

CRAIG PAEPRER
Chairman

ANTHONY GIANNICO
Vice Chairman

BOARD MEMBERS
KIM KUGLER
RAYMOND COTE
ROBERT FRENKEL
MARK PORCELLI
VICTORIA CAUSA

TOWN OF CARMEL
PLANNING BOARD



60 McAlpin Avenue
Mahopac, New York 10541
Tel. (845) 628-1500 – Ext.190
www.ci.carmel.ny.us

MICHAEL CARNAZZA
*Director of Code
Enforcement*

RICHARD FRANZETTI, P.E.
Town Engineer

PATRICK CLEARY,
AICP, CEP, PP, LEED AP
Town Planner

PLANNING BOARD AGENDA
APRIL 28, 2021 – 7:00 P.M.

TAX MAP # PUB. HEARING MAP DATE COMMENTS

PUBLIC HEARING

1. Jones & Hoag – 66 & 72 Lockwood Lane	53.-1-79.1 & 79.2	04/28/21	3/17/21	Public Hearing & Resolution
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SITE PLAN

2. P & R Real Estate Corp – 122 Gleneida Ave, Carmel	44.13-2-68		3/30/21	Residential Site Plan
3. DPL Realty LLC – 102 Gleneida Ave, Carmel	44.14-1-22		4/14/21	Residential Site Plan

MISCELLANEOUS

4. Minutes – 02/24/21, 03/11/21 & 04/08/21

April 15, 2021

Mr Craig Paeprer
Planning Board Chair
60 McAlpin Avenue
Mahopac NY 10541

RE: Site Plan P&R Estate Corp.
44.13-2-68

Dear Mr. Paeprer,

As per our application dated back to 2019, for the legalization of a multi family building we offer these comments. In response to your comment memos received from the various consulting town officials I offer these comments for review

Director Of Code Enforcement

#1:Propose parking calculation.:

Applicant has supplied parking calculation 2 parking spaces per unit 4 family building would require 8 spaces

#2:Provide detail of trash enclosure:

Applicant has indicated the location and detail of enclosure on the plane

#3:The numbers on zoning table are incorrect...

Applicant has updated zoning table accordingly

#4:Use Variance required from ZBA

Applicant understands that we need variance from ZBA

#5:Several area variances required

Applicant will address these with the ZBA

Town Engineer comments

#1:Provide water sewer use reporter review

Applicant has submitted the actual use report from a given six month term, water usage is far below industry standards.

#2 Additional details should be provided regarding the proposed parking spaces, this includes striping, length width...

Response: Applicant will utilize existing parking in front of building, and plans to improve the lower parking accordingly, refer to plan

#3: No site improvements are proposed....

Applicant will utilize existing areas and continue use.

Town Planner comments

#1: The site plan shall be revised to conform to site plan document requirements..:

Applicant has updated site plan

#2: Applicant is seeking to legalize a 4 unit. multi family.:

Applicant is aware of the variance required and will proceed upon your recommendation

#3: The site is dimensional non conforming....:

Applicant has updated site plan

#4: ApThe 4 dwelling units requires the provision of 8 off street parking spaces..

Applicant has updated the plan, applicant understands parking in front of building is ideal however it has been utilized in this fashion since they purchased the property.

#5: A shared driveway runs through the property. the operation... ..:

Applicant is working with the adjacent land owner to resolve this driveway

#3: An inspection of the building should be undertaken to verify all 4 units ...:

Applicant Building has been inspected, and will facilitate inspection again if necessary

I hope that these responses and enclosed plans clarify any questions you may have, Thank you I look forward to any comments you may have.

Best Regards,

Robert M. Sherwood, RLA

TOWN OF CARMEL
60 MCALPIN AVE
MAHOPAC, NY 10541

P&R ESTATE CORPORATION
21 CHESTNUT RIDGE ROAD
MAHOPAC NY 10541

Bill Date: 10/26/20

Account #: 51-0200149-0

Bill #: 0000214

Town of Carmel

Due Date: 11/30/20

Water Bill

Svc Addr:
122 GLENEIDA AVENUE

Meter Readings in GAL/CBFT									
Mtr ID	Previous		Present		Bill Code	Usage	Water		Total
	Date	Reading	Date	Reading					
001	3/31/20	49153	9/30/20	130901	A	81748	\$367.87		\$367.87

***IF YOU RECEIVED A CODE "E" ESTIMATED BILL
PLEASE CONTACT THE COMPTROLLER'S OFFICE AT
(845)628-1500 TO DISCUSS YOUR ACCOUNT STATUS***

Previous Balance	\$522.41
Penalty	\$163.74
Total Due	\$1,054.02

Keep Top Portion For Your Records

Please Include This Portion With Your Payment

Water Bill

Bill Date: 10/26/20

Bill #: 0000214

P&R ESTATE CORPORATION
21 CHESTNUT RIDGE ROAD
MAHOPAC NY 10541

Account #: 51-0200149-0

Service Address: 122 GLENEIDA AVENUE

Remit to:

