

In addition, limits of disturbance areas are defined for the project to ensure that clear cutting and removal of vegetation that is unrelated to construction of proposed on-site improvements would not occur. Minimizing the amount of land clearing and implementation of a plan for the capture and treatment of runoff would ensure that long-term water quality for down stream locations would be protected. The Lead Agency is satisfied that compliance with the SPDES General Permit and the NYCDEP storm water regulations will provide the protections required for down stream land owners and surface waters without the need for specific mitigation as a condition of approval. Accordingly, the potential adverse impacts to land and surface water and ground water related to land disturbance and construction and post-construction changes to existing drainage patterns would be avoided or minimized to the extent practicable.

## **2. Water Supply and Sewage Disposal**

The water supply will be provided by existing wells located on the site. Water distribution will be upgraded to provide a year-round distribution system. The existing wells are capable of meeting the maximum day domestic demand of 18,950 gpd for the full site. Following treatment for iron and manganese removal, corrosion control, and disinfection, finished water will be stored in a 45,000 gallon at-grade storage tank. System pressure and fire flows will be provided through booster pumps. Additional detail is provided in the January 2010 Water System Design Basis Report prepared by Woodard & Curran. The water supply system is classified as a community



water system and is subject to State Health Department standards for quality and periodic testing for contaminants.

In addition, the project would require the installation of a new subsurface treatment system. The new subsurface system is designed to handle the generated flow at full build-out of 4,738 gallons per day (gpd) and dispense the effluent to aid in the recharge of the subsurface water table. This system would be designed, installed, and operated in accordance with the Health Department and NYCDEP standards. The requirements for subsurface sewage disposal systems for facilities such as the one proposed are designed to ensure that effluent is properly treated before release to soils, while the water supply wells must be located to maintain appropriate separation distances from existing and proposed septic systems.

Construction and operation of the individual water supply and sewage disposal systems in accordance with Health Department and NYCDEP standards would ensure that the project would not cause a substantial adverse change in existing ground or surface water quality or quantity, and that the health and safety of existing and future residents would be protected.

### **3. Traffic**

The proposed 2003 development included an approximately 54,000 square feet expansion of the existing Agape Camp building, which proposed a 200-seat dining hall and conference rooms, 31 bedrooms and 90 beds. By comparison, the current action includes two new conference buildings that together will provide 40 guest rooms year round with a maximum occupancy of 80. The new conference buildings will also provide a total of approximately 6,450 sq. ft. of lounge/meeting room/multi-purpose space. In addition, at full build out the proposed action includes a total of 53 guest parking spaces and 6 staff spaces.

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**7. Impact on Growth and Character of Community or Neighborhood**

As a result of the expansion of the facilities and increase in number of beds and guests, the proposed action is anticipated to result in a minor increase in demand for Town of Kent fire and police protection services. Because the proposed project would not result in any year round residential units, it would not result in any significant adverse impacts to area schools, open space or park areas. The demand for fire services is expected to be mitigated by the installation of modern fire protection sprinkler systems in the existing Agape I Conference Center and the proposed Agape II and III Conference Centers, with an on-site water storage system for fire protection/sprinklers. Upon completion of the proposed action, it is expected that appropriate Town of Kent Police Department services would be deployed based on need and staffing levels.

The proposed project is anticipated to result in the creation of 14 full-time and 4 part-time jobs. During the three year construction period, the proposed project is expected to create 12 full-time employment opportunities. Upon completion, the proposed project is expected to provide 2 full-time and 4 part-time positions for operation of the facilities. Due to the present level of employment opportunities and available labor in the region, the proposed action is not expected to result in any significant adverse impacts to the job market or socioeconomics in the project area.

The lead agency has determined that the design and location of the project would be in keeping with the low density rural character of the community, and would not introduce adverse operational or visual changes out of keeping with the character of the neighborhood. The lead agency further finds that the proposed activity is consistent with all current development plans and goals as officially approved and adopted, and would not result in a substantial change in the use, or intensity of use, of land devoted to agricultural, open space, or recreational use. The scale of the proposed development is appropriate for the site at the proposed location, and no significant adverse impacts to community or neighborhood character would occur.

For Further Information:

Hon. Russ Fleming, Chairman  
Town of Kent Planning Board  
Town Center  
25 Sybil's Crossing  
Kent Lakes, New York 10512  
Tele: 845-225-7802

**THIS NEGATIVE DECLARATION WAS AUTHORIZED AT A MEETING OF THE LEAD AGENCY HELD ON JUNE 10, 2010.**

**Town of Kent Planning Board  
Resolution of Site Plan Approval**

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**Matter of Holmes Presbyterian Camp & Conference Center**

**Whereas**, the Town of Kent Planning Board has received an application from Holmes Presbyterian Camp & Conference Center for Site Plan Approval for the expansion of the Holmes Presbyterian Camp and Conference Center, a summer camp and conference center located on a 510-acre site in Dutchess and Putnam Counties, New York (hereinafter "Project"); and

**Whereas**, the action involves the expansion of the existing, 2-story, 12,900 square foot Agape 1 conference center and the construction of two additional conference centers (Agape II and Agape III) on an approximately 4.34-acre parcel to occur in three phases, specifically:

1. Phase 1 includes the construction of a 15,064 square foot, 2-story, 16 guest room (Agape II) conference center; modifications to the existing walkways, parking and service areas at Agape I; construction of a 25 space parking area; construction of a new sanitary system and a subsurface sewage treatment system (SSTS) for the Agape I kitchen and the two new conference buildings (Agape II and Agape III); upgrading of the water supply distribution, storage and treatment system to provide year round service domestic water supply to the facilities; and storm water management infrastructure improvements; and
2. Phase 2 will include a 1,500 square foot expansion of the existing Agape I dining hall, installation of a sprinkler fire protection and HVAC equipment, repairs to the existing residential cabins, and winterization and waterproofing of the existing cabins, and interior repairs to the Hayden Center; and
3. Phase 3 will include the construction of a 2-story, 24 guest room, approximately 21,000 square foot conference center (Agape III) with fire sprinkler system; the construction of Agape III service area, 3 ADA parking spaces and walkway connection to the existing Agape I Conference Center; construction of a parking area with 25 spaces; construction of storm water management infrastructure for Phase 3 expansion; and

**Whereas**, Phase 1 construction is expected to begin in October 2010 and end in October 2011; Phase 2 is expected to begin in January 2011 and end in January 2012, and Phase 3 is expected to begin in October 2012 and end in October 2013 with project completion and full operation to occur by late 2013; and

**Whereas**, pursuant to GML 239-m the application was referred to the Putnam County Department of Planning for review and recommendation; and

**Whereas**, the County has recommended approval of the Site Plan Application; and

**Whereas**, on April 8, 2010 the Planning Board convened a public hearing on the Site Plan Application and on June 10, 2010 closed the Public Hearing; and

**Whereas**, on June 10, 2010 the Planning Board, as the Lead Agency, adopted a Negative Declaration for the Project; and

