

**City of Poughkeepsie
Zoning Board of Appeals
Meeting Agenda**

Common Council Chambers
Tuesday, April 9, 2024
6:00 PM

I. CALL TO ORDER

II. APPROVAL OF MEETING MINUTES

1. Approval of March 12, 2024 meeting minutes

III. ADJOURNED APPLICATIONS & PUBLIC HEARINGS

1. **134 SMITH STREET - USE VARIANCES**
2. **27 SOUTH CLINTON STREET – USE & AREA VARIANCES**

IV. SEQRA REVIEW

1. 14 GRAND STREET: Planning Board Declaration of Intent to be Lead Agency

The Planning Board has declared its intent to be Lead Agency for the purposes of SEQRA relative to an application for site plan review for the proposed conversion of the existing carriage house at the rear of the property to a single-family dwelling. There is an existing three family dwelling on the premises. Area variances and a parking waiver are also required. Owner/Applicant: Justin Brown and Caroline Alsup; Grid #6062-84-957077 and #6162-69-112219; Zoned: Central Urban Density Residence District (R-4A); File #2024-014

2. 654 MAIN STREET: Planning Board Declaration of Intent to be Lead

Agency

The Planning Board has declared its intent to be Lead Agency for the purposes of SEQR relative to an application for subdivision, site plan and special permit review relative to a proposed development that will include the reconfiguration of fourteen lots of record into three lots. One lot, 654 Main Street, contains an existing building with a supermarket which will not be altered. Another lot, 698 Main Street, will contain a mixed-use building with commercial on the first floor and 7 dwelling units. The third lot will front Reynolds Avenue and contain 28 dwelling units. The residential developments will contain usable open space. The existing parking lot will be reconfigured to include fewer spaces overall and additional landscaping. The parking lot is proposed to be shared between the three properties. In addition to the Planning Board approvals specified, variances from the Zoning Board of Appeals will be required. Owner: EFDS Realty Corp; Applicant/Consultant: Jay Diesing, RA AIA, Mauri Architects PC; Grid #6161-33-543870, 564864, 526859, 530858, 533857, 537856, 540855, 544854, 548853, 551852, 555852, 559850, 563849, 567848; Zoning District: C-2A. R-4

V. REVIEW OF RESOLUTIONS

1. 40 CIVIC CENTER PLAZA - AREA VARIANCE

Application for area variance relative to the proposed construction of an additional story on the existing ten story building where the height of buildings is limited to six stories, requiring a variance of Section 19-3.37(8), Table 3.37-2 of the Zoning Ordinance. Owner: Rakesh Patel (IDA); Applicant: Jim Hutchinson; Zoning District: PID-CC; Grid #6162-69-038151; File #ZBA2024-002

2. 15 NORTH CLINTON STREET - AREA VARIANCE

Application for area variances relative to the proposed conversion of the existing four family dwelling at 15 North Clinton Street to an eight family dwelling, requiring variances of Section 19-3.15(4)(c), to allow a lot of 8,114.45 square feet where 22,400 square feet is required, Section 19-3.15(4)(i) to allow 1889 square feet of usable open space for tenant recreational purposes where 2,400 square feet is required, and Section 19-4.3(11)(a) to allow 12 off-street parking spaces where 16 are required, Section 19-4.3(1) and (2), to allow an opaque fence along the south property line where landscape strips are required, and Section 19-4.11, to allow an opaque fence along the south, east and west property lines where a landscape strip is required. Owner/Applicant: North Clinton Holdings LLC; Consultant: Jason Lichwick Architecture PLLC; Grid: # 6162-79-272082; File #ZBA2024-005

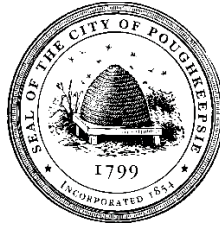
VI. PUBLIC HEARINGS & DELIBERATIONS

1. 15 HOFFMAN AVE – AREA VARIANCE

Application for area variance relative to Section 19-3.15(4)(e) requiring a 6 foot side yard set back to allow for a zero-lot line setback. Owner/Applicant: Kamil Sero and Hweido Sero; Consultant: Jason Lichtwick Architecture, PLLC; Grid: # 6161-34-628812; District: R-4, medium high-density residential; File #: ZBA 2023-027

2. 168 ACADEMY STREET - AREA VARIANCE

Application for area variances relative to the placement of two freestanding signs, requiring variances of Section 19-4.9(7)(b)(1) of the Zoning Ordinance to allow two freestanding signs where only one is permitted; Section 19-4.9(9)(d)(2) to allow freestanding signs to be 71” wide and 42” high for a total square footage of 20.25 square feet per sign face where such signs are restricted to a maximum dimension of three feet in height or width and a total of six square feet in area per sign face. Owner: Manor At Woodside LLC (IDA), LLC; Applicant: Signarama of Dutchess; Zoning District: R-5; Grid #6061-44-989631; File #ZBA2024-003



City of Poughkeepsie Zoning Board of Appeals
Meeting Draft Minutes
Common Council Chambers
Tuesday, March 12, 2024 6:00 PM

Present

Scott Parker
Jessical Vinall
Thomas Klug
Justin Phillips
Sam Finnerman
James Patterson

Staff

Rebecca Valk, Corporation Counsel
Dan Supple, Assistant Corporation Counsel
Richard Distel, City Planner
Lori Garcia, Board Administrative Assistant

I. CALL TO ORDER

II. APPROVAL OF MEETING MINUTES

Approval of February 13, 2024 Meeting Minutes
Motion: Thomas Klug
Second: Jessica Vinall
Carried: 6:0:0

III. ADJOURNED APPLICATIONS

1. 134 SMITH STREET - USE VARIANCES

Review Adjourned to May
Motion: Scott Parker
Second: Jessica Vinall
Carried: 6:0:0

2. 49 CIVIC CENTER PLAZA – INTERPRETATION

Review/Public Hearing Adjourned to April
Motion: Scott Parker
Second: Jessica Vinall
Carried: 6:0:0

IV. PUBLIC HEARINGS

1. 15 HOFFMAN AVENUE – AREA VARIANCE

Due to an advertising error, this application will not be reviewed at the March meeting.

2. 40 CIVIC CENTER PLAZA AREA VARIANCE APPLICATION #2024-002

Application for area variance relative to the proposed construction of an additional story on the existing ten story building where the height of buildings is limited to six stories, requiring a variance of Section 19-3.37(8), Table 3.37-2 of the Zoning Ordinance. Owner: Rakesh Patel (IDA); Applicant: Jim Hutchinson; Zoning District: PID-CC; Grid #6162-69-038151

Presenting: Jim Hutchinson

Motion made to open the Public Hearing
Motion: Scott Parker
Second: James Patterson
Carried: 6:0:0

No speakers

Motion made to close the Public Hearing
Motion: Scott Parker
Second: James Patterson
Carried: 6:0:0

Motion to adjourn the application review to April 9, 2024
Motion: Scott Parker
Second: Thomas Klug
Carried: 6:0:0

3. 168 ACADEMY STREET - AREA VARIANCE

Application for area variances relative to the placement of two freestanding signs, requiring variances of Section 19-4.9(7)(b)(1) of the Zoning Ordinance to allow two freestanding signs where only one is permitted; Section 19-4.9(9)(d)(1) to allow freestanding signs to be closer than five feet to the property line; Section 19-4.9(9)(d)(2) to allow freestanding signs to be 71” wide and 42” high for a total square footage of 20.25 square feet per sign face where such signs are restricted to a maximum dimension of three feet in height or width and a total of six square feet in area per sign face; and Section 19-4.9(9)(d)(4) to allow nine words where no more than five words are permitted per sign face. Owner: Manor At Woodside LLC (IDA), LLC; Applicant: Signarama of Dutchess; Zoning District: R-5; Grid #6061-44-989631; File #ZBA2024-003

Presenting: Adam, Signarama

Motion made to open the Public Hearing
Motion: Scott Parker
Second: Jessica Vinall
Carried: 6:0:0

Speakers: Dr. David Giannascoli

Motion made to adjourn the Public Hearing
Motion: Scott Parker
Second: Thomas Klug
Carried: 6:0:0

Motion to adjourn the application review to April 9, 2024
Motion: Scott Parker
Second: Thomas Klug
Carried: 6:0:0

4. 15 NORTH CLINTON STREET - AREA VARIANCE

Application for area variances relative to the proposed conversion of the existing four family dwelling at 15 North Clinton Street to an eight family dwelling, requiring variances of Section 19-3.15(4)(c), to allow a lot of 8,114.45 square feet where 22,400 square feet is required, Section 19-3.15(4)(i) to allow 1889 square feet of usable open space for tenant recreational purposes where 2,400 square feet is required, and Section 19-4.3(11)(a) to allow 12 off-street parking spaces where 16 are required, Section 19-4.3(1) and (2), to allow an opaque fence

along the south property line where landscape strips are required, and Section 19-4.11, to allow an opaque fence along the south, east and west property lines where a landscape strip is required. Owner/Applicant: North Clinton Holdings LLC; Consultant: Jason Lichwick Architecture PLLC; Grid: # 6162-79-272082; File #2024-005

Presenting: Issah Nesheiwat, Applicant
Jason Lichwick, Architect

Motion made to open the Public Hearing
Motion: Scott Parker
Second: Thomas Klug
Carried: 6:0:0

No speakers

Motion made to close the Public Hearing
Motion: Scott Parker
Second: Justin Phillips
Carried: 6:0:0

Motion to close the application review to April 9, 2024
Motion: Scott Parker
Second: Jessica Vinall
Carried: 6:0:0

5. 14 GRAND STREET AREA VARIANCE APPLICATION #2024-007

Application for area variances relative to the conversion of the existing carriage house on the property to a single family dwelling. There is an existing three family dwelling on the premises. The conversion requires variances of the following sections of the Zoning Ordinance: Section 19-3.19(4)(f) to allow a zero rear yard set-back where 15 feet is required; and, Section 19-3.19(4)(k) to allow less than the required usable open space of 1,400sf with minimum dimensions of 30'x40'; For Section 19-4.3(11) which requires 8 parking spaces, the applicant plans to request a waiver from the Planning Board for 4 spaces, and for Section 19-4.11(1)(b) which requires that landscape strips be provided along all property lines of multifamily uses, the applicant plans to request the Planning Board approve an opaque fence or wall on the southern portion of the property. Owner/Applicant: Caroline Aslup and Justin Brown; Zoning District: R-4A; Grid #6062-84-957077

Presenting: Jason Brown and Caroline Aslup, Owner/Applicant

Motion made to open the Public Hearing
Motion: Scott Parker
Second: Thomas Klug
Carried: 6:0:0

Speakers:
Sakima McClinton
Maurine Bunn
Paul Hesse

Motion made to adjourn the Public Hearing
Motion: Scott Parker
Second: James Patterson
Carried: 6:0:0

Motion to adjourn the application review to April 9, 2024

Motion: Scott Parker

Second: Justin Phillips

Carried: 6:0:0

V. CONTINUED APPLICATION REVIEW

1. 27 SOUTH CLINTON STREET – USE & AREA VARIANCE APPLICATIONS

Application for use variance relative to the proposed construction of a 4-unit multiple dwelling on the vacant lot at 27 South Clinton Street (formerly the site of a single family dwelling) in an R-2A zoning district which limits the number of dwelling units to two (2), requiring a variance of Section 19-3.13.1(2) of the Zoning Ordinance. Application for area variances of: Section 19-3.13.1(4)(a)(3) which requires 10,000 square feet of lot area to allow 8712 square feet; Section 19-3.13.1(4)(d)(2), which requires a 20 front yard to allow a 10 foot front yard on South Clinton Street and an 8 foot front yard of Church Street; Section 19-3.13.1(4)(d)(2), which requires side yards of 10 feet, to possibly allow a side yard of 6 feet, depending on the configuration of the stairs on the south side of the building; Section 19-3.13.1(4)(d)(3), which requires a rear yard of 15 feet, to allow the (east) rear yard to be 5 feet (the remaining yard area is compromised by off-street parking); Section 19-4.3(5)(b) which requires parking spaces to be a minimum of 20 feet deep to allow 18 foot deep spaces; Section 19-4.3(5)(b), which requires aisles between rows of parking to be 22 feet wide, to allow an 18' wide aisle between rows of parking; Section 19-4.3(5)(11), which requires 9 parking spaces, to allow 8 parking spaces; Section 19-4.13, which requires that all accessory uses be set back a minimum of 6 feet from the property line, to allow garbage bins to be located virtually on the south side property line; and, Section 19-4.14(3)(a) which requires that all fences be a minimum of 10 feet from any wall containing a legal window, to allow a fence to be within 7 feet of a wall; Owner/Applicant: 27 South Clinton Street, LLC/Quincy William; Consultant: Ciro Interrante; Zoning District: R-2A; Grid #6161-22-237923; File #2023-035.

Presenting: Quincy Williams, Owner/Applicant

Ciro Interrante, Architect

Motion to adjourn the application review to April 9, 2024

Motion: Scott Parker

Second: Thomas Klug

Carried: 6:0:0

VI. BOARD BUSINESS

1. Review of meeting date change

A motion was made to approve the revised meeting calendar

Motion: Scott Parker

Second: Jessica Vinall

Carried: 6:0:0

A motion was made to adjourn the meeting until April 9, 2024

Motion: Scott Parker

Second: Thomas Klug

Carried: 6:0:0

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



**THE CITY OF POUGHKEEPSIE
NEW YORK
DEVELOPMENT DEPARTMENT
62 CIVIC CENTER PLAZA, 2ND FLOOR
POUGHKEEPSIE, NY 12601
Phone: (845) 451-4007 Fax: (845) 451-4006**

**NOTICE TO INVOLVED AGENCIES
DECLARATION OF INTENT TO BE LEAD AGENCY
14 GRAND STREET**

March 28, 2024

To CITY OF POUGHKEEPSIE ZONING BOARD OF APPEALS

The City of Poughkeepsie Planning Board is in receipt of the hereto attached Full Environmental Assessment Form (FEAF) relative to the following project:

14 GRAND STREET: APPLICATION FOR SITE PLAN

Site Plan application for the proposed conversion of the existing carriage house at the rear of the property to a single-family dwelling. There is an existing three family dwelling on the premises, Area variances and a parking waiver are also required. Owner/Applicant: Justin Brown and Caroline Alsup; Grid #6062-84-957077 and #6162-69-112219; Zoned: Central Urban Density Residence District (R-4A); File #2024-014

Upon review of the application, the Planning Board determined that the project is subject to the State Environmental Review Act (SEQR) and its implementing regulations, 6 NYCRR Part 617, as an Unlisted Action. On March 26, 2024 the Planning Board declared their intent to serve as Lead Agency as the official agency with the broadest governmental powers for investigating the potential impacts of the action and the greatest responsibility for providing the most thorough environmental assessment.

Accordingly, this memorandum constitutes notice that the City of Poughkeepsie Planning Board is seeking lead agency status for the purposes of leading a coordinated review pursuant to SEQR.

Your agency has been identified an involved agency under Part 617 of Title 6 NYCRR. If your agency consents to the Planning Board designation as lead agency, please sign and return the attached form to the Planning Department within thirty (30) days. Alternatively, you may use the attached form to object to the designation and follow the procedures as outlined in 6 NYCRR Part 617.6(b)(5).

You are also invited and encouraged to state any interests and concerns and note potential impacts of the overall action with regard to SEQR.

Please note that failure to respond within thirty (30) days of the date of this communication will be interpreted as consent to the Planning Board's designation as lead agency.



**THE CITY OF POUGHKEEPSIE
NEW YORK
DEVELOPMENT DEPARTMENT
62 CIVIC CENTER PLAZA, 2ND FLOOR
POUGHKEEPSIE, NY 12601
Phone: (845) 451-4007 Fax: (845) 451-4006**

**CONSENT TO LEAD AGENCY
14 GRAND STREET**

The undersigned, on behalf of the Zoning Board of Appeals hereby:

- ☐ **Consents** to the Planning Board serving as Lead Agency for the coordinated environmental review of the Proposed Action and requests that the undersigned continue to be notified of all filings and hearings on this matter.
- ☐ **Does not consent** to the City of Poughkeepsie Planning Board serving as Lead Agency and desires that the above named agency instead serve as Lead Agency. **To contest Lead Agency designation, the undersigned intends to follow the procedures in accordance with 6 NYCRR Part 617.6(b)(5).**

Please provide any comments, concerns and note any possible impacts below (additional pages may be attached as necessary):

Signature of Responsible Officer

Date

Print name and title

**PLEASE RETURN TO THE DEVELOPMENT DEPARTMENT BY MAIL OR FAX
(SEE ABOVE)**



**THE CITY OF POUGHKEEPSIE
NEW YORK
DEVELOPMENT DEPARTMENT
62 CIVIC CENTER PLAZA, 2ND FLOOR
POUGHKEEPSIE, NY 12601
Phone: (845) 451-4007 Fax: (845) 451-4006**

**NOTICE TO INVOLVED AGENCIES
DECLARATION OF INTENT TO BE LEAD AGENCY
654 MAIN STREET/698 MAIN STREET/REYNOLDS AVENUE**

March 28, 2024

To CITY OF POUGHKEEPSIE ZONING BOARD OF APPEALS

The City of Poughkeepsie Planning Board is in receipt of the hereto attached Full Environmental Assessment Form (FEAF) relative to the following project:

654 MAIN STREET/698 MAIN STREET /REYNOLDS AVENUE

Application for subdivision, site plan and special permit review relative to a proposed development that will include the reconfiguration of fourteen lots of record into three lots. One lot, 654 Main Street, contains an existing building with a supermarket which will not be altered. Another lot, 698 Main Street, will contain a mixed-use building with commercial on the first floor and 7 dwelling units. The third lot will front Reynolds Avenue and contain 28 dwelling units. The residential developments will contain usable open space. The existing parking lot will be reconfigured to include fewer spaces overall and additional landscaping. The parking lot is proposed to be shared between the three properties. In addition to the Planning Board approvals specified, variances from the Zoning Board of Appeals will be required. Owner: EFDS Realty Corp; Applicant/Consultant: Jay Diesing, RA AIA, Mauri Architects PC; Grid #6161-33-543870, 564864, 526859, 530858, 533857, 537856, 540855, 544854, 548853, 551852, 555852, 559850, 563849, 567848; Zoning District: C-2A. R-4

Upon review of the application, the Planning Board determined that the project is subject to the State Environmental Review Act (SEQR) and its implementing regulations, 6 NYCRR Part 617, as an Unlisted Action. On March 26, 2024 the Planning Board declared their intent to serve as Lead Agency as the official agency with the broadest governmental powers for investigating the potential impacts of the action and the greatest responsibility for providing the most thorough environmental assessment.

Accordingly, this memorandum constitutes notice that the City of Poughkeepsie Planning Board is seeking lead agency status for the purposes of leading a coordinated review pursuant to SEQR.

Your agency has been identified an involved agency under Part 617 of Title 6 NYCRR. If your agency consents to the Planning Board designation as lead agency, please sign and return the attached form to the Planning Department within thirty (30) days. Alternatively, you may use the attached form to object to the designation and follow the procedures as outlined in 6 NYCRR Part 617.6(b)(5).

You are also invited and encouraged to state any interests and concerns and note potential impacts of the overall action with regard to SEQR.

Please note that failure to respond within thirty (30) days of the date of this communication will be interpreted as consent to the Planning Board's designation as lead agency.



**THE CITY OF POUGHKEEPSIE
NEW YORK
DEVELOPMENT DEPARTMENT
62 CIVIC CENTER PLAZA, 2ND FLOOR
POUGHKEEPSIE, NY 12601
Phone: (845) 451-4007 Fax: (845) 451-4006**

**CONSENT TO LEAD AGENCY
654 MAIN STREET/698 MAIN STREET/REYNOLDS AVENUE**

The undersigned, on behalf of the Zoning Board of Appeals hereby:

- ☐ **Consents** to the Planning Board serving as Lead Agency for the coordinated environmental review of the Proposed Action and requests that the undersigned continue to be notified of all filings and hearings on this matter.
- ☐ **Does not consent** to the City of Poughkeepsie Planning Board serving as Lead Agency and desires that the above named agency instead serve as Lead Agency. **To contest Lead Agency designation, the undersigned intends to follow the procedures in accordance with 6 NYCRR Part 617.6(b)(5).**

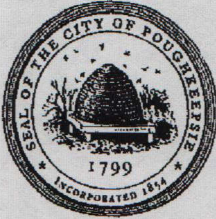
Please provide any comments, concerns and note any possible impacts below (additional pages may be attached as necessary):

Signature of Responsible Officer

Date

Print name and title

**PLEASE RETURN TO THE DEVELOPMENT DEPARTMENT BY MAIL OR FAX
(SEE ABOVE)**



**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**

FEE: \$350.00
CODE: A2112
ID# _____
IPS# _____

ZONING BOARD OF APPEALS AREA VARIANCE APPLICATION

PROPERTY ADDRESS: 40 Civic Center Plaza, Poughkeepsie, NY 12601

ZONING DISTRICT: Poughkeepsie Innovation District Civic Corridor - 'PID-CC'

OWNER INFORMATION:

Name: Rakesh Patel
Address: 6646 Old Collamer Road, Syracuse NY
13057
Phone: 315-663-7870
Email: RakeshPatel@visionshotels.com

APPLICANT INFORMATION:

Name: Jim Hutchinson
Address: 40 civic center plaza Poughkeepsie
NY 12601
Phone: 203-434-9634
Email: Jimhutchinson@visionshotels.com

CONSULTANT INFORMATION:

Name: Mussachio Architects, P.C.
Address: 30 North Forest Road
Williamsville, NY 14221
Phone: (716) 631-9949
Email: marc@mussachioarchitects.com

SUBJECT OF APPEAL

This application relative to the above referenced property constitutes an appeal from the decision, determination or violation of an official of the City of Poughkeepsie.

Name and title of agent: Judith Knauss, Deputy Zoning Administrator

Date of decision/determination/violation: Friday, November 17, 2023

Please note that a copy of the communication must be attached with this application.

ZONING BOARD OF APPEALS AREA VARIANCE APPLICATION
PROPERTY ADDRESS: 40 Civic Center Plaza, Poughkeepsie, NY 12601

AREA VARIANCE REQUESTS

All sections under this heading must be answered completely. Bear in mind that a variance is actually relief from the strict application of the requirements of the law (the Zoning Ordinance), and the Zoning Board of Appeals is required to give sound reasons, based on the criteria set forth in this application, for granting any such relief.

SECTION	REQUIRING/PROHIBITING	REQUESTED VARIANCE
Section 19-3.37(8) Table 3.37-2	Maximum Bldg Height: 6-Stories	11-Stories
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

VARIANCE REQUEST JUSTIFICATION

Pursuant to Section 19-8.4 (2) (d) of the Zoning Ordinance, the Zoning Board of Appeals, in making its determination, shall take into consideration the benefit to the applicant if the variance is granted, as weighed against the detriment to the health, safety and welfare of the neighborhood or community by such granting.

Bear in mind that a variance is actually relief from the strict application of the requirements of the law (the Zoning Ordinance), and the Zoning Board of Appeals is required by law to give sound reasons, based on the criteria set forth in this application, for granting any such relief. **Please note that it is therefore incumbent upon the applicant to demonstrate to the Board that the criteria for the granting of the variance(s) are satisfied.**

Responses to the following questions shall be attached to and submitted with the application.

- 1) Will the granting of the variance produce an undesirable change in the character of the neighborhood or be a detriment to nearby properties? If not, please explain why.
- 2) Can the benefit sought be achieved by some other method feasibly for the applicant to pursue, other than an area variance? Identify what alternatives to the variance, if any, have been explored (for example, alternative designs, purchasing of contiguous properties, etc.). Why is the variance necessary?
- 3) Is/are the requested area variance(s) substantial? Explain why they are not substantial.
- 4) Will the variance(s) have an adverse affect or impact on the physical or environmental conditions in the neighborhood or district? Why not?
- 5) Is the need for the area variance(s) the result of self-created difficulties on your part, or unique to the property? Explain.

ZONING BOARD OF APPEALS AREA VARIANCE APPLICATION
PROPERTY ADDRESS: 40 Civic Center Plaza, Poughkeepsie, NY 12601

LIST OF REQUIRED ATTACHMENTS

1. Letter or communication which resulted in application to the ZBA.
2. Site or Plot Plan: Nine (9) copies.
3. Color photos of site conditions: Nine (9) copies
4. Complete Short EAF
5. Electronic file submission of the plot plan and color photos
6. Other attachments deemed pertinent by the applicant (please list):

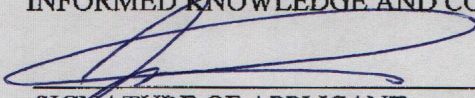
Roof Bar floor plan

Building elevation

SIGNATURE AND VERIFICATION

Please be advised that no application can be deemed complete unless signed below.

THE APPLICANT HEREBY STATES THAT ALL INFORMATION GIVEN IS ACCURATE AS OF THE DATE OF APPLICATION. THE APPLICANT, IF NOT THE OWNER OF THE PROPERTY, HEREBY SWEARS THAT THIS APPLICATION IS MADE WITH THE INFORMED KNOWLEDGE AND CONSENT OF THE OWNER.



SIGNATURE OF APPLICANT

11/29/2023
DATE

Jim Hutchinson
Print Name

Subject: Application for Zoning Approval - Hudson Valley Lodging Associated DBA DoubleTree By Hilton
Poughkeepsie Rooftop Bar Project

Jim Hutchinson

40 civic center plaza

Poughkeepsie, NY, 12601

Jimhutchinson@visionshotels.com

203-434-9634

1/24/2024

Dear Members of the Zoning Board,

I am writing to formally submit for approval the proposed rooftop bar project by Hudson Valley Lodging Associated, doing business as DoubleTree By Hilton Poughkeepsie. The project aims to enhance the existing hotel facilities and contribute positively to the local community.

Project Overview:

Project Name: Hudson Valley Lodging Associated DBA DoubleTree By Hilton Poughkeepsie Rooftop Bar Project

Nature of Project: Construction of a rooftop bar atop the current hotel

Rationale for Project:

1. ****Job Creation:**** The rooftop bar project is expected to generate employment opportunities for 20 full and part-time workers. These positions will contribute to the local economy and provide stable employment for residents of Poughkeepsie.

2. ****Economic Impact:**** The construction phase of the project will also stimulate economic growth by creating additional jobs within the construction industry. Local contractors and suppliers will benefit from the project, further supporting the city's economic development.

3. **Tourism Enhancement:** The addition of a rooftop bar will enhance the overall appeal of the DoubleTree By Hilton Poughkeepsie, attracting more visitors to the area. This increased tourism will positively impact local businesses and contribute to the vibrancy of the community.

4. **Community Engagement:** The rooftop bar will serve as a gathering place for both residents and visitors, fostering community engagement and social interaction. It aligns with the city's goal of creating vibrant spaces for people to connect and enjoy the local amenities.

5. **Architectural Harmony:** The design of the rooftop bar will be in harmony with the existing structure of the hotel, ensuring that it complements the surrounding architecture and maintains the aesthetic integrity of the area.

We understand the importance of adhering to zoning regulations and are committed to working closely with the Zoning Board to address any concerns or considerations. We have conducted a thorough assessment of the project's impact on the local community and believe it aligns with the city's goals for growth and development.