RECEIVER OF TAXES

TOWN OF CARMEL

60 MCALPIN AVE

MAHOPAC, NY 10541

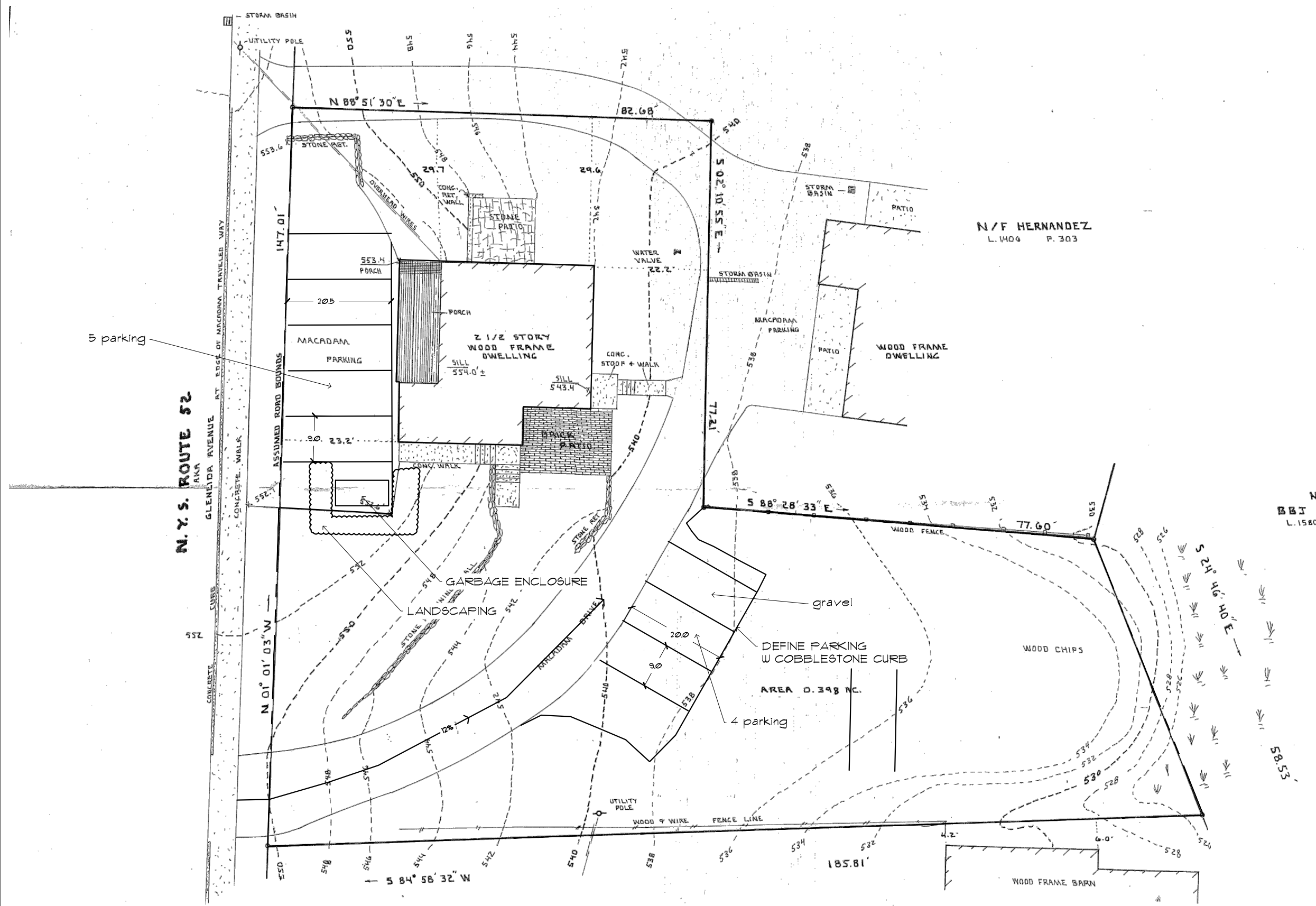
(845) 628-1500

Office Hours: M-F 8:30-4:30

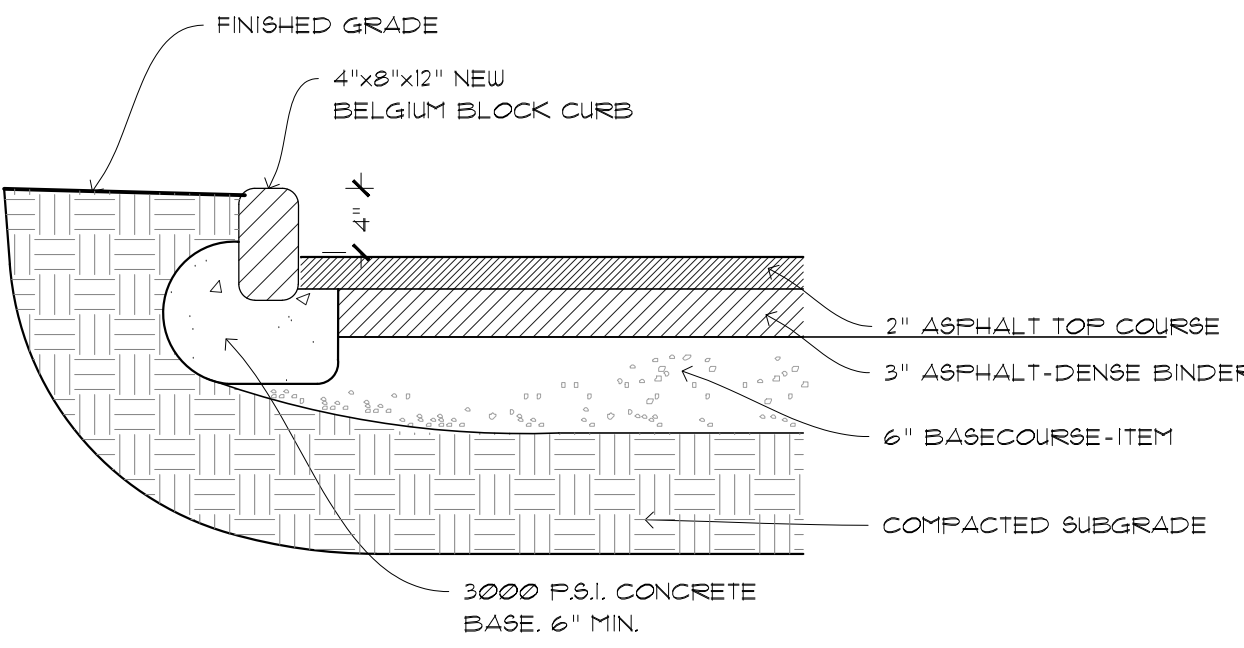
Due Date: 11/30/20

Total Due: \$1,054.02

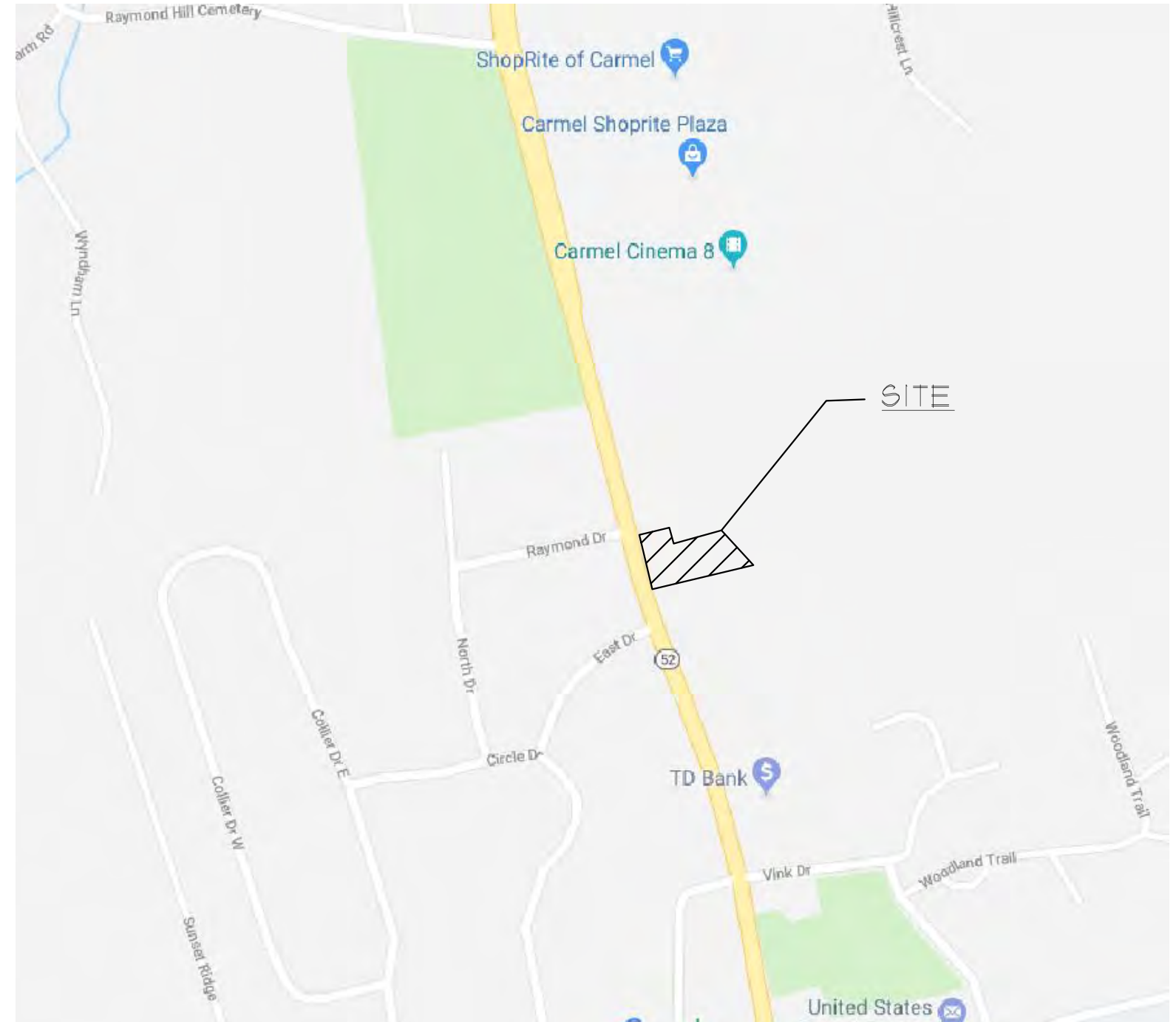
To avoid 10% penalty, payment must be received by due date.



SURVEY EXISTING CONDITIONS



1 LP-10 NTS



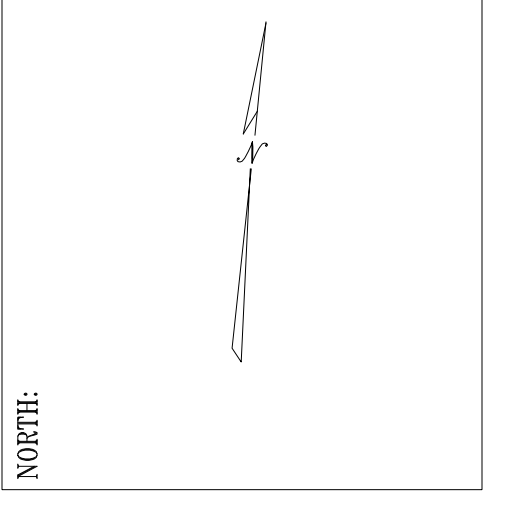
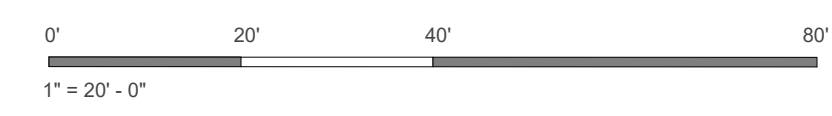
ZONING DATA

TAX MAP DESIGNATION SECTION 44.13, BLOCK 2, LOT 168		
ZONING DISTRICT	COMMERCIAL	
ITEM	REQUIRED	PROPOSED
LOT AREA	40000 SF	17,336
LOT COVERAGE	50	7%
LOT WIDTH	200	141'
LOT DEPTH	200	105
FRONT YARD	40	23.2'
SIDE YARD	25	29.7'
REAR YARD	30	22.2'
HEIGHT	35	33'4"
OFF STREET PARKING	8	9 SPACES

PARKING REQUIRED 2 PER APARTMENT = 8 REQUIRED

NOTES:

- Survey information taken from a SURVEY PREPARED BY J CHARLES BOOLKOS P.L.S. dated SEPT. 10, 2018
- Location of existing utilities not performed by this office. confirm location of all utilities prior to construction. CALL Call DIG SAFELY NY
- Contractor to verify all grades and dimensions prior to construction. contractor to inform Landscape Architect with any discrepancies.



ROBERT SHERWOOD
LANDSCAPE ARCHITECT, LLC

P.O. BOX 564, BROOKFIELD, CT 06804
ph: 203.798.1547 c: 203.994.5337 robertsherwood@me.com



SITE CONFORMITY PLAN

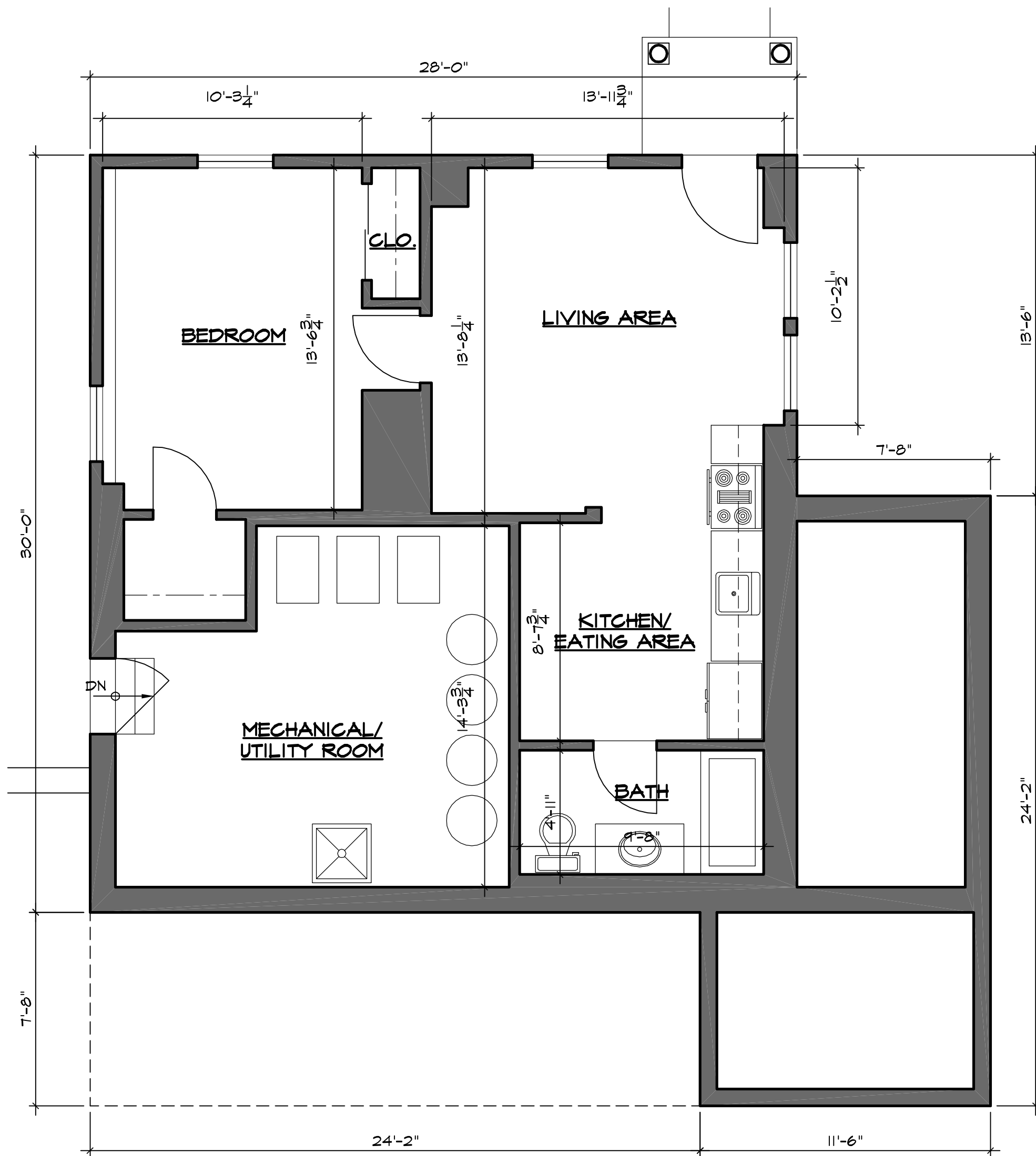
PROJECT:

CLIENT:

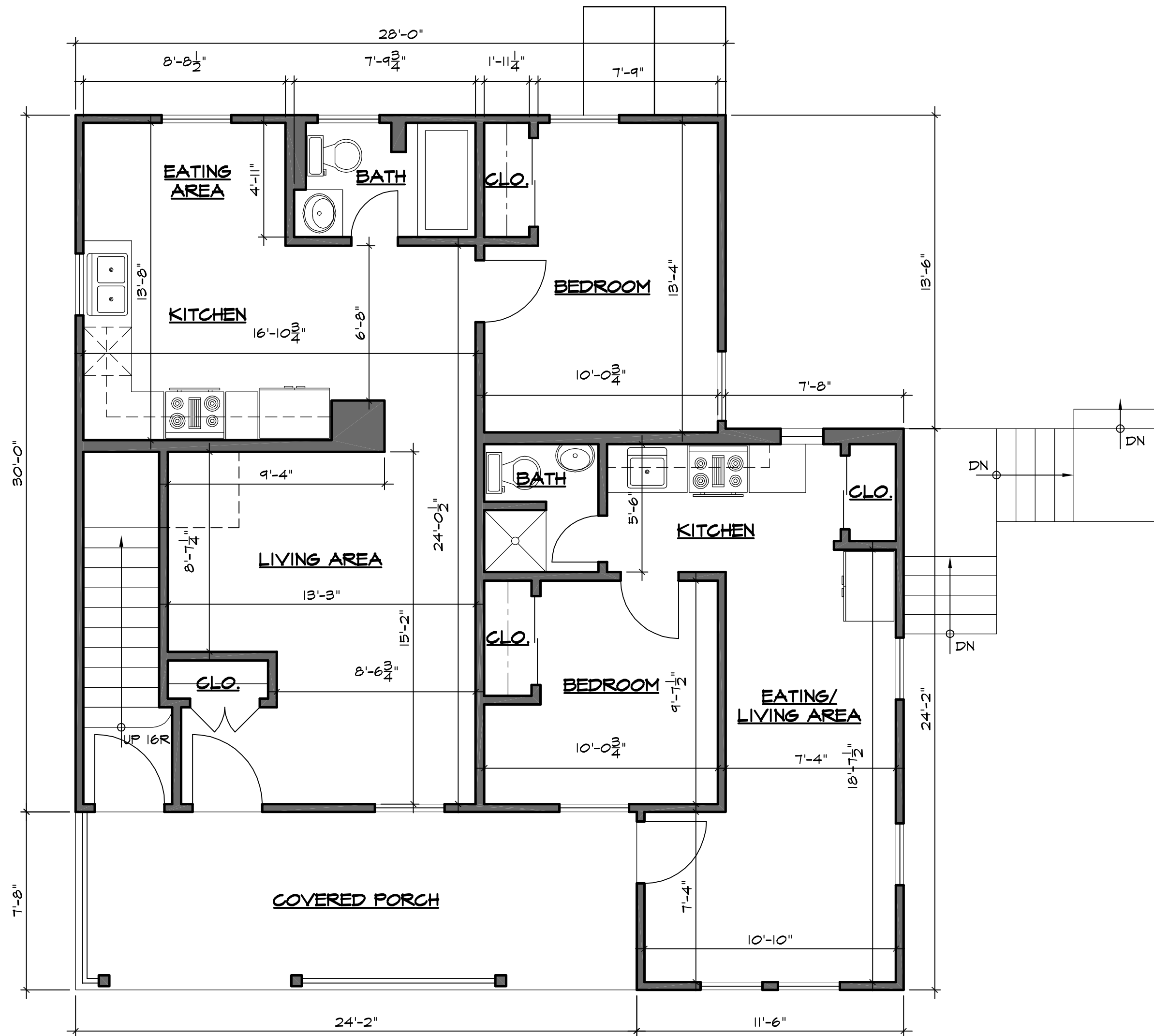
P & R Estate Corp.
122 Glenada
Carmel NY