**Whereas**, the Planning Board has reviewed the information and data supplied by the applicant and has determined that the requirements of §77-59 and §77-60 *et seq* of the Town Zoning Law have been met, and

**Whereas**, after review of the application and consideration of the criteria set forth in §77-59 and §77-60 of the Town Zoning Law, the Planning Board hereby finds:

1. The Project is the expansion of an existing conference center use in a location on the site that would place the proposed additions many hundreds of feet from the nearest private residence. The Board is satisfied that the use of the site is consistent with the amount of land available, and that access to the site would not impede or adversely affect the use and enjoyment of neighboring lands.
2. The Project is an allowed use and plans reviewed by the Planning Board indicate that the size and appearance of the Project improvements are appropriate to the property.
3. The Project is consistent with the existing use of the site as a conference center and seasonal camp, and is consistent with, and meets the requirements of, §77-60(B) of the Town Zoning Law regarding siting and location of proposed improvements, access for emergency vehicles, lighting, signage and overall visual appearance.
4. The Project is consistent with and meets the requirements of §77-60(AA) of the Town Zoning Law with respect to the nature, arrangement and appearance of all proposed structures, improvements and uses of the lot, including their potential impact on adjacent properties, architectural features and land uses.
5. The Project is consistent with, and meets the requirements of, §77-59(A) of the Town Zoning Law regarding harmony with the appropriate and orderly development of the neighborhood, potential effect on neighboring property values, and the general public health, safety, welfare and convenience.
6. The Project will not produce objectionable noise, odor, fumes, vibration or glare and will not cause traffic congestion or create a traffic hazard.

**Now Therefore Be It Resolved**, the Planning Board grants Site Plan Approval for the Holmes Presbyterian Camp & Conference Center Project as describe herein.

**Be It Further Resolved**, this Site Plan Approval is expressly conditioned completion of, and compliance with, the following:

- 1) *The Project facility shall be developed in accordance with the plans and specifications that have been reviewed by the Planning Board, specifically:*
  - a) *Site Plan Map Set prepared by Walter Sedovic Architects dated January 18, 2010 and bearing a latest revision date of May 20, 2010, consisting of the following:*
    - i) *Sheet A-0.00, "Cover Sheet"*
    - ii) *Sheet A-0.01, "Drawing List, Symbols and Abbreviations"*
    - iii) *Sheet A-0.02, "Zoning Analysis / Phasing Narrative"*
    - iv) *Sheet A-0.03, "Site Plan"*

- v) Sheet A-0.03A, "Photos of Existing Architecture"
- vi) Sheet A-0.04, "Enlarged Site Plan - Existing"
- vii) Sheet A-0.05, "Enlarged Site Plan - Proposed"
- viii) Sheet VT.00, "Topographic Survey"
- ix) Sheet VT.01, "Topographic Survey – Agape Area"
- x) Sheet VT.02, "Topographic Survey - SSTS"
- xi) Sheet VT.03, "Slope Plan"
- xii) Sheet VT.04, "Slope Plan – Agape Area"
- xiii) Sheet CG.01, "Grading Plan – Agape Area"
- xiv) Sheet CG.02, "Grading Plan - SSTS"
- xv) Sheet CE.01, "SESC Plan Breakout Phase 1&2"
- xvi) Sheet CE.01B, "SESC Plan Breakout Phase 3"
- xvii) Sheet CU.00, "Utility Plan"
- xviii) Sheet CU.01, "Utility Plan – Agape Area"
- xix) Sheet CU.02, "STSS Plan"
- xx) Sheet CU.03, "Sanitary Sewer Profile"
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- xxiv) Sheet CS.51, "Civil Details"
- xxv) Sheet CE.52, "Soil Erosion & Sediment Control Details"
- xxvi) Sheet TP-1, "Tree Removals & Protection Plan, Notes & Details"
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- xxviii) Sheet LP-2, "Planting Notes, Schedules and Details"
- xxix) Sheet LP-3.0 "Site Details"
- xxx) Sheet LP-3.1, "Site Details"
- xxxi) Sheet A-2.00, "Agape II Lower Level Plan"
- xxxii) Sheet A-2.01, "Agape II Upper Level Plan"
- xxxiii) Sheet A-2.02, "Roof Plan"
- xxxiv) Sheet A-2.10, "Hayden Water Treatment Addition Foundation/Basement Plan"
- xxxv) Sheet A-2.11, "Hayden Water Treatment Addition First Floor Plan"
- xxxvi) Sheet A-3.00, "Agape II Elevations"
- xxxvii) Sheet A-3.10, "Hayden Water Treatment Addition Elevations"
- xxxviii) Sheet A-5.00, "Agape II Sections"

- 2) *Prior to the obtaining Chairman's signature on the project plans the following additional approvals and permits shall be obtained:*
  - a) *Town of Kent - Steep Slope Permit approval and approval of the Storm Water Pollution Prevention Plan by the Town Engineer and Town Stormwater Consultant; and*
  - b) *New York City DEP - approval of the Storm Water Pollution Prevention Plan.*
  - c) *NYS Department of Environmental Conservation and Putnam County Health Department – State Pollutant Discharge Elimination System (SPDES) permit for the sewage disposal system.*
  - d) *Putnam County Health Department – community water supply permit approval for the potable water supply system.*
- 3) *At all times the applicant shall maintain the site in accordance with the approved Site Plan and any on-going conditions of Site Plan Approval as set forth herein or as required by any other permitting or approving agency.*
- 4) *There shall be no vehicles parked and offered for sale on the site.*
- 5) *At the completion of construction, and prior to issuance of a Certificate of Occupancy, the applicant shall provide a certification sealed and signed by a New York State Licensed Professional Engineer to the Town Building Inspector and the Planning Board that all site work has been carried out and completed in compliance with the approved Site Plan for the project, and shall also provide to the Planning Board and the Town Building Inspector an "as built" survey of the completed improvements.*
- 6) *Payment of all application and review fees accrued by the Planning Board during the review of the application.*
- 7) *Address the comments of the Planning Board's Consulting Professional Engineering as set forth in a memorandum dated June 10, 2010.*
- 8) *It is the responsibility of the owner/applicant to submit to the Planning Board proof that the conditions of this Site Plan Approval have been completed, and the signature of the Planning Board Chairman shall be withheld pending receipt of a written memoranda from the Planning Board's consulting Planner verifying that the conditions of this approval have been completed.*
- 9) *Prior to commencement of site work all required erosion control measures shall be implemented as shown on the approved plans for the development and shall be maintained in a good and functional condition during the course of site work and construction.*
- 10) *This site plan approval shall expire 12 months from the date of approval unless otherwise extended by the Planning Board upon the express written request of the applicant.*

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

Russ Fleming, Chairman

\_\_\_\_\_

Michael McDermott

\_\_\_\_\_

Michael Rose

\_\_\_\_\_

Arthur Singer

\_\_\_\_\_

Charles Sisto

\_\_\_\_\_

Janis Bolbrock

\_\_\_\_\_

Glenna Wright

\_\_\_\_\_

Date: \_\_\_\_\_

I certify that the above resolution was adopted by the  
Town of Kent Planning Board at a meeting of the  
Board on the date set forth above.