We kindly request the opportunity to present the project in more detail during an upcoming zoning board meeting. Your support for this project is crucial in realizing the economic and social benefits it promises to bring to Poughkeepsie.

Thank you for considering our application. We look forward to the opportunity to discuss the Hudson Valley Lodging Associated DBA DoubleTree By Hilton Poughkeepsie Rooftop Bar Project in further detail.

Sincerely,

Jim Hutchinson

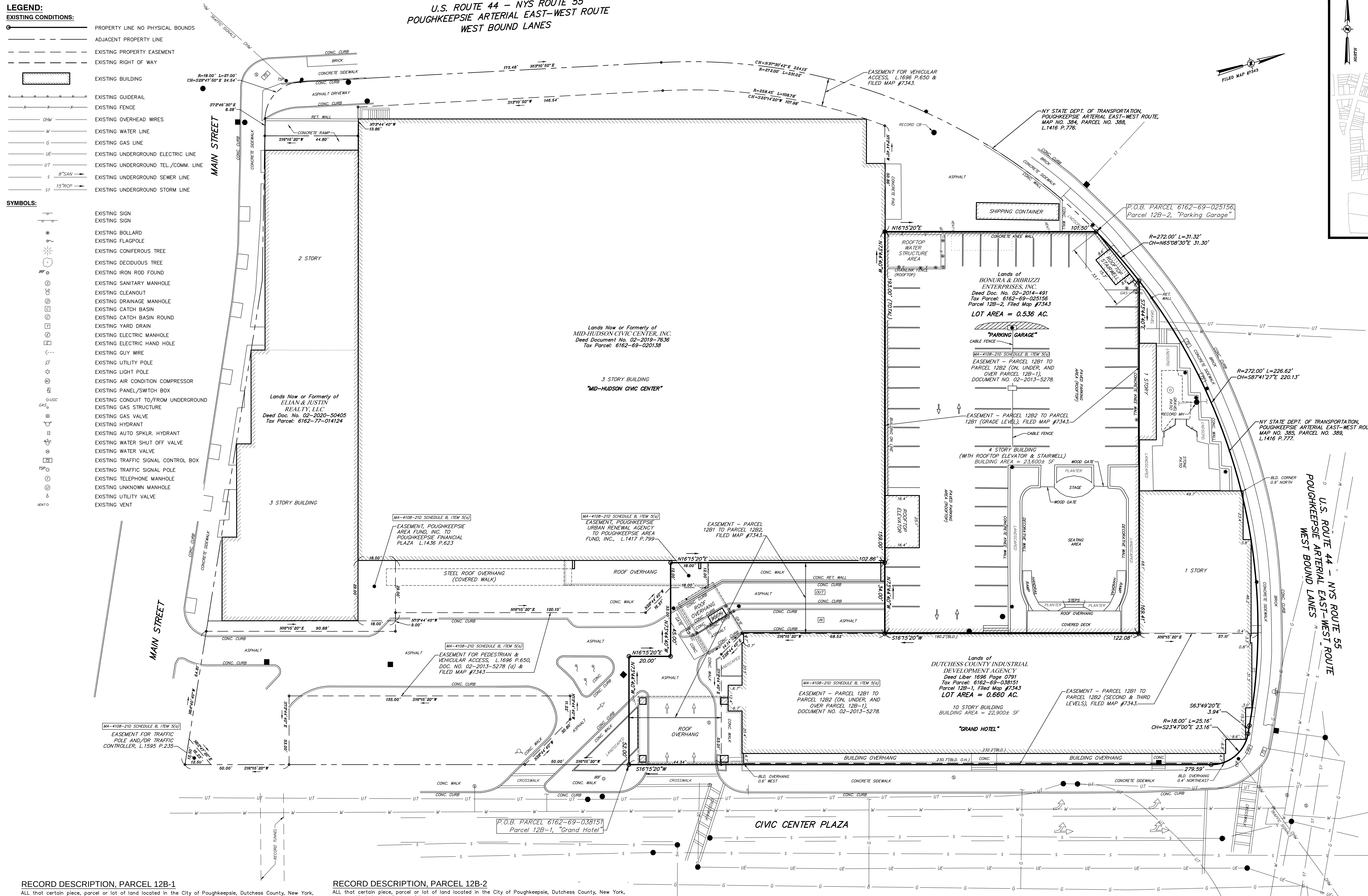
LEGEND:

EXISTING CONDITIONS:

- PROPERTY LINE NO PHYSICAL BOUNDS
- ADJACENT PROPERTY LINE
- EXISTING PROPERTY EASEMENT
- EXISTING RIGHT OF WAY
- EXISTING BUILDING
- EXISTING GUIDERAIL
- EXISTING FENCE
- EXISTING OVERHEAD WIRES
- EXISTING WATER LINE
- EXISTING GAS LINE
- EXISTING UNDERGROUND ELECTRIC LINE
- EXISTING UNDERGROUND TEL./COMM. LINE
- EXISTING UNDERGROUND SEWER LINE
- EXISTING UNDERGROUND STORM LINE

SYMBOLS:

- EXISTING SIGN
- EXISTING SIGN
- EXISTING BOLLARD
- EXISTING FLAGPOLE
- EXISTING CONIFEROUS TREE
- EXISTING DECIDUOUS TREE
- EXISTING IRON ROD FOUND
- EXISTING SANITARY MANHOLE
- EXISTING CLEANOUT
- EXISTING DRAINAGE MANHOLE
- EXISTING CATCH BASIN
- EXISTING CATCH BASIN ROUND
- EXISTING YARD DRAIN
- EXISTING ELECTRIC MANHOLE
- EXISTING ELECTRIC HAND HOLE
- EXISTING GUY WIRE
- EXISTING UTILITY POLE
- EXISTING LIGHT POLE
- EXISTING AIR CONDITION COMPRESSOR
- EXISTING PANEL/SWITCH BOX
- EXISTING CONDUIT TO/FROM UNDERGROUND
- EXISTING GAS STRUCTURE
- EXISTING GAS VALVE
- EXISTING HYDRANT
- EXISTING AUTO SPKLR. HYDRANT
- EXISTING WATER SHUT OFF VALVE
- EXISTING WATER VALVE
- EXISTING TRAFFIC SIGNAL CONTROL BOX
- EXISTING TRAFFIC SIGNAL POLE
- EXISTING TELEPHONE MANHOLE
- EXISTING UNKNOWN MANHOLE
- EXISTING UTILITY VALVE
- EXISTING VENT



RECORD DESCRIPTION, PARCEL 12B-1

ALL that certain piece, parcel or lot of land located in the City of Poughkeepsie, Dutchess County, New York, more particularly bounded and described as follows:

Parcel 12B-1 on a certain subdivision map entitled "2 Lot Subdivision, Poughkeepsie Urban Renewal Agency, City Hall Project - Disposition Parcel 12b" which map was heretofore filed in the Dutchess County Clerk's Office on August 12, 1985 as Map Number 7343.

SURVEY DESCRIPTION, PARCEL 12B-1

PARCEL 12B-1

ALL that certain plot, piece or parcel of land, situate, lying and being in the City of Poughkeepsie, Dutchess County, New York and being more particularly bounded and described as follows:

BEGINNING at a point on the westerly side of Civic Center Plaza at the southeasterly corner of the Parcel 12B-1 as shown on a certain map entitled "2 Lot Subdivision Poughkeepsie Urban Renewal Agency, City Hall Project - Disposition Parcel 12b" filed in the office of the Dutchess County Clerk on August 9, 1985 as filed map #7343, and running thence along the division line of the herein described parcel and lands now or formerly of Mid-Hudson Civic Center, Inc. as described in Deed No. 02-2019-7636, N. 73°44'40" W. 52.00 feet, N. 16°15'20" E. 20.00 feet, N. 73°44'40" W. 45.00 feet and N. 16°15'20" E. 102.86 feet; thence along the division line between the herein described parcel and along lands now or formerly of Bonura & Dibizzi Enterprises, Inc. as described in Deed document number 02-2014-491, S. 73°44'40" E. 34.00 feet, N. 16°15'20" E. 122.08 feet and N. 73°44'40" W. 169.41 feet to the beginning curve of a non-tangent curve; thence along the highway boundary line of U.S. Route 44 - NYS Route 55 and along the westerly side of Civic Center Plaza, along a curve to the right having a radius of 272.00 feet and an arc distance of 226.62 feet, said curve having a chord bearing S 87°41'27" E. 220.13 feet, S. 63°49'20" E. 3.94 feet, and along a tangent curve to the right having a radius of 15.00 feet and an arc distance of 25.16 feet, said curve having a chord bearing S 23°47'00" E. 23.16 feet; thence continuing along the westerly side of Civic Center Plaza S. 16°15'20" W. 279.59 feet to the point or place of BEGINNING.

Containing 28,741 square feet or 0.660 Acre of land more or less.

BEING and intended to be Parcel 12B-1 as shown on a certain map entitled "2 Lot Subdivision Poughkeepsie Urban Renewal Agency, City Hall Project - Disposition Parcel 12b" filed in the office of the Dutchess County Clerk on August 9, 1985 as filed map #7343.

January 14, 2022.

RECORD DESCRIPTION, PARCEL 12B-2

ALL that certain piece, parcel or lot of land located in the City of Poughkeepsie, Dutchess County, New York, more particularly bounded and described as follows:

Parcel 12B-2 on a certain subdivision map entitled "2 Lot Subdivision, Poughkeepsie Urban Renewal Agency, City Hall Project - Disposition Parcel 12b" which map was heretofore filed in the Dutchess County Clerk's Office on August 12, 1985 as Map Number 7343.

SURVEY DESCRIPTION, PARCEL 12B-2

PARCEL 12B-2

ALL that certain plot, piece or parcel of land, situate, lying and being in the City of Poughkeepsie, Dutchess County, New York and being more particularly bounded and described as follows:

BEGINNING at a point on the southeasterly side of U.S. Route 44 - NYS Route 55 at the northwesterly corner of Parcel 12B-2 as shown on a certain map entitled "2 Lot Subdivision Poughkeepsie Urban Renewal Agency, City Hall Project - Disposition Parcel 12b" filed in the office of the Dutchess County Clerk on August 9, 1985 as filed map #7343, and running thence easterly along the southerly line of said Highway along a curve to the right having a radius of 272.00 feet and an arc distance of 31.32 feet, said curve having a chord bearing N 65°08'30" E. 31.30 feet; thence along the division line between the herein described parcel and lands now or formerly of Dutchess County Industrial Development Agency as described in Deed Liber 1696 at page 791, S. 73°44'40" E. 169.41 feet and S. 16°15'20" W. 122.08 feet; thence continuing along said division line in part and along lands now or formerly of Mid-Hudson Civic Center, Inc. as described in Deed No. 02-2019-7636, N. 73°44'40" W. 193.00 feet and N. 16°15'20" E. 101.50 feet to the point or place of BEGINNING.

Containing 23,328 square feet or 0.536 Acre of land more or less.

BEING and intended to be Parcel 12B-2 as shown on a certain map entitled "2 Lot Subdivision Poughkeepsie Urban Renewal Agency, City Hall Project - Disposition Parcel 12b" filed in the office of the Dutchess County Clerk on August 9, 1985 as filed map #7343.

January 14, 2022.

PARKING:

PARKING GARAGE, PARCEL 12B-2, TAX LOT 025156:

2ND LEVEL OF BUILDING, PARKING DECK = 60 REGULAR SPACES AND 4 HANDICAP SPACES
3RD LEVEL OF BUILDING, PARKING DECK = 54 REGULAR SPACES AND 4 HANDICAP SPACES
4TH LEVEL OF BLD.(ROOFTOP), PARKING DECK = 173 REGULAR SPACES AND 8 HANDICAP SPACES
TOTAL

HOTEL, PARCEL 12B-1, TAX LOT 038151:

2ND LEVEL OF BUILDING, PARKING DECK = 40 REGULAR SPACES AND 0 HANDICAP SPACES
3RD LEVEL OF BUILDING, PARKING DECK = 40 REGULAR SPACES AND 0 HANDICAP SPACES
TOTAL = 80 REGULAR SPACES AND 0 HANDICAP SPACES

FLOOD ZONE NOTE

PARCELS SHOWN HEREON LIE WITHIN "OTHER AREAS, ZONE X" AREAS DETERMINED TO BE OUTSIDE THE 0.2% CHANCE FLOODPLAIN, AS SHOWN ON FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) NATIONAL FLOOD INSURANCE PROGRAM (NFIP) FLOOD INSURANCE RATE MAP (FIRM) FOR THE CITY OF POUGHKEEPSIE, DUTCHESS COUNTY, NEW YORK COMMUNITY NUMBER 360222, MAP # 36022C0358E, EFFECTIVE DATE MAY 2, 2012.

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.

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SURVEYED FROM RECORD DESCRIPTION AND AS IN POSSESSION.

SUBSURFACE STRUCTURES NOT VISIBLE OR READILY APPARENT ARE NOT SHOWN AND THEIR LOCATION AND RIGHTS RESERVED.

BUILDING SHOWN HEREON SERVED BY UNDERGROUND UTILITIES.

THE UNDERGROUND UTILITIES SHOWN HAVE BEEN LOCATED FROM FIELD SURVEY INFORMATION AND EXISTING DRAWINGS (MAP REFERENCE NO. 1, FILED MAP #7343). THE SURVEYOR MAKES NO GUARANTEES THAT THE UNDERGROUND UTILITIES SHOWN COMPRISE ALL SUCH UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED. THE SURVEYOR FURTHER DOES NOT WARRANT THAT THE UNDERGROUND UTILITIES SHOWN ARE IN THE EXACT LOCATION INDICATED ALTHOUGH THE SURVEYOR DOES CERTIFY THAT THEY ARE LOCATED AS ACCURATELY AS POSSIBLE FROM INFORMATION AVAILABLE. THE SURVEYOR HAS NOT PHYSICALLY LOCATED THE UNDERGROUND UTILITIES.

THE CONTRACTOR SHALL COMPLY WITH NEW YORK STATE INDUSTRIAL CODE RULE 753 - 48 HOURS PRIOR TO DIGGING CALL DIGSAFELY NEW YORK 1-800-962-7962 TO HAVE PUBLIC UTILITY LOCATIONS PAINTED.

TAX PARCEL NUMBER(S):

CITY OF POUGHKEEPSIE, DUTCHESS COUNTY, NEW YORK
12B-1, HOTEL PARCEL, 6162-69-038151
12B-2, PARKING GARAGE, 6162-69-025156

MAP REFERENCE:

1. REFERENCE IS HEREBY MADE TO A CERTAIN MAP ENTITLED "2 LOT SUBDIVISION POUGHKEEPSIE URBAN RENEWAL AGENCY CITY HALL PROJECT - DISPOSITION PARCEL 12b" FILED IN THE OFFICE OF THE DUTCHESS COUNTY CLERK ON AUGUST 9, 1985 AS FILED MAP #7343.
2. REFERENCE IS HEREBY MADE TO A CERTAIN MAP ENTITLED "SUBDIVISION OF LANDS OF POUGHKEEPSIE URBAN RENEWAL AGENCY DISPOSITION PARCEL #12" FILED IN THE OFFICE OF THE DUTCHESS COUNTY CLERK ON NOVEMBER 18, 1974 AS FILED MAP #4492.

DEED REFERENCE:

1. PARCEL 12B-1 TAX LOT: 6162-69-025156; POUGHKEEPSIE URBAN RENEWAL AGENCY TO DUTCHESS COUNTY INDUSTRIAL DEVELOPMENT AGENCY DATED JANUARY 31, 1980 AND FILED IN THE OFFICE OF THE DUTCHESS COUNTY CLERK AS DEED LIBER 1696 PAGE 791.
2. PARCEL: 12B-2 TAX LOT: 6162-69-038151; GRAND PARKING GARAGE, LLC TO BONURA AND DIBIRIZI ENTERPRISES, INC., DATED DECEMBER 13, 2013 AND FILED IN THE OFFICE OF THE DUTCHESS COUNTY CLERK JANUARY 21, 2014 AS DEED DOCUMENT NO. 02-2014-491.

TITLE SCHEDULE B NOTES:

WITH REFERENCE TO MONDO ABSTRACT CORP. AS AGENT FOR THE SECURITY TITLE GUARANTEE CORPORATION OF BALTIMORE, TITLE NO. MA-4108-210, EFFECTIVE DATE 10/03/2013; SCHEDULE B, ITEMS;

- 5(a). Easement in Liber 1417 page 799. [AFFECTS PARCEL 12B-1 & THE ACCESS EASEMENT TO PARCEL 12B-2 AND IS SHOWN HEREON ALONG THE SOUTHERLY & WESTERLY LINE OF PARCEL 12B-1.]
- Subject to Easement in Liber 1436 page 625. [DOES NOT TOUCH THE SUBJECT PARCELS, IS SHOWN HEREON ALONG THE EASTERLY LINE OF TAX PARCEL 6162-77-014124.]
- Easement in Liber 1595 page 235. [TRAFFIC POLE AND/OR TRAFFIC CONTROLLER EASEMENT AFFECTS THE ACCESS EASEMENT TO PARCEL 12B-1 & 12B2.]
- Easement in Document No. 02-2013-5278.
 - (a) A PERMANENT EASEMENT ON, UNDER, AND OVER PARCEL 12B-1 FOR THE PURPOSE OF INTEGRATING, CONSTRUCTING, MAINTAINING AND RECONSTRUCTING A PORTION OF THE BUILDING OR STRUCTURE ERECTED OR TO BE ERECTED ON PARCEL 12B-2. [IS SHOWN HEREON AS THE ENTIRETY OF PARCEL 12B-1. AFFECTS PARCEL 12B-1.]
 - (b) A PERMANENT EASEMENT ON, UNDER, AND OVER PARCEL 12B-2 FOR THE PURPOSE OF INTEGRATING, CONSTRUCTING, MAINTAINING AND RECONSTRUCTING A PORTION OF THE BUILDING OR STRUCTURE ERECTED OR TO BE ERECTED ON PARCEL 12B-1. [IS SHOWN HEREON AS THE ENTIRETY OF PARCEL 12B-2. AFFECTS PARCEL 12B-2.]
 - (c) A PERMANENT EASEMENT ON, UNDER, AND OVER PARCEL 12B-2 FOR THE BENEFIT OF PARCEL 12B-1 FOR THE PURPOSE OF PEDESTRIAN AND VEHICULAR ACCESS TO THE BUILDING OR STRUCTURE ERECTED OR TO BE ERECTED ON PARCEL 12B-1 AND THE EASEMENT AREA SET FORTH IN "D)" ABOVE. [IS SHOWN HEREON AS ENTIRETY OF PARCEL 12B-2. AFFECTS PARCEL 12B-2.]
 - (d) [EASEMENTS HERETOFORE GRANTED TO POUGHKEEPSIE URBAN RENEWAL AGENCY THE AREA FUND OF DUTCHESS COUNTY. [IS SHOWN HEREON TO THE EAST OF "MID-HUDSON CIVIC CENTER. AFFECTS EASEMENT RECORDED IN LIBER 1595 OF DEEDS AT PAGE 235.]
 - (e) EASEMENT FOR LIGHT AND AIR FOR THE BENEFIT OF PARCEL 12B-1. [EASEMENT IS NON-PROTRACTIBLE. AFFECTS PARCEL 12B-2.]
 - (f) EASEMENT GRANTED OR TO BE GRANTED TO THE AREA FUND. [EASEMENT IS NON-PROTRACTIBLE. AFFECTS BOTH PARCELS.]
 - (g) EASEMENT ON, UNDER, AND OVER PARCEL 12B-1 FOR THE BENEFIT OF PARCEL 12B-2 FOR THE PURPOSE OF PEDESTRIAN AND VEHICULAR ACCESS TO THE BUILDING OR STRUCTURE. [AFFECTS PARCEL 12B-1.]

Easements in Document No. 02-2013-5280 [(a-g), WHICH ARE THE SAME EASEMENTS CARRIED FORWARD FROM DOCUMENT NO. 02-2013-5278.]

Easements in Document No. 02-2014-491 [(a-g), WHICH ARE THE SAME EASEMENTS CARRIED FORWARD FROM DOCUMENT NO. 02-2013-5278.]

5(b). Subject to lease as recorded in Document Nos. 02-2014-784 and 02-2014-789.

ALTANSPTS TABLE A NOTES:

(2021) TABLE A, ITEM NO.:

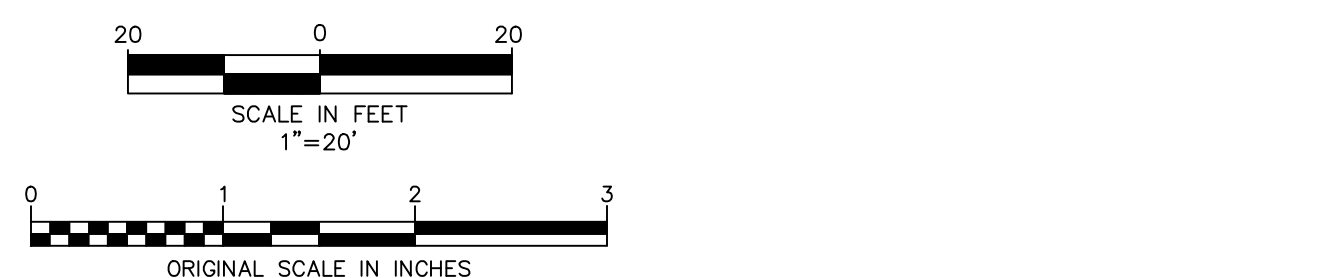
1. MANY OF THE LOT CORNERS ARE AT BUILDING CORNERS.
2. PARCEL ADDRESS IS:
PARCEL 12B-1 HOTEL PARCEL (038151): 40 CIVIC CENTER PLAZA, POUGHKEEPSIE, NY 12601.
PARCEL 12B-2 PARKING GARAGE (025156): 38 CIVIC CENTER PLAZA, POUGHKEEPSIE, NY 12601.
4. PARCEL 12B-1 ACREAGE = 0.660 ACRES
PARCEL 12B-2 ACREAGE = 0.536 ACRES
- 6(b). A ZONING REPORT WAS NOT PROVIDED BY CLIENT.
- 7(a). EXTERIOR DIMENSIONS OF ALL BUILDINGS ARE SHOWN HEREON.
8. SUBSTANTIAL IMPROVEMENTS ARE SHOWN HEREON.
9. TOTAL PARKING SPACES: (SEE PARKING COUNT TABLE HEREON).
10. PARTY WALLS ARE SHOWN HEREON.
- 11(b). UNDERGROUND UTILITIES ARE SHOWN HEREON. (SEE UNDERGROUND UTILITY NOTE)
13. ADJOINING LAND OWNERS ARE SHOWN HEREON.
14. THE PARCEL IS SITUATED AT AN INTERSECTION.
18. PLOTTABLE OFFSITE EASEMENTS ARE SHOWN HEREON.

ALTANSPTS CERTIFICATION:

To: - THE HALPIN FIRM
- CHICAGO TITLE INSURANCE COMPANY
- HUDSON VALLEY LODGING ASSOCIATES, LLC

THIS IS TO CERTIFY THAT THIS MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED WERE MADE IN ACCORDANCE WITH THE 2021 MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/NSPS LAND TITLE SURVEYS, JOINTLY ESTABLISHED AND ADOPTED BY ALTA AND NSPS, AND INCLUDES ITEMS 1, 2, 4, 6(b), 7(a), 8, 9, 10, 11(b), 13, 14, AND 18 OF TABLE A THEREOF. FIELDWORK COMPLETED ON JANUARY 5, 2022.