#2 3.30.21
#1 comments 12.15.18

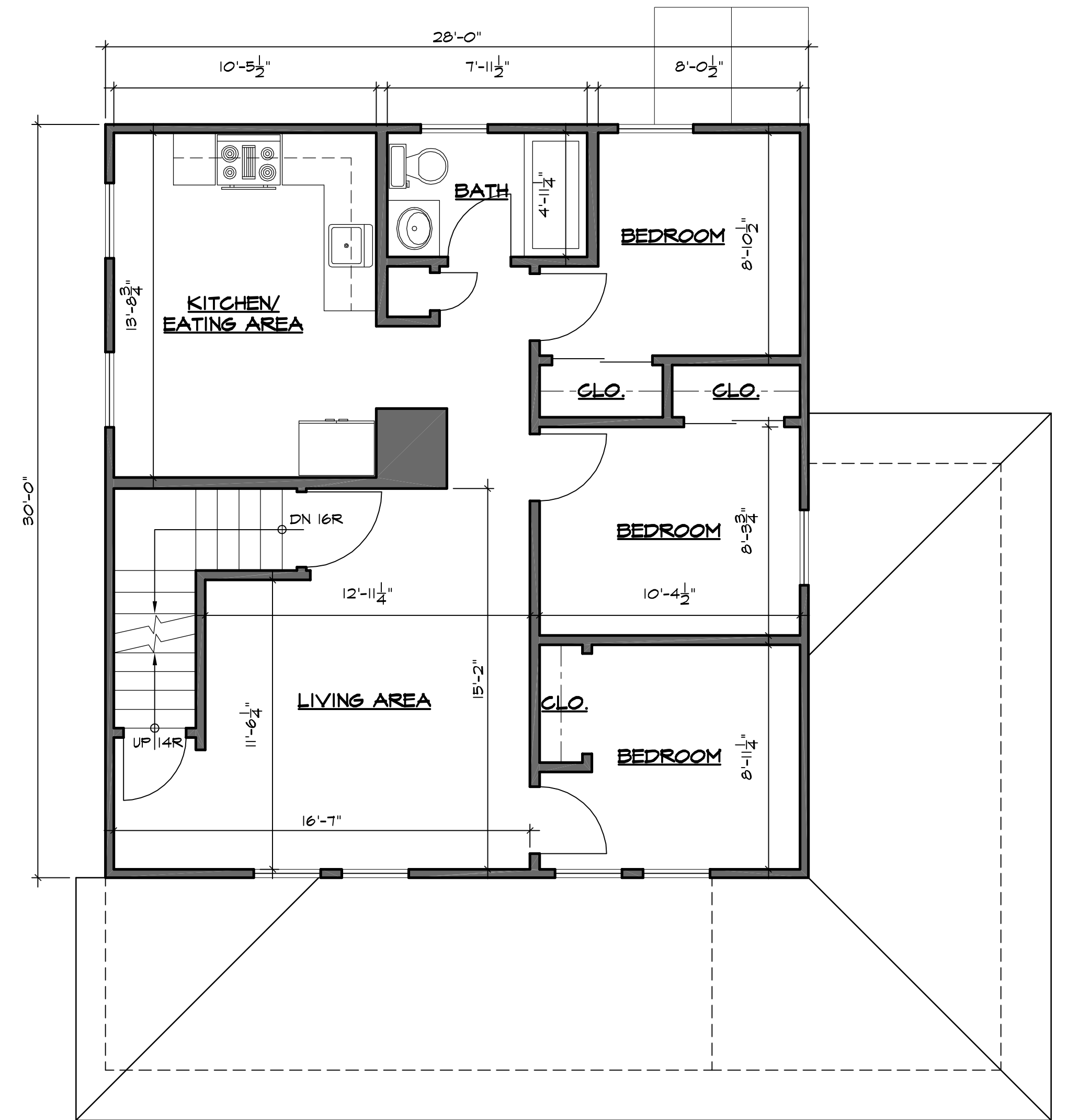
REVISIONS:
SCALE: AS NOTED
DATE: 6.4.18
JOB NO: 18.14
DRAWING NO:
LP-1.0
1 OF 1



1 BASEMENT PLAN
SCALE: 1/4" = 1'-0"



2 FIRST FLOOR PLAN
SCALE: 1/4" = 1'-0"



3 SECOND FLOOR PLAN
SCALE: 1/4" = 1'-0"

William Sharp Architect BBS Design, LLC 17 Buckboard Lane New Milford, CT 06776 Tel: 203.798.0066 E-mail: bbsdesign@sbcglobal.net		AS BUILT CONDITIONS <p style="text-align: center;">FLOOR PLANS</p>	
AS BUILT CONDITIONS EXISTING BUILDING 122 GLENEIDA AVENUE CARMEL, NY		Drawn by CB	EX-1
		Checked by CB	
		Date 06-28-18	Drawing No. EX-1
		Scale As noted	
		Job No. 955	



1 FRONT ELEVATION
SCALE: 1/4" = 1'-0"



2 RIGHT SIDE ELEVATION
SCALE: 1/4" = 1'-0"



3 REAR ELEVATION
SCALE: 1/4" = 1'-0"



4 LEFT SIDE ELEVATION
SCALE: 1/4" = 1'-0"

William Sharp Architect
BBS Design, LLC
17 Buckboard Lane
New Milford, CT 06776
Tel: 203.798.0066
E-mail: bbsdesign@sbcglobal.net

**AS BUILT CONDITIONS
EXISTING BUILDING**
122 GLENEIDA AVENUE
CARMEL, NY

AS BUILT CONDITIONS
FLOOR PLANS

Drawn by	CB	Drawing No. EX-2
Checked by	CB	
Date	06-28-18	
Scale	As noted	
Job No.	955	



1 FRONT ELEVATION
SCALE: 1/4" = 1'-0"



2 RIGHT SIDE ELEVATION
SCALE: 1/4" = 1'-0"



3 REAR ELEVATION
SCALE: 1/4" = 1'-0"



4 LEFT SIDE ELEVATION
SCALE: 1/4" = 1'-0"

William Sharp Architect
BBS Design, LLC
17 Buckboard Lane
New Milford, CT 06776
Tel: 203.798.0066
E-mail: bbsdesign@sbcglobal.net

AS BUILT CONDITIONS
EXISTING BUILDING
122 GLENEIDA AVENUE
CARMEL, NY

AS BUILT CONDITIONS
FLOOR PLANS

Drawn by	CB	Drawing No. EX-2
Checked by	CB	
Date	06-28-18	
Scale	As noted	
Job No.	955	



April 14, 2021

Town of Carmel Planning Board
60 McAlpin Avenue
Mahopac, New York 10541

RE: 102 Gleneida Ave
Town of Carmel
TM# 41.4-1-22

Dear Chairman Paepre and Members of the Board:

Please find enclosed the following plans and documents in support of an application for site plan approval for the above referenced project:

- Site Plan Application, dated April 14, 2021. (11 copies)
- Site Plan Completeness Certification Form, dated April 14, 2021. (11 copies).
- Disclosure Addendum Statement, dated April 14, 2021. (2 copies)
- Site Plan, dated April 14, 2021. (5 copies)
- Eight (8) sheet Architectural Drawing Set, prepared by Sun Homes, dated April 14, 2021 (5 copies)
- SEQR Full EAF, dated April 14, 2021. (11 copies)
- Property Deed. (2 copies)
- List of Property Owners within 500' of the Site Boundary. (2 copies)
- Check in the amount of \$5,000.00 for the Site Plan Application Fee (\$3,000.00 fee plus \$500.00/residential unit for 4 units).

The applicant seeks site plan approval for 4 residential units on the second and third floor of the existing building. Associated with this action would be the addition of three parking spaces to meet the requirement for residential use, and the creation of an outdoor amenity area for potential tenants.

The applicant has been unable to rent the upstairs spaces for office use for some time, and believes that residential units would be a much more viable option for leasing in the current market. However, residential uses are not permitted in the Commercial Zone, so this will require a variance. In addition to providing any information the Planning Board may require, the applicant requests that the project be referred to the Zoning Board of Appeals, so that the required variance can be explored in parallel.

Please place the project on the April 28, 2021 Planning Board agenda for a discussion of the project with the Board. Should you have any questions or comments regarding this information, please feel free to contact our office.

3 Garrett Place, Carmel, New York 10512 (845) 225-9690 Fax (845) 225-9717
www.insite-eng.com

Z:\E\21125100 DPL, Gleneida Avenue\Correspondence\2021\041221cpb.doc

Very truly yours,

INSITE ENGINEERING, SURVEYING & LANDSCAPE ARCHITECTURE, P.C.

By:


Jeffrey J. Contalmo, PE
Senior Principal Engineer

JJC/adt

Enclosures (All via email only)

cc: Dave Daniels, Esq.
Bill McGuinness, RA
Carmel Fire Department



TOWN OF CARMEL SITE PLAN APPLICATION INSTRUCTIONS



The Town of Carmel Planning Board meetings are held twice a month, on the second and fourth Wednesday's, at 7:00 PM at Carmel Town Hall, 60 McAlpin Avenue, Carmel

The submission deadline is 10 days prior to the Planning Board meeting. New site plan applications that have been deemed complete will be placed on the agenda in the order they are received.

No application will be placed on the agenda that is incomplete

Pre-Submission:

Prior to the formal submission of the site plan, a pre-submission conference may be requested by the applicant to be conducted with representatives from the Town, which may include the Town Planner, Town Engineer, Director of Code Enforcement and/or the Planning Board Attorney. This conference will serve to educate the applicant on the process he/she must follow, clarify the information required to submit a complete site plan application, and to highlight any specific areas of concern. You may arrange a pre-submission conference through the Planning Board Secretary at (845) 628-1500 extension 190.

Submission Requirements:

At least 10 days prior to the Planning Board meeting, the site plan application shall be submitted to the Planning Board Secretary as follows:

All site plans shall be signed, sealed and folded with the title box legible. The application package shall include:

- 11 copies of the Site Plan Application Form, signed and notarized.
- 11 copies of the SEQR Environmental Assessment Form (use of short form or long form shall be determined at pre-submission conference).
- 5 full size sets of the Site Plan (including floor plans and elevations)
- 1 CD (in pdf. format) containing an electronic version of the Site Plan
- 2 copies of the Disclosure Statement
- 11 copies of the Site Plan Completeness Certification Form
- All supplemental studies, reports, plans and renderings.
- 2 copies of the current deed.
- N/A* 2 copies of all easements, covenants and restrictions.
- The appropriate fee, determined from the attached fee schedule. Make checks payable to the *Town of Carmel*.

[Signature] 4/19/21
 Planning Board Secretary; Date

[Signature] 4/17/2021
 Town Engineer; Date



TOWN OF CARMEL SITE PLAN APPLICATION



Per Town of Carmel Code – Section 156 - Zoning

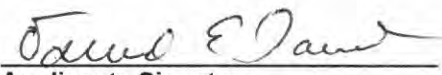

SITE IDENTIFICATION INFORMATION		
Application Name: 102 Gleneida Ave.	Application # 21-0004	Date Submitted: 4/14/21
Site Address: No. 102 Street: Gleneida Ave. Hamlet: Carmel		
Property Location: (Identify landmarks, distance from intersections, etc.) Second lot north of Carmel Fire Department.		
Town of Carmel Tax Map Designation: Section 44.14 Block 1 Lot(s) 22	Zoning Designation of Site: C-Commercial	
Property Deed Recorded in County Clerk's Office Date 1/9/13 Liber 1913 Page 393	Liens, Mortgages or other Encumbrances <input checked="" type="radio"/> Yes No Mortgage	
Existing Easements Relating to the Site <input checked="" type="radio"/> No Yes Describe and attach copies:	Are Easements Proposed? <input checked="" type="radio"/> No Yes Describe and attach copies:	
Have Property Owners within a 500' Radius of the Site Been Identified? <input checked="" type="radio"/> Yes No Attached List to this Application Form		
APPLICANT/OWNER INFORMATION		
Property Owner: DPL Realty, LLC	Phone #: 845-206-4019 Fax#:	Email: ded@dpllawyers.com
Owners Address: No. 102 Street: Gleneida Avenue Town: Carmel State: NY Zip: 10512		
Applicant (If different than owner): Same as Owner	Phone #: Fax#:	Email:
Applicant Address (If different than owner): No. Street: Town: State: Zip:		
Individual/ Firm Responsible for Preparing Site Plan: Insite Engineering, Surveying & Landscape Architecture, P.C./Jeffrey J. Contelmo, P.E.	Phone #: 845-225-9690 Fax#: 845-225-9717	Email: jcontelmo@insite-eng.com
Address: No. 3 Street: Garrett Place Town: Carmel State: NY Zip: 10512		
Other Representatives:	Phone #: Fax#:	Email:
Owners Address: No. Street: Town: State: Zip:		
PROJECT DESCRIPTION		
Describe the project, proposed use and operation thereof: The applicant seeks to convert existing office space on the second and third floors that they have been unable to rent, to four (4) apartments. Multifamily residential is not a permitted use in the C-Zone. The applicant is seeking a referral to the Zoning Board of Appeals to pursue the use variance.		