\_\_\_\_\_  
Lucy Rinaldi, Clerk  
Town of Kent Planning Board



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

Date: June 10, 2010, Re-Adopted February 28, 2014

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

The **TOWN OF KENT PLANNING BOARD**, as lead agency, has determined that the proposed action described below will not have a significant environmental impact and a Draft Environmental Impact Statement will not be prepared.

Name of Action: **Holmes Presbyterian Camp & Conference Center**

SEQR Status:      Type 1      ☐  
                         Unlisted      ☒

Conditioned Negative Declaration:      ☐      Yes  
   ☒      No

**Description of Action:**

The project is an application for Site Plan and Steep Slopes & Erosion Control approvals to allow the expansion of the Holmes Presbyterian Camp and Conference Center (Holmes PCC), a summer camp and conference center located on a 510-acre site that straddles the border between Putnam and Dutchess counties in New York State. The action involves the expansion of the existing, 2-story, approximately 12,900 square foot Agape I conference center and the construction of two additional conference centers (Agape II and Agape III) on an approximately 4.34-acre parcel (Block 1, Lot 47). The proposed action would occur in three phases.

Phase 1 includes the construction of a 15,064 square foot, 2-story, 16 guest room (Agape II) conference center; modifications to the existing walkways, parking and service areas at Agape I; construction of a 25 space parking area; construction of a new sanitary system and a subsurface sewage treatment system (SSTS) for the Agape I kitchen and the two new conference buildings (Agape II and Agape III); upgrading of the water supply distribution, storage and treatment system to provide year round service domestic water supply to the facilities; and storm water management infrastructure improvements.

Phase 2 will include a 1,500 square foot expansion of the existing Agape I dining hall, installation of a sprinkler fire protection and HVAC equipment, repairs to the existing residential cabins, and winterization and waterproofing of the existing cabins, and interior repairs to the Hayden Center.

Phase 3 will include the construction of a 2-story, 24 guest room, approximately 21,000 square foot conference center (Agape III) with fire sprinkler system; the construction of Agape III service area, 3 ADA parking spaces and walkway connection to the existing Agape I

Conference Center; construction of a parking area with 25 spaces; construction of storm water management infrastructure for Phase 3 expansion.

The project will require Site Plan, Steep Slope, and Storm Water Pollution Prevention Plan (SWPPP) approvals from the Town of Kent Planning Board, and approvals from the New York State Department of Environmental Conservation (NYSDEC) and Putnam County Health Department under the State Pollutant Discharge Elimination System (SPDES) permit requirements for the sewage treatment and water supply systems.

**Location:** (Include street address and the name of the municipality/county. A location map of appropriate scale is also recommended.)

60 Denton Lake Road, Town of Kent, Putnam County, New York.

**Reasons Supporting This Determination:**

**1. Development on Steep Slopes; Potential Effects of Storm Water Runoff**

The project site is located in the East Branch Reservoir drainage basin of New York City's water supply. The East Branch Reservoir is unfiltered and is phosphorus restricted and the New York City Department of Environmental Protection's (NYCDEP) regulations require mitigation of water quality impacts for turbidity and runoff to maintain water quality at the Reservoir. The project plans depict measures incorporated into the project design to ensure that storm water flows are managed so as to eliminate erosion potential and that the rate of off-site storm water flow would not exceed the pre-development rates. The proposed development must comply with the State Pollutant Discharge Elimination System (SPDES) General Permit requirements for storm water discharge to provide long-term water quality protection for down stream locations. The applicant is also required to address storm water quality and quantity regulatory compliance under the New York City Department of Environmental Protection's (NYCDEP) review program. The City's storm water review program essentially mirrors the SPDES General Permit regulations in that water quantity and quality protections are mandated for the project to proceed. Best Management Practice recommendations for this project include temporary erosion control measures that will be utilized during construction, permanent erosion control measures which will exist after construction is complete, and storm water treatment devices. Best Management Practices, which have been incorporated into the design of this project, include storm water quantity (peak flow) and quality mitigation.

The proposed action includes both "redevelopment" and "new development" areas. The redevelopment area is the previously developed portions of the site in the vicinity of the existing Agape I Conference Center. The new development areas are the areas where no development currently exists.

The proposed stormwater management design for the proposed action addresses water quality and water quantity. Water quality and quantity objectives within the "redevelopment area" are met by reducing the existing impervious coverage by more than 25 percent. Within the new development area, bio-retention and an underground sand filter have been integrated into the site plan to capture and treat runoff from the proposed conference buildings and parking areas. On-site detention was not needed to attenuate post-development peak discharges from the 10 yr (Qp) and 100 yr (Qf) storm to pre-development rates because the development expansion is relatively small compared to the watershed areas, and post-development peak flow rates are

attenuated by Browns Pond and Westminster Lake. The proposed expansion development does not change the runoff conditions at Denton Lake Road.

Construction for the proposed action would occur on an approximately four-acre portion of the project site which includes approximately 1.2 acres on slopes in excess of 15 percent, primarily at the Agape II building site, which is located north of the existing Agape I Conference Center. As indicated in Part I of the EAF, the breakdown of project site slopes is as follows: 49 percent feature slopes of 0 to 10 percent; 22 percent feature slopes of 10 to 15 percent; and 29 percent feature slopes of 15 percent or more.

The intent of the proposed grading plan and site layout is to minimize the extent of disturbance to the greatest extent possible to preserve the existing topography and woods. Grading will be required to prepare building foundation sub-grades, infrastructure and acceptable grades for parking and service areas. The total site re-grading effort will require cuts and fills. However, the grading plan was developed with the intention of balancing to the extent possible the cuts with fills. According to the grading plan maximum 2:1 slopes may be used in landscape areas while lawn areas will be limited to maximum 3:1 slopes.

Any blasting that may be required must be in accordance with a blasting permit issued by the Town pursuant to Chapter 38, Article II of the Town of Kent Code. In accordance with Section 38-13.3 of the Town Code blasting may be conducted when authorized by permit Monday through Friday between the hours of 8:30 a.m. and 4:00 p.m., and is prohibited on Saturdays, Sundays and legal holidays. In addition, the blasting permit will require the applicant to conduct pre-blast structural surveys, neighbor notification of blasting operations, seismic monitoring of blasting operations, and post-blasting follow-up.

In addition, limits of disturbance areas are defined for the project to ensure that clear cutting and removal of vegetation that is unrelated to construction of proposed on-site improvements would not occur. Minimizing the amount of land clearing and implementation of a plan for the capture and treatment of runoff would ensure that long-term water quality for down stream locations would be protected. The Lead Agency is satisfied that compliance with the SPDES General Permit and the NYCDEP storm water regulations will provide the protections required for down stream land owners and surface waters without the need for specific mitigation as a condition of approval. Accordingly, the potential adverse impacts to land and surface water and ground water related to land disturbance and construction and post-construction changes to existing drainage patterns would be avoided or minimized to the extent practicable.