David H. Dipfel L.S. NYS #050677
2/23/2022
Date



Drawing Name: P:\Projects\520100-52199\52185.00 - 38-40 Civic Center Plaza Poughkeepsie Grand ALTA\SVY.dwg\05_SVY_52185-00-ALTA.dwg
Xref's Attached: 0
Date Printed: Feb 23, 2022, 9:36am

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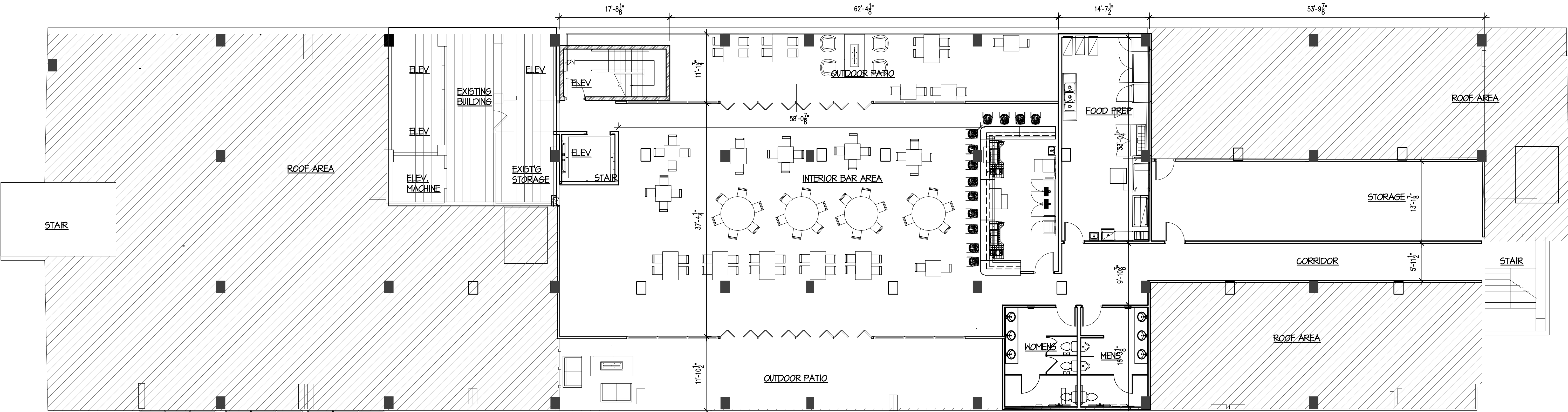
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The Chazen Companies
www.chazencompanies.com
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Office Locations
Glen Falls, NY
Troy, NY
Poughkeepsie, NY
White Plains, NY
New York City, NY
Hudson Valley Office
41 Park Street
Poughkeepsie, New York 12601

rev.	date	description

38 & 40 CIVIC CENTER PLAZA
ALTA/NSPS LAND TITLE SURVEY
PARCEL 12B-1 & 12B-2
FILED MAP #7343
CITY OF POUGHKEEPSIE, DUTCHESS COUNTY, NEW YORK

designed ESM
checked DHD
date 01/12/22
scale 1"=20'
project no. 52185.00
sheet no. SV1
1 OF 1



ROOF FLOOR PLAN SCHEME "E"
SCALE: 1/8" = 1'-0"

DOUBLETREE HOTEL

POUGHKEEPSIE, NY

#223016
08/21/23

M MUSSACHIO ARCHITECTS
30 NORTH FOREST RD.
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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: Double Tree Grand Hotel Roof Bar				
Project Location (describe, and attach a location map): 40 Civic Center Plaza, Poughkeepsie, NY 12601				
Brief Description of Proposed Action: An area variance is requested to allow for the construction of a new rooftop bar and patio seating area on top of the existing hotel. A portion of the existing roof area will be covered within the bar and patio footprint which will increase the existing building height.				
Name of Applicant or Sponsor: Jim Hutchinson		Telephone: 203-434-9634 E-Mail: jimhutchinson@visionshotels.com		
Address: 40 civic center plaza				
City/PO: poughkeepsie		State: NY	Zip Code: 12601	
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? 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.			NO ☒	YES ☐
2. Does the proposed action require a permit, approval or funding from any other government Agency? If Yes, list agency(s) name and permit or approval: The City of Poughkeepsie ZBA Area Variance Application			NO ☐	YES ☒
3. a. Total acreage of the site of the proposed action? _____ acres b. Total acreage to be physically disturbed? _____ 0.0 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: ☐ 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?	☐	☒	☐
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: <u>Jim Hutchinson</u> Date: <u>11/29/2023</u> Signature: <u><i>Jim Hutchinson</i></u> Title: <u>Regional Performance Manager</u>		

m MUSSACHIO ARCHITECTS

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MARC C. MUSSACHIO, R.A.
ANTHONY C. MUSSACHIO, R.A.
www.MussachioArchitects.com

December 7, 2023

Arch. Job #223005

DOUBLE TREE HOTEL

POUGHKEEPSIE, NY



Looking North on Civic Center Plaza



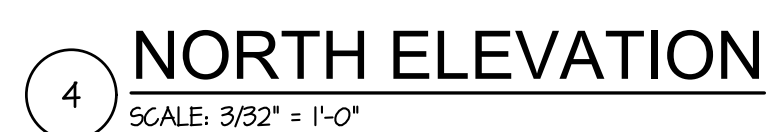
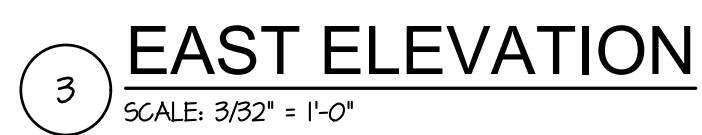
North Elevation

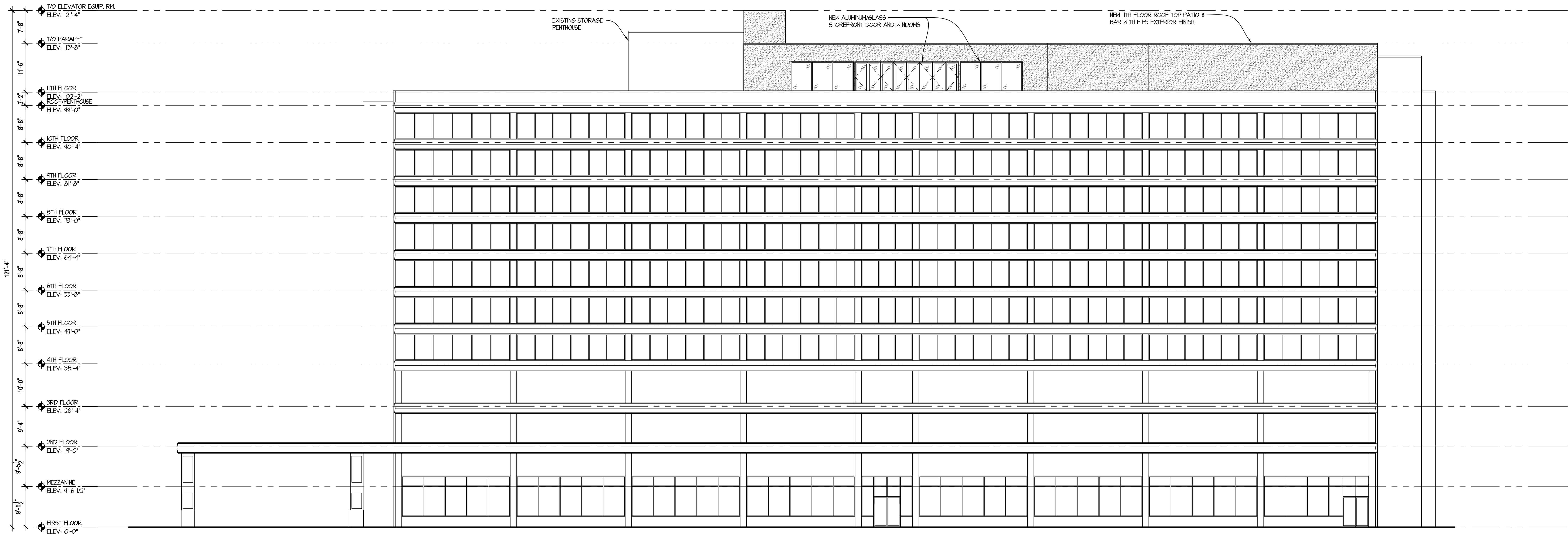


West Elevation

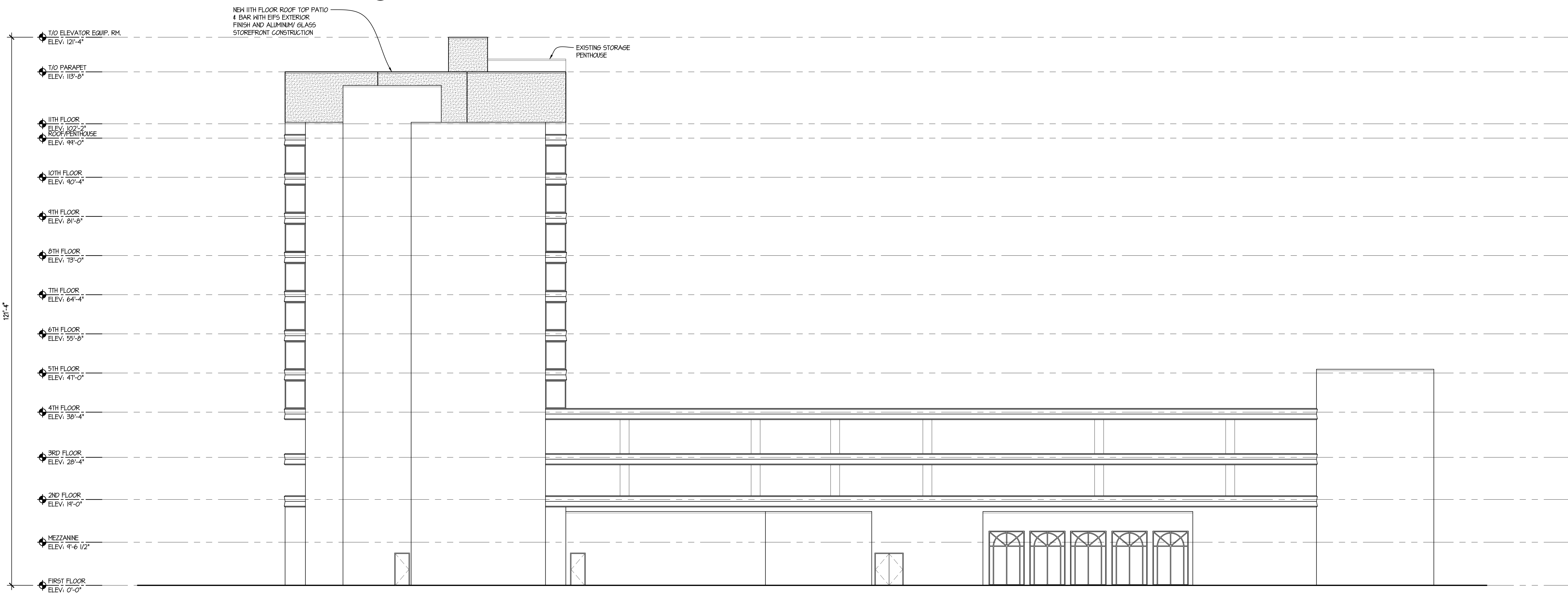


West Elevation from parking ramp





1 WEST ELEVATION
SCALE: 3/32" = 1'-0"



2 SOUTH ELEVATION
SCALE: 3/32" = 1'-0"

DOUBLETREE HOTEL
POUGHKEEPSIE, NY

#223016
12/01/23

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MARC C. MUSSACHIO, R.A.
ANTHONY C. MUSSACHIO, R.A.
www.MussachioArchitects.com

December 5, 2023

Arch. Job #223005

The City of Poughkeepsie New York Planning & Zoning
62 Civic Center Plaza, 2nd Floor
Poughkeepsie, NY 12601
(845) 451-4055

E-mail: jknauss@cityofpoughkeepsie.com

Attn: Ms. Judith Knauss

Re: Double Tree Grand Hotel Roof Bar
40 Civic Center Plaza
Poughkeepsie, NY 12601

Subject: ZBA Area Variance Submission
Variance Request Justification

Dear Ms. Knauss,

Below are our Variance Request Justification responses, per the Zoning Board of Appeals Area Variance Application.

1. Will the granting of the variance produce an undesirable change in the character of the neighborhood or be a detriment to nearby properties? If not, please explain why.

An undesirable change will NOT be produced in the character of the neighborhood nor will any detriment to nearby properties be created if a variance is granted. The surrounding area is commercial and contains existing restaurant/bar uses. The added bar to the existing roof is compatible with the surrounding neighborhood and the small increase in height will not impact the area.

2. Can the benefit sought be achieved by some other method feasibly for the applicant to pursue, other than an area variance? Identify what alternatives to the variance, if any, have been explored (for example, alternative designs, purchasing of contiguous properties, etc.). Why is the variance necessary?

The benefit in providing a unique experience for patrons at the roof level is NOT feasible by other methods. The addition placed on the existing roof requires no expansion of the building footprint or any site improvements.

3. Is/are the requested area variance(s) substantial? Explain why they are not substantial.

The requested variance is NOT substantial in nature. The total height of the new roof top structure will still be lower in elevation than the existing equipment (elevator/mechanicals) on the roof. The added height to be constructed for the occupied portion of the roof is a small percentage compared to the existing height of the hotel and the area of the existing roof.

4. Will the variance(s) have an adverse affect or impact on the physical or environmental conditions in the neighborhood or district? Why not?

The proposed variance will NOT have an adverse impact on the physical or environmental conditions. The roof top bar is proposed on the existing structure, so there will be no additional impervious surfaces or impact to the existing site infrastructure necessary for this project.

5. Is the need for the area variance(s) the result of self-created difficulties on your part, or unique to the property? Explain.

Virtually all variance requests are "self-created", The ZBA exists to grant variances when an applicant demonstrates that benefits to be achieved outweigh any identified actual detriments to the area. In the instant case, there have been no harms identified impacting the neighborhood.

I believe these respond to all of the Variance Request Justification questions. Please feel free to contact me with any additional questions or concerns.

Yours truly,

MUSSACHIO ARCHITECTS, P.C.

A handwritten signature in black ink, appearing to read 'MC Mussachio', with a horizontal line underneath.

Marc C. Mussachio, R.A.
Principal

VARIANCE REQUEST JUSTIFICATION QUESTIONS/ANSWERS**15 N. Clinton Street – Third Story Addition**

- 1) Will the granting of the variance produce an undesirable change in the character of the neighborhood or be a detriment to nearby properties? If not, please explain why.

No, the expansion does not negatively impact neighboring buildings. The proposed third floor is set back from the neighboring building to maintain access to light. The structure retains the character of the existing building and serves as a multi-family unit, similar to other buildings on North Clinton Street. The structure and adjacent lot will be revitalized to enhance the streetscape by providing dedicated parking, open space and landscaping.

- 2) Can the benefit sought be achieved by some other method feasibly for the applicant to pursue, other than an area variance? Identify what alternatives to the variance, if any, have been explored (for example, alternative designs, purchasing of contiguous properties, etc.). Why is the variance necessary?

No, we are adding a 3rd story addition above the existing building's footprint. There are no alternative options for the variance that do not involve extending beyond the existing structure's footprint which will create further hardship for parking and open space requirements. With the proposed addition, a variance is required because the building does not meet the minimum lot area requirement.

- 3) Is/are the requested variance(s) substantial? Explain why they are not substantial.

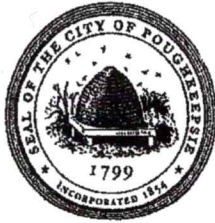
Yes, with the proposed addition, the property's current lot size is not sufficient to accommodate the minimum lot requirements and therefore needs a variance. For the parking variance, several dedicated parking spots will be available and a bus stop in front of the building will also allow tenants access to public transport. The proposed design provides a significant upgrade to the open space currently available.

- 4) Will the variance(s) have an adverse effect or impact on the physical or environmental conditions in the neighborhood or district? Why not?

No, there are several three-story multifamily structures present in the vicinity. Dedicated parking, landscaping improvements and open space are part of the proposed design.

- 5) Is the need for the area variance(s) the result of self-created difficulties on your part, or unique to the property? Explain.

The need for variances is due to the constraints of the lot size.



**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**

FEE: \$350.00
CODE: A2112
ID# _____
IPS# _____

ZONING BOARD OF APPEALS AREA VARIANCE APPLICATION

PROPERTY ADDRESS: 15 N. CLINTON ST. POUGHKEEPSIE, NY 12603
ZONING DISTRICT: R-4 (MEDIUM HIGH-DENSITY RESIDENCE)

OWNER INFORMATION:

Name: NORTH CLINTON HOLDINGS LLC
Address: 167 N. GRAND AVE, POUGHKEEPSIE, NY 12603
Phone: 845-541-4567
Email: ISSANESH@GMAIL.COM

APPLICANT INFORMATION:

Name: NORTH CLINTON HOLDINGS LLC
Address: 167 N. GRAND AVE, POUGHKEEPSIE, NY 12603
Phone: 845-541-4567
Email: ISSANESH@GMAIL.COM

CONSULTANT INFORMATION:

Name: JASON LICHTWICK ARCHITECTURE PLLC
Address: 387 HOOKER AVENUE, SUITE 5
POUGHKEEPSIE NY 12603
Phone: 845-284-6344
Email: JASON@JLARCHITECTURE.NY.COM

SUBJECT OF APPEAL

This application relative to the above referenced property constitutes an appeal from the decision, determination or violation of an official of the City of Poughkeepsie.

Name and title of agent: _____

Date of decision/determination/violation: _____

Please note that a copy of the communication must be attached with this application.

ZONING BOARD OF APPEALS AREA VARIANCE APPLICATION
 PROPERTY ADDRESS: 15 N. CLINTON ST., POUGHKEEPSIE, NY 12603

AREA VARIANCE REQUESTS

All sections under this heading must be answered completely. Bear in mind that a variance is actually relief from the strict application of the requirements of the law (the Zoning Ordinance), and the Zoning Board of Appeals is required to give sound reasons, based on the criteria set forth in this application, for granting any such relief.

SECTION	REQUIRING/PROHIBITING	REQUESTED VARIANCE
<u>19-3.15(4) c</u>	<u>22,400 SF / 8,114.45 SF</u>	<u>14,285.55 SF</u>
<u>19-3.15(4) i</u>	<u>2,400 SF / 1880 SF</u>	<u>520 SF</u>
<u>19-4.3(11) a</u>	<u>16 SPACES / 12 SPACES</u>	<u>4 SPACES</u>
_____	_____	_____
_____	_____	_____

VARIANCE REQUEST JUSTIFICATION

Pursuant to Section 19-8.4 (2) (d) of the Zoning Ordinance, the Zoning Board of Appeals, in making its determination, shall take into consideration the benefit to the applicant if the variance is granted, as weighed against the detriment to the health, safety and welfare of the neighborhood or community by such granting.

Bear in mind that a variance is actually relief from the strict application of the requirements of the law (the Zoning Ordinance), and the Zoning Board of Appeals is required by law to give sound reasons, based on the criteria set forth in this application, for granting any such relief. **Please note that it is therefore incumbent upon the applicant to demonstrate to the Board that the criteria for the granting of the variance(s) are satisfied.**

Responses to the following questions shall be attached to and submitted with the application.

- 1) Will the granting of the variance produce an undesirable change in the character of the neighborhood or be a detriment to nearby properties? If not, please explain why.
- 2) Can the benefit sought be achieved by some other method feasibly for the applicant to pursue, other than an area variance? Identify what alternatives to the variance, if any, have been explored (for example, alternative designs, purchasing of contiguous properties, etc.). Why is the variance necessary?
- 3) Is/are the requested area variance(s) substantial? Explain why they are not substantial.
- 4) Will the variance(s) have an adverse affect or impact on the physical or environmental conditions in the neighborhood or district? Why not?
- 5) Is the need for the area variance(s) the result of self-created difficulties on your part, or unique to the property? Explain.

ZONING BOARD OF APPEALS AREA VARIANCE APPLICATION
PROPERTY ADDRESS: 15 N. CLINTON ST., Poughkeepsie, NY 12603

LIST OF REQUIRED ATTACHMENTS

1. Letter or communication which resulted in application to the ZBA.
2. Site or Plot Plan: Nine (9) copies.
3. Color photos of site conditions: Nine (9) copies
4. Complete Short EAF
5. Electronic file submission of the plot plan and color photos
6. Other attachments deemed pertinent by the applicant (please list):

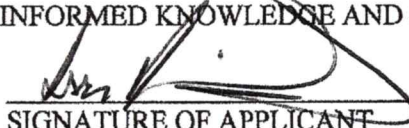
VARIANCE REQUEST JUSTIFICATION

AN QUESTION & ANSWERS

SIGNATURE AND VERIFICATION

Please be advised that no application can be deemed complete unless signed below.

THE APPLICANT HEREBY STATES THAT ALL INFORMATION GIVEN IS ACCURATE AS OF THE DATE OF APPLICATION. THE APPLICANT, IF NOT THE OWNER OF THE PROPERTY, HEREBY SWEARS THAT THIS APPLICATION IS MADE WITH THE INFORMED KNOWLEDGE AND CONSENT OF THE OWNER.


SIGNATURE OF APPLICANT

1/22/24
DATE

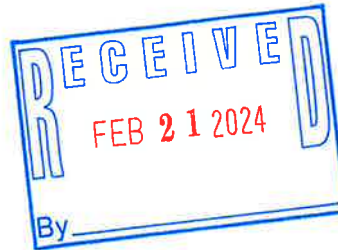
Issa Nesheim
Print Name

Issa Nesheiwat
N. Clinton Holdings, LLC.
167 N Grand Ave.
Poughkeepsie, NY 12603

February, 21 2024

RE: N. Clinton Project Addition

Planning & Zoning
62 Civic Center Plaza, 2nd Floor
Poughkeepsie, NY 12601



Dear Members of the Zoning Board,

As of last year, the existing four units at 15 North Clinton in the City of Poughkeepsie generated a gross income of \$40,200. When considering the total building expenses; property taxes (\$5068.73), school taxes (\$4498.65), water and sewage fees (\$1498.65), and other operational necessary expenses, the financial viability of this building becomes very questionable. The net income, when compared to the overall expenses, reflects a slim margin that doesn't cover my time to manage the property. The small net profit does not allow for the robust health of keeping a small but important source of housing viable for me without financial loss eventually coming into play.

Over the past three years, the building has accumulated a total net profit of \$18,280.54. While grateful for the income, it is essential to acknowledge that such minimal profits pose challenges in covering maintenance costs, unexpected repairs, longer vacancies, and ensuring a stable financial future for the property. Looking forward, it only makes sense to initiate a pragmatic and needed amendment to this property's zoning restriction, while keeping it aesthetically in character to the neighborhood.

The proposed addition of four units would make 15 North Clinton a source of modern market rate housing on a city bus line. The new units, estimated to generate \$1500 each per month, would contribute to boosting the overall net income allowing the small apartment building to thrive and self-maintain. With careful calculations and a conservative approach, anticipation is that the new units will not only cover their associated costs but also contribute substantially to the City of Poughkeepsie's own financial health.

By expanding the number of units, the aim is to create a more sustainable and financially robust investment that I have held on to for over 10 years and carried through the very difficult time of covid while barely collecting any rent, yet maintaining all its expenses from personal savings.

The increased rental income from the additional units would provide a buffer against rising operational costs, allowing for essential maintenance, improvements, and ensuring a healthier return on investment over time. Additionally, as the City of Poughkeepsie moves forward with reformed zoning rules to allow for renters to access superior housing in the cityscape, 15 North Clinton would already encourage higher density zoning near transit and other services.

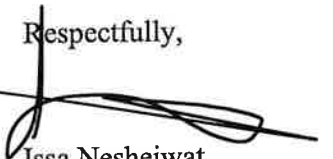
Your consideration of these financial factors in evaluating the proposal for four additional units is appreciated. This expansion is necessary for the overall financial health of the building and is a positive step forward in creating a more resilient and thriving property in our community. Providing the necessary housing that Poughkeepsie is demanding is a key goal for the proposed revision.

This project aligns well with the comprehensive plan and the Pattern for Progress housing needs assessment of 2022, while remaining cohesive to the aesthetics of the neighborhood and the City of Poughkeepsie's skyline. Additionally, without studying the new zoning law, it should be in alignment with the new code that is designed to increase housing and encourage development.

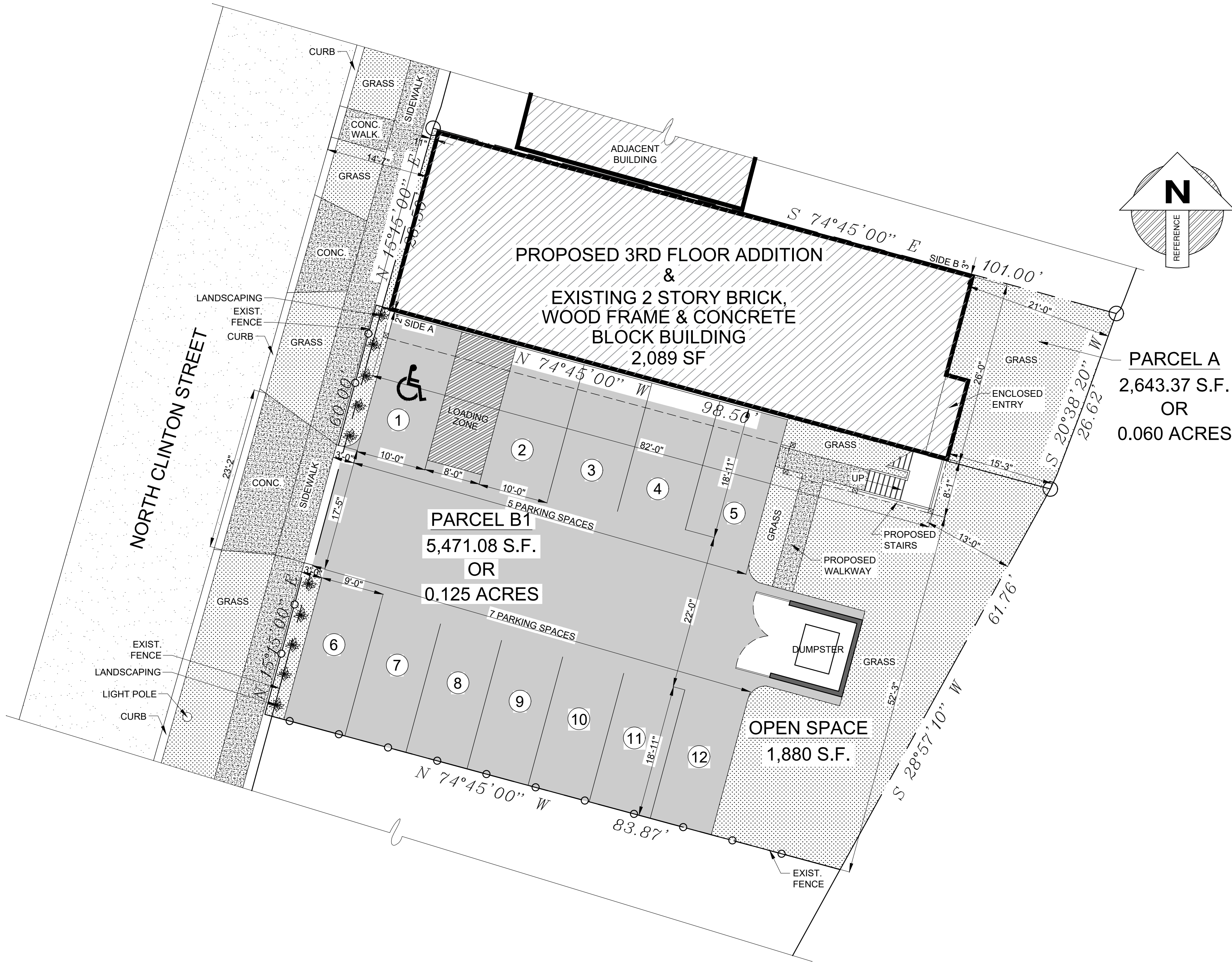
Finally, while the Common Council has yet to adopt the revised overhaul of the code, a proposal that received significant public input and was developed over several years' work, there is extraordinary consensus around the need to increase density, add more housing at all price-points, and provide greater options for those who call Poughkeepsie home and are struggling to stay here. Respectfully, this is exactly the type of small build-out that offers the best chance to meet our city's housing goals without having to resort to altering the character of our neighborhoods.

Thank you for your time and consideration.

Respectfully,

A handwritten signature in black ink, appearing to read 'Issa Nesheiwat', written over a horizontal line.

Issa Nesheiwat
N. Clinton Holding. LLC
845-541-4567



1
ZB-1
Proposed Site Plan
Scale: 1" = 10'-0"

NOTE: INFORMATION ON THIS PLAN HAS BEEN TAKEN FROM A
PROPERTY SURVEY PREPARED BY J. WILLIAM KOMISAR, LLS, NYS LIC.
#049366 FOR N. CLINTON HOLDINGS LLC
DATED: MAY 5, 2016

BULK TABLE REQUIREMENTS				
ZONING INFORMATION	ZONE :		R4 (Medium High-Density Residence)	
	Proposed Use :		Multifamily Dwellings	
	Permitted with:		By Right	
MINIMUM REQUIREMENTS				
	Required	Existing	Provided	Variance
Usable Open Space (2 Bedroom Unit)	2400 S.F.	491 S.F.	1880 S.F.	**520 S.F.
Min. Lot Frontage	15 FT	14'-7" FT	*14'-7" FT	_____
Min. Lot Width	15 FT	26 FT	*26 FT	_____
Min. Lot Area	Multifamily Dwellings Efficiency or 2-bedroom unit: 2,800 SF	*8,114.45 SF	(4) 2-bedroom unit: 11,200 SF	**14,285.55 SF
Min. Off-Street Parking	16 Spaces	12 Spaces	12 Spaces	**4 Spaces
YARD SETBACKS				
(Parcel A ONLY)	Required	Existing	Provided	Variance
Front	20 FT	0'-11" FT	*0'-11" FT	_____
Side A	15 FT	0'-2" FT	*0'-2" FT	_____
Side B	15 FT	0'-3" FT	*0'-3" FT	_____
Rear	15 FT	15'-4" FT	*15'-4" FT	_____
MAXIMUM PERMITTED				
(Parcel A ONLY)	Permitted	Existing	Provided	Variance
Lot Coverage	40% = 1,060 S.F.	78% = 2,649 S.F.	*78% = 2,649 S.F.	_____
Max. Building Height	40 FT 3 STORIES	±24'-4" FT 2 STORIES	±37'-3" FT 3 STORIES	_____
* INDICATES PRE-EXISTING NONCONFORMING CONDITION				
** INDICATES VARIANCE REQUIRED				

JL
ARCHITECTURE

JASON LICHWICK ARCHITECTURE PLLC
387 HOOKER AVENUE, SUITE 5
POUGHKEEPSIE, NEW YORK 12603
P: 845.595.1824
jason@lichwick.com

IT IS A VIOLATION OF THE LAW FOR ANY PERSON, UNLESS ACTING UNDER THE DIRECTION OF A LICENSED ARCHITECT OR ENGINEER, TO ALTER AN ITEM IN ANY WAY. IF AN ITEM BEARING THE SEAL OF AN ARCHITECT OR ENGINEER IS ALTERED, THE ALTERING ARCHITECT OR ENGINEER SHALL AFFIX TO HIS ITEM THE SEAL AND THE NOTATION "ALTERED BY" FOLLOWED BY HIS SIGNATURE AND THE DATE OF SUCH ALTERATION, AND A SPECIFIC DESCRIPTION OF THE ALTERATION. NOTE: DO NOT SCALE.