TOWN OF CARMEL SITE PLAN APPLICATION

Is the site listed on the State or Federal Register of Historic Place (or substantially contiguous) Yes: <input type="checkbox"/> No: <input checked="" type="checkbox"/>			
Is the site located in a designated floodplain? Yes: <input type="checkbox"/> No: <input checked="" type="checkbox"/>			
Will the project require coverage under the Current NYSDEC Stormwater Regulations <div style="text-align: right;">Yes: <input type="checkbox"/> No: <input checked="" type="checkbox"/></div>			
Will the project require coverage under the Current NYCDEP Stormwater Regulations <div style="text-align: right;">Yes: <input type="checkbox"/> No: <input checked="" type="checkbox"/></div>			
Does the site disturb more than 5,000 sq ft		Yes: <input type="checkbox"/> No: <input checked="" type="checkbox"/>	
Does the site disturb more than 1 acre		Yes: <input type="checkbox"/> No: <input checked="" type="checkbox"/>	
Does the site contain freshwater wetlands? Yes: <input type="checkbox"/> No: <input checked="" type="checkbox"/>			
Jurisdiction: NYSDEC: <input type="checkbox"/> Town of Carmel: <input type="checkbox"/>			
<i>If present, the wetlands must be delineated in the field by a Wetland Professional, and survey located on the Site Plan.</i>			
Are encroachments in regulated wetlands or wetland buffers proposed?		Yes: <input type="checkbox"/> No: <input checked="" type="checkbox"/>	
Does this application require a referral to the Environmental Conservation Board?		Yes: <input type="checkbox"/> No: <input type="checkbox"/>	
Does the site contain waterbodies, streams or watercourses?		Yes: <input type="checkbox"/> No: <input checked="" type="checkbox"/>	
Are any encroachments, crossings or alterations proposed?		Yes: <input type="checkbox"/> No: <input checked="" type="checkbox"/>	
Is the site located adjacent to New York City watershed lands?		Yes: <input type="checkbox"/> No: <input checked="" type="checkbox"/>	
Is the project funded, partially or in total, by grants or loans from a public source? Yes: <input type="checkbox"/> No: <input checked="" type="checkbox"/>			
Will municipal or private solid waste disposal be utilized? Public: <input type="checkbox"/> Private: <input checked="" type="checkbox"/>			
Has this application been referred to the Fire Department?		Yes: <input checked="" type="checkbox"/> No: <input type="checkbox"/>	
What is the estimated time of construction for the project? <div style="text-align: center;">TBD</div>			
ZONING COMPLIANCE INFORMATION			
Zoning Provision	Required	Existing	Proposed
Lot Area	40,000 sf	52,052 sf	52,052 sf
Lot Coverage	40%	7%	7%
Lot Width	200'	152'	152'*
Lot Depth	200'	340'	340'
Front Yard	40'	48'	48'
Side Yard	25'	53'	53'
Rear Yard	30'	207'	207'
Minimum Required Floor Area	5,000 sf	7,600 sf	8,970 sf
Floor Area Ratio	N/A	N/A	N/A
Height	<60'	<60'	<60'
Off-Street Parking	3'	28'	31
Off-Street Loading	N/A	N/A	N/A

*Pre-existing nonconforming

TOWN OF CARMEL SITE PLAN APPLICATION

Will variances be required? Yes: <input checked="" type="checkbox"/> No: <input type="checkbox"/>	If yes, identify variances: Use Variance - Multifamily residential in the commercial zone <i>Area Variance for parking stall width</i>
PROPOSED BUILDING MATERIALS	
Foundation	N/A
Structural System	<i>N/A Wood frame</i>
Roof	<i>N/A Asphalt Shingles</i>
Exterior Walls	<i>N/A Clapboard siding</i>
APPLICANTS ACKNOWLEDGEMENT	
I hereby depose and certify that all the above statements and information, and all statements and information contained in the supporting documents and drawings attached hereto are true and correct.	
<i>DAL Realty LLC</i> <i>By David E. Daniels, member</i> Applicants Name	 Applicants Signature
Sworn before me this <u>13th</u> day of <u>April</u> 20 <u>21</u>	
 Notary Public	CHRISTINE BAXTER Notary Public, State of New York No. 01BA6190411 Qualified in Dutchess County Commission Expires 07/28/20 <u>24</u>



TOWN OF CARMEL SITE PLAN COMPLETENESS CERTIFICATION FORM



All Site Plans submitted to the Planning Board for review shall include the following information and details, as set forth in Section 156-61 B of the Town of Carmel Zoning Ordinance.

This form shall be included with the site plan submission

	<i>Requirement Data</i>	<i>To Be Completed by the Applicant</i>	<i>Waived by the Town</i>
1	Name and title of person preparing the site plan	<input checked="" type="checkbox"/> ✓	<input type="checkbox"/>
2	Name of the applicant and owner (if different from applicant)	<input checked="" type="checkbox"/> ✓	<input type="checkbox"/>
3	Original drawing date, revision dates, scale and north arrow	<input checked="" type="checkbox"/> ✓	<input type="checkbox"/>
4	Tax map, block and lot number(s), zoning district	<input checked="" type="checkbox"/> ✓	<input type="checkbox"/>
5	All existing property lines, name of owner of each property within a 500' radius of the site	<input checked="" type="checkbox"/> ?	<input type="checkbox"/>
6	Contour lines at two-foot intervals, grades of all roads, driveways, sanitary and storm sewers	<input type="checkbox"/> Waiver requested	<input type="checkbox"/>
7	The location of all water bodies, streams, watercourses, wetland areas, wooded areas, rights-of-way, streets, roads, highways, railroads, buildings, structures	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8	The location of all existing and proposed easements	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9	The location of all existing and proposed structures, their use, setback dimensions, floor plans, front, side and rear elevations, buildable area.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10	On site circulation systems, access, egress ways and service roads, emergency service access and traffic mitigation measures	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11	Sidewalks, paths and other means of pedestrian circulation	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12	On-site parking and loading spaces and travel aisles with dimensions	<input checked="" type="checkbox"/>	<input type="checkbox"/>
13	The location, height and type of exterior lighting fixtures	<input type="checkbox"/> Existing Waiver requested	<input type="checkbox"/>
14	Proposed signage	<input checked="" type="checkbox"/>	<input type="checkbox"/>
15	For non-residential uses, an estimate of the number of employees who will be using the site, description of the operation, types of products sold, types of machinery and equipment used	<input checked="" type="checkbox"/> Existing office 10 employees	<input type="checkbox"/>



TOWN OF CARMEL SITE PLAN COMPLETENESS CERTIFICATION FORM



	Requirement Data	To Be Completed by the Applicant	Waived by the Town
16	The location of clubhouses, swimming pools, open spaces, parks or other recreational areas, and identification of who is responsible for maintenance	<input checked="" type="checkbox"/>	<input type="checkbox"/>
17	The location and design of buffer areas, screening or other landscaping, including grading and water management. A comprehensive landscaping plan in accordance with the Tree Conservation Law	<input checked="" type="checkbox"/>	<input type="checkbox"/>
18	The location of public and private utilities, maintenance responsibilities, trash and garbage areas	<input checked="" type="checkbox"/>	<input type="checkbox"/>
19	A list, certified by the Town Assessor, of all property owners within 500 feet of the site boundary	<input checked="" type="checkbox"/>	<input type="checkbox"/>
20	Any other information required by the Planning Board which is reasonably necessary to ascertain compliance with this chapter	<input type="checkbox"/> TBD	<input type="checkbox"/>

?

Applicants Certification (to be completed by the licensed professional preparing the site plan:

I Jeffrey Contelmo hereby certify that the site plan to which I have attached my seal and signature, meets all of the requirements of §156-61B of the Town of Carmel Zoning Ordinance:



Professionals Seal

Signature - Applicant

Date

DPL Realty LLC by David E. Daniels 4/13/21

Signature - Owner

Date

David E. Daniels,
member



TOWN OF CARMEL
**SITE PLAN COMPLETENESS
 CERTIFICATION FORM**



Town Certification (to be completed by the Town)

I _____ hereby confirm that the site plan meets all of the requirements of §156-61B of the Town of Carmel Zoning Ordinance:

Rose Lombetta
 Signature - Planning Board Secretary

4/21/21
 Date

[Signature]
 Signature - Town Engineer

4/21/2021
 Date

Full Environmental Assessment Form
Part 1 - Project and Setting

Instructions for Completing Part 1

Part 1 is to be completed by the applicant or project sponsor. 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; indicate whether missing information does not exist, or is not reasonably available to the sponsor; and, when possible, generally describe work or studies which would be necessary to update or fully develop that information.

Applicants/sponsors must complete all items in Sections A & B. In Sections C, D & E, most items contain an initial question that must be answered either "Yes" or "No". If the answer to the initial question is "Yes", complete the sub-questions that follow. If the answer to the initial question is "No", proceed to the next question. Section F allows the project sponsor to identify and attach any additional information. Section G requires the name and signature of the applicant or project sponsor to verify that the information contained in Part 1 is accurate and complete.

A. Project and Applicant/Sponsor Information.

Name of Action or Project: 102 Gleneida Avenue		
Project Location (describe, and attach a general location map): 102 Gleneida Avenue, Carmel, NY 10512		
Brief Description of Proposed Action (include purpose or need): The applicant seeks to convert existing office space on the second and third floors that they have been unable to rent, to four (4) apartments. This action includes the creation of 3 parking spaces, expansion of an existing driveway and parking lot, and the creation of an outdoor amenity space.		
Name of Applicant/Sponsor: DPL Realty, LLC	Telephone: 845-206-4019	E-Mail: ded@dpllawyers.com
Address: 102 Gleneida Avenue		
City/PO: Carmel	State: NY	Zip Code: 10512
Project Contact (if not same as sponsor; give name and title/role): Insite Engineering, Surveying & Landscape Architecture, P.C./Jeffrey J. Contelmo, P.E.	Telephone: 845-225-9690	E-Mail: jcontelmo@insite-eng.com
Address: 3 Garrett Place		
City/PO: Carmel	State: NY	Zip Code: 10512
Property Owner (if not same as sponsor): Same as applicant	Telephone:	E-Mail:
Address:		
City/PO:	State:	Zip Code:

B. Government Approvals

B. Government Approvals, Funding, or Sponsorship. (“Funding” includes grants, loans, tax relief, and any other forms of financial assistance.)		
Government Entity	If Yes: Identify Agency and Approval(s) Required	Application Date (Actual or projected)
a. City Counsel, Town Board, <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No or Village Board of Trustees		
b. City, Town or Village Planning Board or Commission <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Planning Board - Site Plan Approval	4/14/21
c. City, Town or Village Zoning Board of Appeals <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Zoning Board of Appeals - Use Variance	Upon Referral by Planning Board
d. Other local agencies <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Building Department - Building Permit	TBD
e. County agencies <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
f. Regional agencies <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
g. State agencies <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
h. Federal agencies <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
i. Coastal Resources.		
i. Is the project site within a Coastal Area, or the waterfront area of a Designated Inland Waterway?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
ii. Is the project site located in a community with an approved Local Waterfront Revitalization Program?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
iii. Is the project site within a Coastal Erosion Hazard Area?		<input type="checkbox"/> Yes <input type="checkbox"/> No

C. Planning and Zoning

C.1. Planning and zoning actions.	
Will administrative or legislative adoption, or amendment of a plan, local law, ordinance, rule or regulation be the only approval(s) which must be granted to enable the proposed action to proceed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
<ul style="list-style-type: none"> • If Yes, complete sections C, F and G. • If No, proceed to question C.2 and complete all remaining sections and questions in Part 1 	
C.2. Adopted land use plans.	
a. Do any municipally- adopted (city, town, village or county) comprehensive land use plan(s) include the site where the proposed action would be located? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If Yes, does the comprehensive plan include specific recommendations for the site where the proposed action would be located? <input type="checkbox"/> Yes <input type="checkbox"/> No	
b. Is the site of the proposed action within any local or regional special planning district (for example: Greenway; Brownfield Opportunity Area (BOA); designated State or Federal heritage area; watershed management plan; or other?) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
If Yes, identify the plan(s): NYC Watershed Boundary _____ _____	
c. Is the proposed action located wholly or partially within an area listed in an adopted municipal open space plan, or an adopted municipal farmland protection plan? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If Yes, identify the plan(s): _____ _____	

C.3. Zoning

a. Is the site of the proposed action located in a municipality with an adopted zoning law or ordinance. Yes No
 If Yes, what is the zoning classification(s) including any applicable overlay district?
C-Commercial

b. Is the use permitted or allowed by a special or conditional use permit? Yes No

c. Is a zoning change requested as part of the proposed action? Yes No
 If Yes,
 i. What is the proposed new zoning for the site? _____

C.4. Existing community services.

a. In what school district is the project site located? Carmel Schools

b. What police or other public protection forces serve the project site?
Carmel Police Department

c. Which fire protection and emergency medical services serve the project site?
Carmel Fire Department

d. What parks serve the project site?
Fred Dill Wildlife Sanctuary, Putnam County Rail Trail

D. Project Details

D.1. Proposed and Potential Development

a. What is the general nature of the proposed action (e.g., residential, industrial, commercial, recreational; if mixed, include all components)? Residential

b. a. Total acreage of the site of the proposed action? _____ 1.2± acres
 b. Total acreage to be physically disturbed? _____ 0.1 acres
 c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ 1.2± acres

c. Is the proposed action an expansion of an existing project or use? Yes No
 i. If Yes, what is the approximate percentage of the proposed expansion and identify the units (e.g., acres, miles, housing units, square feet)? % _____ Units: _____

d. Is the proposed action a subdivision, or does it include a subdivision? Yes No
 If Yes,
 i. Purpose or type of subdivision? (e.g., residential, industrial, commercial; if mixed, specify types) _____
 ii. Is a cluster/conservation layout proposed? Yes No
 iii. Number of lots proposed? _____
 iv. Minimum and maximum proposed lot sizes? Minimum _____ Maximum _____

e. Will the proposed action be constructed in multiple phases? Yes No
 i. If No, anticipated period of construction: _____ 6 months
 ii. If Yes:
 • Total number of phases anticipated _____
 • Anticipated commencement date of phase I (including demolition) _____ month _____ year
 • Anticipated completion date of final phase _____ month _____ year
 • Generally describe connections or relationships among phases, including any contingencies where progress of one phase may determine timing or duration of future phases: _____

f. Does the project include new residential uses? Yes No
 If Yes, show numbers of units proposed.