## **2. Water Supply and Sewage Disposal**

The water supply will be provided by existing wells located on the site. Water distribution will be upgraded to provide a year-round distribution system. The existing wells are capable of meeting the maximum day domestic demand of 18,950 gpd for the full site. Following treatment for iron and manganese removal, corrosion control, and disinfection, finished water will be stored in a 45,000 gallon at-grade storage tank. System pressure and fire flows will be provided through booster pumps. Additional detail is provided in the January 2010 Water System Design Basis Report prepared by Woodard & Curran. The water supply system is classified as a community water system and is subject to State Health Department standards for quality and periodic testing for contaminants.

In addition, the project would require the installation of a new subsurface treatment system. The new subsurface system is designed to handle the generated flow at full build-out of 4,738

gallons per day (gpd) and dispense the effluent to aid in the recharge of the subsurface water table. This system would be designed, installed, and operated in accordance with the Health Department and NYCDEP standards. The requirements for subsurface sewage disposal systems for facilities such as the one proposed are designed to ensure that effluent is properly treated before release to soils, while the water supply wells must be located to maintain appropriate separation distances from existing and proposed septic systems.

Construction and operation of the individual water supply and sewage disposal systems in accordance with Health Department and NYCDEP standards would ensure that the project would not cause a substantial adverse change in existing ground or surface water quality or quantity, and that the health and safety of existing and future residents would be protected.

### 3. Traffic

The proposed 2003 development included an approximately 54,000 square feet expansion of the existing Agape Camp building, which proposed a 200-seat dining hall and conference rooms, 31 bedrooms and 90 beds. By comparison, the current action includes two new conference buildings that together will provide 40 guest rooms year round with a maximum occupancy of 80. The new conference buildings will also provide a total of approximately 6,450 sq. ft. of lounge/meeting room/multi-purpose space. In addition, at full build out the proposed action includes a total of 53 guest parking spaces and 6 staff spaces.

As part of the SEQR review for the previously proposed project, the Lead Agency reviewed a 2003 Traffic Analysis prepared by Tim Miller Associates. The Traffic Analysis concluded that the 2003 project would result in 12 peak hour vehicle trips. The report noted that Denton Lake Road, which provides the only access to the Holmes facility, and other local intersections (including the existing site driveway), had a Level of Service "A", which indicated an extremely low volume of traffic. Based on this information, it was determined that the previously proposed development would not result in any significant adverse traffic impacts, and ultimately, a negative declaration was issued for the project.

As mentioned above, based on review of the currently proposed site plan and development program for the proposed action, similar site trip generation volumes would be anticipated. The 2003 project called for 84 new beds while the current proposal is for a total of 40 guest rooms for occupancy of 80 guests. Similar expansions of meeting space and dining facilities are proposed.

For the current application, the 40 additional rooms would be considered hotel rooms. Based on this criteria the Institute of Transportation Engineers (ITE) Trip Generation Manual Hotel Category (Land Use Code 310), which defines hotels as having restaurants, meeting and banquet rooms or convention facilities, a total of 14 additional automobile peak hour entering trips would be generated by the proposed action. This is consistent with the projection made in the 2003 Traffic Analysis, and represents a *de minimis* number of vehicles that would be added to the surrounding roadway system during the peak hour.

The number of available parking spaces on site has a direct correlation to the number of people anticipated to be using the site during the non-camp time periods, which also relates to peak hour traffic arrivals and departures. The proposed 53 guest parking spaces in the current site plan allows for more than 1 additional parking space per room even though operationally, a significant number of guests arrive by van and buses.

Accordingly, no significant adverse impacts related to additional vehicle traffic related to the project have been identified and no off-site improvements to local roads or intersections are required.

#### **4. Noise and Odors**

Typical of construction projects there will be temporary increases in noise levels due to construction activities on the site during the development of the property. In order to identify the noise impacts during construction of the project, specific data is required, including an identification of the type of construction equipment that will be used on the subject property. It can be anticipated that the types of equipment used on the site will be used for the following purposes:

- Earth work and excavation
- Removal of vegetation
- Construction of the driveways

For these activities the types of construction equipment generally utilized would include bulldozers, compressors, front-end loaders, dump trucks and pavers. At a reference distance of 50 feet, the above equipment generally has levels ranging from 70-95 dBA. However, noise and odors potentially generated by the project would be short-term in nature and therefore would be an unavoidable adverse impact of short-term duration. As for post-construction noise, the proposed conference center use is not the type of activity which is expected to generate significant noise or odors that might adversely affect area residents. It is also noted that the location of the conference center project is many hundreds of feet from the nearest residence. Accordingly, the potential adverse impacts related to noise and odors would not be significant.

#### **5. Flora and Fauna**

The area of proposed development includes land that was previously disturbed for the existing conference center, driveway, and parking areas, and an extensive area of fill material. It is unlikely that these disturbed areas contain suitable habitat for common types of flora and fauna much less endangered, threatened, rare or special concern species. The lack of any records or reports of endangered, threatened, rare or special concern species has been confirmed by the New York State Department of Environmental Conservation (NYSDEC). Accordingly, the proposed project would not have a significant adverse impact on any rare, endangered, threatened or special concern species of flora or fauna or their habitat.

#### **6. Cultural Resources**

A review of records maintained by the New York State Office of Parks, Recreation and Historic Preservation indicates that the project area holds a low probability for the presence of significant pre-historic cultural resources, and there are no documented historic resources on or near the conference center site. Accordingly, implementation of the project would not have an adverse impact on historic or pre-historic cultural resources of local, state or federal significance.

#### **7. Impact on Growth and Character of Community or Neighborhood**

As a result of the expansion of the facilities and increase in number of beds and guests, the proposed action is anticipated to result in a minor increase in demand for Town of Kent fire and police protection services. Because the proposed project would not result in any year round



residential units, it would not result in any significant adverse impacts to area schools, open space or park areas. The demand for fire services is expected to be mitigated by the installation of modern fire protection sprinkler systems in the existing Agape I Conference Center and the proposed Agape II and III Conference Centers, with an on-site water storage system for fire protection/sprinklers. Upon completion of the proposed action, it is expected that appropriate Town of Kent Police Department services would be deployed based on need and staffing levels.

The proposed project is anticipated to result in the creation of 14 full-time and 4 part-time jobs. During the three year construction period, the proposed project is expected to create 12 full-time employment opportunities. Upon completion, the proposed project is expected to provide 2 full-time and 4 part-time positions for operation of the facilities. Due to the present level of employment opportunities and available labor in the region, the proposed action is not expected to result in any significant adverse impacts to the job market or socioeconomics in the project area.

The lead agency has determined that the design and location of the project would be in keeping with the low density rural character of the community, and would not introduce adverse operational or visual changes out of keeping with the character of the neighborhood. The lead agency further finds that the proposed activity is consistent with all current development plans and goals as officially approved and adopted, and would not result in a substantial change in the use, or intensity of use, of land devoted to agricultural, open space, or recreational use. The scale of the proposed development is appropriate for the site at the proposed location, and no significant adverse impacts to community or neighborhood character would occur.

