

**City of Poughkeepsie
Planning Board
Meeting Agenda**

Common Council Chambers
Tuesday, October 18, 2022
6:00 PM

I. CALL TO ORDER

II. APPROVAL OF MEETING MINUTES

1. Approval of September 20, 2022 Minutes

III. EXTENSION APPROVALS

1. **58 PARKER AVENUE: OFFICE AND OPEN SPACE** Application for Site Plan Review relative to the conversion of the existing former industrial complex at 58 Parker Avenue to workspace (offices) for Scenic Hudson, including development of a surface parking lot on the north side of Parker Avenue. Owner/Applicant: Northside Junction, LLC (Caroline Alsup/Scenic Hudson); Consultant: MASS Design Group; Zoning District: Walkway Gateway District Mixed Use Commercial Subdistrict (G-CM) Grid #6162-77-6162-62-148369 and 6162-54-125385; File #2021-045

IV. PUBLIC HEARINGS FOR SITE PLANS/SPECIAL PERMITS/SUBDIVISIONS

1. **135 MAIN STREET: AREA VARIANCES:** Application for area variances relative to the application for site plan review and subdivision for the subdivision of the property at 135 Main Street into two lots of record, and construction of a new building with 72 dwelling units on the new lot with an existing 119 unit multiple on the original lot. Variances requested of Sections 19-3.17(4)(b), 19-3.17(4)(f)(1), 19-3.17(4)(i), 19-3.17(4)(e), 19-4.3(11), and 19-4.13 of the Zoning Ordinance relative to lot area, front and side yard set-backs, usable open space, off-street parking and set-backs

for accessory uses. Owner: Omni New York; Applicant: Tinkleman Architecture; Consultant: Ken Casamento/LRC Group; Grid #6062-76-911183; Zone: Urban Density (R-6) District; File #2021-023 **ADJOURNED UNTIL NOVEMBER 15, 2022**

V. SITE PLANS/SPECIAL PERMITS/SUBDIVISIONS

- 1. 117 NORTH HAMILTON STREET** Application for site plan review relative to the proposed wholesale storage, warehousing, manufacturing, creative, retail, contracting business. Two structures with 34 off-street parking spaces are planned. Owner: 117 N Hamilton, LLC/North Hamilton Parcel LLC; Applicant: Baxter Development Corp.; Consultant: Rohde, Soyka & Andrews, Consulting Engineers, PC; Grid #6162-63-271278/266293; Zoning District: Light Industrial (I-1) District; File #2022-020 **ADJOURNED UNTIL NOVEMBER 15, 2022**
- 2. 21 FOX STREET** Application for site plan amendment relative the proposed construction of a 12x28 foot (336 square foot) storage shed in the parking lot of the property. Owner/Applicant: Fox Street Condominiums, LLC; Grid #6061-52-911953; Zoning District: Research & Development (R&D) ; File #2022-043



**City of Poughkeepsie
Planning Board
DRAFT Meeting Minutes
Common Council Chambers
Tuesday, September 20, 2022 6:00 PM**

I. CALL TO ORDER 6:03 PM

PRESENT

Anne Saylor, Acting Chair
Marjorie Smith
Nick DeLuccia
Sean O'Donnell
Brian Veltre
Robert Mallory - Arrived Late 6:05 PM
Rosaura Andujar-McNeil - Arrived Late 6:07 PM

EXCUSED

Robert S. Levine, Esq

City Staff present:

Natalie Quinn, Director of Development
Lori Garcia, Board Administrative Assistant

II. APPROVAL OF MEETING MINUTES

1. Approval of August 16, 2022 Minutes

Motion: Marjorie Smith
Second: Sean O'Donnell
Carried: 4:0:1

III. EXTENSION APPROVALS

1. 316 MAIN STREET: RESIDENTIAL NEW CONSTRUCTION Application for Site Plan review relative to the proposed demolition of an existing one-story building and construction of a six-story mixed use building with eighty (80) residential units and 21,705 Square Feet of commercial space. Applicant / Owner: 316 Main Street Owner LLC (Eric Baxter); Consultant: MASS Design Group; Zoned Poughkeepsie Innovation District – Historic Core (PID-HC) Subdistrict; Grid #6162-77-091064; File #2021-003

Brian Veltre recused himself for this item.

Presenting: Eric Baxter, applicant/owner.

Presented reasons for the delay getting started with the project. Applicant does anticipate that work can begin in March.

The Board made the motion with regard to file 316 Main Street file 2021-003, in view of the recommendations, that the board extend the approval for a period of one year from the expiration of the original approval that will allow the applicant until September 21, 2023 to file for and obtain a building permit.

Motion: Margorie Smith

Second: Sean O'Donnell

Carried: 5:0:0

IV. PUBLIC HEARINGS FOR SITE PLANS/SPECIAL PERMITS/SUBDIVISIONS

1. 135 MAIN STREET: MULTIFAMILY RESIDENTIAL SUBDIVISION

Applications for Site Plan Review and Subdivision for subdivision of the property at 135 Main Street into two lots of record and construction of a new building containing 72 dwelling units on the new lot. Owner: Omni New York; Applicant: Tinkleman Architecture; Consultant: Ken Casamento/LRC Group; Grid #6062-76-911183; Zoning District: Urban Density Residence (R-6) District; File #2021-037 and 2021-038

Presenting: Ken Casamento, LRC Group

Plans have not changed significantly. The soil maintenance protection plan was done for the site. The applicant will add some notes to the grading and drainage plan regarding that as the plan is resubmitted. The applicant changed some trees on the landscaping plan to include some with more longevity such as an Allegheny Service Berry variant and some pollinator species. Applicant did re-submit to SHPO. The Fire Department has given their approval for the truck turning needs and the applicant confirmed that water connect will be on the Main Street water main.

It was noted that a full SWPPP has not been prepared but that it will be completed once plans are confirmed. It will be done for the final site plan approval.

Ken Spilberg, senior vice president development, Omni New York, the owner, addressed concerns regarding the maintenance of the building after construction, past violations and their remediation. Natalie Quinn spoke to the fact that Admiral Halsey I has worked with the City of Poughkeepsie to ensure that all onsite and offsite contacts are available and correct.

Sean O'Donnell recommended adding some taller trees, especially along North Perry Street in areas where the fire department does not require lower plantings.

With regard to file numbers 2021-037 and 38 135 Main Street it was moved to open the public hearing.

Motion: Marjorie Smith

Second: Rosaura Andujar-McNeil

Carried: 7:0:0

Speakers:

Naomi Brooks of South Grand Avenue - Comments have been submitted in writing and are on record in the project file at City Hall.

Laurie Sandow of South Grand Avenue - Comments have been submitted in writing and are on record in the project file at City Hall.