	One Family	Two Family	Three Family	Multiple Family (four or more)
Initial Phase	_____	_____	_____	_____
At completion	_____	_____	_____	_____
of all phases	_____	_____	_____	4 units

g. Does the proposed action include new non-residential construction (including expansions)? Yes No
 If Yes,

i. Total number of structures _____
 ii. Dimensions (in feet) of largest proposed structure: _____ height; _____ width; and _____ length
 iii. Approximate extent of building space to be heated or cooled: _____ square feet

h. Does the proposed action include construction or other activities that will result in the impoundment of any liquids, such as creation of a water supply, reservoir, pond, lake, waste lagoon or other storage? Yes No
 If Yes,

i. Purpose of the impoundment: _____
 ii. If a water impoundment, the principal source of the water: Ground water Surface water streams Other specify: _____
 iii. If other than water, identify the type of impounded/contained liquids and their source. _____
 iv. Approximate size of the proposed impoundment. Volume: _____ million gallons; surface area: _____ acres
 v. Dimensions of the proposed dam or impounding structure: _____ height; _____ length
 vi. Construction method/materials for the proposed dam or impounding structure (e.g., earth fill, rock, wood, concrete): _____

D.2. Project Operations

a. Does the proposed action include any excavation, mining, or dredging, during construction, operations, or both? (Not including general site preparation, grading or installation of utilities or foundations where all excavated materials will remain onsite) Yes No
 If Yes:

i. What is the purpose of the excavation or dredging? _____
 ii. How much material (including rock, earth, sediments, etc.) is proposed to be removed from the site?
 • Volume (specify tons or cubic yards): _____
 • Over what duration of time? _____
 iii. Describe nature and characteristics of materials to be excavated or dredged, and plans to use, manage or dispose of them. _____
 iv. Will there be onsite dewatering or processing of excavated materials? Yes No
 If yes, describe. _____
 v. What is the total area to be dredged or excavated? _____ acres
 vi. What is the maximum area to be worked at any one time? _____ acres
 vii. What would be the maximum depth of excavation or dredging? _____ feet
 viii. Will the excavation require blasting? Yes No
 ix. Summarize site reclamation goals and plan: _____

b. Would the proposed action cause or result in alteration of, increase or decrease in size of, or encroachment into any existing wetland, waterbody, shoreline, beach or adjacent area? Yes No
 If Yes:

i. Identify the wetland or waterbody which would be affected (by name, water index number, wetland map number or geographic description): _____

ii. Describe how the proposed action would affect that waterbody or wetland, e.g. excavation, fill, placement of structures, or alteration of channels, banks and shorelines. Indicate extent of activities, alterations and additions in square feet or acres:

iii. Will the proposed action cause or result in disturbance to bottom sediments? Yes No

If Yes, describe: _____

iv. Will the proposed action cause or result in the destruction or removal of aquatic vegetation? Yes No

If Yes: _____

- acres of aquatic vegetation proposed to be removed: _____
- expected acreage of aquatic vegetation remaining after project completion: _____
- purpose of proposed removal (e.g. beach clearing, invasive species control, boat access): _____

- proposed method of plant removal: _____
- if chemical/herbicide treatment will be used, specify product(s): _____

v. Describe any proposed reclamation/mitigation following disturbance: _____

c. Will the proposed action use, or create a new demand for water? Yes No

If Yes:

i. Total anticipated water usage/demand per day: _____ 660 gallons/day for apartments

ii. Will the proposed action obtain water from an existing public water supply? Yes No

If Yes:

- Name of district or service area: _____
- Does the existing public water supply have capacity to serve the proposal? Yes No
- Is the project site in the existing district? Yes No
- Is expansion of the district needed? Yes No
- Do existing lines serve the project site? Yes No

iii. Will line extension within an existing district be necessary to supply the project? Yes No

If Yes:

- Describe extensions or capacity expansions proposed to serve this project: _____
- Source(s) of supply for the district: _____

iv. Is a new water supply district or service area proposed to be formed to serve the project site? Yes No

If, Yes:

- Applicant/sponsor for new district: _____
- Date application submitted or anticipated: _____
- Proposed source(s) of supply for new district: _____

v. If a public water supply will not be used, describe plans to provide water supply for the project: _____

vi. If water supply will be from wells (public or private), what is the maximum pumping capacity: _____ gallons/minute.

d. Will the proposed action generate liquid wastes? Yes No

If Yes:

i. Total anticipated liquid waste generation per day: _____ 660 gallons/day for apartments

ii. Nature of liquid wastes to be generated (e.g., sanitary wastewater, industrial; if combination, describe all components and approximate volumes or proportions of each): _____
Sanitary wastewater

iii. Will the proposed action use any existing public wastewater treatment facilities? Yes No

If Yes:

- Name of wastewater treatment plant to be used: _____
- Name of district: _____
- Does the existing wastewater treatment plant have capacity to serve the project? Yes No
- Is the project site in the existing district? Yes No
- Is expansion of the district needed? Yes No

• Do existing sewer lines serve the project site? Yes No
 • Will a line extension within an existing district be necessary to serve the project? Yes No
 If Yes:
 • Describe extensions or capacity expansions proposed to serve this project: _____

iv. Will a new wastewater (sewage) treatment district be formed to serve the project site? Yes No
 If Yes:
 • Applicant/sponsor for new district: _____
 • Date application submitted or anticipated: _____
 • What is the receiving water for the wastewater discharge? _____

v. If public facilities will not be used, describe plans to provide wastewater treatment for the project, including specifying proposed receiving water (name and classification if surface discharge or describe subsurface disposal plans):

vi. Describe any plans or designs to capture, recycle or reuse liquid waste: _____

e. Will the proposed action disturb more than one acre and create stormwater runoff, either from new point sources (i.e. ditches, pipes, swales, curbs, gutters or other concentrated flows of stormwater) or non-point source (i.e. sheet flow) during construction or post construction? Yes No
 If Yes:
 i. How much impervious surface will the project create in relation to total size of project parcel?
 _____ Square feet or _____ acres (impervious surface)
 _____ Square feet or _____ acres (parcel size)
 ii. Describe types of new point sources. _____

iii. Where will the stormwater runoff be directed (i.e. on-site stormwater management facility/structures, adjacent properties, groundwater, on-site surface water or off-site surface waters)?

 • If to surface waters, identify receiving water bodies or wetlands: _____

 • Will stormwater runoff flow to adjacent properties? Yes No

iv. Does the proposed plan minimize impervious surfaces, use pervious materials or collect and re-use stormwater? Yes No

f. Does the proposed action include, or will it use on-site, one or more sources of air emissions, including fuel combustion, waste incineration, or other processes or operations? Yes No
 If Yes, identify:
 i. Mobile sources during project operations (e.g., heavy equipment, fleet or delivery vehicles)

 ii. Stationary sources during construction (e.g., power generation, structural heating, batch plant, crushers)

 iii. Stationary sources during operations (e.g., process emissions, large boilers, electric generation)

g. Will any air emission sources named in D.2.f (above), require a NY State Air Registration, Air Facility Permit, or Federal Clean Air Act Title IV or Title V Permit? Yes No
 If Yes:
 i. Is the project site located in an Air quality non-attainment area? (Area routinely or periodically fails to meet ambient air quality standards for all or some parts of the year) Yes No
 ii. In addition to emissions as calculated in the application, the project will generate:
 • _____ Tons/year (short tons) of Carbon Dioxide (CO₂)
 • _____ Tons/year (short tons) of Nitrous Oxide (N₂O)
 • _____ Tons/year (short tons) of Perfluorocarbons (PFCs)
 • _____ Tons/year (short tons) of Sulfur Hexafluoride (SF₆)
 • _____ Tons/year (short tons) of Carbon Dioxide equivalent of Hydrofluorocarbons (HFCs)
 • _____ Tons/year (short tons) of Hazardous Air Pollutants (HAPs)

h. Will the proposed action generate or emit methane (including, but not limited to, sewage treatment plants, landfills, composting facilities)? Yes No

If Yes:

i. Estimate methane generation in tons/year (metric): _____

ii. Describe any methane capture, control or elimination measures included in project design (e.g., combustion to generate heat or electricity, flaring): _____

i. Will the proposed action result in the release of air pollutants from open-air operations or processes, such as quarry or landfill operations? Yes No

If Yes: Describe operations and nature of emissions (e.g., diesel exhaust, rock particulates/dust): _____

j. Will the proposed action result in a substantial increase in traffic above present levels or generate substantial new demand for transportation facilities or services? Yes No

If Yes:

i. When is the peak traffic expected (Check all that apply): Morning Evening Weekend
 Randomly between hours of _____ to _____.

ii. For commercial activities only, projected number of truck trips/day and type (e.g., semi trailers and dump trucks): _____

iii. Parking spaces: Existing _____ Proposed _____ Net increase/decrease _____

iv. Does the proposed action include any shared use parking? Yes No

v. If the proposed action includes any modification of existing roads, creation of new roads or change in existing access, describe: _____

vi. Are public/private transportation service(s) or facilities available within 1/2 mile of the proposed site? Yes No

vii. Will the proposed action include access to public transportation or accommodations for use of hybrid, electric or other alternative fueled vehicles? Yes No

viii. Will the proposed action include plans for pedestrian or bicycle accommodations for connections to existing pedestrian or bicycle routes? Yes No

k. Will the proposed action (for commercial or industrial projects only) generate new or additional demand for energy? Yes No

If Yes: N/A

i. Estimate annual electricity demand during operation of the proposed action: _____

ii. Anticipated sources/suppliers of electricity for the project (e.g., on-site combustion, on-site renewable, via grid/local utility, or other): _____

iii. Will the proposed action require a new, or an upgrade, to an existing substation? Yes No

l. Hours of operation. Answer all items which apply.

<p>i. During Construction:</p> <ul style="list-style-type: none"> • Monday - Friday: _____ 8am-5pm • Saturday: _____ 8am-5pm • Sunday: _____ None • Holidays: _____ None 	<p>ii. During Operations: Residential - Intermittent traffic daily</p> <ul style="list-style-type: none"> • Monday - Friday: _____ • Saturday: _____ • Sunday: _____ • Holidays: _____
--	--

m. Will the proposed action produce noise that will exceed existing ambient noise levels during construction, operation, or both? Yes No
 If yes:
 i. Provide details including sources, time of day and duration:

ii. Will the proposed action remove existing natural barriers that could act as a noise barrier or screen? Yes No
 Describe: _____

n. Will the proposed action have outdoor lighting? Yes No
 If yes:
 i. Describe source(s), location(s), height of fixture(s), direction/aim, and proximity to nearest occupied structures:

ii. Will proposed action remove existing natural barriers that could act as a light barrier or screen? Yes No
 Describe: _____

o. Does the proposed action have the potential to produce odors for more than one hour per day? Yes No
 If Yes, describe possible sources, potential frequency and duration of odor emissions, and proximity to nearest occupied structures:

p. Will the proposed action include any bulk storage of petroleum (combined capacity of over 1,100 gallons) or chemical products 185 gallons in above ground storage or any amount in underground storage? Yes No
 If Yes:
 i. Product(s) to be stored _____
 ii. Volume(s) _____ per unit time _____ (e.g., month, year)
 iii. Generally, describe the proposed storage facilities: _____

q. Will the proposed action (commercial, industrial and recreational projects only) use pesticides (i.e., herbicides, insecticides) during construction or operation? Yes No
 If Yes: N/A
 i. Describe proposed treatment(s):

ii. Will the proposed action use Integrated Pest Management Practices? Yes No

r. Will the proposed action (commercial or industrial projects only) involve or require the management or disposal of solid waste (excluding hazardous materials)? Yes No
 If Yes: N/A
 i. Describe any solid waste(s) to be generated during construction or operation of the facility:
 • Construction: _____ tons per _____ (unit of time)
 • Operation : _____ tons per _____ (unit of time)
 ii. Describe any proposals for on-site minimization, recycling or reuse of materials to avoid disposal as solid waste:
 • Construction: _____

 • Operation: _____

 iii. Proposed disposal methods/facilities for solid waste generated on-site:
 • Construction: _____

 • Operation: _____

s. Does the proposed action include construction or modification of a solid waste management facility? Yes No

If Yes:

- i. Type of management or handling of waste proposed for the site (e.g., recycling or transfer station, composting, landfill, or other disposal activities): _____
- ii. Anticipated rate of disposal/processing:
 - _____ Tons/month, if transfer or other non-combustion/thermal treatment, or
 - _____ Tons/hour, if combustion or thermal treatment
- iii. If landfill, anticipated site life: _____ years

t. Will the proposed action at the site involve the commercial generation, treatment, storage, or disposal of hazardous waste? Yes No

If Yes:

- i. Name(s) of all hazardous wastes or constituents to be generated, handled or managed at facility: _____
- ii. Generally describe processes or activities involving hazardous wastes or constituents: _____
- iii. Specify amount to be handled or generated _____ tons/month
- iv. Describe any proposals for on-site minimization, recycling or reuse of hazardous constituents: _____
- v. Will any hazardous wastes be disposed at an existing offsite hazardous waste facility? Yes No

If Yes: provide name and location of facility: _____

If No: describe proposed management of any hazardous wastes which will not be sent to a hazardous waste facility: _____

E. Site and Setting of Proposed Action

E.1. Land uses on and surrounding the project site

a. Existing land uses.

i. Check all uses that occur on, adjoining and near the project site.