For Further Information:

Hon. Michael McDermott, Chairman  
Town of Kent Planning Board  
Town Center  
25 Sybil's Crossing  
Kent Lakes, New York 10512  
Tele: 845-225-7802

THIS NEGATIVE DECLARATION WAS AUTHORIZED AT A MEETING OF THE LEAD AGENCY HELD ON JUNE 10, 2010, AND WAS RE-ADOPTED ON FEBRUARY 28, 2014.

I certify that the above resolution was adopted by the Town of Kent Planning Board at a meeting of the Board on the date set forth above.



Vera Patterson, Clerk  
Town of Kent Planning Board

**Town of Kent Planning Board  
Resolution of Site Plan Re-Approval**

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**Matter of Holmes Presbyterian Camp & Conference Center**

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**Whereas**, the Town of Kent Planning Board has received an application from Holmes Presbyterian Camp & Conference Center for re-approval of the Site Plan for the expansion of the Holmes Presbyterian Camp and Conference Center, a summer camp and conference center located on a 510-acre site in Dutchess and Putnam Counties, New York (hereinafter "Project"); and

**Whereas**, the action involves the expansion of the existing, 2-story, 12,900 square foot Agape I conference center and the construction of two additional conference centers (Agape II and Agape III) on an approximately 4.34-acre parcel to occur in three phases, specifically:

1. Phase 1 includes the construction of a 1,064 square foot, 2-story, 16 guest room (Agape II) conference center; modifications to the existing walkways, parking and service areas at Agape I; construction of a 25 space parking area; construction of a new sanitary system and a subsurface sewage treatment system (SSTS) for the Agape I kitchen and the two new conference buildings (Agape II and Agape III); upgrading of the water supply distribution, storage and treatment system to provide year round service domestic water supply to the facilities; and storm water management infrastructure improvements; and
2. Phase 2 will include a 1,500 square foot expansion of the existing Agape I dining hall, installation of a sprinkler fire protection and HVAC equipment, repairs to the existing residential cabins, and winterization and waterproofing of the existing cabins, and interior repairs to the Hayden Center; and
3. Phase 3 will include the construction of a 2-story, 24 guest room, approximately 21,000 square foot conference center (Agape III) with fire sprinkler system; the construction of Agape III service area, 3 ADA parking spaces and walkway connection to the existing Agape I Conference Center; construction of a parking area with 25 spaces; construction of stormwater management infrastructure for Phase 3 expansion; and

**Whereas**, the current application is the same as that which was approved by the Planning Board on June 10, 2010 with the exception of plan amendments and additional information added to the proposed plan set as a result of other agency review requirements since the time of the original approval; and



*Town of Kent Planning Board  
Resolution of Site Plan Re-Approval  
Matter of Holmes Presbyterian Camp & Conference Center  
February 28, 2014*

**Whereas**, the lapse in completing the conditions of the June 10, 2010 approval is related to the time it has taken the applicant to secure permits and approvals from other agencies; and

**Whereas**, the Planning Board remains the established Lead Agency for the review of this action; and

**Whereas**, the Planning Board has examined the current application and current site conditions in light of the passage of time since the June 2010 approvals and has determined that the environmental issues examined by the Board in its June 10, 2010 Negative Declaration remain relevant and unchanged; and

**Whereas**, the Town of Kent Planning Board has determined that the findings as set forth in the June 10, 2010 Negative Declaration remain valid; and

**Whereas**, pursuant to General Municipal Law §239-m the prior application was referred to the Putnam County Department of Planning for review which recommended approval of the project without comment or modification; and

**Whereas**, because the project remains unchanged except as to the timing of commencement and completion of construction of the various phases of the project the Planning Board has determined that the County recommendation remains valid; and

**Whereas**, the Planning Board has determined that a waiver of a public hearing on the application for re-approval is appropriate; and

**Whereas**, the Planning Board has reviewed the information and data supplied by the applicant and has determined that the requirements of §77-59 and §77-60 ET seq of the Town Zoning Law have been met, and the Planning Board hereby finds:

1. The Project is the expansion of an existing conference center use in a location on the site that would place the proposed additions many hundreds of feet from the nearest private residence. The Board is satisfied that the use of the site is consistent with the amount of land available, and that access to the site would not impede or adversely affect the use and enjoyment of neighboring lands.
2. The Project is an allowed use and plans reviewed by the Planning Board indicate that the size and appearance of the Project improvements are appropriate to the property.
3. The Project is consistent with the existing use of the site as a conference center and seasonal camp, and is consistent with, and meets the requirements of, §77-60(B) of the Town Zoning Law regarding siting and location of proposed improvements, access for emergency vehicles, lighting, signage and overall visual appearance.

4. The Project is consistent with and meets the requirements of §77-60(AA) of the Town Zoning Law with respect to the nature, arrangement and appearance of all proposed structures, improvements and uses of the lot, including their potential impact on adjacent properties, architectural features and land uses.
5. The Project is consistent with, and meets the requirements of, §77-59(A) of the Town Zoning Law regarding harmony with the appropriate and orderly development of the neighborhood, potential effect on neighboring property values, and the general public health, safety, welfare and convenience.
6. The Project will not produce objectionable noise, odor, fumes, vibration or glare and will not cause undue traffic congestion or create a traffic hazard.

**Now Therefore Be It Resolved**, the Planning Board affirms and re-adopts the findings of the June 10, 2010 Negative Declaration, a copy of which is attached hereto and made part hereof; and

**Be It Further Resolved**, the Planning Board grants Site Plan Approval for the Holmes Presbyterian Camp & Conference Center Project as describe herein.

**Be It Further Resolved**, this Site Plan Approval is expressly conditioned completion of, and compliance with, the following:

- 1) *The Project facility shall be developed in accordance with the plans and pecifications that have been reviewed by the Planning Board, specifically:*
  - a) *Site Plan Map Set prepared by Walter Sedovic Architects dated January 18, 2010 consisting of the following:*
    - i) *Sheet A-0.00, "Cover Sheet", revised May 20, 2010.*
    - ii) *Sheet A-0.01, "Drawing List, Symbols and Abbreviations", revised May 20, 2010.*
    - iii) *Sheet A-0.02, "Zoning Analysis / Phasing Narrative", revised May 20, 2010.*
    - iv) *Sheet A-0.03, "Site Plan", revised June 6, 2011.*
    - v) *Sheet A-0.03A, "Photos of Existing Architecture", revised May 20, 2010.*
    - vi) *Sheet A-0.04, "Enlarged Site Plan - Existing", revised May 20, 2010.*
    - vii) *Sheet A-0.05, "Enlarged Site Plan - Proposed", revised august 5, 2011.*
    - viii) *Sheet VT.00, "Topographic Survey", revised May 20, 2010.*
    - ix) *Sheet VT.01, "Topographic Survey – Agape Area", revised May 20, 2010.*
    - x) *Sheet VT.02, "Topographic Survey - SSTS", revised May 20, 2010.*
    - xi) *Sheet VT.03, "Slope Plan", revised August 30, 2010.*