Public Hearing was adjourned to the November 15, 2022 Planning Board Meeting

Motion: Marjorie Smith

Second: Rosaura Andujar-McNeil

Carried: 7:0:0

- There was some change to the Part III of the SEQR regarding the solid management
- Sean O'Donnell and the board discussed the landscaping in reference to the impact on plants, land and also the community character. It was decided that this was more of a site plan than SEQR issue.
- Rosaura Andujar-McNeil was concerned about the management of the property. It is not part of SEQR but let it be noted that the board would be interested in the long term management of this project, both of the existing building and the new building.
 - Alec Gladd, Cuddy & Feder, applicant's attorney, commented that the long term maintenance is getting into the internal business operations of the use, which is a little bit outside the purview of the planning board. But the applicant does want to address concerns of the board and will discuss the matter further when they return before the board.

Statement of Negative Declaration for SEQR:

WHEREAS, the Planning Board has received applications for site plan review and subdivision for subdivision of the parcel at 135 Main Street into two lots of record and construction of a new building containing 72 dwelling units on the new lot, with the original lot containing an existing 119 unit multiple dwelling, including reconfiguration of off street parking in open space.

WHEREAS, the application was accompanied by additional materials, including a subdivision plat sub one with a revision date of March 22nd, 2022 and a site plan SP-1 with a revision date of July 25th, 2022 prepared by Rodney Morrison, LPE, LRC Group and Supplemental Materials; and,

WHEREAS, public hearings were held on the application on March 15, May 17th and September 20th, and the option application is considered to be an unlisted option action under SEQR; and,

WHEREAS, on September 21st, 2021, the Planning Board declared itself lead agency for SEQR and on August 9th, 2022, the Zoning Board consented to the Planning Board being the lead agency for SEQR; and,

WHEREAS, the action is more fully detailed in the full environmental assessment form, with a revision date of March 21st, 2022 prepared by Ken Spielberg and the application and plans outlined above; and,

WHEREAS, the Board has compared the impacts that are likely to result from the action against those in six 17.7 c1 1 through 12 and has determined that there will be no significant adverse environmental impacts and therefore a draft environmental impact statement will not be prepared.

NOW THEREFORE BE IT RESOLVED that the Board hereby adopts a Negative Declaration, but conditioned that the following be provided:

- Submission of a revised letter from the State Historic Preservation Office (SHPO); and,
- Approval of Storm Water Pollution Prevention Plan (SWPPP) by the City Engineer

Motion: Marjorie Smith

Second: Brian Veltre

Carried: 7:0:0

2. 117 NORTH HAMILTON STREET Application for site plan review relative to proposed wholesale storage, warehousing, manufacturing, creative, retail, contracting business. Two structures with 34 off-street parking spaces planned. Owner: 117 N Hamilton, LLC/North Hamilton Parcel LLC; Applicant: Baxter Development Corp.; Consultant: Rohde, Soyka & Andrews, Consulting Engineers, PC; Grid #6162-63-271278/266293; Zoning District: Light Industrial (I-1) District; File #2022-020

Brian Veltre Recused himself for this item.

Presenting: Eric Baxter, Development Team

Confirmed that variances were approved at the ZBA. The main changes have been the reduction of parking spaces to accommodate Fire Department requirements and Zoning ordinances, the reveal paneling to match the color of the retaining wall, the color of back building, all engineering comments and most fire comments have been addressed. The fire comments received this week will be added as conditions.

The board asked about the 100 Year Floodplain Permit. Mr. Baxter mentioned that the building was raised above the floodplain and that the permit will be completed. Also the Board requested that the applicant have their engineer respond in more detail regarding the storm water management. Sean O'Donnell made requests that the applicant be attentive to choosing plantings that are native, with a longer life span and pollinators.

Open Public Hearing

Motion: Marjorie Smith

Second: Nick DeLuccia

Carried: 7:0:0

Speaker:

Laurie Sandow of South Grand Avenue – Spoke in opposition off the application, feels the property has been poorly managed in the past. She requests that the board enforce hours of use.

The board asked Mr Baxter to confirm the hours of operation proposed in his application as six days per week, 8 to 10 hours per day from 7 a.m. to 5 p.m. which he confirmed as being correct.

Natalie Quinn requested review of details of the application before final decisions were made whether to adjourn or close the public hearing.

The comments from MASS Design were reviewed in detail, such as material choice, lighting plan, landscape plan, fencing, permeable pavement, signage, building utilities.

Close Public Hearing

Motion: Marjorie Smith

Second: Rosaura Andujar-McNeil

Carried: 7:0:0

3. 176 Rinaldi Boulevard: Site Plan Application for site plan review relative to the proposed two-story accessory building with a building footprint of 1,000 square feet, gross floor area of 1,800 square feet and unattached canopy located in the parking area. Owner/Applicant: Poughkeepsie Waterfront Development, LLC; Consultant: Tinkelman Architecture, PLLC; Grid #6061-26-744884; Zoning District: Waterfront District; File #2022-035

Presenting:

Joe Bonura, one of the principals of Poughkeepsie Waterfront Development
John Leichter, Tinkelman Architecture
Steven Tinkelman, Tinkelman Architecture

Joe Bonura outlined what the Grandview is, it's current use, proposed accessory building and portico and justification for the addition of both. He addressed the Fire Department comments and fire alarms will be added, the building is too small to require sprinklers or a fire suppression system. The engineering comments included those referencing the brownfield nature of the property but the brown fields are located farther south of the property and are of no concern or impact. There is no impact on increased utility usage as the use is not being increased. The portico did cause an issue because it was too close to the City force sewer main. The end result was that the applicant changed the portico to be like the event area and made it a tent structure that could be removed if the City needed access to the sewer main.

Marjorie Smith was opposed to the location of the drop off and the appearance. The board discussed the portico at length. The applicant decided to remove the portico from the site plan to facilitate approval. The applicant also went into detail regarding the

wedding cottage, the architectural design. The applicant and board continued with a detailed discussion about the architecture.

With regard to 176 Rinaldi Boulevard the site plan, file number 2022-035 a motion was made that the board open the public hearing.

Motion: Marjorie Smith

Second: Nick Deluccia

Carried: 7:0:0

Speakers:

Naomi Brooks of South Grand Avenue - Spoke in opposition to the project and recommended that it be presented to the Waterfront Committee before building permits be issued. Comments have been submitted in writing and are on record in the project file at City Hall.

Ethan Rignanese, 16 Hurlihe St., Poughkeepsie - Spoke in opposition to the project for various reasons including but not limited to environmental, parking and docking concerns.

Laurie Sandow of South Grand Avenue – Spoke in opposition to this project, feels it is more use, concerned with parking, opposed to the “walk on” of the applicant last meeting.

Natalie Quinn addressed some of the concerns from the public regarding walk on applications, the environment and Water Front Committee review.

Motion to close the public hearing

Motion: Marjorie Smith

Second: Nick Deluccia

Carried: 7:0:0

Applicant addressed some of the issues brought up by the public. There will be no increase in business thus no need for additional parking, the brownfield easement is south and does not interfere any way, and because of concern for blocking views and other reasons, the portico will be removed from the plan at this time.

With regard to our file for regarding 176 Rinaldi Boulevard.