REGISTERED ARCHITECT
JASON R. LICHWICK
038612
STATE OF NEW YORK

Third Story Addition

N. Clinton Holdings LLC
S.B.L.13100-6162-272082
15 N Clinton Street
Poughkeepsie, New York 12603

For Zoning Board of Appeals and Approval

Date: 1.19.2024

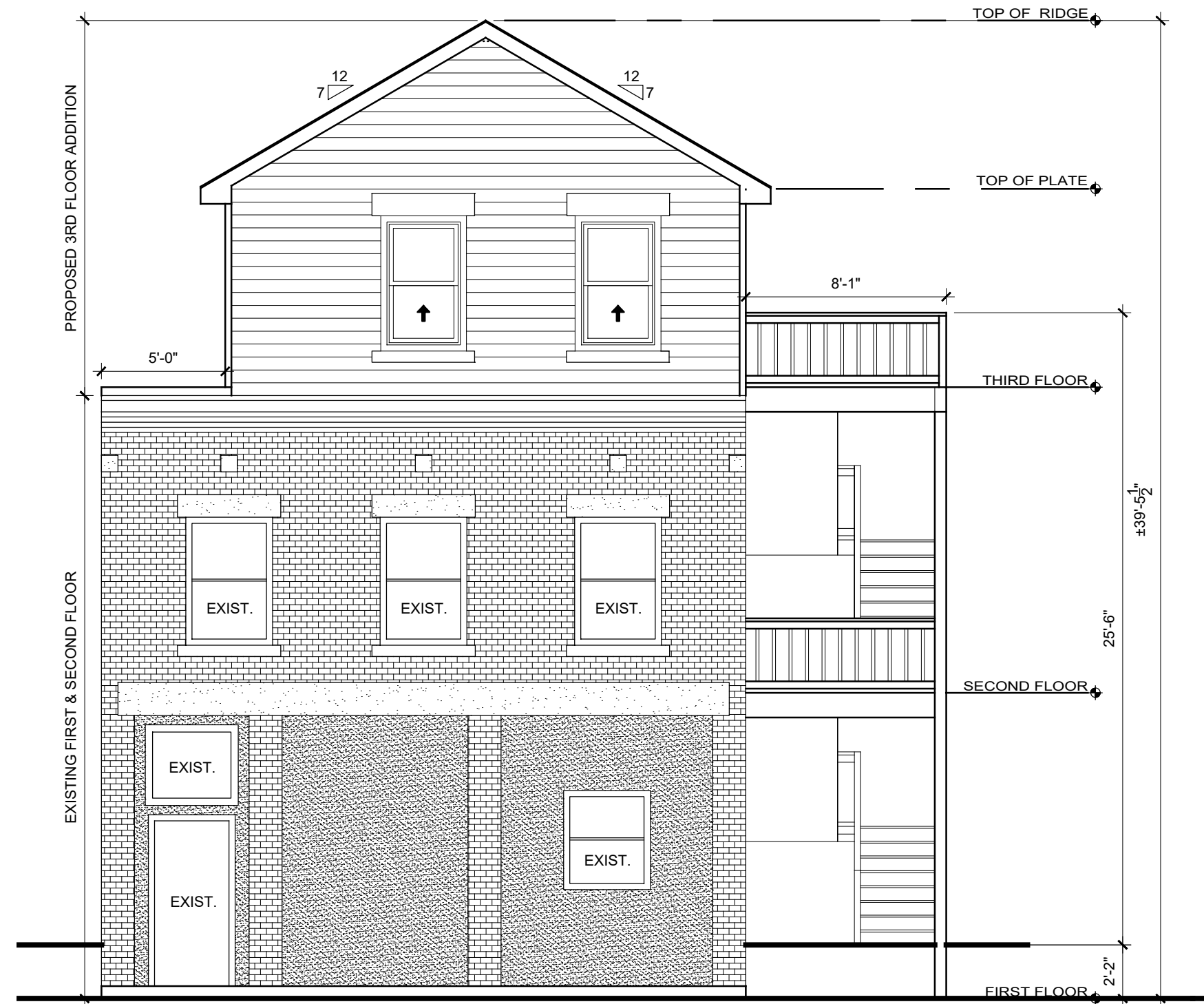
Revisions:

Drawn By: JL/AR

ZB-1

1 of 2

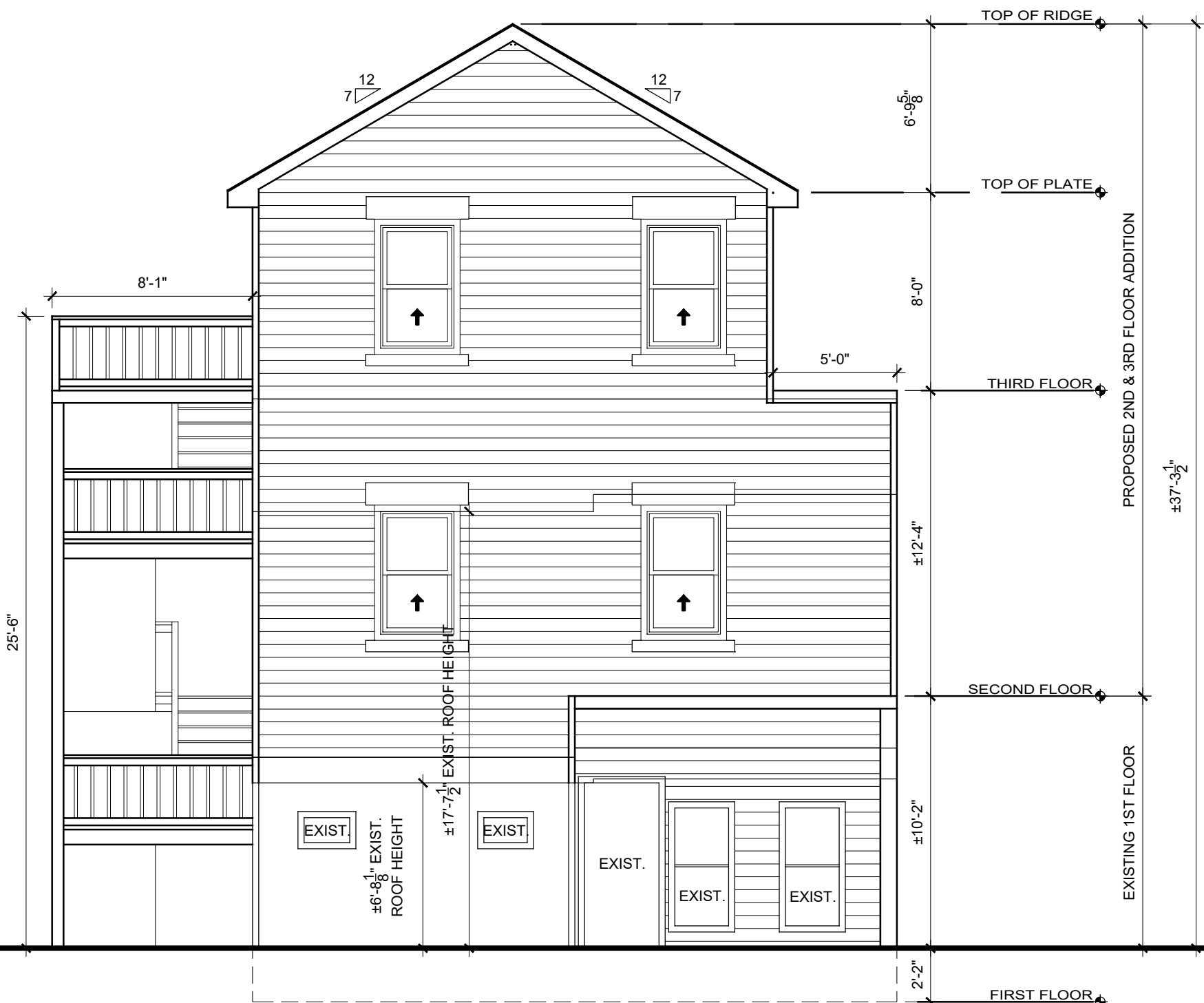
Page 33 of 82



1 Existing & Proposed Front Elevation (West)
ZB-2 Scale: 3/16" = 1'-0"



2 Existing & Proposed Right-Side Elevation (South Facing)
ZB-2 Scale: 3/16" = 1'-0"



3 Existing & Proposed Rear Elevation (East)
ZB-2 Scale: 3/16" = 1'-0"



4 Existing & Proposed Left-Side Elevation (North Facing)
ZB-2 Scale: 3/16" = 1'-0"

15 NORTH CLINTON STREET, POUGHKEEPSIE, NY 12601

ELEVATION PICTURES



Neighborhood Characteristics Overview

15 N Clinton St. Proposed 4-Unit Addition Project

15 North Clinton Street, located in the City of Poughkeepsie, is a non-remarkable lot containing a structure with four apartments near the College Hill Section of the city. As documented by the photographs, the buildings surrounding the current address are both generally much larger in scope and height. There are apartment style constructions as well as commercial enterprises dotting this landscape mingling with a parking lot directly next door.

15 North Clinton Street appears in the viewshed leading north off of Main Street. The addition of a third floor and complementing side decks for egress and ingress into the proposed units would only add to the attractiveness of the corridor and blend well with other new construction styles already existing within the city limits. Utilizing an attractive color scheme with clean lines for the south side of the building extension would fit easily into the eclectic neighborhood, enhancing the gateway onto North Clinton Street.

The addition of four small two bedroom units would not in any way produce an undesirable effect on the neighborhood. As previously stated, the direct neighbor to the south of the building is a parking lot with an existing fence along the property line. The northern neighbor would not be affected by the new construction occurring on the opposite side of the building nor would it impede those residents. At most, two residents could live in each of the new one bedroom units not adding to traffic concerns. City water and other utilities are pre-existing in the current building and need only be adjusted for additional usage. The new apartments would attract those who need to be close to the city center for public transportation or other services that they may be able to access living further away.

Images & Elevations Supporting Neighborhood Characteristics

15 N Clinton St. Proposed Elevations



Surrounding Properties & Neighborhood Aesthetics



37 N Clinton St.



55 N Clinton St.



51 N Clinton St.



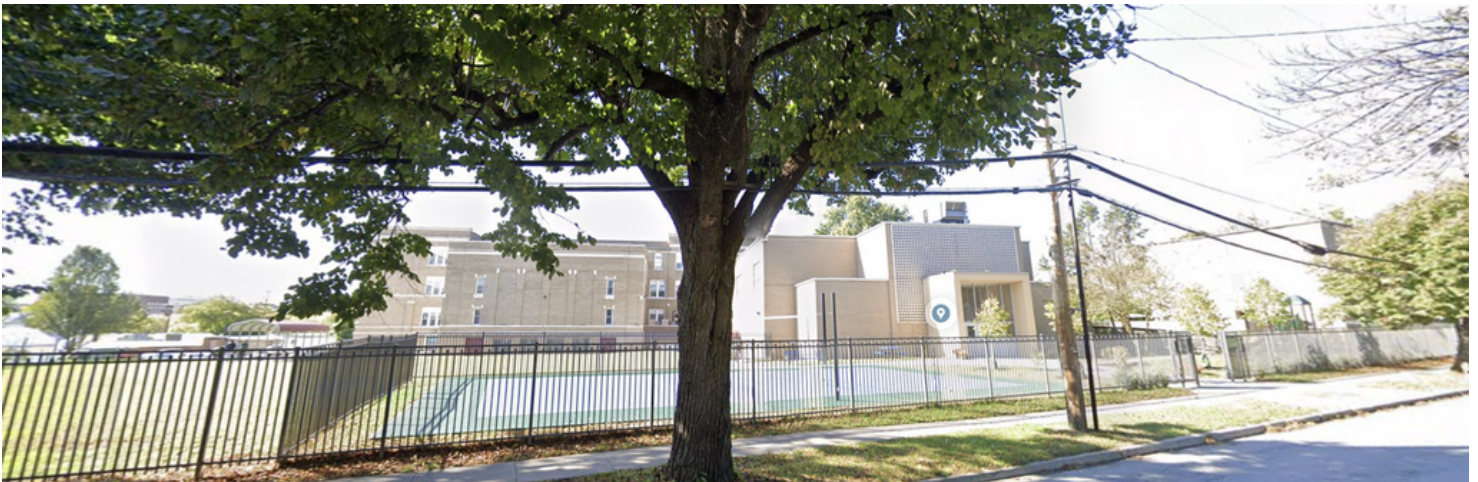
182 & 180 Mansion St.

169 & 171 & 173 Mansion St.





55 N Clinton St.



25 & 36 N Clinton St.



6 & 7 N Clinton St.



View from N Clinton looking up Main St
(View From 15 N Clinton)



View from top of Main St looking down towards 15 N Clinton

Same photo as above, zoomed in





**THE CITY OF POUGHKEEPSIE
NEW YORK**

DEVELOPMENT DEPARTMENT

62 CIVIC CENTER PLAZA, 2ND FLOOR

POUGHKEEPSIE, NY 12601

Phone: (845) 451-4263 Fax: (845) 451-4006

MEMORANDUM

To: City of Poughkeepsie Planning Board

From: Tyler Maegerle, Junior Planner

Date: 1/31/2024

Re: 15 North Clinton Street

Upon review of project materials provided by the applicant, including Short EAF Part 1 and site plan application, it is my understanding that the proposed action to be undertaken includes expansion of a 4-unit multifamily residence to an 8-unit residence.

Based on the above description it is the determination of the planning division staff that the proposed action is classified as an Unlisted Action with regards to SEQRA, and therefore is subject to an uncoordinated or coordinated (optional) environmental review. This determination was made due to the fact that the proposed action was not expressly listed in 6 NYCRR Section 617.4 (Type I Actions) or 617.5 (Type II Actions).

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.

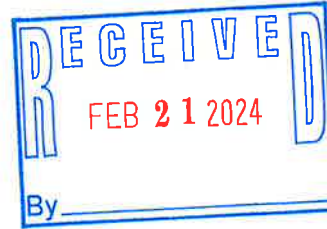
Part 1 – Project and Sponsor Information			
15 N. Clinton Street Addition			
Name of Action or Project:			
N. Clinton Holdings LLC			
Project Location (describe, and attach a location map):			
15 N. Clinton Street, Poughkeepsie, NY 12601			
Brief Description of Proposed Action:			
New Third story addition			
Name of Applicant or Sponsor:		Telephone: 845-284-6344	
Jason Lichwick Architecture PLLC		E-Mail: jason@JLArchitectureNY.com	
Address:			
387 Hooker Avenue, Suite 5			
City/PO:		State:	Zip Code:
Poughkeepsie		New York	12603
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation?			NO
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.			YES
			☒
			☐
2. Does the proposed action require a permit, approval or funding from any other government Agency?			NO
If Yes, list agency(s) name and permit or approval: Zoning Board of Appeals			YES
			☐
			☒
3. a. Total acreage of the site of the proposed action?		0.19 acres	
b. Total acreage to be physically disturbed?		0.04 acres	
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?		0.19 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?	☐	☒	☐
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: <u>Jason Lichwick</u> Date: <u>01.22.2024</u> Signature:  Title: <u>Architect</u>		

Issa Nesheiwat
Sole Member
N. Clinton Holdings, LLC.
167 N Grand Ave
Poughkeepsie, NY 12603
issanesh@gmail.com
845-541-4567

February 21, 2024



Planning and Zoning Board
City of Poughkeepsie
62 Civic Center Plaza, 2nd Floor
Poughkeepsie, NY 12601
Phone: 845-451-4200

Re: Financial Projections for N. Clinton Street Project

Dear Members of the Planning and Zoning Boards,

I trust this letter finds you well. I am writing to provide an overview of the financial projections for the proposed development on N. Clinton Street. The analysis encapsulates the addition of four units to the existing property and delves into key financial aspects crucial for decision-making.

Outlined in the projections are the estimated construction costs for both the proposed 2-unit vs. 4-unit scenarios. These projections include the estimated total for newly added square footage, construction cost, fixed construction costs, and the anticipated annual gross and net rental income, and Return on Investment (ROI) period.

I have also included a breakdown of expenses for the projected addition on the 2-unit vs 4-unit scenario, while providing the building's current expenses for an overview of the comparisons. This includes property taxes, school taxes, water and sewage expenses, and a tally of other operating costs associated in maintaining the building.

In conclusion, the addition of a 4-unit project is a much more stable outlook for the N. Clinton Street project. The addition of 4 units is anticipated to yield a necessary increase in net income, with a reasonable ROI period to justify the construction cost. It is essential to note that these projections serve as a foundational guide of estimations.

Enclosed, please find the financial breakdown for your review. I am available at your earliest convenience to discuss any queries or further details related to these projections.

Thank you for your time and consideration. I look forward to the opportunity to discuss the N. Clinton Street project in greater detail.

Sincerely,



Issa Nesheiwat

15 N Clinton Project Financial Proforma

# of Units	Total New Sqft.	Estimated Construction Cost Total (All Units)	Estimated Construction Cost Per Unit	Estimated Fixed Construction Cost (All Units)	Construction Cost Total (-) Fixed Cost (All Units)	Annual Projected Rental Income Gross Unit	ROI Period (Years)
Current 4 Units	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Proposed 2 Units	1,091.22	\$163,683	\$81,841	\$30,000	\$133,683	\$36,000	8.6
Proposed 4 Units	2,262.88	\$339,432	\$84,858	\$30,000	\$309,432	\$72,000	4.71

Keys:

- **Total New Sqft.** – Projected added square footage.
- **Estimated Construction Cost** – Projected total cost of construction on addition including the fixed cost required for both case scenarios.
- **Fixed Cost** – Includes building permits & application fees, steel and structural support needed for mating platform, labor to build the platform on existing roof.
- **Construction Cost Total (-) Fixed Cost** – Estimated cost not including the estimated fixed cost.
- **Annual Projected Rental Income Unit** – Projected annual gross income from all added units.
- **ROI Period (Years)** – The length of time in years to get my Return on Investment.

Expense Category	Existing 4 Units Annual	Projected 8 Units Annual	Increase Due to 4 Units	Percentage Increase
Gross Income	\$40,200	\$112,200	\$72,000	179.6%
Property Taxes	\$5,068.73	\$6,887.56	\$1,818.83	35.54%
School Taxes	\$4,498.65	\$6,097.44	\$1,598.79	35.54%
Water & Sewage	\$1,498.65	\$1,948.05	\$449.40	30%
Other Operating Expenses	\$17,638.00	\$18,167.14	\$529.14	3%
Total Building Expenses	\$28,412.48	\$33,100.19		
Net	\$11,787.52	\$79,099.81		

Below is a summary of the key financial projections:

Construction Costs:

Proposed 2 Units:

Total New Sqft.: 1091.22
Estimated Construction Cost Per Unit: \$81,841
Estimated Fixed Construction Cost: \$30,000
Annual Projected Rental Income: \$36,000
ROI Period: 8.6 years

Proposed 4 Units:

Total New Sqft.: 2262.88
Estimated Construction Cost Per Unit: \$84,858
Estimated Fixed Construction Cost: \$30,000
Annual Projected Rental Income: \$72,000
ROI Period: 4.71 years

Please Note: 25% is the standard calculation for vacancy rate used by banks – this is not included in the reflected projected net income.

From: Issa Nesheiwat <issanesh@gmail.com>
Sent: Wednesday, January 24, 2024 3:26 PM
To: Jason Lichwick
Cc: Lori Garcia
Subject: Re: 15 N Clinton Street

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Lori,

Thank you for taking the time to receive my application, I see that Mr. Lichwick has properly submitted the application now, and I hope to hear back from you soon. In the meanwhile, I have taken the liberty to look up the following properties that are comparable to what I am looking to build and are located within 1-2 city blocks from my property - literally a 1 minute walking distance. The following list of the neighboring properties are over the density requirements for the lot area. Many of these properties listed and others do not provide adequate parking or open space for their tenants. I have also listed two parks that are in the immediate vicinity which will assist in creating the open space requirements for my project. I would also like to note that there is a public bus stop within 100 feet of my building on 15 N Clinton Street, I mention this point to you because half of my current tenants do not have vehicles and use public transportation.

Thank you again for your tentativeness and help on this project.

Properties Not Meeting Density Requirements:

1- 37 N Clinton St

Parcel ID: 131300-6162-79-277115-0000

Description: 4 Units and commercial space

2- 55 N Clinton St

Parcel ID: 131300-6162-71-288157-0000

Description: 8 units on .22 acres

3- 169 Mansion Street

Parcel ID: 131300-6162-70-249211-0000

Description: 6 units on .13 acres

4- 171 Mansion St

Parcel ID: 131300-6162-71-254208-0000

Description: 6 units on lot size 55x130

5- 28 Smith Street

Parcel ID: 283081

Description: 3 stories

Parks NearBy:

1- Mainsion St Park

2- Pershing Ave Park

Please do not hesitate to reach out to Mr. Lichwick or myself for any further information.

Best Regards,

Issa Nesheiwat

Lori Garcia

From: Issa Nesheiwat <issanesh@gmail.com>
Sent: Wednesday, January 24, 2024 3:26 PM
To: Jason Lichwick
Cc: Lori Garcia
Subject: Re: 15 N Clinton Street

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Lori,

Thank you for taking the time to receive my application, I see that Mr. Lichwick has properly submitted the application now, and I hope to hear back from you soon. In the meanwhile, I have taken the liberty to look up the following properties that are comparable to what I am looking to build and are located within 1-2 city blocks from my property - literally a 1 minute walking distance. The following list of the neighboring properties are over the density requirements for the lot area. Many of these properties listed and others do not provide adequate parking or open space for their tenants. I have also listed two parks that are in the immediate vicinity which will assist in creating the open space requirements for my project. I would also like to note that there is a public bus stop within 100 feet of my building on 15 N Clinton Street, I mention this point to you because half of my current tenants do not have vehicles and use public transportation.

Thank you again for your tentativeness and help on this project.

Properties Not Meeting Density Requirements:

1- 37 N Clinton St

Parcel ID: 6868552;6;72<27<<66:2555

Ijxhwuyts?9 Zsnx fsi htr r jwhrfqxufhj

72: : S Hqsyts Xy

Parcel ID: 6868552;6;72<627==6:<2555

Ijxhwuyts?= zsnx ts 377 fhwx

826;> R fsxits Xywjjy

Parcel ID: 6868552;6;72<5279>7662555

Ijxhwuyts?; zsnx ts 368 fhwx

926<6 R fsxits Xy

Parcel ID: 6868552;6;72<627:975=2555

Ijxhwuyts?; zsnx ts qyxrtj : : }685

:27= Xr nym Xywjjy

Parcel ID: 283081

Ijxhwuyts?8 xytwjx

Ufwpx SjfwG~?

62R frsxits XyUfw

72Ujwmsl F {j Ufw

Uqjfxj it stymjxyfyj yt wjfhm tzyyt R w8Qnm | hp twr ~xjcktwfs~kzwmjwsktwr fyt3

GjxyWjlfwi1

Nxf S jxmjn| fy
=9:2:9629:;<

On Wed, Jan 24, 2024 at 2:50 PM Jason Lichwick <jason@jlarchitectureny.com> wrote:

Hello Lori,

Please find attached the electronic copies of our submission. The client and I met with Judy Knauss and Eris Phillips last week to discuss this project. Judy was going to provide us with a denial letter so this application could be on the February agenda. I left Judy a voicemail regarding the letter and let her know that our application has been denied until we have this.

The other items in your email have been addressed and we'll deliver the (9) hard copies to your office.

Attached:

1. ZBA Application with sections for variance listed.
2. ZBA Application question & answers
3. EAF-short form
4. Photos of existing building
5. Financial Explanation
6. Site Plan with Bulk Regs and elevation drawings

If you should have any questions, please feel free to contact me directly.

Best Regards,

Jason

Jason Lichwick, RA

Principal

Jason Lichwick Architecture PLLC

387 Hooker Avenue, Suite 5

Poughkeepsie, NY 12603

845.284.6344



Jasonlichwick.com

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From: Lori Garcia <LGarcia@cityofpoughkeepsie.com>
Sent: Wednesday, January 24, 2024 9:52 AM
To: issanesh@gmail.com; Jason Lichwick <jason@jlarchitectureny.com>
Subject: RE: 15 N Clinton Street
Importance: High

I do apologize, The variance request justification questions were attached to your application. The pages must have stuck together on your application when I first reviewed it! Sorry for the confusion.

Thank you,

Lori García

Board Administrative Assistant

Development Department

City of Poughkeepsie

(845) 451-4263

From: Lori Garcia
Sent: Wednesday, January 24, 2024 9:36 AM
To: issanesh@gmail.com; jason@jlarchitectureny.com
Subject: 15 N Clinton Street

Dear Applicant,

The Development Department has received your application for the above named property. Please note that it is too incomplete cannot be submitted for further review. Please submit the following as soon as possible.

- Completed application form – the Subject of Appeal section, Area Variances requested, ~~Variance Request~~ Justification
- Letter or communication which resulted in the application to the ZBA
- Color photos of the current site condition
- A digital copy of the complete application (see attached guidelines)

Please submit these items by Thursday, January 25th, close of day, in order for your application to be forwarded for further review and determination if it may be placed on the February agenda. Otherwise the deadline for the March meeting is February 13th.

Thank you,

Lori Garcia

Board Administrative Assistant

Development Department

City of Poughkeepsie

(845) 451-4263

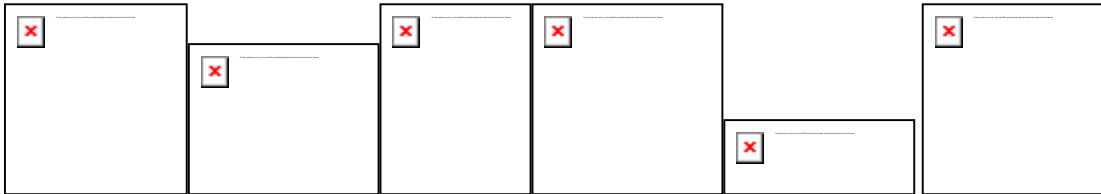
--

Issa E. Nesheiwat
President

P: 845-393-1477 Ext. 1

C: 845-541-4567

<https://link.edgepilot.com/s/69402649/ht2V0lpenkykIChHUUoEYw?u=http://www.apexmodulars.com/>



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Links contained in this email have been replaced. If you click on a link in the email above, the link will be analyzed for known threats. If a known threat is found, you will not be able to proceed to the destination. If suspicious content is detected, you will see a warning.