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- xii) Sheet VT.04, "Slope Plan – Agape Area", revised May 20, 2010.*
- xiii) Sheet CG.01, "Grading Plan – Agape Area", revised May 20, 2010.*
- xiv) Sheet CG.02, "Grading Plan - SSTS", revised May 20, 2010.*
- xv) Sheet CE.01, "SESC Plan Breakout Phase 1 & 2", revised September 13, 2011.*
- xvi) Sheet CG.00, "Overall Grading Plan", added September 13, 2011.*
- xvii) Sheet CG.01, "Grading Plan Agape Area", added June 10, 2011.*
- xviii) Sheet CG.02, "Grading Plan SSTS & Hayden Area", added June 10, 2011.*
- xix) Sheet CG.103, "Existing Watershed Plan", added August 30, 2010.*
- xx) Sheet CG.104, "Proposed Watershed Plan", added June 10, 2011.*
- xxi) Sheet CG.105, "Drainage Area Map", added June 10, 2011.*
- xxii) Sheet CU.00, "Utility Plan", revised September 21, 2011.*
- xxiii) Sheet CU.01, "Utility Plan – Agape Area", revised May 20, 2010.*
- xxiv) Sheet CU.02, "STSS Plan", revised September 21, 2011.*
- xxv) Sheet CU.03, "Sanitary Sewer Profile", revised May 20, 2010.*
- xxvi) Sheet CU.51, "Civil Details", revised May 20, 2010.*
- xxvii) Sheet CU.52, "Civil Details", revised May 20, 2010.*
- xxviii) Sheet CU.53, "Civil Details", revised May 20, 2010.*
- xxix) Sheet CS.51, "Civil Details", revised February 4, 2011.*
- xxx) Sheet CS.52, "Civil Details", revised February 4, 2011.*
- xxxi) Sheet CE.52, "Soil Erosion & Sediment Control Details", added June 10, 2011.*
- xxxii) Sheet TP-1, "Tree Removals & Protection Plan, Notes & Details", revised May 20, 2010.*
- xxxiii) Sheet LP-1, "Landscape Plan", revised February 3, 2011.*
- xxxiv) Sheet LP-2, "Planting Notes, Schedules and Details", revised May 20, 2010.*
- xxxv) Sheet LP-3.0 "Site Details", revised May 20, 2010.*
- xxxvi) Sheet LP-3.1, "Site Details", revised May 20, 2010.*
- xxxvii) Sheet A-2.00, "Agape II Lower Level Plan", revised May 20, 2010.*
- xxxviii) Sheet A-2.01, "Agape II Upper Level Plan", revised May 20, 2010.*
- xxxix) Sheet A-2.02, "Roof Plan", revised May 20, 2010.*


- xl) Sheet A-2.10, "Hayden Water Treatment Addition Foundation/Basement Plan", revised May 20, 2010.
  - xli) Sheet A-2.11, "Hayden Water Treatment Addition First Floor Plan", revised May 20, 2010.
  - xlii) Sheet A-3.00, "Agape II Elevations", revised May 20, 2010.
  - xliii) Sheet A-3.10, "Hayden Water Treatment Addition Elevations", revised May 20, 2010.
  - xliv) Sheet A-5.00, "Agape II Sections", revised May 20, 2010.
- 2) Prior to the obtaining Chairman's signature on the project plans the following additional approvals and permits shall be obtained:
- a) Town of Kent - Steep Slope Permit approval and approval of the Storm Water Pollution Prevention Plan by the Town Engineer and Town Environmental Consultant; and
  - b) New York City DEP - approval of the Storm Water Pollution Prevention Plan.
  - c) NYS Department of Environmental Conservation and Putnam County Health Department - State Pollutant Discharge Elimination System (SPDES) permit for the sewage disposal system.
  - d) Putnam County Health Department – community water supply permit approval for the potable water supply system.
- 3) At all times the applicant shall maintain the site in accordance with the approved Site Plan and any on-going conditions of Site Plan Approval as set forth herein or as required by any other permitting or approving agency.
- 4) There shall be no vehicles parked and offered for sale on the site.
- 5) At the completion of construction, and prior to issuance of a Certificate of Occupancy, the applicant shall provide a certification sealed and signed by a New York State Licensed Professional Engineer to the Town Building Inspector and the Planning Board that all site work has been carried out and completed in compliance with the approved Site Plan for the project, and shall also provide to the Planning Board and the Town Building Inspector an "as built" survey of the completed improvements.
- 6) Payment of all application and review fees accrued by the Planning Board during the review of the application.
- 7) Address the comments of the Planning Board's Consulting Professional Engineering as set forth in a memorandum dated June 10, 2010.

Town of Kent Planning Board  
Resolution of Site Plan Re-Approval  
Matter of Holmes Presbyterian Camp & Conference Center  
February 28, 2014

- 8) It is the responsibility of the owner/applicant to submit to the Planning Board proof that the conditions of this Site Plan Approval have been completed, and the signature of the Planning Board Chairman shall be withheld pending receipt of a written memoranda from the Planning Board's consulting Planner verifying that the conditions of this approval have been completed.
- 9) Prior to commencement of site work all required erosion control measures shall be implemented as shown on the approved plans for the development and shall be maintained in a good and functional condition during the course of site work and construction.
- 10) This site plan approval shall expire 12 months from the date of approval unless otherwise extended by the Planning Board upon the express written request of the applicant.

Motion:	<u>George Brunner</u>
Second:	<u>Philip Tolmach</u>
Michael McDermott, Chairman	<u>Aye</u>
Janis Bolbrock, Vice Chairman	<u>Absent</u>
George Brunner	<u>Aye</u>
Dennis Lowes	<u>Aye</u>
Charles Sisto	<u>Aye</u>
Philip Tolmach	<u>Aye</u>
Glenna Wright	<u>Absent</u>
Anthony Mastrangelo (alt.)	<u>Aye</u>
Arthur Singer (alt.)	<u>Aye</u>
Date:	<u>February 28, 2014</u>

I certify that the above resolution was adopted by the Town of Kent Planning Board at a meeting of the Board on the date set forth above.

  
\_\_\_\_\_  
Vera Patterson, Clerk  
Town of Kent Planning Board



March 12, 2015

To: Planning Board

From: Bruce Barber  
Town of Kent Environmental Consultant

Re: **Schulhof-Kravitz Property**  
8 Cat Briar Road  
Section 21.19 Block 1 Lot 10

I have reviewed the following pertinent documents relative to the above referenced project:

- Letter executed by Anne Manning, dated 01/21/15, 1 page.
- Town of Kent Planning Board Combined Application executed by Anne Manning, dated 01/05/15.
- Plans entitled; "Schulhof Residence" prepared by Manning Silverstein Architects, PC, dated 01/20/15 4 total sheets.