- Urban Industrial Commercial Residential (suburban) Rural (non-farm)
- Forest Agriculture Aquatic Other (specify): _____

ii. If mix of uses, generally describe: _____

b. Land uses and covertypes on the project site.

Land use or Covertype	Current Acreage	Acreage After Project Completion	Change (Acres +/-)
• Roads, buildings, and other paved or impervious surfaces	0.4	0.5	+0.1
• Forested	0.6	0.55	-0.05
• Meadows, grasslands or brushlands (non-agricultural, including abandoned agricultural)			
• Agricultural (includes active orchards, field, greenhouse etc.)			
• Surface water features (lakes, ponds, streams, rivers, etc.)			
• Wetlands (freshwater or tidal)			
• Non-vegetated (bare rock, earth or fill)			
• Other Describe: Lawn	0.2	0.15	-0.5

c. Is the project site presently used by members of the community for public recreation? Yes No
i. If Yes: explain: _____

d. Are there any facilities serving children, the elderly, people with disabilities (e.g., schools, hospitals, licensed day care centers, or group homes) within 1500 feet of the project site? Yes No
If Yes,
i. Identify Facilities:
Carmel High School

e. Does the project site contain an existing dam? Yes No
If Yes:
i. Dimensions of the dam and impoundment:
• Dam height: _____ feet
• Dam length: _____ feet
• Surface area: _____ acres
• Volume impounded: _____ gallons OR acre-feet
ii. Dam's existing hazard classification: _____
iii. Provide date and summarize results of last inspection:

f. Has the project site ever been used as a municipal, commercial or industrial solid waste management facility, or does the project site adjoin property which is now, or was at one time, used as a solid waste management facility? Yes No
If Yes:
i. Has the facility been formally closed? Yes No
• If yes, cite sources/documentation: _____
ii. Describe the location of the project site relative to the boundaries of the solid waste management facility:

iii. Describe any development constraints due to the prior solid waste activities: _____

g. Have hazardous wastes been generated, treated and/or disposed of at the site, or does the project site adjoin property which is now or was at one time used to commercially treat, store and/or dispose of hazardous waste? Yes No
If Yes:
i. Describe waste(s) handled and waste management activities, including approximate time when activities occurred:

h. Potential contamination history. Has there been a reported spill at the proposed project site, or have any remedial actions been conducted at or adjacent to the proposed site? Yes No
If Yes:
i. Is any portion of the site listed on the NYSDEC Spills Incidents database or Environmental Site Remediation database? Check all that apply: Yes No
 Yes – Spills Incidents database Provide DEC ID number(s): _____
 Yes – Environmental Site Remediation database Provide DEC ID number(s): _____
 Neither database
ii. If site has been subject of RCRA corrective activities, describe control measures: _____

iii. Is the project within 2000 feet of any site in the NYSDEC Environmental Site Remediation database? Yes No
If yes, provide DEC ID number(s): V00104
iv. If yes to (i), (ii) or (iii) above, describe current status of site(s):

v. Is the project site subject to an institutional control limiting property uses? Yes No

- If yes, DEC site ID number: _____
- Describe the type of institutional control (e.g., deed restriction or easement): _____
- Describe any use limitations: _____
- Describe any engineering controls: _____
- Will the project affect the institutional or engineering controls in place? Yes No
- Explain: _____

E.2. Natural Resources On or Near Project Site

a. What is the average depth to bedrock on the project site? _____ 6'+ feet

b. Are there bedrock outcroppings on the project site? Yes No
 If Yes, what proportion of the site is comprised of bedrock outcroppings? _____ %

c. Predominant soil type(s) present on project site:

UnB - Urban Land Charlton Complex	85 %
_____	_____ %
WdB - Woodbridge Loam	15 %

d. What is the average depth to the water table on the project site? Average: _____ 6'+ feet

e. Drainage status of project site soils: Well Drained: _____ % of site
 Moderately Well Drained: 100 % of site
 Poorly Drained: _____ % of site

f. Approximate proportion of proposed action site with slopes: 0-10%: 85 % of site
 10-15%: 10 % of site
 15% or greater: 5 % of site

g. Are there any unique geologic features on the project site? Yes No
 If Yes, describe: _____

h. Surface water features.

i. Does any portion of the project site contain wetlands or other waterbodies (including streams, rivers, ponds or lakes)? Yes No

ii. Do any wetlands or other waterbodies adjoin the project site? Yes No

If Yes to either *i* or *ii*, continue. If No, skip to E.2.i.
 iii. Are any of the wetlands or waterbodies within or adjoining the project site regulated by any federal, state or local agency? Yes No

iv. For each identified regulated wetland and waterbody on the project site, provide the following information:

- Streams: Name _____ Classification _____
- Lakes or Ponds: Name _____ Classification _____
- Wetlands: Name _____ Approximate Size _____
- Wetland No. (if regulated by DEC) _____

v. Are any of the above water bodies listed in the most recent compilation of NYS water quality-impaired waterbodies? Yes No
 If yes, name of impaired water body/bodies and basis for listing as impaired: _____

i. Is the project site in a designated Floodway? Yes No

j. Is the project site in the 100-year Floodplain? Yes No

k. Is the project site in the 500-year Floodplain? Yes No

l. Is the project site located over, or immediately adjoining, a primary, principal or sole source aquifer? Yes No
 If Yes:
 i. Name of aquifer: _____

m. Identify the predominant wildlife species that occupy or use the project site:

Squirrels _____	Local/Migratory Birds _____
Racoons _____	Deer _____

n. Does the project site contain a designated significant natural community? Yes No

If Yes:

i. Describe the habitat/community (composition, function, and basis for designation): _____

ii. Source(s) of description or evaluation: _____

iii. Extent of community/habitat:

- Currently: _____ acres
- Following completion of project as proposed: _____ acres
- Gain or loss (indicate + or -): _____ acres

o. Does project site contain any species of plant or animal that is listed by the federal government or NYS as endangered or threatened, or does it contain any areas identified as habitat for an endangered or threatened species? Yes No

If Yes:

i. Species and listing (endangered or threatened): _____

Northern Long-eared Bat

p. Does the project site contain any species of plant or animal that is listed by NYS as rare, or as a species of special concern? Yes No

If Yes:

i. Species and listing: _____

q. Is the project site or adjoining area currently used for hunting, trapping, fishing or shell fishing? Yes No

If yes, give a brief description of how the proposed action may affect that use: _____

E.3. Designated Public Resources On or Near Project Site

a. Is the project site, or any portion of it, located in a designated agricultural district certified pursuant to Agriculture and Markets Law, Article 25-AA, Section 303 and 304? Yes No

If Yes, provide county plus district name/number: _____

b. Are agricultural lands consisting of highly productive soils present? Yes No

i. If Yes: acreage(s) on project site? _____

ii. Source(s) of soil rating(s): _____

c. Does the project site contain all or part of, or is it substantially contiguous to, a registered National Natural Landmark? Yes No

If Yes:

i. Nature of the natural landmark: Biological Community Geological Feature

ii. Provide brief description of landmark, including values behind designation and approximate size/extent: _____

d. Is the project site located in or does it adjoin a state listed Critical Environmental Area? Yes No

If Yes:

i. CEA name: _____

ii. Basis for designation: _____

iii. Designating agency and date: _____

e. 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? Yes No

If Yes:

i. Nature of historic/archaeological resource: Archaeological Site Historic Building or District

ii. Name: _____

iii. Brief description of attributes on which listing is based: _____

f. 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? Yes No

g. Have additional archaeological or historic site(s) or resources been identified on the project site? Yes No

If Yes:

i. Describe possible resource(s): _____

ii. Basis for identification: _____

h. Is the project site within five miles of any officially designated and publicly accessible federal, state, or local scenic or aesthetic resource? Yes No

If Yes:

i. Identify resource: _____

ii. Nature of, or basis for, designation (e.g., established highway overlook, state or local park, state historic trail or scenic byway, etc.): _____

iii. Distance between project and resource: _____ miles.

i. Is the project site located within a designated river corridor under the Wild, Scenic and Recreational Rivers Program 6 NYCRR 666? Yes No

If Yes:

i. Identify the name of the river and its designation: _____

ii. Is the activity consistent with development restrictions contained in 6NYCRR Part 666? Yes No

F. Additional Information

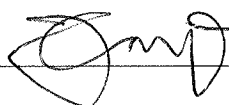
Attach any additional information which may be needed to clarify your project.

If you have identified any adverse impacts which could be associated with your proposal, please describe those impacts plus any measures which you propose to avoid or minimize them.

G. Verification

I certify that the information provided is true to the best of my knowledge.

Applicant/Sponsor Name Jeffrey J. Contelmo, P.E. Date 4/14/21
Insite Engineering, Surveying & Landscape Architecture, P.C.

Signature  Title Senior Principal Engineer



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



B.i.i [Coastal or Waterfront Area]	No
B.i.ii [Local Waterfront Revitalization Area]	No
C.2.b. [Special Planning District]	Yes - Digital mapping data are not available for all Special Planning Districts. Refer to EAF Workbook.
C.2.b. [Special Planning District - Name]	NYC Watershed Boundary
E.1.h [DEC Spills or Remediation Site - Potential Contamination History]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.1.h.i [DEC Spills or Remediation Site - Listed]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.1.h.i [DEC Spills or Remediation Site - Environmental Site Remediation Database]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.1.h.iii [Within 2,000' of DEC Remediation Site]	Yes
E.1.h.iii [Within 2,000' of DEC Remediation Site - DEC ID]	V00104
E.2.g [Unique Geologic Features]	No
E.2.h.i [Surface Water Features]	No
E.2.h.ii [Surface Water Features]	Yes
E.2.h.iii [Surface Water Features]	Yes - Digital mapping information on local and federal wetlands and waterbodies is known to be incomplete. Refer to EAF Workbook.
E.2.h.v [Impaired Water Bodies]	No
E.2.i. [Floodway]	No
E.2.j. [100 Year Floodplain]	No
E.2.k. [500 Year Floodplain]	No
E.2.l. [Aquifers]	No
E.2.n. [Natural Communities]	No

E.2.o. [Endangered or Threatened Species - Name]	Northern Long-eared Bat
E.2.p. [Rare Plants or Animals]	No
E.3.a. [Agricultural District]	No
E.3.c. [National Natural Landmark]	No
E.3.d [Critical Environmental Area]	No
E.3.e. [National or State Register of Historic Places or State Eligible Sites]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.3.f. [Archeological Sites]	Yes
E.3.i. [Designated River Corridor]	No

LEGEND	
	EXISTING PROPERTY LINE
	EXISTING BUILDING WITH ROOF OVERHANG
	EXISTING STONE WALL
	EXISTING CONCRETE CURB
	EXISTING DROP IN CONCRETE CURB
	EXISTING UTILITY POLE w/ guy & overhead wires
	EXISTING SIGN
	EXISTING HEDGE ROW
	EXISTING NUMBER OF PARKING STALLS
	PROPOSED RUBBLE WALL
	PROPOSED EDGE OF PAVEMENT
	EXISTING PAINTED HANDICAP PARKING SYMBOL
	EXISTING STRIPED ISLAND
	PROPOSED # OF STALLS TO BE STRIPED
	PROPOSED SINGLE POLE SIGN
	PROPOSED STONE STEPS
	PROPOSED LANDSCAPING
	PROPOSED SILT FENCE