BUILDING DEPARTMENT

CITY OF POUGHKEEPSIE

62 CIVIC CENTER PLAZA, 2ND FLOOR

POUGHKEEPSIE, NY 12601

Phone: (845) 451-4007 Fax: (845) 451-4006

Eric Philipp
Building Inspector

September 12th, 2023

Issa Nesheiwat

Re: 15 North Clinton Street

ID: 083040

Zoning Review Request PD-2023-077

Dear Applicant,

The Development Department is in receipt of your zoning review request relative to the property at 15 North Clinton Street and the proposed expansion of a 4-unit Multifamily building each containing 2 bedrooms. This property is located within the Medium High-Density Residence District (R-4) which does allow Multifamily dwellings per code Section 19-3.15(2)(a)4 of the Zoning Ordinance. Although this is an allowed use, this building is currently noncomplying as it appears it does not meet the requirements for lot area, side yard, rear yard, open space, parking and landscaping although no plans were provided for the purpose of this review. Therefore, any expansion would require Area Variances which are listed as follows;

1. Section 19-3.15(4)(c) requires 2,200sf of lot area per studio or 1-bedroom unit, 2,800sf of lot area per 2-bedroom unit and 4,000sf of lot area per 3-bedroom unit or larger. Currently the building contains four 2-bedroom units requiring 11,200sf of lot area for which the lot only contains either 0.19 acres or 8,276.4sf of lot area; therefore, any increase in units would require a variance.
2. Section 19-3.15(4)(e) requires the side and rear yards to be half the height of the structure closest to the property line or 15', whichever is greater. The building is currently 2 stories, but no elevation was provided to determine the height of the building. Please note that the maximum allowable height for this district is either three stories or 40' per Section 19-3.15(4)(g).
3. Section 19-3.15(4)(i) requires 200sf of usable open space for each studio apartment, 300sf of usable open space for each 1-bedroom unit and 400sf of usable open space for each 2-bedroom or larger unit. This would total 1,600sf of usable open space with a minimum dimension of 40' for the current use and as it appears none currently exists, any increase in the number of units would require a variance.
4. Section 19-4.3(11) requires 1 parking space for each studio apartment, 1.5 parking spaces for each 1-bedroom unit and 2 parking spaces for each 2-bedroom or larger units. The current use of the property would require 8 parking spaces and as currently there are no legal parking spaces, a variance would be required for any additional units to be added or a waiver from the Planning Board. Also please note



BUILDING DEPARTMENT

CITY OF POUGHKEEPSIE

62 CIVIC CENTER PLAZA, 2ND FLOOR

POUGHKEEPSIE, NY 12601

Phone: (845) 451-4007 Fax: (845) 451-4006

Eric Philipp
Building Inspector

that if a parking plan is submitted, it will need to adhere to **Section 19-4.3** in its entirety to avoid additional variances.

5. **Section 19-4.11** requires all portions of improved multifamily properties which are not used for buildings, structures, off-street parking and loading, permitted outdoor storage, driveways, walkways or similar purposes shall be appropriately landscaped with grass, shrubs, trees and other ground cover in such manner as to minimize erosion and stormwater runoff and to maintain or improve the aesthetics of such development. Landscape strips shall also be provided along all property lines and shall be at least three feet wide. This landscape plan shall be approved by the Planning Board as part of the Site Plan approval.

After all Area Variances are granted by the Zoning Board of Appeals and you obtain Site Plan approval from the Planning Board, you would then need to file all required Building permits and obtain an issued Certificate of Occupancy from the Building Department.

If you have any questions or comments, please feel free to contact me, info is listed below, thanks.

Joseph D. O'Brien

Deputy Zoning Administrator

Office - 845-451-4273

jobrien@cityofpoughkeepsie.com

To Whom It May Concern

Regarding:
15 Hoffman Ave
Poughkeepsie NY 12603



March 15, 2024

- 1) Will the granting of the variance produce an undesirable change in the character of the neighborhood or be a detriment to nearby properties? If not, please explain why.

No, because it's at the rear of the house and both sides of the neighbors have fences. This will not affect anyone in the neighborhood in our backyard.

- 2) Can the benefit sought to be achieved by some other method feasibly for the applicant to pursue other than an area variance? Identify what alternatives to the variance, if any, have been explored (for example, alternative designs, the purchase of contiguous properties, etc.). Why is the variance necessary?

Yes, remove the encroachment.

- 3) Is the requested area variance substantial? Explain why they are not substantial.

Remove the small encroachment along the line of the existing building.

- 4) Will the variance(s) have an adverse effect or impact on the physical or environmental conditions in the neighborhood or district? Why not?

No, because it's an exit and in the rear of the house, in line with the existing building.

- 5) Is the need for the area variance(s) the result of self-created difficulties on your part or unique to the property? Explain.

It's part of the house. It's an exit and will not affect the neighborhood, the city, or the neighbors of the actual house.

Hweida Sero



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

FEE: \$350.00
CODE: A2112
ID# 226070
IPS# _____

2023-027

ZONING BOARD OF APPEALS AREA VARIANCE APPLICATION

PROPERTY ADDRESS: 15 Hoffman Ave.

ZONING DISTRICT: _____

PAID
7/31/23

OWNER INFORMATION:

Name: Kamil S. Sero and Hweida N. Sero
Address: 15 Hoffman Ave
Poughkeepsie N.Y 12603
Phone: 845-219-4776 - 845-473-9145
Email: hweidasero@yahoo.com

APPLICANT INFORMATION:

Name: Same as owner
Address: _____

Phone: _____
Email: _____

CONSULTANT INFORMATION:

Name: Sheridan Land Surveyors
Address: 50 Clover Hill Dr
Lagrange N.Y 12603
Phone: 845-849-2217
Email: sisurvey50@gmail.com

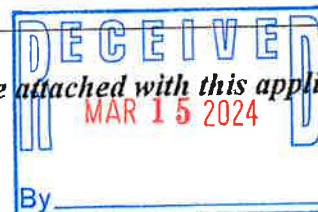
SUBJECT OF APPEAL

This application relative to the above referenced property constitutes an appeal from the decision, determination or violation of an official of the City of Poughkeepsie.

Name and title of agent: _____

Date of decision/determination/violation: _____

Please note that a copy of the communication must be attached with this application.



ZONING BOARD OF APPEALS AREA VARIANCE APPLICATION
PROPERTY ADDRESS: 15 HOFFMAN AVE

AREA VARIANCE REQUESTS

All sections under this heading must be answered completely. Bear in mind that a variance is actually relief from the strict application of the requirements of the law (the Zoning Ordinance), and the Zoning Board of Appeals is required to give sound reasons, based on the criteria set forth in this application, for granting any such relief.

SECTION	REQUIRING/PROHIBITING	REQUESTED VARIANCE
19-3.15(4)(e)	6'	6' (allow Ø)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

VARIANCE REQUEST JUSTIFICATION

Pursuant to Section 19-8.4 (2) (d) of the Zoning Ordinance, the Zoning Board of Appeals, in making its determination, shall take into consideration the benefit to the applicant if the variance is granted, as weighed against the detriment to the health, safety and welfare of the neighborhood or community by such granting.

Bear in mind that a variance is actually relief from the strict application of the requirements of the law (the Zoning Ordinance), and the Zoning Board of Appeals is required by law to give sound reasons, based on the criteria set forth in this application, for granting any such relief. **Please note that it is therefore incumbent upon the applicant to demonstrate to the Board that the criteria for the granting of the variance(s) are satisfied.**

Responses to the following questions shall be attached to and submitted with the application.

- 1) Will the granting of the variance produce an undesirable change in the character of the neighborhood or be a detriment to nearby properties? If not, please explain why.
- 2) Can the benefit sought be achieved by some other method feasibly for the applicant to pursue, other than an area variance? Identify what alternatives to the variance, if any, have been explored (for example, alternative designs, purchasing of contiguous properties, etc.). Why is the variance necessary?
- 3) Is/are the requested area variance(s) substantial? Explain why they are not substantial.
- 4) Will the variance(s) have an adverse affect or impact on the physical or environmental conditions in the neighborhood or district? Why not?
- 5) Is the need for the area variance(s) the result of self-created difficulties on your part, or unique to the property? Explain.

ZONING BOARD OF APPEALS AREA VARIANCE APPLICATION
PROPERTY ADDRESS: 15 HOFFMAN AVE

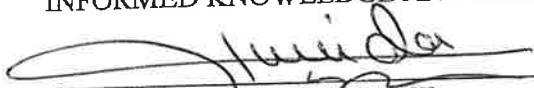
LIST OF REQUIRED ATTACHMENTS

1. Letter or communication which resulted in application to the ZBA.
2. Site or Plot Plan: Nine (9) copies.
3. Color photos of site conditions: Nine (9) copies
4. Complete Short EAF
5. Electronic file submission of the plot plan and color photos
6. Other attachments deemed pertinent by the applicant (please list):

SIGNATURE AND VERIFICATION

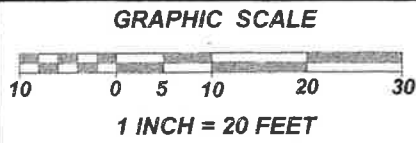
Please be advised that no application can be deemed complete unless signed below.

THE APPLICANT HEREBY STATES THAT ALL INFORMATION GIVEN IS ACCURATE AS OF THE DATE OF APPLICATION. THE APPLICANT, IF NOT THE OWNER OF THE PROPERTY, HEREBY SWEARS THAT THIS APPLICATION IS MADE WITH THE INFORMED KNOWLEDGE AND CONSENT OF THE OWNER.


SIGNATURE OF APPLICANT

DATE

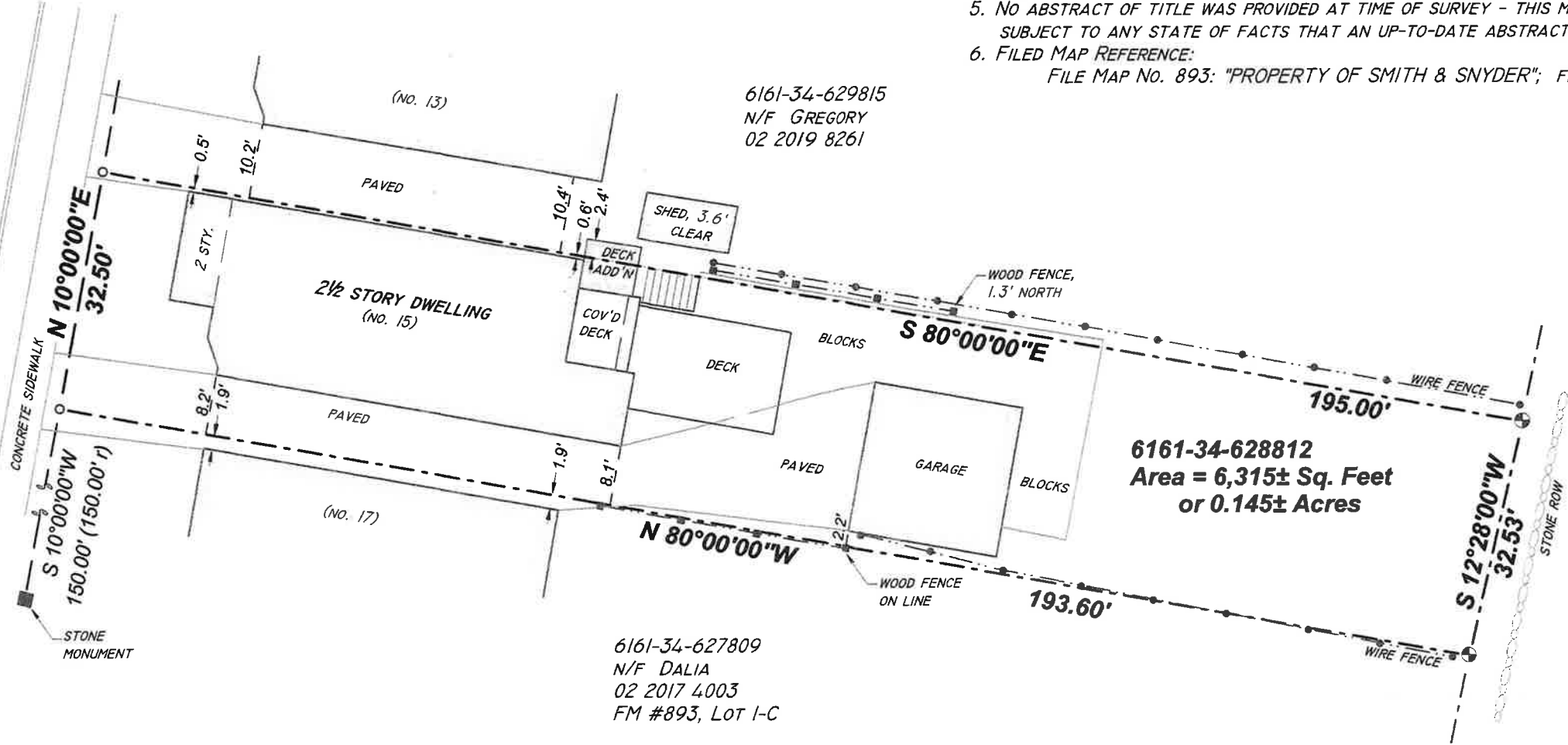
Hweida N. Sero
Print Name



MAP NOTES:

1. UNDERGROUND IMPROVEMENTS OR ENCROACHMENTS, IF ANY, ARE NOT SHOWN HEREON.
2. SUBJECT TO ALL RIGHTS, COVENANTS, RESTRICTIONS, EASEMENTS AND RIGHTS-OF-WAY OF RECORD.
3. SUBJECT DEED: KAMIL S. SERO F/K/A KAMIL S. NESHEIWAT TO KAMIL S. SERO AND HWEIDA SERO; RECORDED IN THE D.C.C.O. AS DOCUMENT NUMBER 02-2006-6302 ON AUGUST 4, 2006.
4. PARCEL GRID IDENTIFICATION No.: 131300-6161-34-628812-0000; MUNICIPALITY: POUGHKEEPSIE CITY.
5. NO ABSTRACT OF TITLE WAS PROVIDED AT TIME OF SURVEY - THIS MAP AND SURVEY ARE SUBJECT TO ANY STATE OF FACTS THAT AN UP-TO-DATE ABSTRACT OF TITLE MIGHT DISCLOSE.
6. FILED MAP REFERENCE:
FILE MAP No. 893: "PROPERTY OF SMITH & SNYDER"; FILED APRIL 16, 1913.

HOFFMAN AVENUE (50' r.o.w.)



6161-34-629815
N/F GREGORY
02 2019 8261

6161-34-628812
Area = 6,315± Sq. Feet
or 0.145± Acres

6161-34-627809
N/F DALIA
02 2017 4003
FM #893, LOT I-C

6161-34-645809
N/F 13 SOUTH GRAND AV LLC
02 2022 4409

Unauthorized alteration or addition to a survey map bearing a licensed land surveyor's seal is a violation of Section 7209 (2), of the New York State Education Law. Only copies from the original of this survey marked with the land surveyor's signature and an original embossed or red ink seal shall be considered valid true copies. This survey was prepared for the parties and purpose indicated hereon. Any extension of the use beyond the parties or purpose indicated is expressly forbidden without written release or permission of James A. Sheridan, L.S. No. 49721.

I hereby certify to
KAMIL S. SERO
and
HWEIDA SERO
that this survey has been prepared in accordance with the existing "CODE OF PRACTICE FOR LAND SURVEYS" adopted by the New York State Association of Professional Land Surveyors.
James A. Sheridan 11.7.23
James A. Sheridan, L.S.
N.Y.S. License No. 49721

MAP LEGEND:

- CAPPED IRON ROD SET
- SPIKE SET IN PAVEMENT
- PROPERTY LINE
- ROAD BOUNDARY (RIGHT-OF-WAY)
- RECORD INFORMATION
- NOW OR FORMERLY (REPUTED OWNER)
- DOCUMENT NO. (D.C.C.O.)
- DUTCHESS Co. TAX MAP PARCEL NO.

Survey Of Property Prepared For:
KAMIL S. SERO and HWEIDA SERO
Situate At:
15 Hoffman Avenue
City of Poughkeepsie **County of Dutchess**
State of New York

Scale: 1" = 20' Survey Completed: Nov. 7, 2023 Map Date: Nov. 7, 2023

BOUNDARY, MORTGAGE AND SUBDIVISION SURVEYS
SHERIDAN LAND SURVEYORS
50 CLOVER HILL DRIVE
LAGRANGE, N.Y. 12603
(845) 849 - 2217
slsurvey50@gmail.com

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PROJECT: ALTERATIONS TO EXISTING PORCH

15 HOFFMAN AVENUE
POUGHKEEPSIE, NY 12601

OWNER:
SERO

15 HOFFMAN AVENUE
POUGHKEEPSIE, NY 12601

DRAWING LIST

T1.1	TITLE SHEET
T1.2	GENERAL NOTES
D1.1	EXISTING & PROPOSED DEMOLITION/REMOVAL PLANS
A1.1	EXISTING & PROPOSED FOOTING, FLOOR & ROOF PLANS; TYP. BUILDING SECTION
A1.2	TYP. BUILDING DETAILS, SCHEDULES

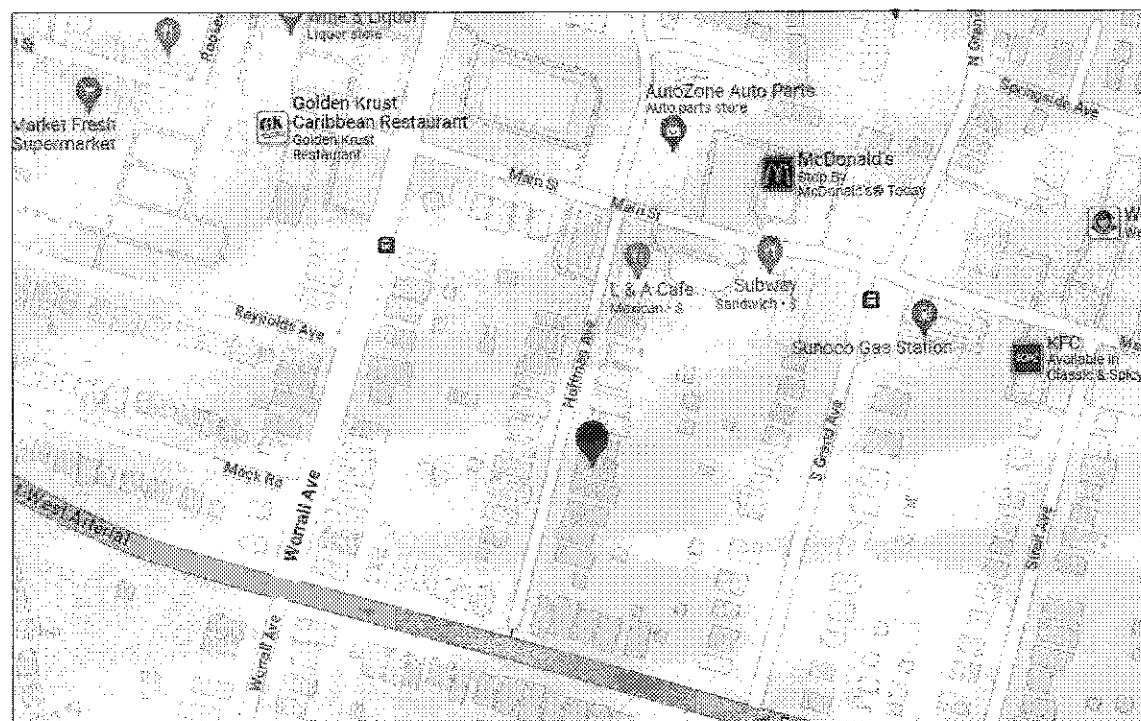
PROPOSED SQFT

EXTENSION OF PATIO = 30 SQFT

PROJECT DATA

CODES:	
2020 RESIDENTIAL BUILDING CODE OF NEW YORK STATE	
2020 EXISTING BUILDING CODE OF NEW YORK STATE	
CLASSIFICATION:	
OCCUPANCY	PATIO - SINGLE FAMILY DWELLING
CONSTRUCTION	TYPE 5B - FRAME CONSTRUCTION
DESIGN CRITERIA:	
UNIFORM DISTRIBUTED LIVE LOADS (LBS./S.F.):	
ROOF	40 GROUND SNOW LOAD
SLEEPING ROOMS	30
ROOMS OTHER THAN SLEEPING ROOMS	40
DECKS	40
FROST LINE DEPTH	42 INCH
WIND SPEED:	115 M.P.H. STANDARD LIGHT-FRAME CONSTRUCTION IN THIS OCCUPANCY IS SUFFICIENT FOR THIS DESIGN CATEGORY
SEISMIC DESIGN CATEGORY:	B STANDARD LIGHT-FRAME CONSTRUCTION IN THIS OCCUPANCY IS SUFFICIENT FOR THIS DESIGN CATEGORY
WEATHERING	SEVERE
DECAY	MODERATE TO HEAVY

SITE LOCATION MAP



LEGEND

	AREA NOT IN SCOPE OF WORK
	WATER CLOSET
	LAVATORY
	NEW DOOR
	EXISTING DOOR
	EXISTING WALL
	NEW CMU WALL
	NEW RATED SHAFT WALL
	NEW MASONRY WALL
	NEW STUD WALL
	CENTER LINE
	BEAM ABOVE
	PROPERTY BOUNDARY
	FENCE LINE
	SETBACK AREA
	FOOTING BELOW
	GRADE
	CALL OUT
	SECTION INDICATOR
	ELEVATION VIEW INDICATOR
	INTERIOR ELEVATION VIEW INDICATOR
	BACKFILL/UNDISTURBED EARTH
	EXIST EARTH
	TARGET ELEVATION
	CENTERLINE
	WALL ASSEMBLY INDICATOR
	DOOR INDICATOR
	WINDOW INDICATOR
	COLUMN LINE INDICATOR

ABBREVIATIONS

ADA	AMERICAN DISABILITIES ACT	HT.	HEIGHT
AFF	ABOVE FINISH FLOOR	INSTALL.	INSTALLATION
A.H.J.	AUTHORITY HAVING JURISDICTION	INSUL.	INSULATION
ALUM	ALUMINUM	JSTS	JOISTS
ANSI	AMERICAN NATIONAL STANDARDS INSTITUTE	lb.	POUND
APPROX.	APPROXIMATE	L.L.	LIVE LOAD
ASSY.	ASSEMBLY	LVL	LAMINATED VENEER LUMBER
BCNY	BUILDING CODE NEW YORK	MAX.	MAXIMUM
BD	BOARD	MIL.	MILLIMETER
B.I.	BUILDING INSPECTOR	MIN.	MINIMUM
BLDG.	BUILDING	M.O.	MASONRY OPENING
B.O.	BOTTOM OF	MTL	METAL
BTM	BOTTOM	N/A	NOT APPLICABLE
CL	CLOSET	N.T.S.	NOT TO SCALE
CLNG	CEILING	O.C.	ON CENTER
C.O.	CARBON MONOXIDE DETECTOR	O.H.	OVER HEAD/ OVER HANG
CONC	CONCRETE	P.E.	PROFESSIONAL ENGINEER
CONT.	CONTINUOUS	PSF	POUNDS PER SQUARE FOOT
COV.	COVERAGE	PSI	POUNDS PER SQUARE INCH
CMU	CONCRETE MASONRY UNIT	R.A.	REGISTERED ARCHITECT
D.H.	DOUBLE HUNG	REINF.	REINFORCING
DIA.	DIAMETER	REF.	REFRIGERATOR
D.L.	DEAD LOAD	R.O.	ROUGH OPENING
DTL	DETAIL	R.Y.	REAR YARD
ELEC.	ELECTRIC	SD	SMOKE DETECTOR
EQ.	EQUAL	SECT.	SECTION
EQUIP.	EQUIPMENT	S.F.	SQUARE FEET
E.W.	EACH WAY	SS	STAINLESS STEEL
FDN	FOUNDATION	STL	STEEL
F.I.	FIRE INSPECTOR	STOR.	STORAGE
FIN.	FINISH	S.Y.	SIDE YARD
FLR	FLOOR	TBA	TO BE ANNOUNCED
FT.	FOOT	T.O.	TOP OF
FTG	FOOTING	T.W.S.	TYPICAL WALL SECTION
F.Y.	FRONT YARD	TYP	TYPICAL
GALV.	GALVANIZED	VERT.	VERTICAL
GC	GENERAL CONTRACTOR	V.I.F.	VERIFY IN FIELD
G.S.L.	GROUND SNOW LOAD	W	WITH
GYP	GYPSUM	W.I.C.	WALK-IN CLOSET
HORIZ.	HORIZONTAL	W.W.M.	WELDED WIRE MESH

01-General Notes:

1. This set of drawings indicates the general scope of the project in terms of the Architectural design concept, the dimensions of the building, the structural system, the electrical outlets and fixture locations are an outline of major Architectural elements of construction. As a "general scope" document, these drawings do not necessarily indicate or describe all the work required for the full performance and completion of the project. Pricing will be based on these documents with the understanding that the contractor, sub-contractor and/or materials suppliers are to furnish all items required for proper completion of the work without adjustment to contract or subcontract price. It is intended that the work be of sound, quality construction in full compliance with all governing codes and ordinances. The contractor, subcontractor, and material suppliers shall be solely responsible for the inclusion of adequate amounts to cover installation of all items indicated, described or implied.
2. All contractors shall hold to the intent of the drawings as to provide a complete and finished work, tested and guaranteed for a minimum of one year from the time of completion and ready for occupancy, including all necessary items required, regardless of whether specifically called for or not on the drawing and do all repair work and replacement as may be necessary during that period at the contractors' expense.
3. The contractor is to obtain all necessary permits and inspections including but not limited to building and occupancy permits. This also includes fees for driveway permits, testing, electrical inspections, sanitary system inspections, plumbing inspections, Misc. building inspector fees, filing fees, etc. A Certificate of Occupancy must be obtained by the contractor for the completion of the work.
4. All work shall conform to the requirements of the governing codes having jurisdiction.
5. In case of discrepancies between the notes and drawings, code requirements shall govern.
6. Dimensions shown are face of new wall studs, face of masonry surfaces and to the face of all existing surfaces that are to remain unless noted otherwise. Verify actual conditions before beginning construction. Contractor is responsible for insuring that the framing dimensions will produce the finish floor plans as shown in the drawings. Contractor to have all changes approved in writing by Architect.
7. It shall be understood that information appearing on one drawing appears on all drawings whether shown or not.
8. Do not scale dimensions from the drawings. All written or dimensioned information takes precedence over the scale of the drawing.
9. All contractors are to keep a full set of complete and up to date plans and specifications available at the job site at all times.
10. The Architect shall be the sole interpreter of the scope documents. Decisions of the Architect as to items of work included within the "scope" of these drawings shall be final.
11. All contractors are to familiarize themselves with the conditions of the site and construction documents prior to submitting a bid. All contractors are to site and report any conditions at the Architect prior to starting the work.
12. All contractors shall check all dimensions, assemblies, etc. and report to the Architect in writing any inconsistencies prior to starting work, ordering materials, or fabricating shop-built items. In case of discrepancies or conflicts, notify Architect prior to ordering and installation.
13. Design loads and criteria used in the design of specialty structural systems (i.e. curtain-wall, fire stairs, architectural precast concrete, metal panels, etc.) to be determined by a third-party engineer contracted by the specialty structural system in accordance with code requirements of governing jurisdiction. Specialty engineer is responsible for all connections of these systems to the superstructure, including, but not limited to, engineering, detailing, and installation. If alteration to the superstructure is required as determined by the engineer of record to reinforce for high concentrated forces applied to the specialty system connection, the reinforcement and cost shall be borne by the specialty sub-contractor and shall be considered a part of the specialty connection.
14. All changes and substitutions shall be requested in writing and approved in writing by the owner and the Architect.
15. All contractors shall provide the owner, Architect and authorities having jurisdiction with certificates of insurances and licenses prior to starting work.
16. All work shall be performed by mechanics skilled in their respective trades.
17. No workers shall be under the influence of drugs, alcohol or other substances that may impair their work or judgment while on the job site.
18. Contractor is responsible for having all subcontractors coordinate their work with the work of the other trades and is responsible for the coordination of all trades and work including work not in the contract as well as work performed by separate sub-contractors retained by the owner under separate agreement. All such work not in contract shall be reviewed with the Architect prior to the commencement of construction.
19. The contractor shall give the Architect notice 48 hours in advance with any substantial issues.
20. All contractors are to uncover work to provide for an inspection or installation of ill-timed work. Remove and replace all work not conforming to requirements of the contract documents at the contractors own cost.
21. The Architect has the right to reject any unworkmanlike, sloppy, poorly installed, or unauthorized work or work done contrary to the intent of the contract documents. Such work shall be replaced, repaired or removed at the contractor's expense.
22. Shop drawings, where required, must be reviewed and approved for design intent by the Architect prior to the start of fabrication of those items.
23. All contractors are responsible for initiating, maintaining, and supervising all safety precautions and programs necessary for successful completion of the work and as required by law.
24. Substitutions equal to the items specified will be considered only when required by code or insurance, when proven unavailable or unsafe, or when a manufacturer refuses to certify performance, when it would be substantially to the owner's best interest in terms of cost, time, or other considerations. All substitutions shall be approved in writing by the Architect in advance of their purchase or installation by the specified contractor.
25. Furnish shop drawings, samples and project data when noted for review and approval by the Architect after checking and certifying compliance with the contract documents.
26. Provide temporary facilities and controls required for the work, including, but not limited to temporary utilities such as heat, water, electricity, telephone, field office, sanitary facilities, enclosures such as tarpaulins, barricades and canopies. G.C. to provide necessary safety protections for the general public at all times.
27. All contractors are to review documents with Architect and the Owner and submit, in writing, a description of responsibilities regarding all owner supplied items, including materials and details prior to commencement of construction.
28. The contractor shall verify with the Owner the locations of any and all underground utilities, and septic installations prior to the commencement of construction.
29. This set of drawings is not intended to make recommendations regarding the detection or removal of asbestos, lead or any and all other hazardous substances, or the likelihood of their presence on the site. Asbestos and lead detection and removal is the responsibility of the owner. If any friable asbestos, or asbestos related substances are discovered to be present, the Contractor shall immediately notify the Owner directly giving precise details, locations, etc. The Owner shall at his own expense retain the services of a licensed/certified asbestos abatement Contractor to investigate any/all possible hazardous conditions.
30. All contractors shall be responsible for cutting, patching, filling, and cleaning up after their own work.
31. Project contract close-out submittals include, but are not limited to: record documents, operation and maintenance data, warranties and bonds, keys and keying schedule, spare parts and material stock, certificates of inspection / occupancy / insurance, evidence of payment and release of liens, and a list of subcontractors, principal vendors and service organizations, including emergency telephone numbers. Instruct the owner on the proper operation and maintenance of systems, equipment and similar items prior to release of final payment to the contractors and/or related sub-contractor.