WHEREAS, the Planning Board has received an application for the proposed two story accessory building with a building footprint of 1000 square feet, a gross area of 1800 square feet; and,

WHEREAS, the application is considered to be a Type two action under SEQR; and,

WHEREAS, the applicant submitted a short environmental assessment form which adequately describes the proposed action; and,

WHEREAS, the action is more fully detailed on plans by the TINKELMAN architect with a revision date of August 23rd, 2022, and supplemental documents that upon completion of the project prior to the issuance of the final certificate of occupancy and as built site plan set shall be approved to the Planning Department for Certification of compliance with the Planning Board approval; and,

I would move that the board grant site plan approval relative to file 2022-035 as outlined above with the provision that reference to a portico or port cohere or whatever that structure might be referenced as, is essentially eliminated from this site plan consideration and that all conditions are satisfied, and that shall include engineering and fire department comments, to the satisfaction of the respective department.

Motion: Marjorie Smith

Second: Brian Veltre

Carried: 5:2:0

Rosaura Andujar-McNeil commented on her concerns with how quickly the decision was made. Natalie Quinn, the applicant and the Board addressed some of her concerns.

Motion to adjourn to November 15, 2022

Motion: Marjorie Smith

Second: Ann Saylor

Carried: 7:0:0

For more details regarding the meeting, please visit the [Meeting Webcast](#) or the [Agendas and Minutes](#) page on the [City of Poughkeepsie](#) website.

MEMORANDUM

September 13, 2022

To: Natalie Quinn & Lori Garcia

Re: **Need for Site Plan approval extension**
Scenic Hudson's Northside Hub at 58 Parker Avenue
(Owned by Northside Junction, LLC, an affiliate entity of Scenic Hudson)
Poughkeepsie, Dutchess County 12601

Dear Natalie and Lori,

Scenic Hudson, through our affiliate entity and project owner Northside Junction, LLC, anticipated full approval of our Part 2 Historic Tax Credit submission this June. This is a critical milestone which approves our rehabilitation approach. The Part 2 submission had already received extensive reviews and approvals, previously making us confident in this timing. By proceeding with construction start before Part 2 approval, we would risk a major source of project funding loss should we inadvertently perform work that SHPO or the National Park Services deems non-conforming to the Standards for Historic Rehabilitation.

Our expected approval in June 2022 would have allowed us to begin construction work on July 11th, 2022. Unfortunately, internal changes within these agencies during the course of our application have led to an unexpected further review. The submission and review process takes about 3-4 months each time it is required. While we are confident in achieving overall approval, we have limited influence on the timeline. Unfortunately, regardless of whether our approval will come in this month or in several more, it will put us beyond our site plan approval expiration date of October 19, 2022.

We would therefore like to seek a site plan approval extension at the next meeting of the Planning Board.

Thank you so much for your consideration,



Caroline Alsup
Authorized Individual, Northside Junction, LLC
Project Director, Scenic Hudson

**THE CITY OF POUGHKEEPSIE
NEW YORK
PLANNING & ZONING
62 CIVIC CENTER PLAZA, 2ND FLOOR
POUGHKEEPSIE, NY 12601
Phone: (845) 451-4055 Fax: (845) 451-4006**

November 3, 2021

Caroline Alsup
c/o Scenic Hudson
One Civic Center Plaza Suite 200
Poughkeepsie, NY 12601

58 PARKER AVENUE: OFFICE CONVERSION

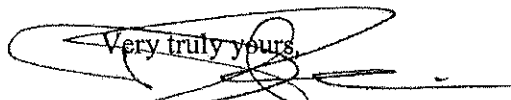
Application for Site Plan Review relative to the conversion of the existing former industrial complex at 58 Parker Avenue to workspace (offices) for Scenic Hudson. Owner/Applicant: Northside Junction, LLC (Caroline Alsup/Scenic Hudson); Consultant: MASS Design Group; Zoning District: Walkway Gateway District Mixed Use Commercial Subdistrict (G-CM) Grid #6162-77-6162-62-148369 and 6162-54-125385; File #2021-0459/30/21

Dear Applicant:

This letter is to inform you of the action taken at the Planning Board meeting held on October 19, 2021, relative to the application for site plan approval referenced above. The Board granted approval of the application with the following conditions:

- All comments from the Engineering Department in the letter dated October 14, 2021 shall be addressed to the satisfaction of the department
- Pursuant to recommendations by Dutchess County Planning Department all outdoor lighting on site shall be fully-shielded and installed in such a way that no light is emitted above a horizontal plane, lighting levels shall be approximately below 1 foot-candle, and all fixtures shall be of a color temperature no higher than 3,000 K.
- 10 bicycle parking spaces shall be provided within either the street transition zone or the building transition zone as outlined in Figure 3.25-6 of the Zoning Code

Please bring two full size copies of the plan to the Planning Department in order to obtain the Planning Board stamp of approval and all required City Department Head sign-offs. One set will be retained by the Planning Department and the other set will be returned to you to copy as necessary to apply for any required permits. Pursuant to section 19-6.1(k)(3)(a), site plan approval by the Planning Board is valid for a period of one year for purposes of obtaining any necessary building permits. Failure to obtain a permit within the time-period shall cause the approval to become null and void. Upon application, for good cause, the Planning Board may extend the validity of the approval, one time, for a period not to exceed one year.


Very truly yours,
Robert S. Levine, Esq
Chairman
Planning Board

**THE CITY OF POUGHKEEPSIE
NEW YORK
PLANNING & ZONING
62 CIVIC CENTER PLAZA, 2ND FLOOR
POUGHKEEPSIE, NY 12601
Phone: (845) 451-4055 Fax: (845) 451-4006
PLANNING BOARD RESOLUTION**

At a Regular Meeting of the Planning Board held on the 19th day of October, 2021, at 7:00pm, in the matter of the application of Northside Junction LLC regarding the property known as 58 Parker Avenue, Poughkeepsie, New York:

Present

Robert S. Levine, Esq
Rosaura Andujar-McNeil
Nick DeLuccia
Robert Mallory
Sean O'Donnell
Marjorie Smith
Brian Veltre

Excused

Anne Saylor

WHEREAS, the Planning Board has received an application relative to the proposed conversion of an existing former industrial complex to offices at 58 Parker Avenue, including development of a surface parking lot on the north side of Parker Avenue; and

WHEREAS, this application for site plan is considered to be an Unlisted Action under SEQRA; and

WHEREAS, the applicant submitted a Full EAF which adequately describes the proposed action; and

WHEREAS, the action is more fully detailed on a site plan set and elevations prepared by Alan A. Ricks, Architect, of MASS Design Group, dated 10/5/21, and supplemental documents; and

WHEREAS, the Board has compared the impacts that are likely to result from the action against those in 617.7(c)(1)(i) through (xii), as noted in the completed Part 2 and Part 3 Full EAF, and has determined that there will be no significant adverse environmental impacts and therefore, a draft environmental impact statement will not be prepared.

NOW THEREFORE BE IT RESOLVED that the Planning Board hereby adopts a Negative Declaration for the File PB#2021-045 as detailed in the application and the above referenced plans.