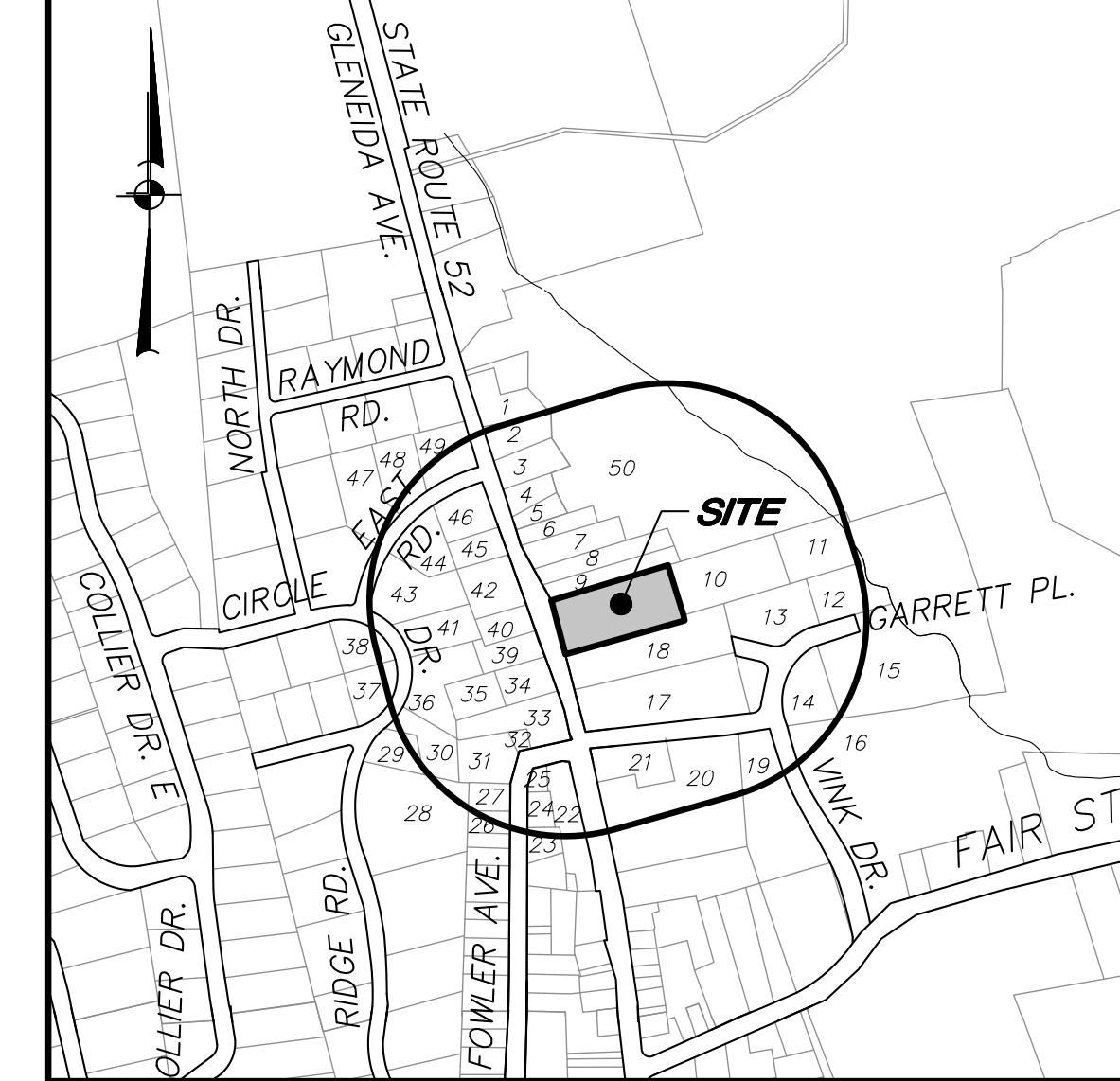
PLANT LIST				
QTY.	KEY SYMBOL	BOTANICAL/Common Name	SIZE	ROOT
EVERGREEN TREES				
12	JV	Juniperus virginica / Eastern Redcedar	8'-10' HT.	B&B
SHRUBS				
8	AA	Aronia arbutifolia / Red Chokeberry		#3 CONT./6' O.C.
7	RA	Rhododendron atlanticum / Deciduous Azalea		#3 CONT./6' O.C.
PERENNIALS/GROUND COVERS				
26	AQ	Aquilegia canadensis / Columbine		#1 CONT./18" O.C.

SIGN DATA TABLE				
LOCATION NO.	TEXT	M.U.T.C.D. NUMBER	SIZE OF SIGN (s.f.)	DESCRIPTION
1		R7-1	12" x 18"	Red on White
2		R7-8	12" x 18"	Blue on White

500' ADJOINERS:

TOWN OF CARMEL:

- P & R Estate Corp.
- Cole Irrevocable Living Trust
- Rodolfo A Roque
- Susan P Alm
- Marcel Carillo
- Lola Galvin
- Joyce McClasson
- Rick Montes
- Edward M Schaffer
- Seven Hills Property Management
- Michael Yodice
- John Mitchell
- Carmel Vol Ambulance Corp
- Harman Holdings Ltd
- Harmon Holdings Ltd
- Main Woodland Trail
- Carmel Fire Department Inc
- MSB Hudson-United Bank
- Main Woodland Trail
- Kelley Cemetery Inc
- 90 Gleneida Ave Corp
- Mt Carmel Baptist Church
- Langview Realty Corp
- James Wise
- Mary T Kipp
- JRP Associates LLC
- Maria Siguenca
- Yocasta Doss
- Allan J Eyring
- Michelle Hicks
- END Fowler Property, LLC
- David Radovich
- Fowler Ave Corp
- 91 Gleneida LLC
- Richard McClasson
- William Rippey
- Josephine Alessi
- Eleanor Vitalis
- Gileno Enterprises LLC
- 91 Gleneida Ave Corp
- James P McGuire
- 99 Gleneida Ave Corp
- Carla D Taylor & Dennis A Hammond
- Phillip F & Julie A Ford
- Wayne and Dean Ryder
- 105 Gleneida Ave Corp
- Angela C Gold
- Dana & Sheryl J Kapel
- Christopher A DeMaria, Lisa M Brown, Jason A & Tiffany Guziczek
- Rt 52 Housing Devel Fund Co



LOCATION MAP

SCALE: 1" = 500'±

OWNER/APPLICANT:

DPL Realty, LLC
102 Gleneida Avenue
Carmel, NY 10512

SITE DATA:

Zone: C-Commercial
Total Acreage 1.2 AC
Tax Map No.: 41.4-1-22

GENERAL NOTES:

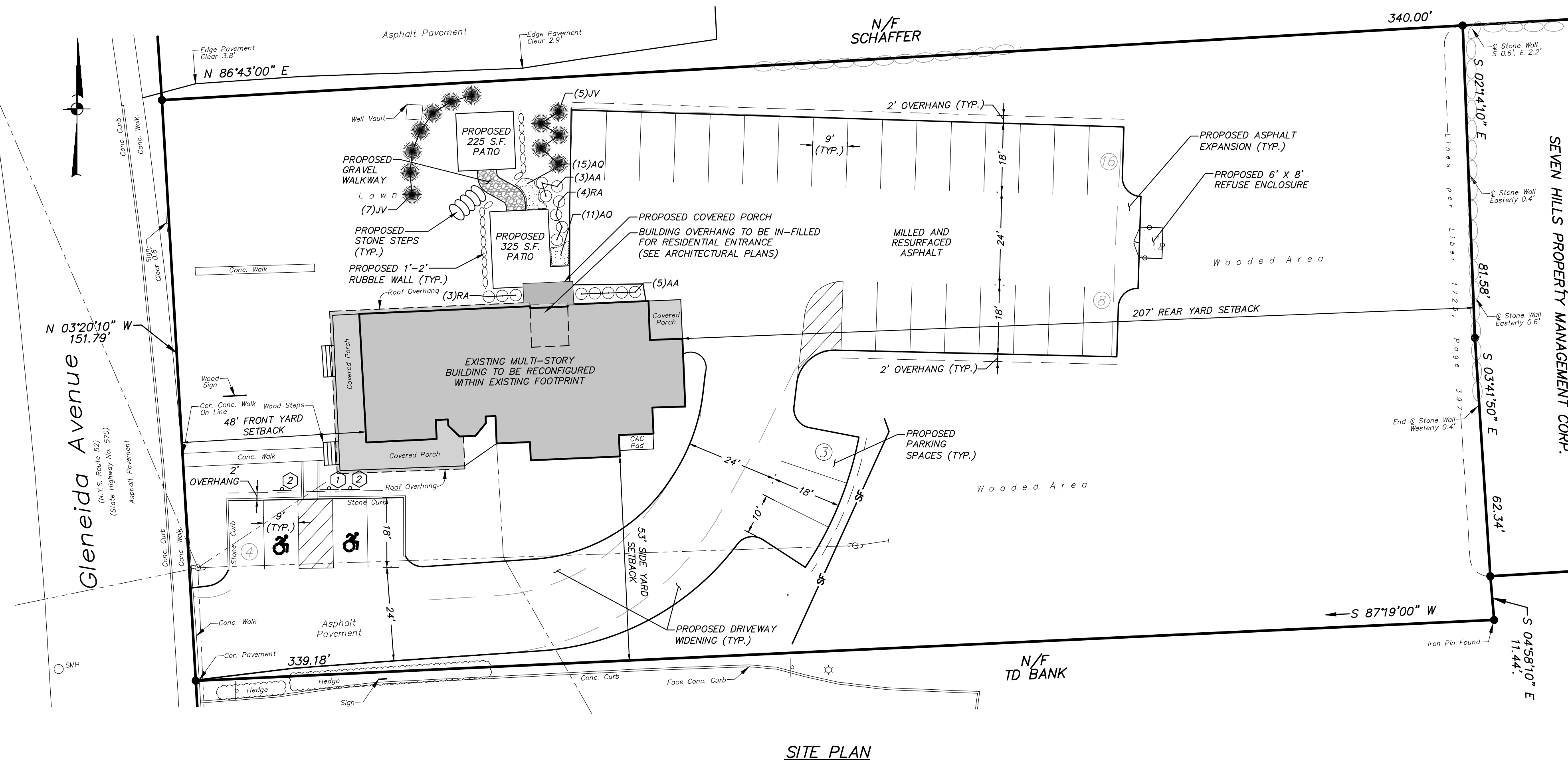
- Boundary and site information shown hereon is taken from a survey entitled, "Survey of Property Prepared for DPL Realty, LLC," by Insite Engineering Surveying & Landscape Architecture, P.C., dated December 29, 2015.
- The applicant seeks to create four apartments in the 2nd and 3rd floors of the existing building. As residential uses are not permitted in the C-Commercial zone, a variance is required.

PARKING REQUIREMENTS:

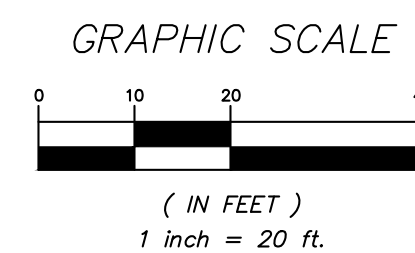
- Existing Office Use - 1 space / 200 S.F. @ 4,600 S.F.± = 23 spaces required
 - Proposed Residential Use - 2 spaces / unit @ 4 units = 8 spaces required
- Total Spaces Required = 31 spaces required
Total Spaces Provided = 31 spaces provided

ZONE REQUIREMENTS TOWN OF CARMEL C-COMMERCIAL ZONE		
	REQUIRED/ PERMITTED	PROPOSED
Minimum Lot Area:	40,000 s.f.	1.2 AC ± (52,052 s.f. ±)
Minimum Lot Width:	200'	152'
Minimum Lot Depth:	200'	340'
Minimum Front Yard:	40'	48'
Minimum Side Yard:	25'	53'
Minimum Rear Yard:	30'	207'
Maximum Permitted Height:	60'	<60'
Minimum Required Floor Area:	5,000 s.f.	8,970 s.f.
Maximum Permitted Coverage of Lot by Buildings:	40%	7%

- * Pre-existing nonconforming condition.
- ** Proposed mixed use office and apartments. Variance required for residential use in Commercial Zone.
- *** Variance Required for 9' wide parking spaces.



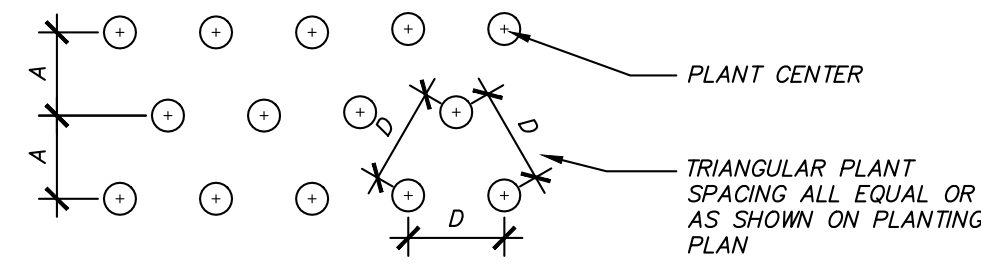
SITE PLAN



ALTERATION OF THIS DOCUMENT, UNLESS UNDER THE DIRECTION OF A LICENSED PROFESSIONAL ENGINEER, IS A VIOLATION OF SECTION 7209 OF ARTICLE 145 OF THE EDUCATION LAW.

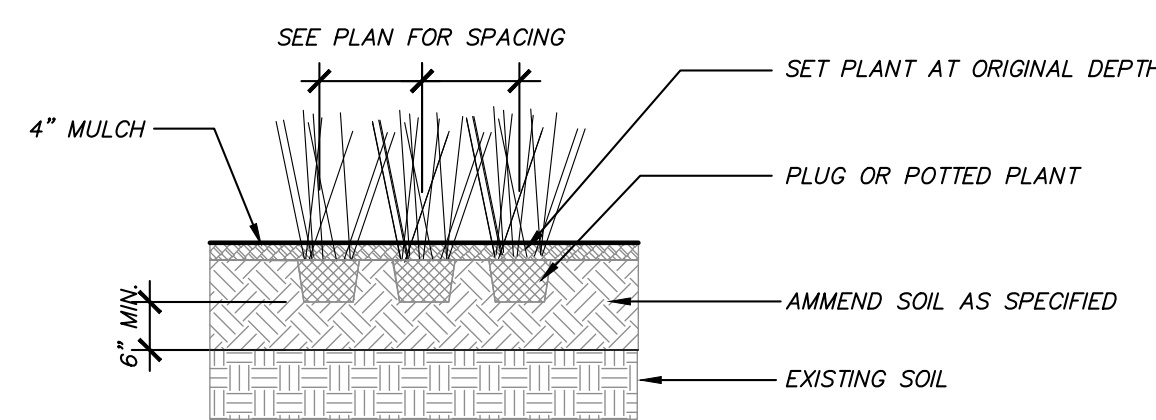
NO.	DATE	REVISION	BY
PROJECT:		DPL REALTY LLC.	
DRAWING:		SITE PLAN	
PROJECT NUMBER	21125.100	PROJECT MANAGER	J.J.C.
DATE	04-14-21	DRAWN BY	E.R.A.
SCALE	1" = 20'	CHECKED BY	A.D.T.
DRAWING NO.		SHEET	
SP-1		1/2	