02-Removal, Protection and Clean-up

- A. General Removal Procedures
1. Job site must be kept clean during the entire course of construction.
 2. Comply with applicable codes and regulations for demolition operations and safety of adjacent spaces and the public.
 3. Obtain required demolition permits.
 4. All contractors to perform demolition required to complete scope of work. All items to be removed during demolition that are indicated for reuse should be reviewed with owner for salvage purposes.
 5. All contractors are to repair, replace, patch and match any existing materials, areas, and systems, as is necessary or required for successful completion of the work. Connect new work in a neat and approved manner. Restore existing work in making such connections to perfect condition. Any part of the existing structure, site improvement or adjoining properties, that is damaged and/or defaced due to the work or neglect of a contractor or his subcontractors shall be restored to its original condition at no cost to the owner.
 6. Take precautions to prevent catastrophic or uncontrolled collapse of structures to be removed; do not allow worker or public access within range of potential collapse of unstable structures.
 7. The contractor is responsible for safety of the existing structure during the entire demolition and/or construction process. Contractor to provide adequate temporary shoring where and when necessary. The contractor is responsible for verifying structural integrity of existing framing before the removal of any partition or structural element.
 8. Protect from damage all landscaping, etc. scheduled to remain.
 9. The contractor shall provide all temporary protection required to keep the building weather tight at all times.
 10. The contractor shall perform surveys as the work progresses to detect hazards resulting from selective demolition activities.
 11. If hazardous materials are discovered during removal operations, stop work and notify the owner & Architect; hazardous materials include regulated asbestos containing materials, lead, PCB's, and mercury.
 12. The contractor shall insure that demolition work does not interfere with or prohibit the continuing occupancy of tenant and adjacent tenants. This includes but is not limited to the selective demolition of partitions, electrical & mechanical systems. The contractor shall inform the owner a minimum of 72 hours in advance of demolition activities that will affect normal function of the business.
- B. Selective demolition for alterations

1. The drawing showing existing construction and utilities are based on casual field observation and existing record documents only.
2. Verify that construction and utility arrangements are as shown.
3. Report discrepancies to the Architect before disturbing existing installation.
4. Beginning of demolition work constitutes acceptance of existing conditions.
5. Remove existing work as indicated and as required to accomplish new work.
6. Services (including but not limited to hvac, plumbing, fire protection, electrical, and telecommunications): remove &/or modify the existing systems and equipment as required to complete the necessary work.
7. Maintain existing active systems that are to remain in operation; maintain access to equipment and operational components.
8. The electrical contractor is to coordinate the shutdown of all power to areas being demolished prior to performing work.
9. All lighting and power to be coordinated with electrician during demolition for proper removal and re-wiring as necessary to maintain circuitry where required to remain. Electrician to re-wire renovated areas as necessary to comply with electrical code and install new lighting, switching and power per drawings to best suit the client's needs and meet all national, state and local codes.

02-Removal, Protection and Clean-up - (Continued)

- C. Protect Existing Work to Remain
1. Perform cutting to accomplish removals neatly and as specified for cutting new work.
 2. Repair adjacent construction and finishes damaged during removal work, to match existing adjacent surfaces.
 3. Patch as specified for patching new work.
- D. Debris and Waste Removal
1. All contractors are responsible for the removal of their construction debris as per all governing codes and ordinances. Final clean-up of all work and materials shall be to the owner's satisfaction prior to final completion. Throughout the demolition and/or construction period, the contractors to maintain the building and site in a clean manner and store items in an orderly arrangement allowing maximum access, not impeding the construction process of any subcontractor and providing the required protection of materials. The contractors shall not allow the accumulation of scrap, debris, and waste material. At the end of the project, the contractors are to remove dust, debris, oils, stains, fingerprints and labels from exposed finished surfaces, including glazing.
 2. Remove and transport debris material in a manner that will prevent spillage on adjacent surfaces and areas.

03 Site Work & Excavation

1. All controlled fill material shall be a select granular material free from all organics or otherwise deleterious material with not more than 20% by weight passing a no. 200 sieve (classified as sc, sm, sp or better in accordance with the unified soil classification system) and with a plasticity index not exceeding 6%.
2. Foundation excavations shall be inspected by soils engineer prior to concrete placement.
3. Excavations shall be kept dry by pumping until underground construction is complete.
4. Backfill shall be brought up equally on both sides of foundation walls and grade beams until the final elevation is achieved. Variations shall not exceed 2'-0" between backfill elevations on either side without engineer's approval.
5. Establish topsoil depth and strip as much topsoil as possible from the building site. Stockpile for later distribution.
6. Rough grade to 6" below finish grades. Finish grades around building shall be as shown on elevation and section drawings and shall provide positive drainage. (Pitch) grade 1/4" per foot away from the building on all sides for a distance of 8 to 10 feet.
7. New driveways and parking areas shall conform to requirements of local codes as to grading. Base and topping specifications.
8. Provide footing drains all around perimeter; drain downhill at grade or provide dry well.
9. Provide unit costs for any necessary blasting and/or jack hammering and rock removal. All blasting shall be done in accordance with the local regulations, state and federal requirements.
10. Notify of impending sitework all public agencies as required by code and utility companies.
11. Verify locations and provide clear marking of property lines, set back lines, easements and right of way.
12. Fill placed shall be free of debris, snow, ice, water or organic material.
13. Excavate as required for all construction, utilities, paving and equipment as indicated or as necessary.
14. Excavation shall be performed so that the area of the site and the area immediately surrounding the site and affecting operations at the site will be continually and effectively drained. Water shall not be permitted to accumulate in the excavation. The excavation shall be drained by pumping or other satisfactory methods to prevent softening of the foundation bottom, undercutting of footing, or other actions detrimental to proper construction procedures.
15. Shoring, including steel piling, shall be furnished and installed as necessary to protect workers, banks, adjacent paving, structures and utilities. Shoring, bracing and sheeting shall be removed as excavations are backfilled, in a manner to prevent caving.
16. Trenching for underground utilities systems and drain lines shall be excavated to the required alignments and depths. The bottoms of trenches shall be graded to secure the required slope and shall be tamped if necessary to provide a firm pipe bed.
17. Backfill as required for all excavation. Backfill in layers not more than 6 inches in depth and tamper to proper dry density compaction.
18. Do not backfill against foundation walls until mortar and/or concrete have attained maximum strength and framing or slabs which brace the wall are in place.
19. At no time shall bulldozers, trucks or other heavy equipment be permitted to approach foundation walls closer than 8 feet.
20. If rock is encountered, the Contractor shall notify the Architect or Engineer before proceeding.
21. Rough grade to within 4" of finished grade.
22. Remove all debris from site to a point of legal disposal.
23. Provide soil erosion control measures as required, by the authority having jurisdiction.
24. Protect all trees to remain that may be near construction.
25. Coordinate with the governing municipality all necessary permits, street opening, etc.

04 - Foundation

1. All footings shall bear on undisturbed soil of not less than one ton per square foot bearing capacity. Footings shall be below frost line, a minimum of 3'-6" from grade to the bottom of the footing, except that the bottom of the footing shall be adjusted to the actual level of approved bearing strata found on excavating.
2. Stepped footings shall be 12-inch maximum vertical elevation change and 24-inch minimum horizontal change with 10-inch minimum overbearing.
3. Foundation walls shall be leveled to receive framing. In foundation walls made from masonry the top two courses shall be filled solid with mortar or solid concrete masonry units used. In masonry walls a 1/2-inch diameter galvanized steel anchor bolt 21 inches long shall be embedded not less than 15 inches into the concrete masonry unit. In concrete walls a 1/2-inch diameter galvanized steel anchor bolt 12 inches long shall be embedded not less than 7 inches into the concrete. Anchor bolts shall be spaced at a spacing of 6'-0" o.c. maximum, and at 12 inches of each corner. Each wood member shall receive minimum two anchor bolts.
4. Sill plates shall be equivalent to 2-2x8 inch member and shall be pressure treated.
5. All basement/cellar foundation walls shall be waterproofed before backfilling.
6. Place backfill and fill materials in layers not more than 6" in loose depth, compacting each layer to required maximum density. Do not place materials on surfaces that are muddy, frozen or contain ice or frost. Use soil material free of clay, rock or gravel larger than 2", debris, vegetable matter, waste and frozen materials.
7. Compact each layer of backfill and fill soil materials and the top 12" of subgrade for slabs, steps and pavements to 95% proctor density with power tamper.
8. Construction joints in foundation walls shall be spaced not more than 60 feet on center or 40 feet from corners. No horizontal construction joints in walls are permissible.
9. All footings shall be formed. Do not use soil as a container for concrete. **Stake and pin as required to maintain rigidity.**
10. All honeycombs, form marks, fins, holes and other surface defects shall be patched and repaired promptly after form removal.
11. All footings shall be formed to meet sizes indicated on drawings and details.
12. Elevations of footing bottoms shown on drawings are at the highest permissible elevations. **Actual footing bottoms may be lower if adequate bearing material is not found at the footing depths shown on drawings.**
13. Solid backfill under floor slabs shall be a porous, granular material such as **crushed stone or gravel which contains fine material passing a #200 sieve.**
14. Fill below slabs on ground shall be placed in lifts not exceeding 12 inches in thickness and compacted to 95% of the Modified Standard Density as per ASTM D-1557.
15. Foundations have been designed to an allowable soil bearing pressure of **4000 PSF. Should conditions vary from those assumed, the Architect shall be notified before continuation of work.**
16. All footings shall be placed directly on rock, virgin soil, or certified compacted fill.
17. 28-day compressive strength for concrete shall be as follows:
Footings = 3000 PSI
Slab on Grade = 3000 PSI
20. Porches, Carports slabs & Steps exposed to the weather = 3500 PSI
21. Garage Slab = 3500 PSI
22. Maximum concrete slump shall be 4".
23. All concrete shall be mixed, transported, and placed in accordance with ACI standards 318, 304, 301.
24. All reinforcing bars shall be of new billet steel conforming to ASTM A615, Grade 60.
25. All welded wire mesh shall conform to ASTM A185.
26. Reinforcing steel shall be placed to provide the following minimum concrete cover:
Slab on Grade = 1-1/2", Walls = 2", Footings = 3"
27. All fill shall be placed in eight-inch loose lifts (maximum) compacted with vibratory rollers.
28. Where solid fractured rock is encountered for a wall length of at least 25 feet, **walls may be poured without footings by trenching 6 inches into the rock and pinning the wall to rock with #6 x 3'-0" long dowels at 2'-0" on center, grouted into rock, extending 1'-6" into rock.** No frost provisions are required for this detail. Provide control joint in wall at any transition between rock bearing and soil bearing conditions.
29. Provide 4" footing drains and 6" leader drains.
30. Provide 4" gravel under all slabs on grade.

05 - Cast-in-Place Concrete

1. Concrete work shall conform with the requirements of the American Concrete Institute (ACI) 318 (latest edition).
2. Unless otherwise indicated on drawings cast-in-place concrete shall develop a strength of 4,000 psi (foundation walls, retaining walls and footings); 3,000 psi (slab on grade, exterior slabs and curbs) at 28 days.
3. Temperature reinforcing shall be sufficiently embedded to develop full strength in concrete walls and slabs.
4. Provide adequate ties for reinforcement in slabs, beams, piers and walls. Reinforcement to be held at correct distance from forms and earth by steel chairs or ties.
5. Follow Concrete Reinforcing Steel Institute (CRSI) rules for placing of reinforcing steel and accessories.
6. The contractor shall cooperate with other trades and where required install all built-in work, sleeves, inserts, etc., as required for a complete job.
7. Structural members shall be poured for their full depths in one operation. Construction joints such as a day's pour joints shall be located in the middle third of the span, main reinforcing to run through the joint, key and roughen joints to expose aggregate for chemical bond.
8. No horizontal joints shall be placed in walls except as shown on the drawings, without the approval of the engineer.
9. Structural slabs on grade shall be of a thickness and reinforced as indicated on drawings.
10. Slabs on-grade shall have thickenings, depressions, openings, etc., as required or as shown herein or on architectural drawings.
11. Provide 100% continuity over supports for continuous slabs and beams.
12. Top elevation of slabs shall vary according to finish floor material. See architectural drawings.
13. Coordinate all consultant's drawings and scope of work for openings in slabs.
14. Unless otherwise noted, wall footings shall be minimum 12" thick and project 6" beyond all faces of walls and as a minimum contain #5@12" o.c. bottom bars.
15. Maximum step of footings shall be one vertically to two horizontally where elevations change.
16. Inspection and testing of concrete work and concrete mix shall be performed in accordance with the local building department requirements.
17. Expansion-joint filler strips, pre-molded shall be resin impregnated fiberboard conforming to physical requirements of ASTM D 1752.
18. Install vapor barrier under interior floor and crawl space slabs on grade over capillary water barrier. Lap joints 8 to 12 inches minimum and seal.
19. The concrete contractor shall install and/or give other trades ample opportunity to install anchor bolts, plates, conduits, sleeves, slots, etc., as required.
20. All openings, gaps and joints in floor and wall assemblies in contact soil or gaps around pipes or drains penetrating concrete shall be filled or closed with materials that provide a permanent air-tight seal. Seal large openings with non-shrink mortar, grouts or expanding foam materials and smaller gaps with an elastomeric joint sealant, as defined in ASTM C920.

06 - Masonry

1. OMIT

07 - Structural & Reinforcing Steel & Miscellaneous Metal Work

1. Structural steel shall conform to the American Institute of Steel Construction (AISC) manual (Latest Edition)
2. Unless otherwise noted, all materials shall be in accordance with the following specifications.

member	a.s.t.m.	min. strength
structural tubing	a500 (grade b)	46 ksi
steel pipe	a500 (grade b)	46 ksi
rolled shapes	a992	50 ksi
plates, channels, & angles	a36	36 ksi
connection bolts	a325	92 ksi
anchor bolts	f1554	---
threaded bolts	a36	36 ksi
non-shrink grout	c1107	8000 psi
3. Welding shall be in accordance with American Welding Society (AWS) D1.1 using E70xx Electrodes. Unless otherwise noted, provide continuous minimum sized fillet welds per AISC requirements. Filler material shall have a minimum yield strength of 58 k.s.i.
4. Burning of holes and torch cutting at the site is not permitted.
5. Holes in steel beams shall be drilled or punched. All slotted holes shall be provided with smooth edges.
6. The structural steel erector shall provide temporary guying and bracing as required. columns, anchor bolts, base plates, etc. have been designed for the final complete condition, and have not been investigated for potential loadings encountered during steel erection and construction. any investigation of the columns, anchor bolts, framing, etc. for adequacy during the steel erection and construction process is the sole responsibility of the contractor.
7. Steel fabricators shall be an AISC-certified shop and maintain detailed quality control procedures as required to satisfy the special inspection requirements of the latest building code having jurisdiction or contractor to reimburse owner for cost of steel shop special inspections for non- AISC certified shops.
8. Unless otherwise noted, structural steel permanently exposed to the weather, shall be hot-dip galvanized in accordance with ASTM A123. protective coating damaged during the transport, erecting and field welding process shall be repaired in the field to match the shop applied coating.
9. The contractor will hire an independent testing agency to provide special inspections of the bolting, welding, and other items in accordance with the latest building codes having jurisdiction.
10. Reinforcing shall be provided at connections where cuts have reduced the shear or moment capacity below that required to sustain the reaction. flanges and web are to be reinforced where the local capacity to sustain load is inadequate.

08- Framing Lumber

1. All wood framing material shall be surfaced dry and used at 19% maximum moisture content.
2. All stud and wall framing shall be either of the following:
 - a. No. 2 grade southern yellow pine (syp)
 - b. No. 2 grade spruce-pine-fir (spf)All joist, rafter & misc. framing shall be no. 2 grade, Douglas fir, provide full-depth (or metal) bridging at midspan and at a maximum spacing of 8'-0" o/c in between.
3. All Framing exposed to the weather or in contact with masonry or concrete shall be pressure-treated in accordance with the American Wood Preservers Association specification and be no. 2 southern pine. Where possible, all cuts and holes should be complete before treatment. Cuts and holes due to on-site fabrication shall be brushed with 2 coats of copper naphthenate solution containing a minimum of 2% metallic copper in solution (per AWWPA ST. M4).
4. The contractor shall carefully select lumber to be used in loadbearing applications. The length of split on the wide face of 3" (nominal) and thicker lumber shall be limited to 1/2 of the narrow face dimension.
5. Provide double joists under all partitions which run parallel with joists and under all concentrated loads from framing above.
6. Provide header beams of the same size as joists or rafters to frame around openings in the plywood deck unless otherwise indicated.
7. Structural steel plate connectors shall conform to ASTM A-36 specification and be 1/4" thick unless otherwise indicated. Bolts connecting wood members shall be per ASTM A-307 and be 3/4" diameter unless otherwise indicated. Provide washers for all bolt heads and nuts in contact with wood surfaces.
8. Bolt holes shall be carefully centered and drilled not more than 1/16" larger than the bolt diameter. Bolted connections shall be snugged tight but not to the extent of crushing wood under washers.
9. Prefabricated metal joist hangers, hurricane clips, hold-down anchors and other accessories shall be as manufactured by "Simpson Strong-tie company", tel. 800-999-5099), or approved equal. install all accessories per the manufacturer's requirements. All steel shall have a minimum thickness of 0.04 inches (per astm a446, grade a) and be galvanized (coating g60).
10. Holes and notches drilled or cut into wood framing shall not exceed the requirements of latest edition of the international building code.
11. All plywood construction shall be in accordance with the American Plywood Association (APA) specifications.
12. All wall panel sheathing shall be 1/2" (nom.) type cdx, exp. APA rated sheathing, unless otherwise indicated, connect wall sheathing with 10d common nails spaced 6" o/c at supported panel edges and 12" o/c at intermediate supports.
13. install all plywood sheathing with the long dimension of the panel across supports and with panel continuous over two or more spans. Stagger panel end joints. Allow 1/8" spacing at panel ends and edges unless otherwise recommended by the sheathing manufacturer.
14. All nailing shall be carefully driven and not overdriven. The use of staples is prohibited from use.
15. Firestopping shall be constructed to close all concealed draft openings and to form effectual fire barriers against the spread of fire between stories of the building and in all open structural spaces therein.
16. Sill plates shall be level and square and anchor bolted as specified on drawings at not more than 6 feet on centers and not more than 12 inches from each end of each piece. A minimum of two anchors shall be used for each piece of wood.
17. Coordinate plumbing and HVAC required openings with framing to provide proper framed openings.
18. Blocking shall be provided as necessary for application of sheathing, wallboard, and other materials or building items, installation of wall and ceiling mounted fixtures and equipment and to provide fire stopping.
19. Provide anchors, brackets, frames, hangers and other supports, to support ceiling-hung or supported, piping, conduits, ducts, shelving, light fixtures and other miscellaneous items.
20. Provide clearances between framing and other construction that may be subject to differential movement, noise transfer and fire hazard.

09- Wood Trusses

1. OMIT

10- Laminated Veneer Lumber

1. OMIT

11- Finish Carpentry - Interior and Exterior

1. Installation of finish wood carpentry to conform to the Architectural Woodwork Institute (AWI).
2. All interior millwork shall be selected by owner unless specified otherwise on drawings.
3. Provide permanent heat, light and ventilation prior to installation. Maintain minimum room temperature 65 degrees F for a period of 2 days prior to delivery of materials, during, and after installation until Substantial Completion.
4. Lay wood flooring in direction indicated. Provide saddles where indicated on the drawings.
5. Sand wood flooring to a smooth and even finish with no evidence of sander marks. Take precautions to contain dust. Remove dust by vacuum. Apply stain as specified, buff as required, verify even application of stain over all surfaces and spot stain as required for uniform color application and prepare for finish coats. Contractor to provide sample area to be approved by architect prior to completing.
6. Prohibit traffic on flooring during finishing operations and for a minimum of 3 days after completion. Protect finished floors from traffic until final payment.
7. Glue & nail all interior trim in place with adhesives specified for the materials to be joined.
8. Use maximum length boards to minimize joints.
9. Use bright finish nails for interior trim work, size appropriate to the work. Set nails below surface of wood. Nail holes will be filled with wood filler appropriate to the finish.
10. All exterior trim material at fascias, soffits and rakes to be as specified on drawings. Color to be determined by Owner/Architect.
11. Provide all blocking for installation of exterior trim as required.

12- Insulation and Moisture Control

1. OMIT

13- Doors, Windows and Hardware

1. OMIT

14- Finishes, Materials and Painting

1. All room finishes shall be as per finish plans and schedules.
2. The Contractor shall inspect all surfaces and provide all preparation work necessary to receive new paint finish as indicated on the drawings. Before painting work is to begin, arrangements shall be made for proper ventilation and lighting of all areas.
3. All preparation and painting work shall be of first quality workmanship and only skilled mechanics will be employed. Prepare all surfaces to be painted in accordance with the paint manufacturer's latest printed specifications and instructions. Upon completion of painting work, the entire work area shall be cleaned and made free of all runs, brush marks, sags, holidays and other defects, which shall be rejected. All glazing shall be masked on both sides. The Contractor shall be responsible for cleaning and removing of same.
4. Edges adjoining other materials or color shall be sharp and clean, without overlapping.
5. Paint color shall be of the same intensity in adjacent areas and shall be such that it shall completely hide and cover the substrate.
6. Contractor to submit samples of all paints and stains to be used.
7. All exterior paint and stains should be allowed 48 hours to dry between coats; interior finishes should be allowed 24 hours between coats to dry. Ferrous metal to receive red primer and one coat of metal paint.
8. All exterior wood fascia boards and soffits shall be back primed and painted before installation.
9. All ceramic tile in showers and surrounding bath tubs shall be installed over approved cement backerboard. All ceramic tile shall be installed in tile-tight adhesion in strict accordance with the manufacturer's written instructions.
10. Tiled floors to receive matt glazed tile set in thin-set grout. Installation to be as per latest edition of the Tile Council of America specifications. Consult Architect if other setting methods are to be used to verify floor structure.
11. Install wall and floor tile surfaces smoothly and free of irregularities, humps or dips, with joints straight, level, aligned, uniform in size and tile cuts not smaller than half a tile. Tile shall be firmly in place with finished surfaces in true planes, joints shall be straight uniform in width and solidly filled. All tile work shall include appropriate trims and Cove base.
12. Perform all gypsum wallboard work in accordance with Gypsum Association installation publications. All gypsum wall board partitioning shall be plumb, level, true and straight, properly braced and rigid. Surface shall be smooth and free from flaws and defects in a ready to paint condition. All taping and spackling shall be sanded and prepared so that location of joints and blemishes cannot be detected after wall has been painted.
13. Gypsum materials shall be by United States Gypsum or approved equal. Provide Durock Cement Board by United States Gypsum or approved equal at shower walls and ceiling.
14. Sound insulated, and fire rated partitioning shall be caulked at perimeters and provided with building standard fire rated and sound attenuating insulation securely fastened to stud framing. At these partitions, back-to-back electrical junction boxes are not permitted.
15. Accessories shall include all bolts, inserts, clips, attachments, brackets, fastenings, hangers and all other material (other than structural members), necessary for complete installation of gypsum wall board.
16. Provide bathroom accessories such as soap dish, paper holder, towel bars and medicine cabinets as specified on plans or selected by owner.
17. All gaps, spaces, etc., between woodwork and walls, cracks, etc. shall be filled with clean, paintable, Phenoseal caulk prior to painting. Reseal after prime coat as required.
18. All plumbing, mechanical and electrical lines to be concealed, unless otherwise noted. Where concealment under floors, above ceilings or within walls or partitions is not possible the lines are to be covered. Use furring and gypsum board installed in accordance with code requirements.
19. All sound partitions are to extend to the underside of the deck. Partitions that do not extend to the structure above are to be firmly braced to an approved bracing structure.