Motion: Marjorie Smith
Second: Robert Mallory
Carried: 7:0:0

WHEREAS, a public hearing was held on September 21, 2021 and October 19, 2021; and,

WHEREAS, the project received area variances from the Zoning Board of Appeals on October 12, 2021; and,

**THE CITY OF POUGHKEEPSIE
NEW YORK
PLANNING & ZONING**

62 CIVIC CENTER PLAZA, 2ND FLOOR
POUGHKEEPSIE, NY 12601

Phone: (845) 451-4055 Fax: (845) 451-4006

WHEREAS, the proposed project requires the provision of 108 off-street parking spaces based on the standards outlined in Section 19-3.25(13)(B), including a reduction of one required parking space for ever two bicycle parking spaces provided as outlined Section 19-3.25(12)(d); and,

WHEREAS, eight-seven (87) off-street parking spaces are provided on site and the Planning Board hereby grants a waiver of the remaining twenty-one (21) required spaces based on criteria and justifications outlined in a memorandum titled "Parking Count" submitted by the applicant and dated September 30, 2021, and as permitted pursuant to Section 19-3.25(13)(d); and,

WHEREAS, upon completion of the project, prior to the issuance of the final certificate of occupancy, an as-built site plan set shall be submitted to the Planning Department for certification of compliance with Planning Board approval; and

NOW THEREFORE BE IT FURTHER RESOLVED that the Board grant site plan approval relative to the proposed conversion of an existing former industrial complex to offices at 58 Parker Avenue, including development of a surface parking lot on the north side of Parker Avenue, File #2021-045, with the following conditions:

- All comments from the Engineering Department in the letter dated October 14, 2021 shall be addressed to the satisfaction of the department
- Pursuant to recommendations by Dutchess County Planning Department all outdoor lighting on site shall be fully-shielded and installed in such a way that no light is emitted above a horizontal plane, lighting levels shall be approximately below 1 foot-candle, and all fixtures shall be of a color temperature no higher than 3,000 K.
- 10 bicycle parking spaces shall be provided within either the street transition zone or the building transition zone as outlined in Figure 3.25-6 of the Zoning Code

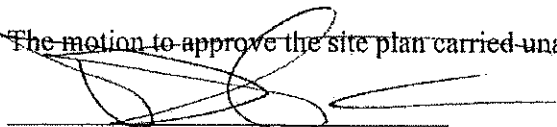
Motion: Marjorie Smith

Second: Robert Mallory

Roll Call Vote:

- Sean O'Donnell: Aye
- Marjorie Smith: Aye
- Nick DeLuccia: Aye
- Robert Mallory: Aye
- Rosaura Andujar McNeil: Aye
- Brain Veltrie: Aye
- Robert S. Levine: Aye

~~The motion to approve the site plan carried unanimously.~~



Robert S. Levine, Esq
Chairman

APPLICATION TO THE PLANNING BOARD
CITY OF POUGHKEEPSIE, NEW YORK

Application for Site Plan, Special Permit & Facade Approval

I. **PROPERTY ADDRESS:** 21 Fox Street, City of Poughkeepsie, NY 12601

II. **PROPERTY OWNER:** Fox Street Condominiums, LLC
ADDRESS: 21 Fox Street, City of Poughkeepsie

NY and 12601 (state and zip code)

PHONE NUMBER: 845-486-1473 (Steve Alex, LaBella Associates) (include area code)

III. **NAME OF APPLICANT:** Fox Street Condominiums, LLC (Contact: Steve Alex)

ADDRESS: 21 Fox Street, City of Poughkeepsie, NY 12601

(state and zip code)

PHONE NUMBER: 845-486-1473 (include area code)

EMAIL ADDRESS: salex@LaBellaPC.com

(If applicant is NOT the owner, proof of owner's consent to the application MUST be provided.)

IV. **CONSULTANT:**

ADDRESS:

(state and zip code)

PHONE NUMBER: (include area code)

V. **PROPOSED USE or FAÇADE CHANGE** (Summarize proposed use or uses):

Fox Street Condominiums, LLC is seeking site plan approval to construct a proposed 12-ft by 28-ft, fully enclosed, wood framed shed in the parking lot of LaBella Associates, located on 21 Fox Street in the City of Poughkeepsie. The proposed storage shed will be used to store equipment for the firm's environmental and survey groups. No ground disturbance is proposed as the wooden shed will be placed directly on pavement.

VI. **ZONING DISTRICT:** Research and Development (R&D)

OFFICE USE ONLY

CODE: PLSF

ID #

FEE:

Total, from:
\$500, plus
\$
(\$150 per 1000
square feet of floor
area), plus
\$
(\$35 per number of
required parking
spaces), plus
\$
(\$500 for special
permit, if applicable)

(Proceed to XVII for special permit & façade approval only)

PROJECT INFORMATION

New construction: YES (yes) _____ (no)

Change of use: _____ (yes) NO (no)

Expansion/addition: YES (yes) _____ (no)

Alteration: _____ (yes) NO (no)

Cost of Construction: \$ \$12,000

LOT AND BULK INFORMATION:

Lot area: 7 (acres) 304,921.20 (square feet)

Building Footprint: 336-sf (proposed square feet for new construction)

NA (existing square feet for change of use/expansion)

NA (additional proposed square feet for expansion)

336-sf (total building footprint, square feet)

Lot Coverage: <1% (percentage, building coverage only)

Gross Floor Area: 336-sf (proposed square feet for new construction)

NA (existing square feet for change of use/expansion)

NA (additional proposed square feet for expansion)

336-sf (total gross floor area, square feet)

Building Height: 12 ft (stories) _____ (feet)

Floor Area Ratio: ~0.001 (ratio of gross floor area divided by lot area)

VIII. PROJECT PARKING INFORMATION

A) Number of Off-Street Parking Spaces required: NA

B) Number of Off-Street Parking Spaces provided: NA

C) Waiver Requested: _____ (Yes) No (No)

Is municipal parking available within 600 feet? _____ (Yes) NO (No)

If yes, name all such municipal facilities: _____

(If a waiver is requested based on proximity to municipal facilities, a written request for such waiver, addressed to the City Planning Staff and the Chairman of the Planning Board, must be submitted with the application.)

If a private parking facility is to be utilized, is such facility within 600 feet?

NA (Yes) _____ (No)

If yes, provide the address of the facility, name of the property owner, number of spaces in the lot, number of spaces available for lease, and length of lease. Attach copy of lease. Additional information may be required by the Planning Board):

IX. RESIDENTIAL PROPOSALS

NA

A) Type of Development: _____
(Townhouse, condominium, multiple residence rental, etc.)