**Comments:**

A site inspection was conducted at the above referenced property on March 12, 2015. The subject property as direct frontage on Pine Lake. The limit of disturbance for the proposed project must not encroach within 100' of the edge of the lake in order to avoid the need for a wetland permit.

Sincerely,

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

1770 CENTRAL STREET YORKTOWN HEIGHTS, NY 10598  
Telephone: 914.299.5293

**JOHN KARELL, JR., P.E.**  
**121 CUSHMAN ROAD**  
**PATTERSON, NEW YORK, 12563**  
845-878-7894 FAX 845 878 4939  
jack4911@yahoo.com

February 19, 2015

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**RESPONSE COMMENTS: JULIE MANGARILLO, P.E. – FEBRUARY 12,, 2015**  
**SCHULHOF-KRAVITZ, TM # 21.19-1-10**

1. Noted.
- 2.a. Topography across Cat Briar Road has been provided.
- 2b. Slope map provided. A note has been provided indicating soils on the entire property are Chatfield Charlton Complex (CsD)
- 2c. Items included in SPPP
3. Noted added.
4. Location map added along with soil note. Other information provided and revised in SPPP.
5. NOI attached.
6. Acceptance Form attached.
- 7.a A stabilized construction entrance has been provided on part of the existing driveway along with a detail.
- 7b. Details revised.
- 7ci. The note has been revised to indicate no disturbance on slopes exceeding 25%. It is noted that only a small portion of the disturbance is on slopes 15-25%.
- 7cii Note removed.
- 7ciii . Note revised
- 7civ. Note added.
- 7d. Notes revised.
- 7e. Sequence replaced with sequence in SPPP
- 7f. Sequence has been revised per your response to my email. A second construction entrance is not warranted.
- 7g. Silt fence locations revised.
- 7h. Limit of disturbance line revised to be outside silt fence locations.
8. Deed provided previously.
9. Affidavits provided previously.
10. Erosion control bond estimate attached.
11. Noted.
12. Board waived public hearing.
13. Noted.

John Karell, Jr., P.E.





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

40 Garden Street  
Poughkeepsie, NY 12601  
Phone: (845) 452-7515 Fax: (845) 452-8335  
E-Mail Address: [jmangarillo@rsaengrs.com](mailto:jmangarillo@rsaengrs.com)

*Wilfred A. Rohde, P.E. • Michael W. Soyka, P.E. • John V. Andrews, Jr., P.E.*

# Memorandum

To: Planning Board  
Town of Kent

Attn: Michael McDermott  
Chairman

From: Julie S. Mangarillo, P.E., CPESC

Subject: Erosion Control Plan  
February 2015 Planning Board  
Meeting

Date: February 12, 2015

Project: Schulhof-Kravitz  
TM 21.19-1-10

The following materials were reviewed:

- Combined Application Form, dated 1/5/2015
  - Including Owner's affidavit, Agent of Owner's affidavit, Disclosure of Business Interest, Agricultural Data Statement, and Certification of Professional Engineer
- Letter from Putnam County Department of Health, dated 11/17/2014
- Drawings prepared by Manning Silverstein Architects PC, last revised 1/20/2015 including:
  - A-000.00 Site & Erosion Control Notes & Plan
  - A-001.00 Proposed Site Plan & Details
  - A-010.00 Ground & Main Floor Demo & Proposed Plans
  - A-030.00 Exterior Elevations

The project proposes construction of an addition and new pool for a single-family house.


The subject Erosion and Sediment Control Plan is not approved. The following comments are provided for the Planning Board's consideration:

1. The proposed project is within the NYCDEP East of Hudson watershed and will disturb more than 5,000 SF of land. A Town of Kent Erosion & Sediment Control Permit is required as well as coverage under NYSDEC SPDES General Permit for Stormwater Discharges from Construction Activity, GP-0-15-002.
2. Provide the following information as required by Town Code Chapter 66-6.B.2:
  - a. §66-6.B.2.b – Provide "existing topography of the proposed area of disturbance at a contour interval of not more than two feet. Contours shall be shown for a distance of 50 feet beyond the limits of the proposed area of disturbance..."
    - i. Provide topography for the full width of Cat Briar Road in the area of the driveway.
  - b. §66-6.B.2.e – Provide "a soils and slopes map indicating existing soils on the property, based on the most recent United States Department of Agriculture (USDA) Soil Conservation Service soil survey for Putnam County. Generalized slope areas for slopes 0% to 15%; 15% to 25%; and greater than 25% shall be

- delineated. This map shall be drawn on a topographic base map with the date and source of the soils and steep slope data noted on said map."
- c. §66-6.B.2.g – Provide "a soil erosion and sedimentation control plan designed utilizing the standards and specifications contained in the most recent version of New York State Standards and Specifications for Erosion and Sediment Control. The design, testing, installation, maintenance and removal of erosion control measures shall adhere to these standards and any conditions of this chapter and the erosion control permit. This plan shall:"
- i. [5] Include a timetable and schedule for completion and installation of all elements of the erosion control plan, together with a schedule for completion of the construction and disturbance proposed by the applicant.
  - ii. [6] Provide an estimate for the cost of implementing all elements of the erosion control plan.
  - iii. [7] Provide a maintenance schedule for erosion control measures.
3. Provide a note on the drawing stating "Per §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. Provide an erosion and sediment control only SWPPP in accordance with GP-0-15-002. Provide required information from Part III.B including:
- a. Part III.B.1.b – "A site map/construction drawing(s) for the project, including a **general location map**. At a minimum, the site map shall show the total site area; all improvements; areas of disturbance; areas that will not be disturbed; existing vegetation; on-site and adjacent off-site surface water(s), floodplain/floodway boundaries; wetlands and drainage patterns that could be affected by the construction activity; existing and final contours; **locations of different soil types with boundaries**; material, waste, borrow or equipment storage areas located on adjacent properties; and location(s) of the stormwater discharge(s);"
  - i. Provide a general location map and soil type boundaries.
  - b. Part III.B.1.c – "A description of the soil(s) present at the site, including an identification of the Hydrologic Soil Group (HSG);"
  - c. Part III.B.1.e – "A description of the minimum erosion and sediment control practices to be installed or implemented for each construction activity that will result in soil disturbance. Include a schedule that identifies the timing of initial placement or implementation of each erosion and sediment control practice and the minimum time frames that each practice should remain in place or be implemented;"
  - d. Part III.B.1.f – "A temporary and permanent soil stabilization plan that meets the requirements of this general permit and the technical standard, New York State Standards and Specifications for Erosion and Sediment Control, dated August 2005, for each stage of the project, including initial land clearing and grubbing to project completion and achievement of final stabilization;"