15- Roofing

1. All roof panel sheathing shall be 3/4" (nom.) type cdx. exp. APA rated sheathing, suitable edge support shall be provided by use of panel clips or blocking between framing, unless otherwise noted connect roof sheathing with 8d common nails at 6" o/c at supported panel edges and 6" o/c at intermediate supports.
2. All roofing to be installed in accordance with the manufacturer's specifications to guarantee roofing warranties.
3. Contractor to verify roofing material manufacturer's requirements for proper temperature range during installation.
4. Install underlayment per manufacturer's and building code requirements.
5. Install with proper sequence and overlaps to ensure watertight conditions.
6. Attachment and fastener requirements to be as per manufacturer and or building code.
7. Roof pitch as noted on the elevations and roof plan. Contractor to notify architect of any discrepancies prior to constructing.
8. Roofing material damaged during construction must be replaced and paid for by the contractor.
9. Provide "Grace" Ice & Watershed or approved equal as indicated on roof plan or a minimum of 36" from the interior wall line.
10. Install all proper and necessary flashings.

16- Equipment and Appliances

1. OMIT

17- Mechanical

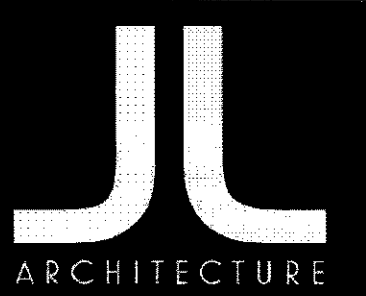
1. OMIT

18- Electrical

1. OMIT

19- Plumbing

1. OMIT



JASON LICHWICK ARCHITECTURE PLLC

587 HACKBERRY AVENUE, SUITE 5
POUGHKEEPSIE, NEW YORK 12603

P: 845.224.6344
JL@JLARCHITECT.COM

IT IS A VIOLATION OF THE LAW FOR ANY PERSON, UNLESS ACTING UNDER THE DIRECTION OF A LICENSED ARCHITECT OR ENGINEER, TO ALTER AN ITEM IN ANY WAY, OR ITEM BEARING THE SEAL OF AN ARCHITECT OR ENGINEER IS ALTERED, THE ALTERING ARCHITECT OR ENGINEER SHALL AFFIX TO HIS ITEM THE SEAL AND THE NOTATION "ALTERED BY" FOLLOWED BY HIS SIGNATURE AND THE DATE OF SUCH ALTERATION, AND A SPECIAL DESCRIPTION OF THE ALTERATION. NOTE: DO NOT SCALE



Sero Residence - Existing Porch Alterations

Kamil & Hwaida Sero
S.E.L.L. 131300-0161-34-828812
15 Hoffman Avenue
Poughkeepsie, New York 12601

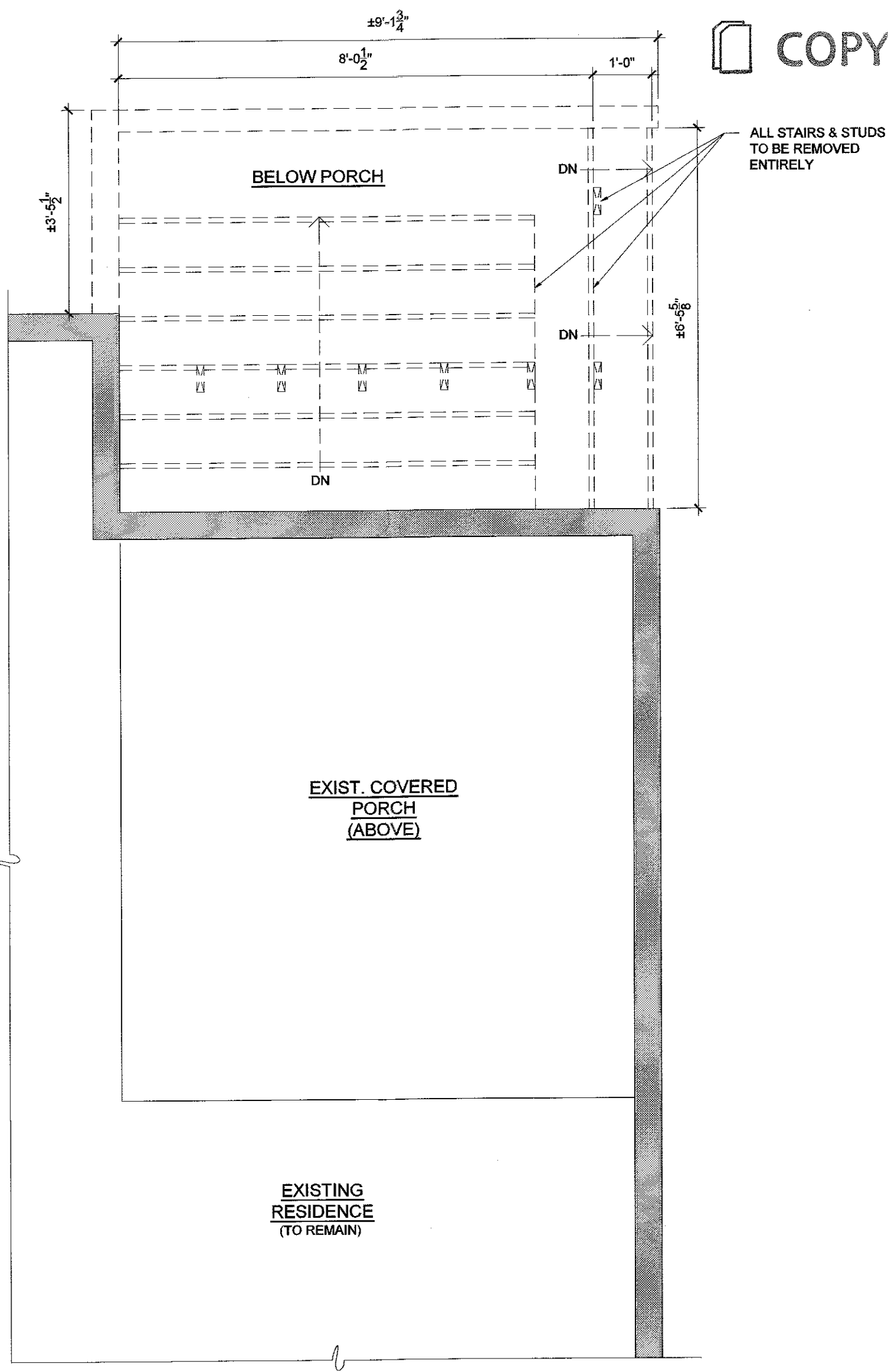
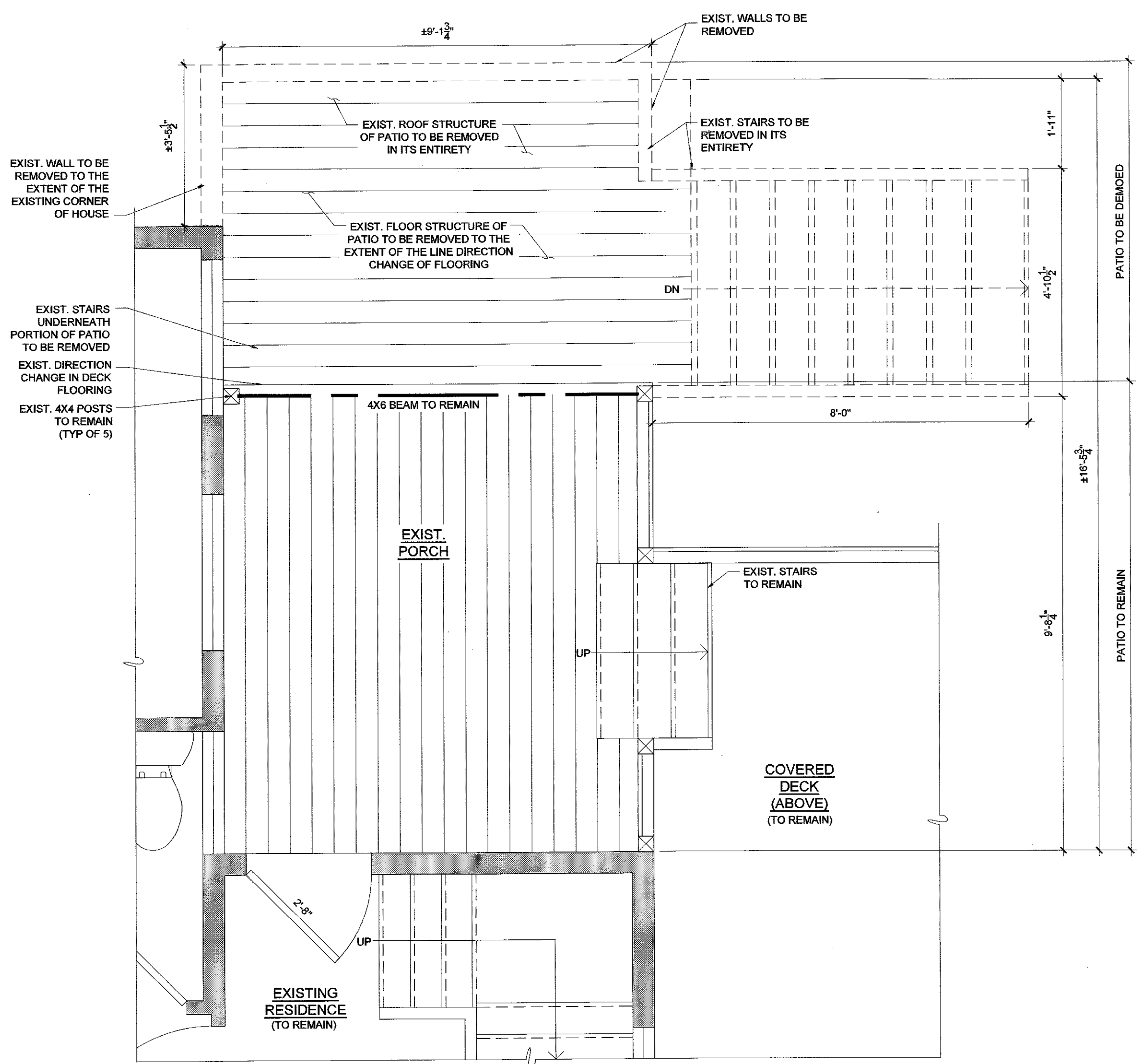
For Permit and Construction

Date: 07.14.2023

Revisions:

Drawn By: AR

T1.2



1 Existing Porch Demolition/Removal Plan
D1.1 Scale: 1/2" = 1'-0"

JASON LICHWICK ARCHITECTURE PLLC
387 HOOVER AVENUE, SUITE 5
POUGHKEEPSIE, NEW YORK 12603
P: 845.264.5344
jason@jlaa.com

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Sero Residence - Existing Porch Alterations
Kerill & Hueda Sero
S.B.L. 131300-5161-34-628812
15 Hoffman Avenue
Poughkeepsie, New York 12601

For Permit and Construction

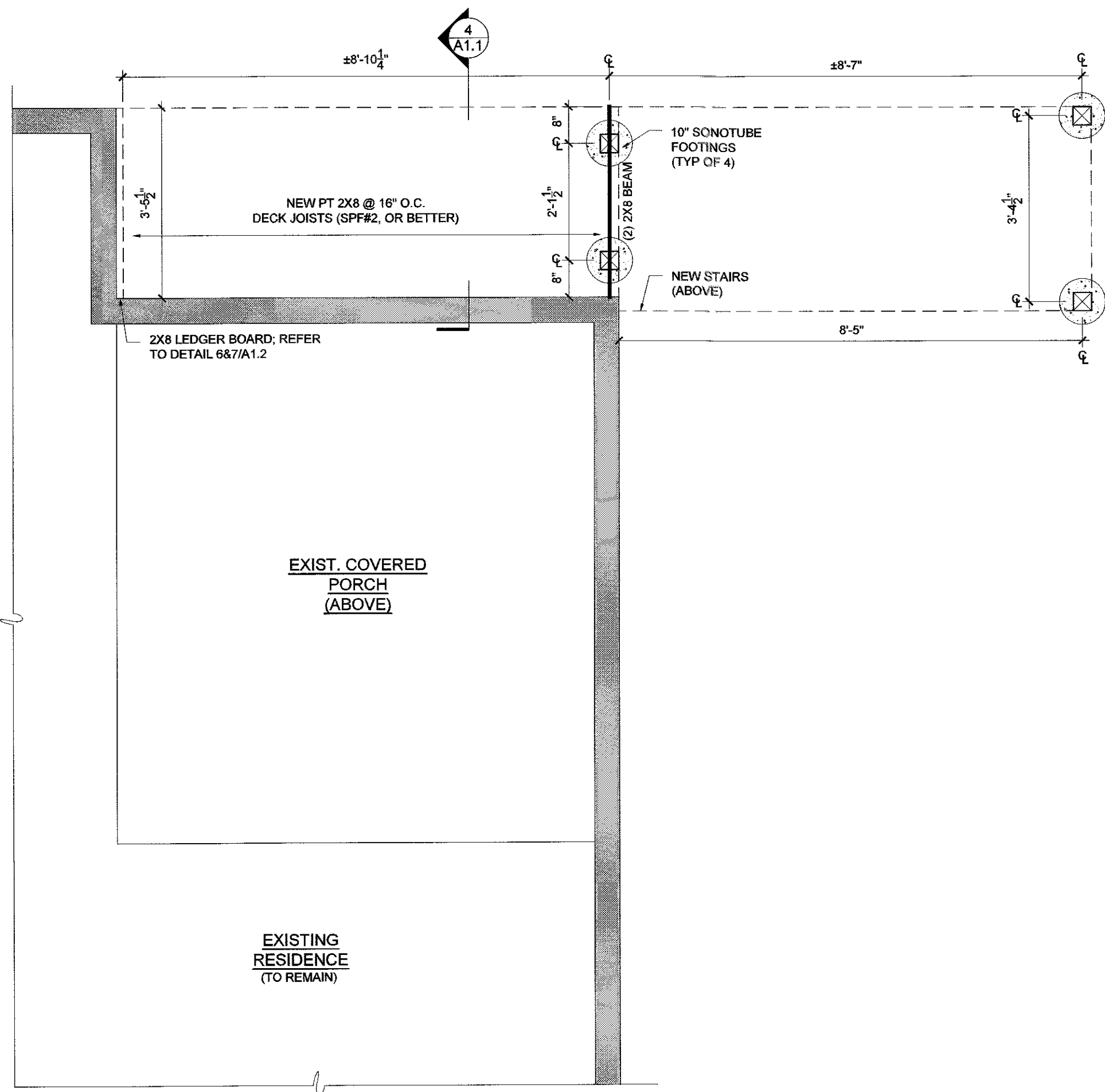
Date: 07.14.2023

Revisions:

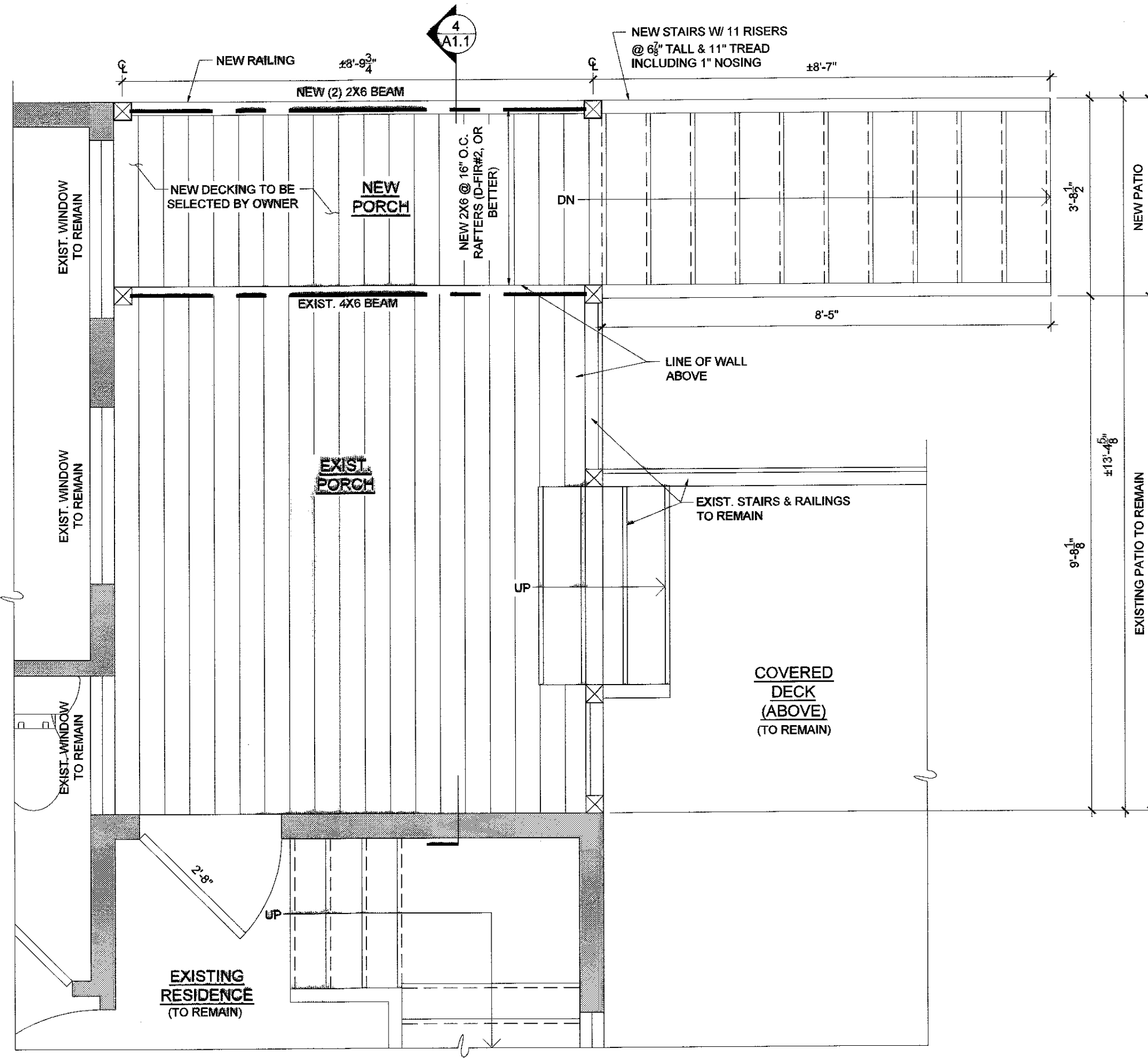
Drawn By: AR

D1.1

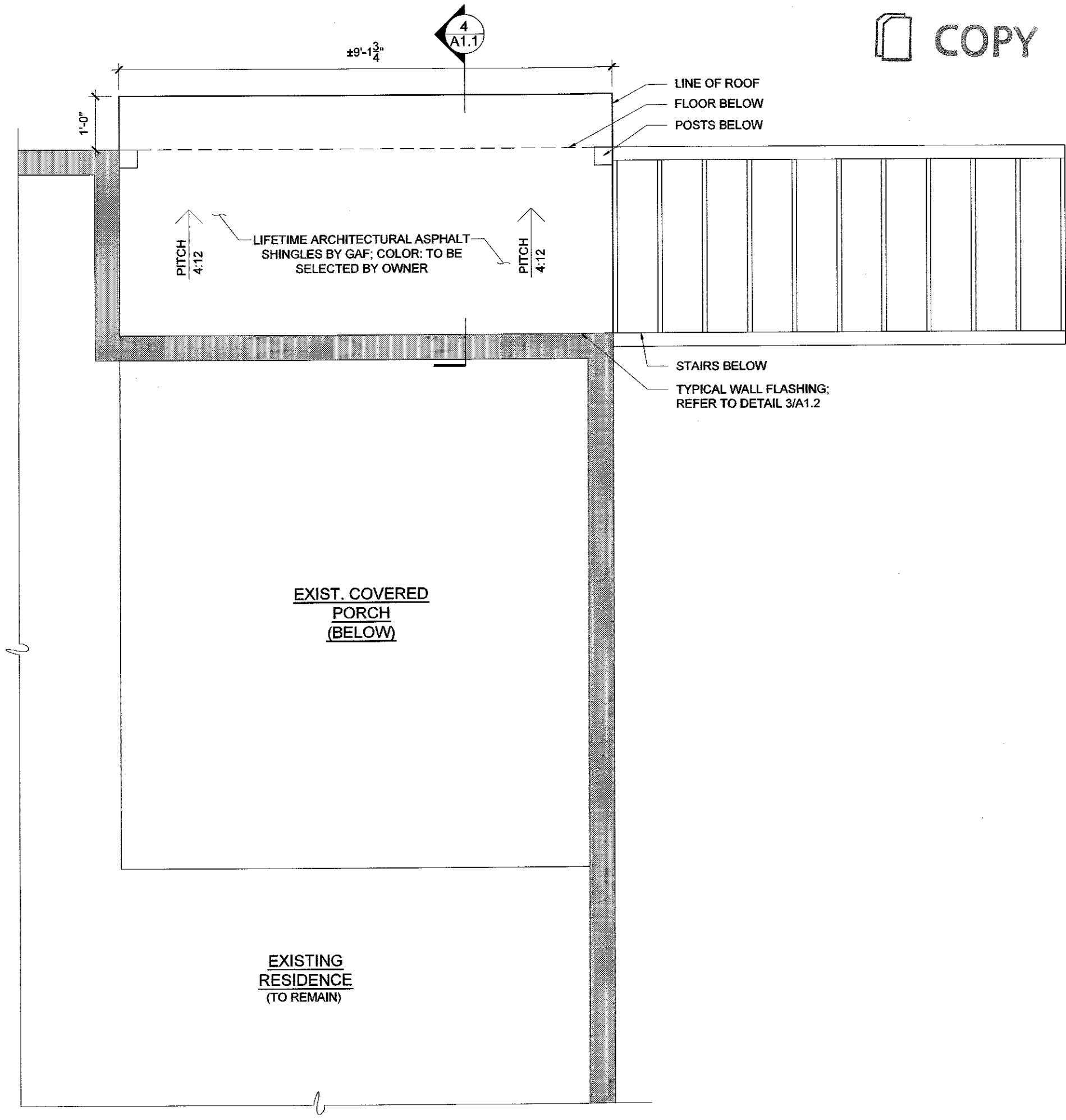
3 of 5



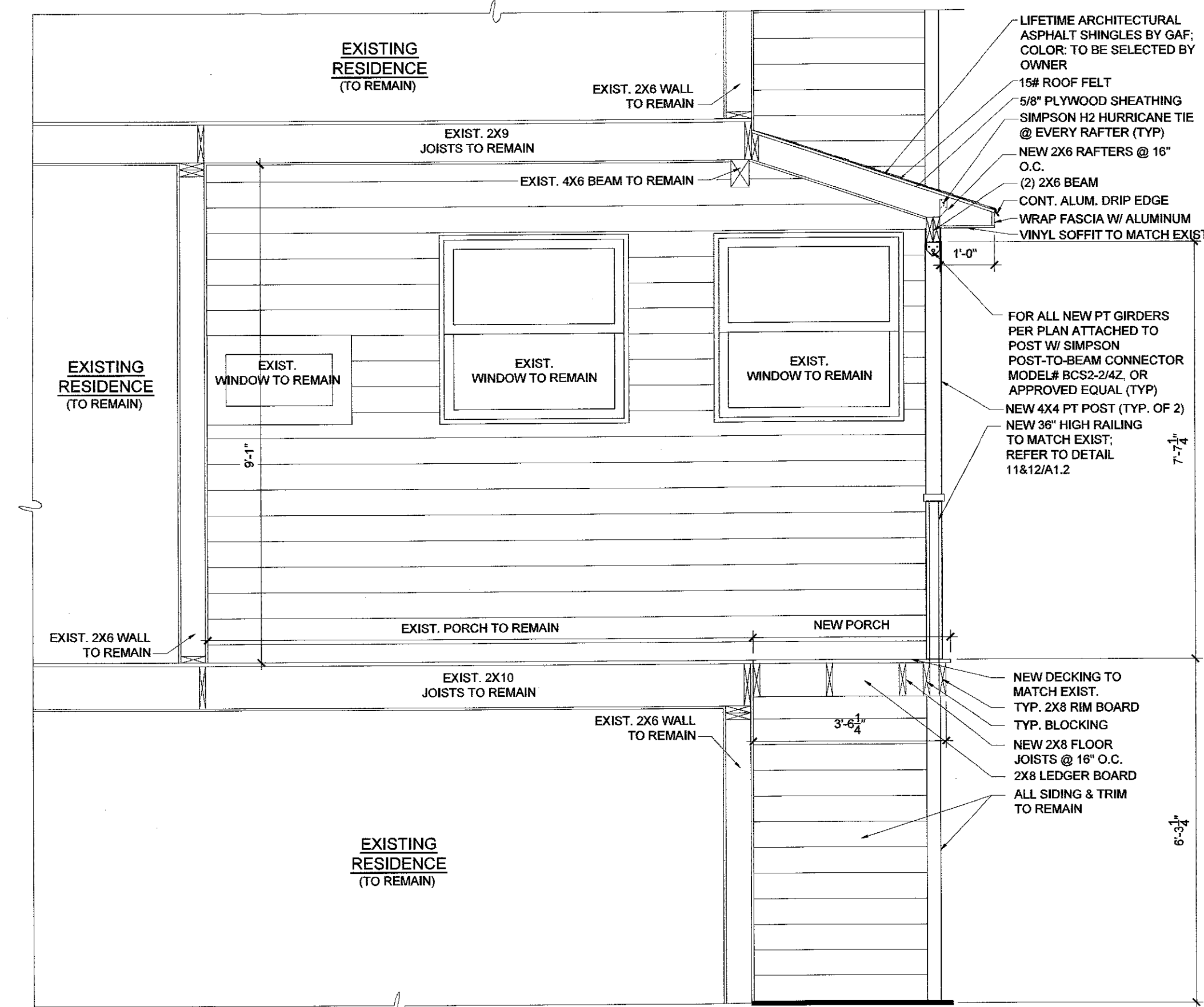
1 Proposed Porch Footing Plan
A1.1 Scale: 1/2" = 1'-0"



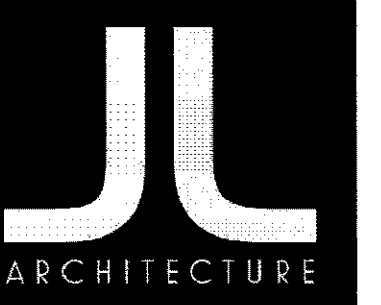
2 Existing & Proposed Porch Plan
A1.1 Scale: 1/2" = 1'-0"



3 Proposed Porch Roof Plan
A1.1 Scale: 1/2" = 1'-0"



4 Existing & Proposed Porch Section
A1.1 Scale: 1/2" = 1'-0"



JASON LICHWICK ARCHITECTURE PLLC
387 HOOKER AVENUE, SUITE 5
POUGHKEEPSIE, NEW YORK 12603
P: 845.284.6344
jasonlichwick.com

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Sero Residence - Existing Porch Alterations

Kamil & Hwelda Sero
S.B.L.: 13'300-6181-34-628612
15 Hoffman Avenue
Poughkeepsie, New York 12601

For Permit and Construction

Date: 07.14.2023

Revisions:

Drawn By: AR

A1.1

4 of 5

JL
ARCHITECTURE

JASON LICHWICK ARCHITECTURE PLLC
387 HOOKER AVENUE, SUITE 5
POUGHKEEPSIE, NEW YORK 12603
P: 845.284.6344
jasonlichwick.com

IT IS A VIOLATION OF THE LAW FOR ANY PERSON, UNLESS ACTING UNDER THE DIRECTION OF A LICENSED ARCHITECT OR ENGINEER, TO ALTER AN ITEM IN ANY WAY. IF AN ARCHITECT OR ENGINEER IS ALTERED, THE ALTERING ARCHITECT OR ENGINEER SHALL AFFIX TO HIS ITEM THE SEAL AND THE NOTATION "ALTERED BY FOLLOWED BY HIS SIGNATURE AND THE DATE OF SUCH ALTERATION, AND A SPECIFIC DESCRIPTION OF THE ALTERATION. NOTE: DO NOT SCALE."