B) Unit Breakdown:

Number of efficiency or "studio" units: _____

Number of one (1) bedroom units: _____

Number of two (2) bedroom unit's _____

Number with three or more bedrooms: _____

Total number of units: _____

C) Is funding public? ____ Yes ____ No

If yes, describe funding source: _____

X. OFFICE PROPOSALS (____ Medical/Dental ____ Professional ____ Business)

NA

A) Number of Employees: _____

B) Number of doctors/dentists/medical practitioners: _____

C) Days/Hours of Operation: _____

XI. SERVICE BUSINESS PROPOSALS

NA

- A) Specify Business: _____
(e.g., laundromat, drycleaner, beauty parlor, travel agency, banks)
- B) Number of Employees: _____
- C) Number of Washing Machines (for laundromat): _____
- D) Days/Hours of Operation: _____

XII. MERCANTILE PROPOSALS (Retail _____ Wholesale _____)

NA

- A) Type of Mercantile (specify): _____
- B) Number of Employees: _____
- C) Days/Hours of Operation: _____

XIII. STANDARD RESTAURANT/FAST FOOD RESTAURANT/COFFEE SHOP/DONUT SHOP/NIGHTCLUB/DISCOTHEQUE/BAR PROPOSALS

NA

- A) Specify Use: _____
- B) Number of seats (excluding bar stools and outdoor seating): _____
- C) Meals served (i.e., breakfast, lunch, dinner): _____
- D) Type of Menu: _____
- E) Days/Hours of Operation: _____
- F) Entertainment (live and/or recorded): _____
- G) Will the restaurant contain a bar/lounge?: _____ Yes _____ No
- H) If yes, how many seats at the bar? _____
- I) Is a drive-through window proposed? _____
- J) Is a walk-up window proposed? _____
- K) Is an outdoor seating area proposed? _____
- L) If yes, how many seats are proposed? _____
- M) If yes, is outdoor cooking proposed? _____

XIV. INDUSTRIAL/COMMERCIAL PROPOSALS (Automobile repair, taxi, motor vehicle sales, warehouse, manufacturing, animal hospital, research facilities, etc.)

NA

- A) Specify Use: _____
- B) Number of shifts (if any): _____
- C) Number of employees: _____
(If shifts are proposed, list number of employees per shift)
- E) Number of work bays (if automobile repair): _____
- F) Days/Hours of operation: _____

XV. EDUCATIONAL/INSTITUTIONAL/RECREATIONAL PROPOSALS (e.g., Museums, Theatres, Conference Centers, Hotels, Motels, Hospitals, Nursing Homes, Assisted Living Facilities, Nursery Schools, Private Schools, Day Care Centers, Places of Worship, Marinas, Membership Clubs, etc.)

NA

A) Specify: _____

B) Number of shifts (if any): _____

C) Number of employees: _____
(If shifts are proposed, list number of employees per shift)

D) Number of beds (hospitals, nursing homes, etc.): _____

E) Number of seats in largest assembly space: _____

F) Number of classrooms (schools): _____

G) Number of rental units (hotels, motels, etc.) _____

H) Number of boat slips/courts (e.g., tennis, handball, etc.), alleys: _____

I) Days/Hours of Operation: _____

XVI. PROPOSALS NOT MENTIONED ABOVE (Please be specific):

South Avenue, LLC is seeking site plan approval to construct a fully enclosed 12-ft by 28-ft wood framed shed in the parking lot of LaBella Associates, located on 21 Fox Street in the City of Poughkeepsie. The proposed storage shed will be used to store equipment for the firm's environmental and survey groups. No ground disturbance is proposed as the wooden shed will be placed directly on pavement.

XVII. APPLICANT CERTIFICATION

I, Steve Alex, certify that the this application has addressed the objectives outlined in the Zoning Ordinance with consideration given to the public health, safety and welfare; the comfort and convenience of the public in general or the residents or users of the proposed development and of the immediate neighborhood.

The applicant certifies that all information contained herein is accurate and complete as of the date of this application.

Steven J. Alex

Signature of Applicant

10/4/22

Date

- LEGEND:**
- NO PHYSICAL BOUNDS
 - ADJACENT PROPERTY LINE
 - CITY ZONING LINE
 - EXISTING MAJOR CONTOUR
 - EXISTING MINOR CONTOUR
 - EXISTING SPOT GRADE
 - EXISTING FENCE
 - EXISTING TREE LINE
 - EXISTING OVERHEAD WIRES
 - EXISTING UNDERGROUND WATER LINE
 - EXISTING UNDERGROUND TELEPHONE LINE
 - EXISTING UNDERGROUND ELECTRIC LINE
 - EXISTING UNDERGROUND GAS LINE
 - EXISTING UNDERGROUND SEWER LINE
 - EXISTING UNDERGROUND STORM LINE
 - EXISTING HYDRANT
 - EXISTING CATCH BASIN
 - EXISTING SANITARY SEWER MANHOLE
 - EXISTING TELEPHONE MANHOLE
 - EXISTING ELECTRICAL MANHOLE
 - EXISTING UTILITY POLE
 - EXISTING WATER VALVE
 - EXISTING WATER SHUT OFF
 - EXISTING LIGHT POLE
 - EXISTING SIGN
 - FIRE ALARM PULL BOX
 - EXISTING TREE TO REMAIN
 - EXISTING TREE TO BE REMOVED

ZONE:

R-D ZONE (RESEARCH AND DEVELOPMENT DISTRICT)
LOT AREA = 1.05 ACRES

ADDRESS:

#228 SOUTH AVENUE, POUGHKEEPSIE N.Y. 12601

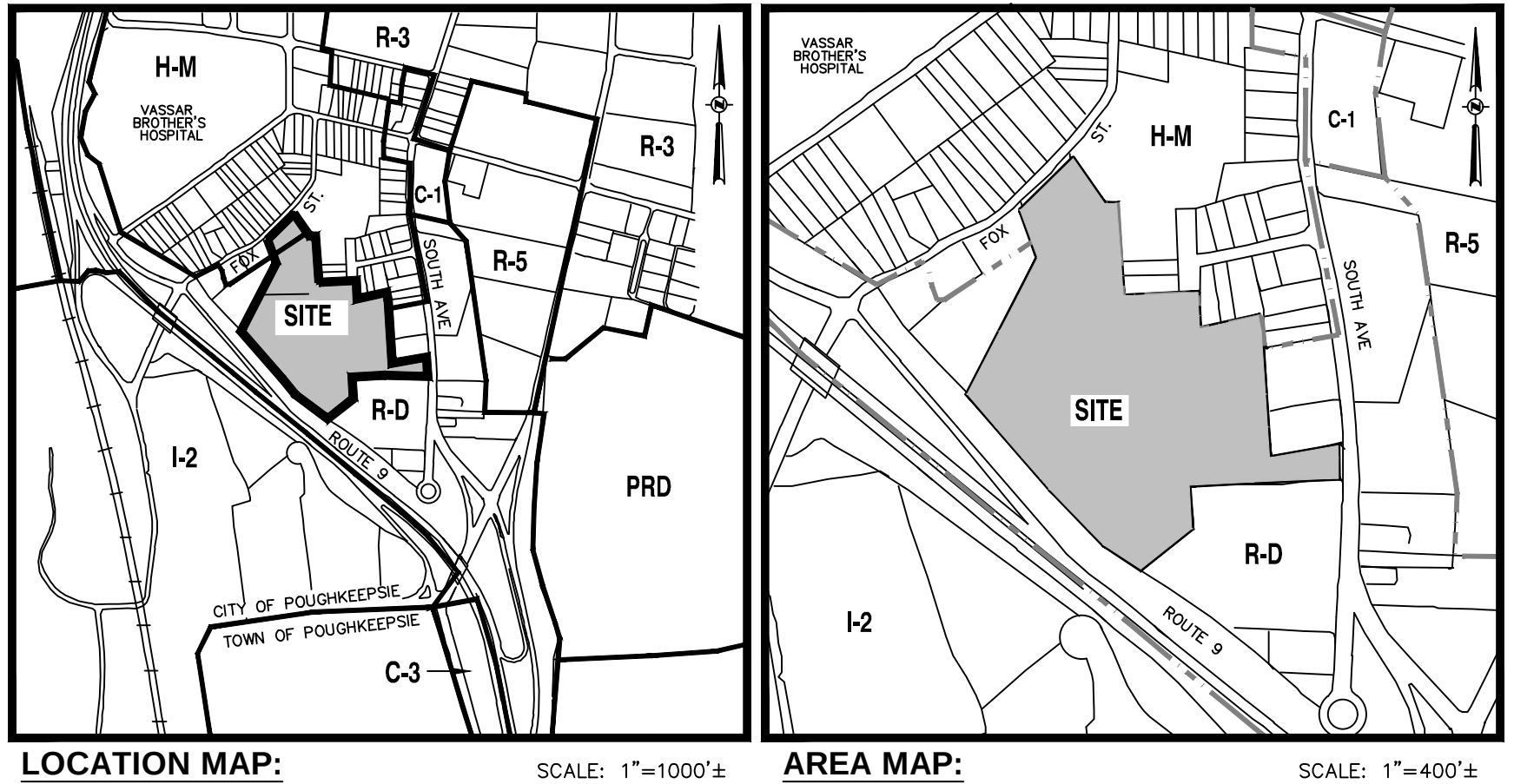
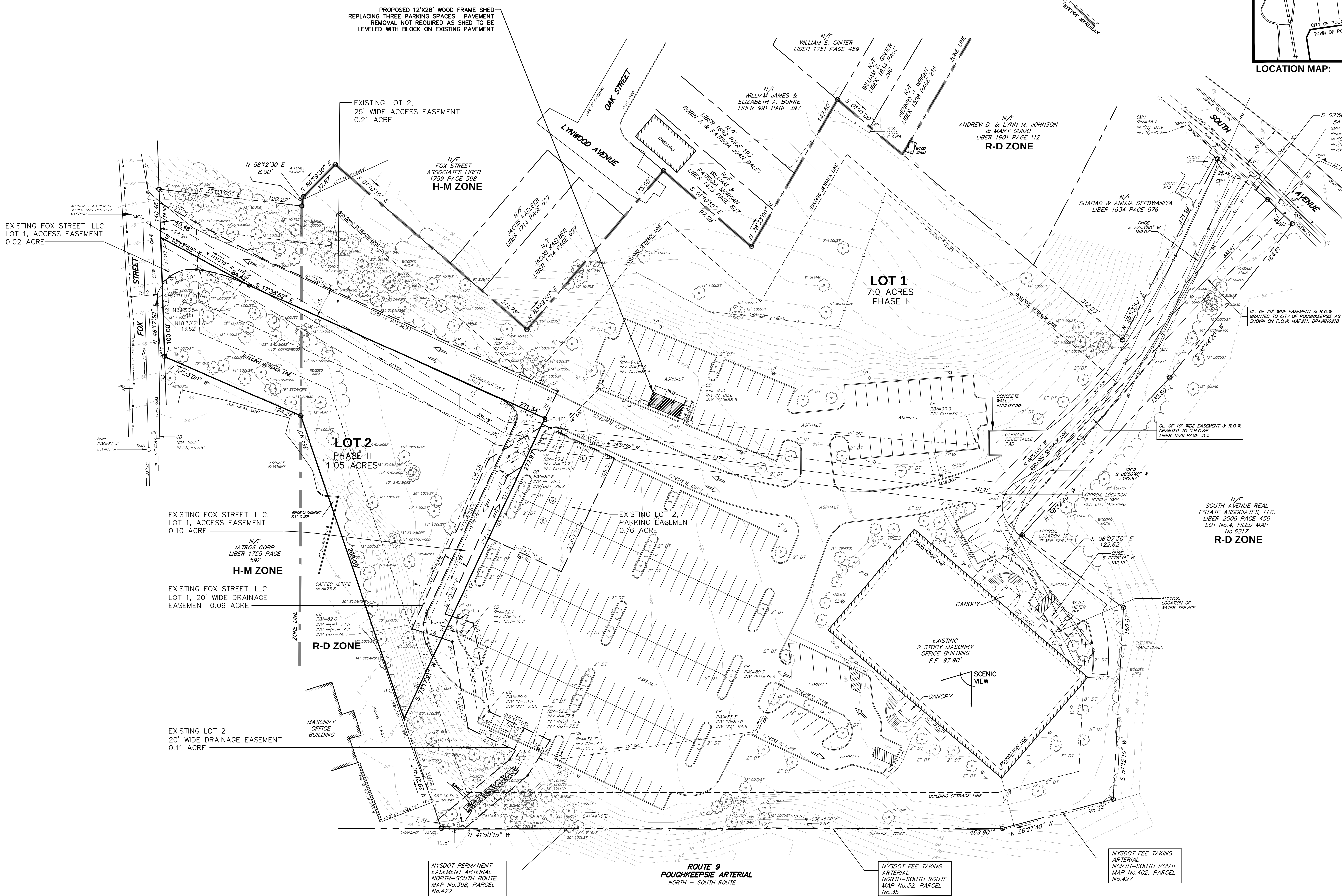
UTILITY AGENCIES:

CITY OF POUGHKEEPSIE PUBLIC WORKS
(845) 451-4111
CITY OF POUGHKEEPSIE ENGINEERING DEPARTMENT
(845) 451-4109
CENTRAL HUDSON GAS & ELECTRIC CORPORATION
(845) 452-2700

OWNER/APPLICANT:

SOUTH AVENUE, LLC
21 FOX STREET,
POUGHKEEPSIE, NY 12601

BEARING LINE TABLE	
L1-N73°20'08"W	14.32'
L2-S24°03'22"E	6.21'
L3-S24°03'22"E	18.64'
L4-N81°51'03"W	58.01'
L5-S81°51'03"E	77.92'
L6-N80°32'11"E	9.18'
L7-N24°03'22"W	9.25'
L8-N24°03'22"W	58.07'
L9-N23°40'10"E	12.40'
C1-R=31.00	L=20.72
C2-R=12.00	L=16.09
L10-N0°14'20"W	10.06'



MAP NOTES:

- UNAUTHORIZED ALTERATION OR ADDITION TO A SURVEY MAP BEARING A LICENSED LAND SURVEYOR'S SEAL IS A VIOLATION OF SECTION 7209, SUBDIVISION 2 OF THE NEW YORK STATE EDUCATION LAW. ANY SUCH VIOLATION IS A VIOLATION OF THE NEW YORK STATE EDUCATION LAW.
- ONLY COPIES FROM THE ORIGINAL OF THIS SURVEY MARKED WITH AN ORIGINAL OF THE LAND SURVEYOR'S INKED SEAL OR HIS EMBOSSED SEAL SHALL BE CONSIDERED TO BE VALID TRUE COPIES.
- CERTIFICATIONS INDICATED HEREON SIGNIFY THAT THIS SURVEY WAS PREPARED IN ACCORDANCE WITH THE EXISTING CODE OF PRACTICE FOR PROFESSIONAL LAND SURVEYORS AS ADOPTED BY THE NEW YORK STATE ASSOCIATION OF PROFESSIONAL LAND SURVEYORS. SAID CERTIFICATIONS SHALL RUN ONLY TO THE PERSON SO NOTED. CERTIFICATIONS ARE NOT TRANSFERABLE TO ADDITIONAL INSTITUTIONS, THEIR SUCCESSORS AND/OR ASSIGNS, OR SUBSEQUENT OWNERS.
- SURVEYED FROM RECORD DESCRIPTION AND AS IN POSSESSION.
- SUBJECT TO COVENANTS, EASEMENTS, RESTRICTIONS, CONDITIONS AND AGREEMENTS OF RECORD.
- TOPOGRAPHY SHOWN HEREON WAS COMPILED FROM A FIELD SURVEY COMPLETED JUNE 12, 2002. DATUM NAD 1929, 2' CONTOUR INTERVAL.
- PROPERTY SHOWN HEREON IS LOCATED IN FLOOD ZONE "C" AREAS OF MINIMAL FLOODING AS SHOWN ON FIRM MAPPING FOR THE CITY OF POUGHKEEPSIE. COMMUNITY PANEL #360222002B, DATED 1/5/84.
- EXISTING TREE LOCATIONS SHOWN HEREON PER FIELD SURVEY BY CHAZEN ENGINEERING & LAND SURVEYING CO., P.C. COMPLETED FEBRUARY 26, 2001.
- UNDERGROUND FACILITIES AND STRUCTURES SHOWN HEREON WERE TAKEN FROM DATA OBTAINED FROM PREVIOUS MAPS AND RECORD DRAWMINGS. ALL ABOVE GROUND STRUCTURES AND SURFACE FEATURES SHOWN HEREON ARE THE RESULT OF A FIELD SURVEY UNLESS OTHERWISE NOTED. THERE MAY BE OTHER UNDERGROUND UTILITIES, THE EXISTENCE OF WHICH ARE NOT KNOWN. UTILITIES AND STRUCTURES MUST BE VERIFIED BY THE APPROPRIATE AUTHORITIES. THE UNDERGROUND FACILITIES PROTECTIVE ORGANIZATION MUST BE NOTIFIED PRIOR TO CONDUCTING TEST BORING, EXCAVATION, AND CONSTRUCTION.

BULK TABLE:

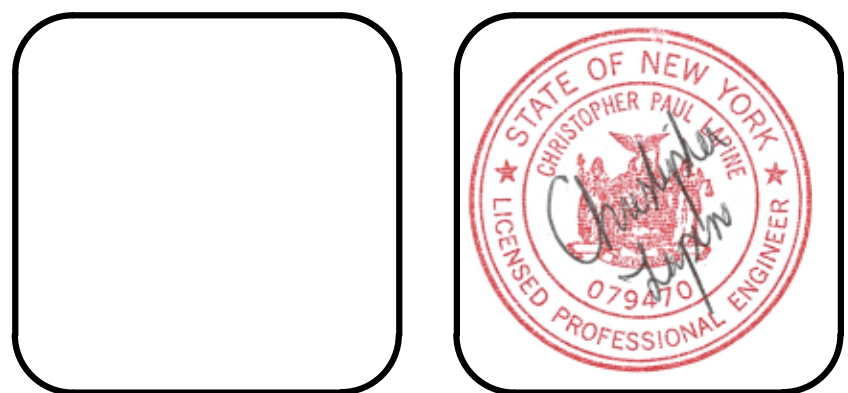
CITY OF POUGHKEEPSIE ZONING DISTRICT: RESEARCH & DEVELOPMENT (R-D)
ZONING REQUIREMENTS:

	REQUIRED	EXISTING LOT 1	PROPOSED LOT 1
MINIMUM LOT AREA	20,000 SF	7.00± ACRES OR 304,920± SF	7.00± ACRES OR 304,920± SF
MINIMUM REQUIRED FRONTAGE	100 FT	688.91 FT	688.91 FT
MINIMUM YARDS			
FRONT	30 FT	>590 FT	>590 FT
SIDES	30 FT	40.7 FT, 273± FT	40.7 FT, 273± FT
REAR	30 FT	26.7 FT*	26.7 FT*
BUILDING FOOTPRINT	NA	21,212± SF	21,212± SF
FLOOR AREA	NA	63,636± SF	63,636± SF
MAXIMUM FLOOR AREA RATIO (FAR)	1.0	0.21	0.21
MAXIMUM LOT COVERAGE	40%	6.06%	6.06%
MAXIMUM HEIGHT	NA	2 STORIES	2 STORIES
PARKING SPACES	1 SPACE PER 300 SF GROSS FLOOR AREA FOR OFFICE BUILDING	242 spaces (213 required)	239 spaces (213 required)
MINIMUM LANDSCAPED STRIP ALONG PROPERTY LINES	5 FT IN WIDTH INCLUDING EVERGREEN PLANTINGS AND OTHER LANDSCAPING AS WELL EFFECTIVELY SCREEN FROM NEIGHBORING LINES	≥ 3± FT	≥ 3± FT

* Existing Non-conformance.

CITY PLANNING BOARD
CITY OF POUGHKEEPSIE, NEW YORK
SITE PLAN APPROVAL

FILE NO.: _____
PROJECT NAME: _____
PROJECT LOCATION: _____
APPLICANT: _____
OFFICIALLY APPROVED at the Planning Board meeting held the _____ day of _____, 20____
PLANNING CHAIRMAN: _____
DESIGNEE: _____
DATE SIGNED: _____
CONDITIONS: _____



ALL RIGHTS RESERVED. COPY OR REPRODUCTION OF THIS PLAN OR ANY PORTION THEREOF IS PROHIBITED WITHOUT THE WRITTEN PERMISSION OF THE DESIGN ENGINEER, SURVEYOR, OR ARCHITECT. UNAUTHORIZED ALTERATION OR ADDITION TO A SURVEY MAP BEARING A LICENSED LAND SURVEYOR'S SEAL IS A VIOLATION OF SECTION 7209, SUBDIVISION 2 OF THE NEW YORK STATE EDUCATION LAW. I HEREBY CERTIFY THAT THIS SURVEY MAP IS BASED ON AN ACTUAL FIELD SURVEY COMPLETED JUNE 12, 2002 AND THAT THIS SURVEY MAP WAS MADE BY ME OR UNDER MY DIRECTION AND CONFORMANCE WITH THE MINIMUM STANDARD OF PRACTICE ADOPTED BY THE NEW YORK STATE ASSOCIATION OF PROFESSIONAL LAND SURVEYORS.