- e. Part III.B.1.i – “A maintenance inspection schedule for the contractor(s) identified in Part III.A.6. of this permit, to ensure continuous and effective operation of the erosion and sediment control practices. The maintenance inspection schedule shall be in accordance with the requirements in the technical standard, New York State Standards and Specifications for Erosion and Sediment Control, dated August 2005;”
  - f. Part III.B.1.j – “A description of the pollution prevention measures that will be used to control litter, construction chemicals and construction debris from becoming a pollutant source in the stormwater discharges;”
  - g. The Applicant and Applicant's design professional are expected to be familiar with the provisions of the newly issued NYSDEC GP-0-15-002, particularly the sections regarding the maintenance of documentation on-site (Part II.C.2), provisions for modifying the SWPPP (Part II.C.5), trained contractor requirements (Part III.A.6), inspection and maintenance requirements (Part IV) and the procedure for termination of coverage in an MS4 community (Part V.A.4). These requirements are to be referenced in the SWPPP.
  - h. In accordance with Part III.A.6, provide copies of the Contractor Certifications and copies of training certificates prior to the start of earth-disturbing activities.
  - i. Please note, per GP-0-15-002, a SWPPP must be prepared by qualified professional, including a licensed Professional Engineer, Registered Landscape Architect or other NYSDEC endorsed individual(s).
  - j. Please note – With issuance of new NYSDEC General Permit GP-0-15-002, per Part I.B.1.b ‘Soil Stabilization’ “In areas where soil disturbance activity has temporarily or permanently ceased...” and “...is located in one of the watersheds listed in Appendix C [Entire New York City Watershed located east of the Hudson River] the *application of soil stabilization measures must be initiated by the end of the next business day and completed within seven (7) days from the date the current soil disturbance activity ceased...*” (emphasis added)
5. Provide a Notice of Intent (NOI) for review.
6. Provide an MS4 SWPPP Acceptance Form with Sections I and II completed.
7. Refer to the Drawings:
- a. For the temporary construction access, a stabilized construction entrance in accordance with New York Standards and Specifications for Erosion and Sediment Control is to be specified instead of the existing gravel driveway. A note should be added regarding the removal and restoration of the lawn when the construction entrance is no longer needed.
  - b. Details for the construction entrance and silt fence are to be in accordance with New York Standards and Specifications for Erosion and Sediment Control.
  - c. Under ‘Town of Kent Planning Board Steep Slope & Erosion Control Notes’
    - i. Note #2 indicates no disturbance on slopes steeper than 15%. Based on the contours provided, it appears there are areas within the limits of disturbance that are steeper than 15%. This should be given another look.

- ii. Note #6 states "Architect certifies there will be no post construction increase in water leaving the site." With the increase in impervious surface from the addition, this seems unlikely and difficult to quantify without doing a full hydrologic analysis. Such an analysis is not required for a project disturbing less than one (1) acre.
- iii. Note #11 states "All topsoil not to be used for final grading shall be removed from the site..." All topsoil is to be kept on-site and within the limits of disturbance as indicated on the drawing. This note is to be revised.
- iv. Use of fertilizer should be minimized in accordance with NYS Dishwasher Detergent and Nutrient Runoff Law.
- d. Revise all notes regarding time frame for stabilization to meet the new requirements of GP-0-15-002.
- e. Expand the 'Site Construction Sequence' to include mulch with seeding, as well as steps for final stabilization and removal of temporary erosion & sediment control measures.
- f. Show a path for construction equipment to access the rear of the house and pool area without damaging existing septic tank and septic field. Adjust the silt fence so it excludes the entire septic field.
- g. Silt fence must be installed parallel to the contours, not perpendicular to contours.
- h. Adjust the limits of disturbance and/or the silt fence so all silt fence is within the limits of disturbance.
- 8. Provide a copy of the deed in accordance with #14 on the Combined Application Form.
- 9. Provide affidavits with the name included at the top of the forms. Complete the Disclosure of Business Interest.
- 10. Provide an erosion control bond estimate for evaluation.
- 11. 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.
- 12. Per §66-6.F, we recommend the public hearing be waived as this is a minor project for an addition to a single family house.
- 13. We recommend the remaining project review be referred to the Planning Board consultants to be handled administratively.

  
Julie S. Mangarillo, P.E., CPESC

cc: Planning Board Secretary via email  
Bill Walters via email  
14-261-999-144

Neil Wilson via email  
Bruce Barber via email



**Vera Patterson**

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**From:** Jamie Kieper [JKieper@insite-eng.com]  
**Sent:** Wednesday, March 11, 2015 12:40 PM  
**To:** Vera Patterson, Town of Kent Planning Board Secretary; Neil Wilson (nwilson.lrcplanning@gmail.com)  
**Cc:** John Watson  
**Subject:** Wellington Property  
**Attachments:** 1598\_001.pdf

Neil,

Please see a copy of the Putnam County Department of Health Approval for the Wellington Property. It is our understanding that this is the only outstanding item for Planning Board signoff. Can you confirm?

Vera,

We will prepare the plans for the Chairman's signature and submit them to you later today. We don't not need to be on an agenda for this.

Thank you,  
Jamie

---

**Jamie L. Kieper, RLA**  
Project Landscape Architect

**INSITE ENGINEERING, SURVEYING & LANDSCAPE ARCHITECTURE, P.C.**  
3 Garrett Place  
Carmel, New York 10512  
(845) 225-9690 Phone  
(845) 225-9717 Fax  
[www.insite-eng.com](http://www.insite-eng.com)



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**ALLEN BEALS, M.D., J.D.**  
*Commissioner of Health*

**ROBERT MORRIS, P.E., MPH**  
*Director of Environmental Health*



**MARYELLEN ODELL**  
*County Executive*

**DEPARTMENT OF HEALTH**  
1 Geneva Road, Brewster, New York 10509  
Phone # (845) 808-1390 Fax # (845) 278-7921

March 4, 2015

Wellington Properties LLC  
c/o James Turco  
33 Cornish Road  
Carmel, NY 10512

Proposed Change of Use for Wellington Properties  
at Towners Road  
(T) Kent, TM 33.73-1-38 & 39

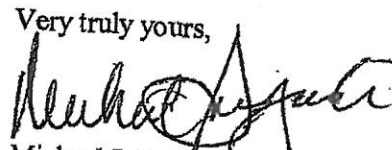
Dear Mr. Turco:

This Department has received and reviewed the submitted engineer's report and associated site plan for the conversion of 1,000 SF of floor space into retail space for an ice cream shop. Based upon the information provided, the existing subsurface sewage treatment system is considered large enough to accommodate the flows to be generated from the proposed ice cream shop. Consequently, this Department has no objection to the proposed retail space conversion, as stated above, with the following conditions:

1. The existing subsurface sewage treatment system area and its reserve area shall be maintained.
2. Water saving fixtures are to be utilized in the floor space conversion.
3. The restroom(s) shall be for employees only.
4. Any future use of the building shall require the approval of this Department.
5. That plans be submitted to this Department for the proposed kitchen design prior to construction.
6. That a food service permit application be submitted and approved prior to operation.

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

Very truly yours,

  
Michael J. Budzinski, P.E.  
Director of Engineering

JSP:cm1

cc: John Watson, P.E.  
B. Walters, BI, (T) Kent  
L. Seymour