REGISTERED ARCHITECT
STATE OF NEW YORK
028812

Sero Residence - Existing Porch Alterations

Kamil & Hweida Sero
S.E.L.: 131300-0161-34-028812
15 Hoffman Avenue
Poughkeepsie, New York 12601

For Permit and Construction

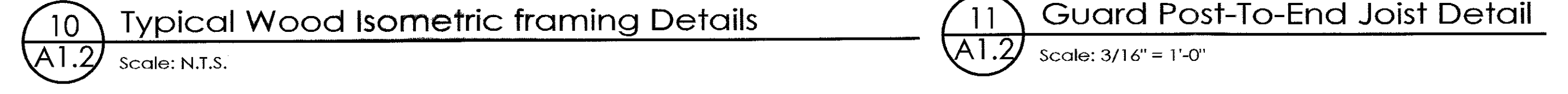
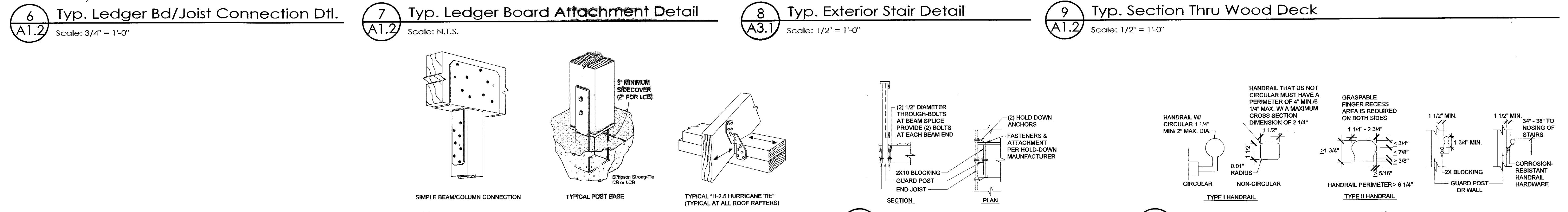
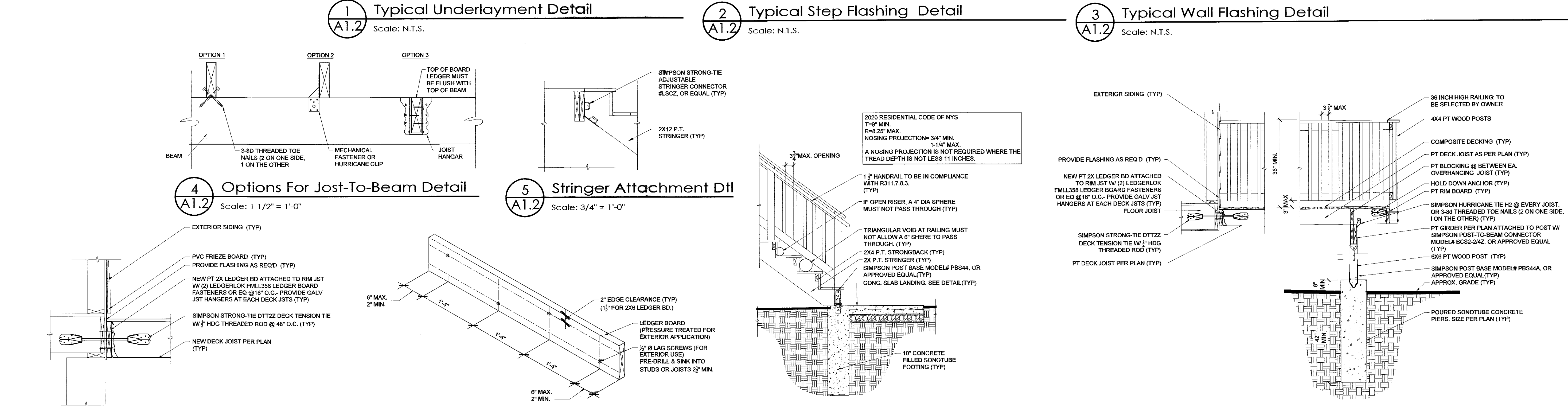
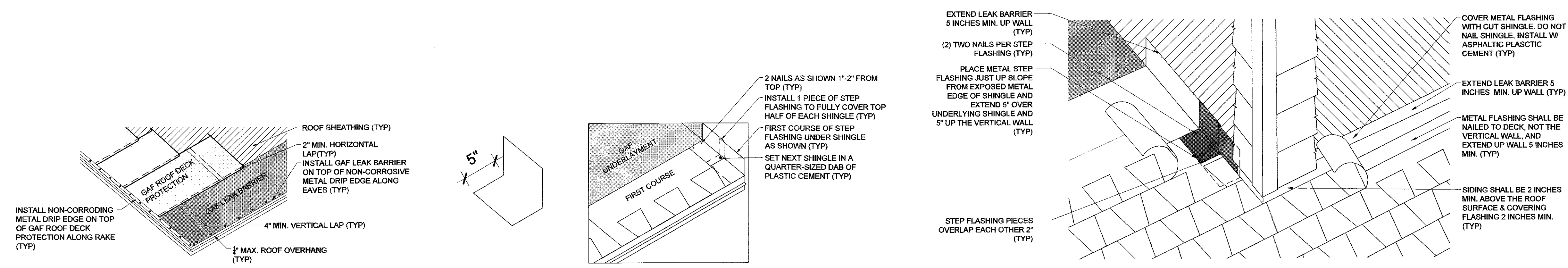
Date: 07.14.2023

Revisions:

Drawn By: AR

A1.2

5 of 5



617.20
Appendix B
Short Environmental Assessment Form

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							
Hweida Sere and Kamil Sere							
Name of Action or Project: rear back of home (back yard)							
Project Location (describe, and attach a location map): 15 Hoffman Ave Poughkeepsie N.Y. 12603							
Brief Description of Proposed Action:							
Name of Applicant or Sponsor: Hweida Sere		Telephone: 845-219-4776					
Address: Same		E-Mail:					
City/PO:		State: N.Y.	Zip Code: 12603				
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? 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.			<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">NO</td> <td style="width: 50%;">YES</td> </tr> <tr> <td style="text-align: center;">☒</td> <td style="text-align: center;">☐</td> </tr> </table>	NO	YES	☒	☐
NO	YES						
☒	☐						
2. Does the proposed action require a permit, approval or funding from any other governmental Agency? If Yes, list agency(s) name and permit or approval:			<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">NO</td> <td style="width: 50%;">YES</td> </tr> <tr> <td style="text-align: center;">☐</td> <td style="text-align: center;">☒</td> </tr> </table>	NO	YES	☐	☒
NO	YES						
☐	☒						
yes. Permit from the city of POK building dept							
3a. 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, adjoining and near the proposed action.							
☐ Urban ☐ Rural (non-agriculture) ☐ Industrial ☐ Commercial ☒ Residential (suburban) ☐ Forest ☐ Agriculture ☐ Aquatic ☐ Other (specify): _____ ☐ Parkland							

	NO	YES	N/A
5. Is the proposed action, a. A permitted use under the zoning regulations?	☐	☒	☐
b. Consistent with the adopted comprehensive plan?	☐	☐	☐
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	☒	☐	☐
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____	☒	☐	☐
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	☒	☐	☐
b. Are public transportation service(s) available at or near the site of the proposed action?	☒	☐	☐
c. Are any pedestrian accommodations or bicycle routes available on or near site of the proposed action?	☒	☐	☐
9. Does the proposed action meet or exceed the state energy code requirements? 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? If No, describe method for providing potable water: <u>rear Steps</u>	☒	☐	☐
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____	☒	☐	☐
12. a. Does the site contain a structure that is listed on either the State or National Register of Historic Places?	☒	☐	☐
b. Is the proposed action located in an archeological sensitive area?	☐	☐	☐
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?	☒	☐	☐
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?	☒	☐	☐
16. Is the project site located in the 100 year flood plain?	☒	☐	☐
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? ☒ NO ☐ YES b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? ☒ NO ☐ YES If Yes, briefly describe: _____	☒	☐	☐

18. Does the proposed action include construction or other activities that result in the impoundment of water or other liquids (e.g. retention pond, waste lagoon, dam)? If Yes, explain purpose and size: _____ _____ _____	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 AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE Applicant/sponsor name: <u>Hweida S. O.</u> Date: <u>Aug, 8, 2023</u> Signature: <u>[Signature]</u>		



**THE CITY OF POUGHKEEPSIE
NEW YORK**

DEVELOPMENT DEPARTMENT

62 CIVIC CENTER PLAZA, 2ND FLOOR

POUGHKEEPSIE, NY 12601

Phone: (845) 451-4263 Fax: (845) 451-4006

MEMORANDUM

To: Kamil Sera and Hweida Sera

From: Tyler Maegerle, Junior Planner

Date: 9/19/23

Re: 15 Hoffman Avenue

Upon review of project materials provided by the applicant, including Short EAF Part 1 and site plan application, it is my understanding that the proposed action to be undertaken includes replacement of a rear porch.

Based on the above description it is the determination of the planning division that the proposed action is classified as Type II Action with regards to SEQRA pursuant to 6 NYCRR Section 617.5 (c)(9) "construction, expansion or placement of minor accessory/appurtenant residential structures, including garages, carports, patios, decks, swimming pools, tennis courts, satellite dishes, fences, barns, storage sheds or other buildings not changing land use or density." The action is therefore not subject to further environmental review.



6061-44-989631
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

FEE: \$350.00
CODE: A2112
ID# 605100
IPS# 20A2024-003

ZONING BOARD OF APPEALS AREA VARIANCE APPLICATION

PROPERTY ADDRESS: 168 Academy St

ZONING DISTRICT: R5

OWNER INFORMATION:

Name: Nic 6 Moor of Woodside LLC
Address: 300 East Market Street Suite 100
Louisville KY 40202
Phone: 502 770-7879
Email: JAYMES.delgado@Atr19seniorliving.com

APPLICANT INFORMATION:

Name: Signers of Dutchess
Address: 749 Freedom Plains RD
Poughkeepsie NY 12603
Phone: 845-849-1549
Email: ADAM@signersof-dutchess.com

CONSULTANT INFORMATION:

Name: S of D
Address: _____

Phone: _____
Email: _____

SUBJECT OF APPEAL

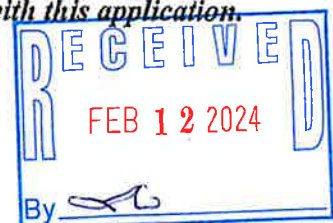
This application relative to the above referenced property constitutes an appeal from the decision, determination or violation of an official of the City of Poughkeepsie.

Name and title of agent: Joseph O'Brien Deputy Zoning Administrator

Date of decision/determination/violation: 2/5/24

Please note that a copy of the communication must be attached with this application.

PAID
J 1081
FEB 12 2024
350-



ZONING BOARD OF APPEALS AREA VARIANCE APPLICATION
PROPERTY ADDRESS: 168 Academy St

AREA VARIANCE REQUESTS

All sections under this heading must be answered completely. Bear in mind that a variance is actually relief from the strict application of the requirements of the law (the Zoning Ordinance), and the Zoning Board of Appeals is required to give sound reasons, based on the criteria set forth in this application, for granting any such relief.

SECTION	REQUIRING/PROHIBITING	REQUESTED VARIANCE
<u>19-4.9(7)(b)1</u>	<u>No More than 1 sign</u>	<u>two signs - similar to two signs there now SAME Footing + Post to be used (change sign - NO change SAME FACE</u>
<u>19-4.9(9)(D)1</u>	<u>Minum 5' from Property line</u>	<u>DIFFERENCE -</u>
<u>19-4.9(9)(D)2</u>	<u>MAX 3' H size</u>	<u>request variance y word</u>
<u>19-4.9(9)(D)4</u>	<u>No More than 5 words</u>	<u>9 words total now 1050 / more</u>

VARIANCE REQUEST JUSTIFICATION

Pursuant to Section 19-8.4 (2) (d) of the Zoning Ordinance, the Zoning Board of Appeals, in making its determination, shall take into consideration the benefit to the applicant if the variance is granted, as weighed against the detriment to the health, safety and welfare of the neighborhood or community by such granting.

Bear in mind that a variance is actually relief from the strict application of the requirements of the law (the Zoning Ordinance), and the Zoning Board of Appeals is required by law to give sound reasons, based on the criteria set forth in this application, for granting any such relief. **Please note that it is therefore incumbent upon the applicant to demonstrate to the Board that the criteria for the granting of the variance(s) are satisfied.**

Responses to the following questions shall be attached to and submitted with the application.

- 1) Will the granting of the variance produce an undesirable change in the character of the neighborhood or be a detriment to nearby properties? If not, please explain why.
- 2) Can the benefit sought be achieved by some other method feasibly for the applicant to pursue, other than an area variance? Identify what alternatives to the variance, if any, have been explored (for example, alternative designs, purchasing of contiguous properties, etc.). Why is the variance necessary?
- 3) Is/are the requested area variance(s) substantial? Explain why they are not substantial.
- 4) Will the variance(s) have an adverse affect or impact on the physical or environmental conditions in the neighborhood or district? Why not?
- 5) Is the need for the area variance(s) the result of self-created difficulties on your part, or unique to the property? Explain.

ZONING BOARD OF APPEALS AREA VARIANCE APPLICATION
PROPERTY ADDRESS: _____

LIST OF REQUIRED ATTACHMENTS

1. Letter or communication which resulted in application to the ZBA.
2. Site or Plot Plan: Nine (9) copies.
3. Color photos of site conditions: Nine (9) copies
4. Complete Short EAF
5. Electronic file submission of the plot plan and color photos
6. Other attachments deemed pertinent by the applicant (please list):

SIGNATURE AND VERIFICATION

Please be advised that no application can be deemed complete unless signed below.

THE APPLICANT HEREBY STATES THAT ALL INFORMATION GIVEN IS ACCURATE AS OF THE DATE OF APPLICATION. THE APPLICANT, IF NOT THE OWNER OF THE PROPERTY, HEREBY SWEARS THAT THIS APPLICATION IS MADE WITH THE INFORMED KNOWLEDGE AND CONSENT OF THE OWNER.

SIGNATURE OF APPLICANT

2/12/24

DATE

ADAM FELIOSO

Print Name

- 1.) The granting of the variance will not produce an undesirable change in the character of the neighborhood, nor will be a detriment to the nearby properties. This current signage application is for the modernization and rebranding of the main two signs at the property, allowing them to get a fresh new look as their brand in the new year.
- 2.) This variance is deemed necessary as the project focuses on rebranding for a more modern look, with no feasible alternatives explored. Due to the signs already being pre-existing on the site, this project aims to maintain similar dimensions while incorporating a newer and sleeker color scheme, which aligns with the specific objects of the requested variance.
- 3.) The area is not substantial due to not encompassing any major alterations outside of the zoning ordinance. The application is calling to match the previous specifications of the signs that already exist upon the property, such as the fact there are two signs at the entrance way. Additionally, the sizes that exist already are intended to be replicated with the 41" x 71" signs on the application, that the pre-existing posts were going to be utilized and only the sign itself will be swapped. The application's intent was to recreate those signs with the same sizing for the newer editions, while altering the text upon it for the rebranded logos with the addition of some text on the sign faces adding an additional four words than what the zoning ordinance permits.
- 4.) The variance will not have an adverse effect or impact on the physical or environmental conditions of the neighborhood or district. Upon the installation of the sign specified in the application, nothing new will be done on the property for the sign to where even the posts used to hold up the sign will be kept the same as the previous sign.
- 5.) The need for area variance is not the result of self-created difficulties. The area variance is unique to the property as the town has already permitted the scope of the project in the past and the new sign project aims to match the previous signage as closely as possible when it comes to size, location, and quantity of signs.



Sign placement here

11 ft

9 ft

PROPERTY LINE

Sign placement here

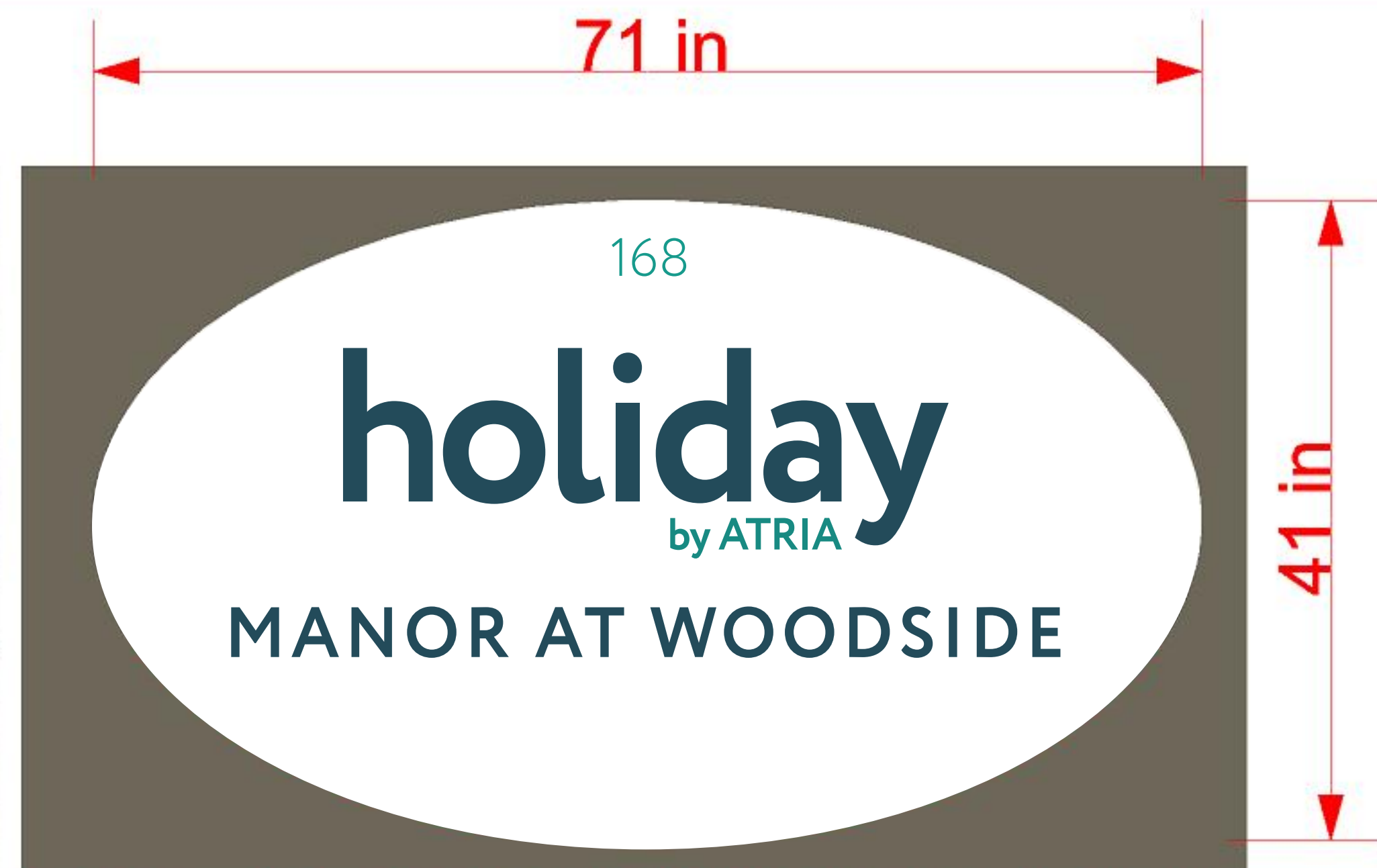
11 ft

9 ft

Academy St

185

Springside Dr



Gray background on dimensions above not included. Only shown to see where the white borders end up. Sign will be made to be 71"W x 41"H. One single piece with graphics overlayed onto the front face of the sign. Mounted to pre-existing brackets.

Pantone colors displayed in the circles below.



Top of the sign is 58" off the ground with a 17" space between the bottom of the sign and the ground underneath. Both signs are mounted 11' from the property line before the sidewalk on Academy Street.

Short Environmental Assessment Form

Part 1 - Project Information

Instructions for Completing

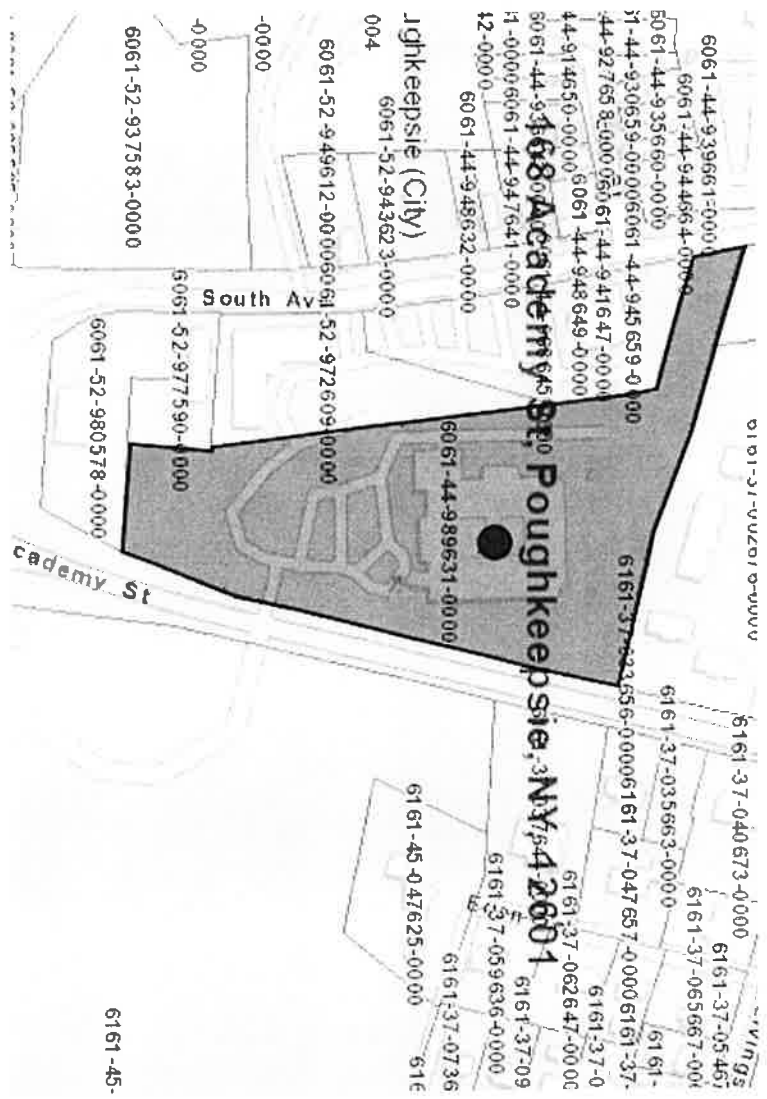
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Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 – Project and Sponsor Information							
Name of Action or Project: <i>Atia - Manor at Woodside.</i>							
Project Location (describe, and attach a location map): <i>168 Academy Street Poughkeepsie NY 12603</i>							
Brief Description of Proposed Action: <i>Replace Sign Face</i>							
Name of Applicant or Sponsor: <i>ADAM Fridson (Signarama of Dutchess)</i>		Telephone: <i>845 849-1549</i>					
Address: <i>749 Freedom Plains Road</i>		E-Mail: <i>ADAM@Signarama-Dutchess.com</i>					
City/PO: <i>Poughkeepsie</i>		State: <i>NY</i>	Zip Code: <i>12603</i>				
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? 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.			<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 50%;">NO</th> <th style="width: 50%;">YES</th> </tr> <tr> <td style="text-align: center;">☒</td> <td style="text-align: center;">☐</td> </tr> </table>	NO	YES	☒	☐
NO	YES						
☒	☐						
2. Does the proposed action require a permit, approval or funding from any other government Agency? If Yes, list agency(s) name and permit or approval:			<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 50%;">NO</th> <th style="width: 50%;">YES</th> </tr> <tr> <td style="text-align: center;">☒</td> <td style="text-align: center;">☐</td> </tr> </table>	NO	YES	☒	☐
NO	YES						
☒	☐						
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: ☐ 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?	☐	☐	☐
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: <u>Adam Friel</u> Date: <u>2/12/24</u> Signature: <u>Adam Friel</u> Title: <u>Installer</u>		





DEVELOPMENT DEPARTMENT

CITY OF POUGHKEEPSIE

62 CIVIC CENTER PLAZA, 2ND FLOOR

POUGHKEEPSIE, NY 12601

Phone: (845) 451-4007 Fax: (845) 451-4006

Eric Philipp
Building Inspector

2/5/24

Signarama
749 Freedom Plains Road
Poughkeepsie, NY 12603-6356

RE: 168 Academy St
ID: 005120
Application # PB-2024-003

To Whom it May Concern:

A review of the sign permit application # PB-2024-003 found it to be deficient to complete the review process and issue the permit. Below is/are the deficiencies found:

- Section 19-4.9(7)(b)1 states that there shall be no more than one freestanding sign permitted for any one site. Two freestanding signs are proposed.
- Section 19-4.9(9)(d)1 states that freestanding signs shall be located in a front yard and a minimum of five feet from the front property line. The provided plan shows the distance to the curb and not the property line.
- Section 19-4.9(9)(d)2 states that a freestanding sign shall not exceed a maximum dimension of three feet in height or width, nor a maximum area of six square feet per sign face. Maximum height, including sign face and base, shall not exceed five feet in residential districts. The proposed dimensions of the sign is 71" wide, 41" tall, 20.25 square feet and the total height dimension was not provided.
- Section 19-4.9(9)(d)4 states that no more than five words are permitted per face per freestanding sign. Nine words are proposed.

Please submit the required additional information as listed above so that the review process can be completed. The intended work shall not commence until the application has been approved and a permit has been issued. Your application will be kept on file for a period of 30 days, failure to submit the required documentation in the specified time frame shall cause the application to expire.

If you have any questions you may contact me at 845-451-4273 or jobrien@cityofpoughkeepsie.com.

Sincerely,

Joseph O'Brien
Deputy Zoning Administrator

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holiday
by ATRIA

MANOR AT WOODSIDE

PMS 7477 C

PMS 7473 C