THE Chazen COMPANIES
Engineers/Surveyors
Planners
Environmental Scientists

CHAZEN ENGINEERING & LAND SURVEYING CO., P.C.

Dutchess County Office: 21 Fox Street, Poughkeepsie, NY 12601, Phone: (845) 454-3980
Orange County Office: 263 Route 179, Newburgh, New York 12550, Phone: (845) 567-1133
Capital District Office: 20 Surry Avenue, Troy, NY 12182, Phone: (518) 235-8050
North Country Office: 110 Glen Street, Glens Falls, New York 12081, Phone: (518) 812-0913

rev.	date	description
5	10/03/22	PROPOSED SHED LOCATION
4	08/23/04	NO CHANGE
3	09/05/03	NO CHANGE
2	09/26/03	NO CHANGE
1	07/31/03	NO CHANGE

21 FOX ST, POUGHKEEPSIE NY

FOX STREET CONDOMINIUMS, LLC
SITE PLAN

CITY OF POUGHKEEPSIE, DUTCHESS COUNTY, NEW YORK

drawn	checked
JAS	
date	scale
07/25/03	1"=40'
project no.	
80355-00	
sheet no.	
SP1	

Short Environmental Assessment Form

Part 1 - Project Information

Instructions for Completing

Part 1 – Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 – Project and Sponsor Information				
Name of Action or Project:				
Project Location (describe, and attach a location map):				
Brief Description of Proposed Action:				
Name of Applicant or Sponsor:			Telephone:	
			E-Mail:	
Address:				
City/PO:		State:		Zip Code:
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation?			NO	YES
If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			☐	☐
2. Does the proposed action require a permit, approval or funding from any other government Agency?			NO	YES
If Yes, list agency(s) name and permit or approval:			☐	☐
3. a. Total acreage of the site of the proposed action? _____ acres				
b. Total acreage to be physically disturbed? _____ acres				
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ acres				
4. Check all land uses that occur on, are adjoining or near the proposed action:				
5. Urban Rural (non-agriculture) Industrial Commercial Residential (suburban)				
☐ Forest Agriculture Aquatic Other(Specify):				
☐ Parkland				

5. Is the proposed action,	NO	YES	N/A
a. A permitted use under the zoning regulations? Fully enclosed storage is classified as an accessory use in the Research and Development District (R&D)	☐	☐	☐
b. Consistent with the adopted comprehensive plan?	☐	☐	☐
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
	☐	☐	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area?	NO	YES	
If Yes, identify: _____	☐	☐	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	NO	YES	
	☐	☐	
b. Are public transportation services available at or near the site of the proposed action?	☐	☐	
c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	☐	☐	
9. Does the proposed action meet or exceed the state energy code requirements?	NO	YES	
If the proposed action will exceed requirements, describe design features and technologies: _____ _____	☐	☐	
10. Will the proposed action connect to an existing public/private water supply?	NO	YES	
If No, describe method for providing potable water: _____ _____	☐	☐	
11. Will the proposed action connect to existing wastewater utilities?	NO	YES	
If No, describe method for providing wastewater treatment: _____ _____	☐	☐	
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?	NO	YES	
	☐	☐	
b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	☐	☐	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?	NO	YES	
	☐	☐	
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody?	☐	☐	
If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ _____ _____			

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: ☐ Shoreline ☐ Forest Agricultural/grasslands Early mid-successional Wetland ☐ Urban Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES
	☐	☐
16. Is the project site located in the 100-year flood plan?	NO	YES
	☐	☐
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes, a. Will storm water discharges flow to adjacent properties? b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe:	NO	YES
	☐	☐
	☐	☐
	☐	☐
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment:	NO	YES
	☐	☐
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe:	NO	YES
	☐	☐
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe:	NO	YES
	☐	☐
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE Applicant/sponsor/name: _____ Date: _____ Signature:  _____ Title: _____		



Disclaimer: The EAF Mapper is a screening tool intended to assist project sponsors and reviewing agencies in preparing an environmental assessment form (EAF). Not all questions asked in the EAF are answered by the EAF Mapper. Additional information on any EAF question can be obtained by consulting the EAF Workbooks. Although the EAF Mapper provides the most up-to-date digital data available to DEC, you may also need to contact local or other data sources in order to obtain data not provided by the Mapper. Digital data is not a substitute for agency determinations.



Part 1 / Question 7 [Critical Environmental Area]	No
Part 1 / Question 12a [National or State Register of Historic Places or State Eligible Sites]	No
Part 1 / Question 12b [Archeological Sites]	Yes
Part 1 / Question 13a [Wetlands or Other Regulated Waterbodies]	No
Part 1 / Question 15 [Threatened or Endangered Animal]	Yes
Part 1 / Question 15 [Threatened or Endangered Animal - Name]	Atlantic Sturgeon, Bald Eagle, Shortnose Sturgeon
Part 1 / Question 16 [100 Year Flood Plain]	No
Part 1 / Question 20 [Remediation Site]	Yes

October 11, 2022

Natalie Quinn
Development Director
City of Poughkeepsie
62 Civic Center Plaza, 2nd Floor
Poughkeepsie, NY 12601

RE: 21 Fox Street - Storage Shed Review

Dear Director Quinn:

LaBella Associates submitted an application to the Planning Board on October 4, 2022. We have received a Site Plan Check Sheet dated October 6, 2022, from Lori Garcia of your office. Please find our responses enclosed.

The enumerated responses below pertain to the "No" checked boxes in the order in which they are shown on the attached check list.

1. A statement Indicating the financial capability.
 - a. Response: The applicant has already purchased the shed.
2. Are any waivers requested?
 - a. Requested waivers:
 - i. Existing contours. No prosed site disturbance or grading. Waiver requested.
 - ii. FEMA 10-year floodplain - none present. Waiver requested.
 - iii. Detailed architectural elevation. Waiver requested.
 - iv. Showing proposed utilities - none proposed. Waiver requested.
 - v. Proposed lighting - none proposed. Waiver requested.
 - vi. Proposed new grades - no changes in grading proposed. Waiver requested.
 - vii. Proposed easements - none proposed. Waiver requested.
 - viii. Fire alarms - no new proposed. Waiver requested.



- ix. Determination of stormwater quality requirements - no site disturbance or grading proposed that would impact this requirement. Waiver requested.
- x. Plans for stormwater improvements - no new stormwater provision proposed. Waiver requested.
- xi. Tree removal - no trees proposed to be removed. Waiver requested.

3. Other Items checked as "no" are included in the waiver request above.

Please find enclosed 11 copies of the plan set.

Respectfully submitted,

LaBella Associates

Steven J. Alex, PLS
Vice President, Land Surveying