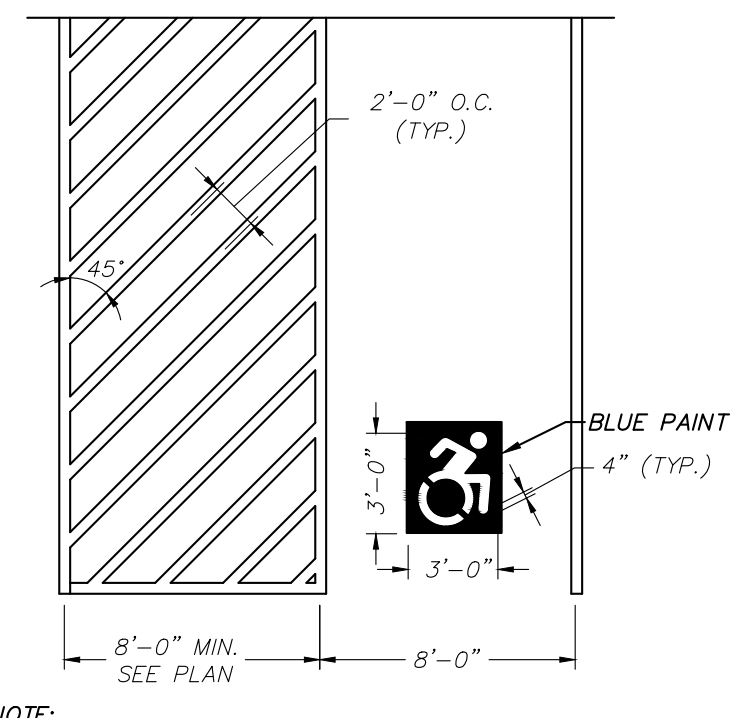


GRASS PLANT SPACING PLAN

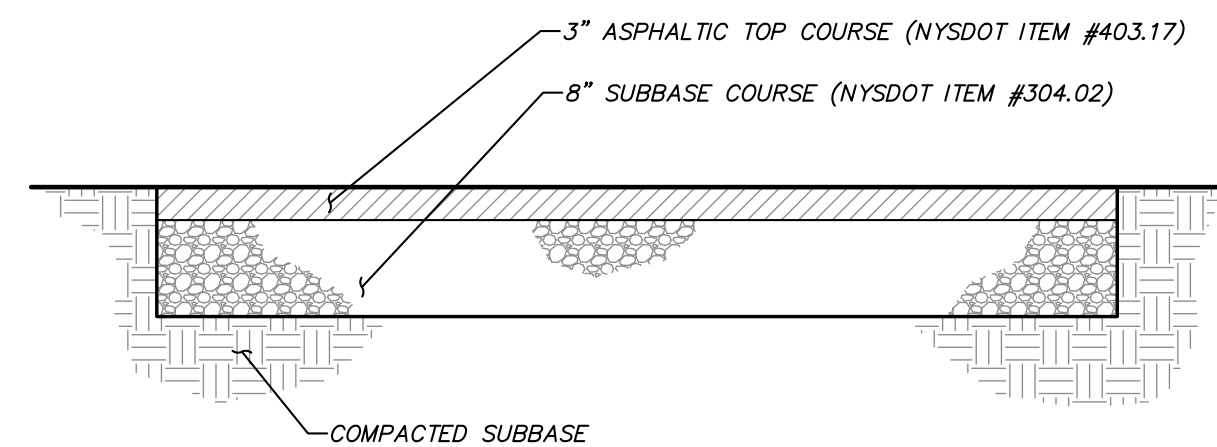
SPACING "D"	ROW "A"	PLANTS PER SQ. FT.	NOTES:
24" O.C.	20.8"	0.29	PLANT QUANTITIES WERE DETERMINED BY MULTIPLYING AREA (SQ. FT.) BY NUMBER OF PLANTS PER SQ. FT. FOR REQUIRED SPACING. QUANTITY OF PLANTS AND SPACING AS NOTED IN PLANTING SCHEDULE.
18" O.C.	15.6"	0.50	
12" O.C.	10.4"	1.15	
10" O.C.	8.7"	1.66	
8" O.C.	6.9"	2.60	



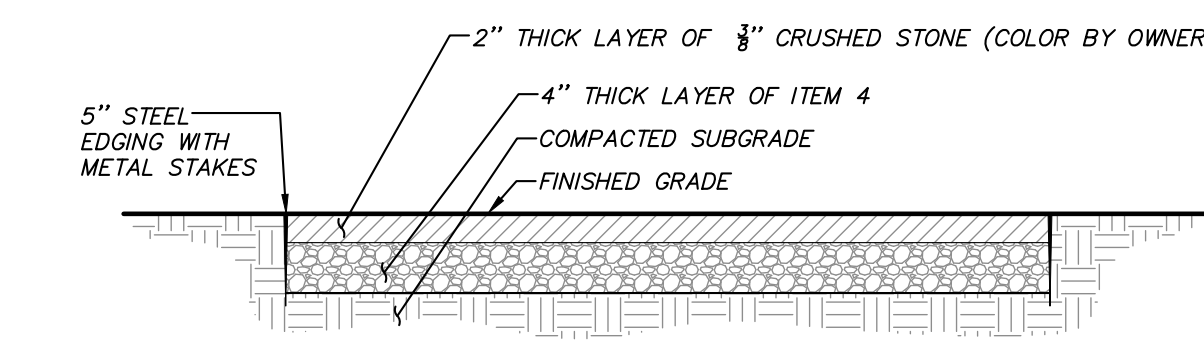
PERENNIAL / ORNAMENTAL GRASS PLANTING DETAIL (N.T.S.)



PAINTED NYS ACCESSIBLE PARKING DETAIL (N.T.S.)



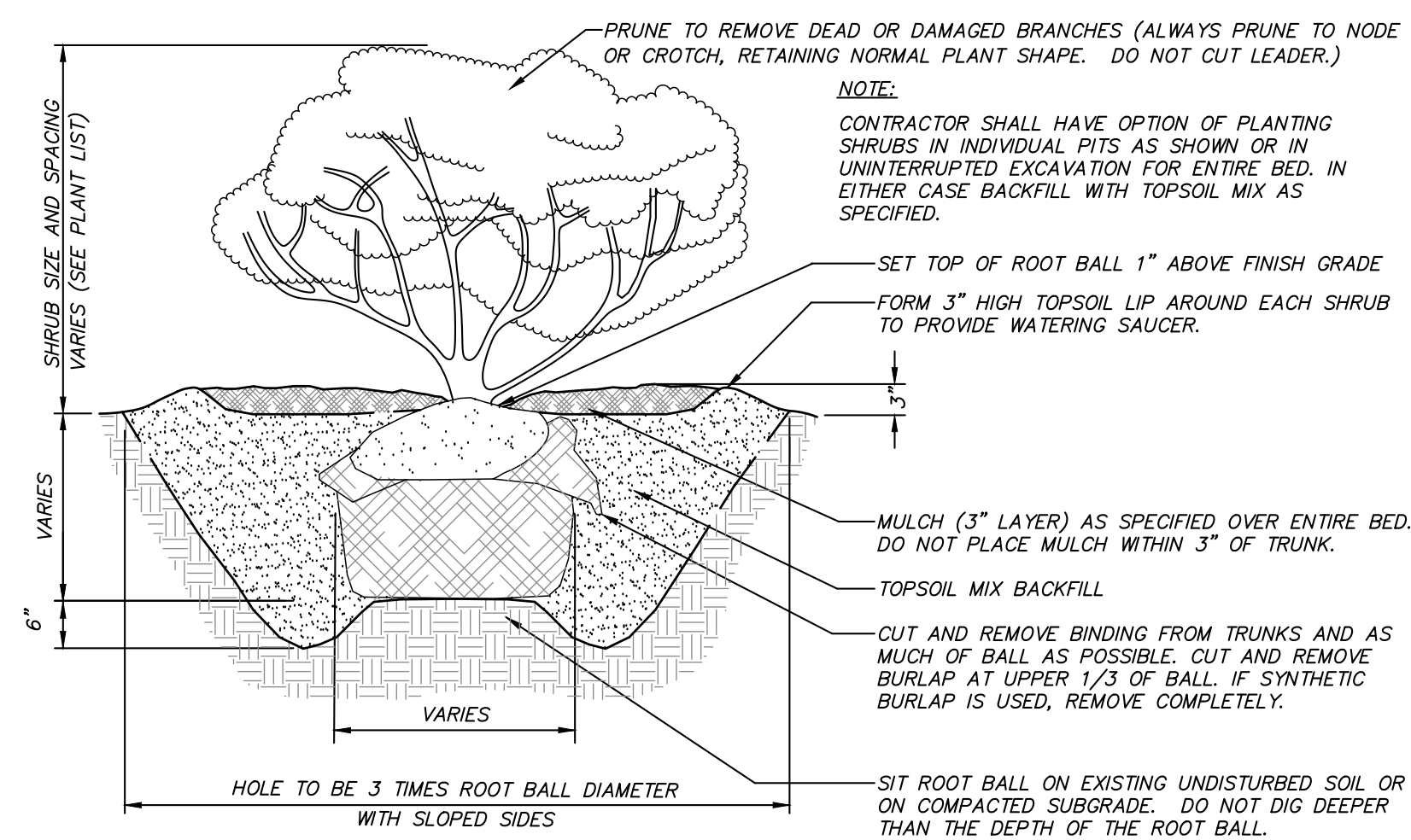
ASPHALT DRIVEWAY PAVEMENT DETAIL (N.T.S.)



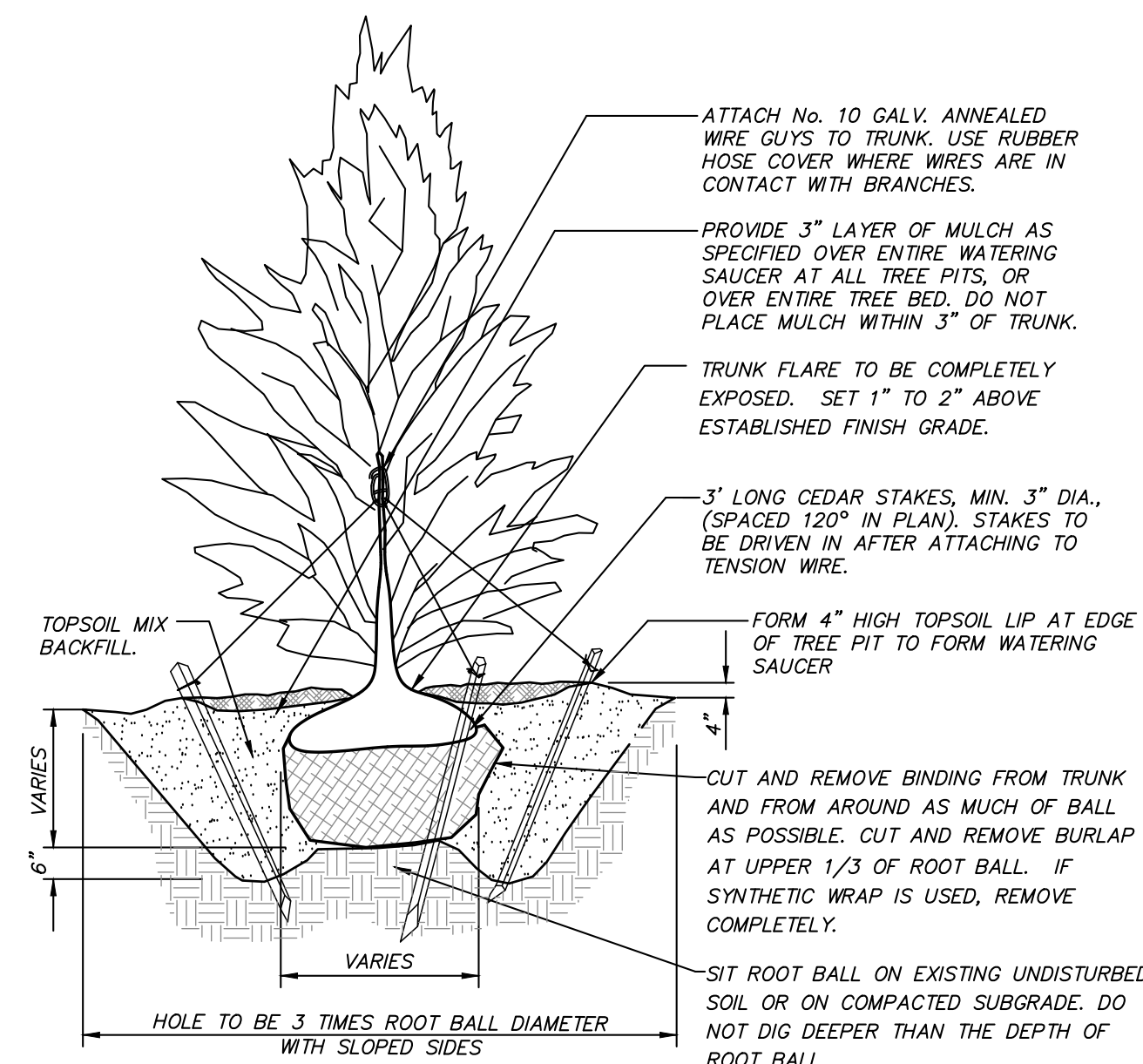
GRAVEL WALKWAY DETAIL (N.T.S.)

EROSION & SEDIMENT CONTROL NOTES:

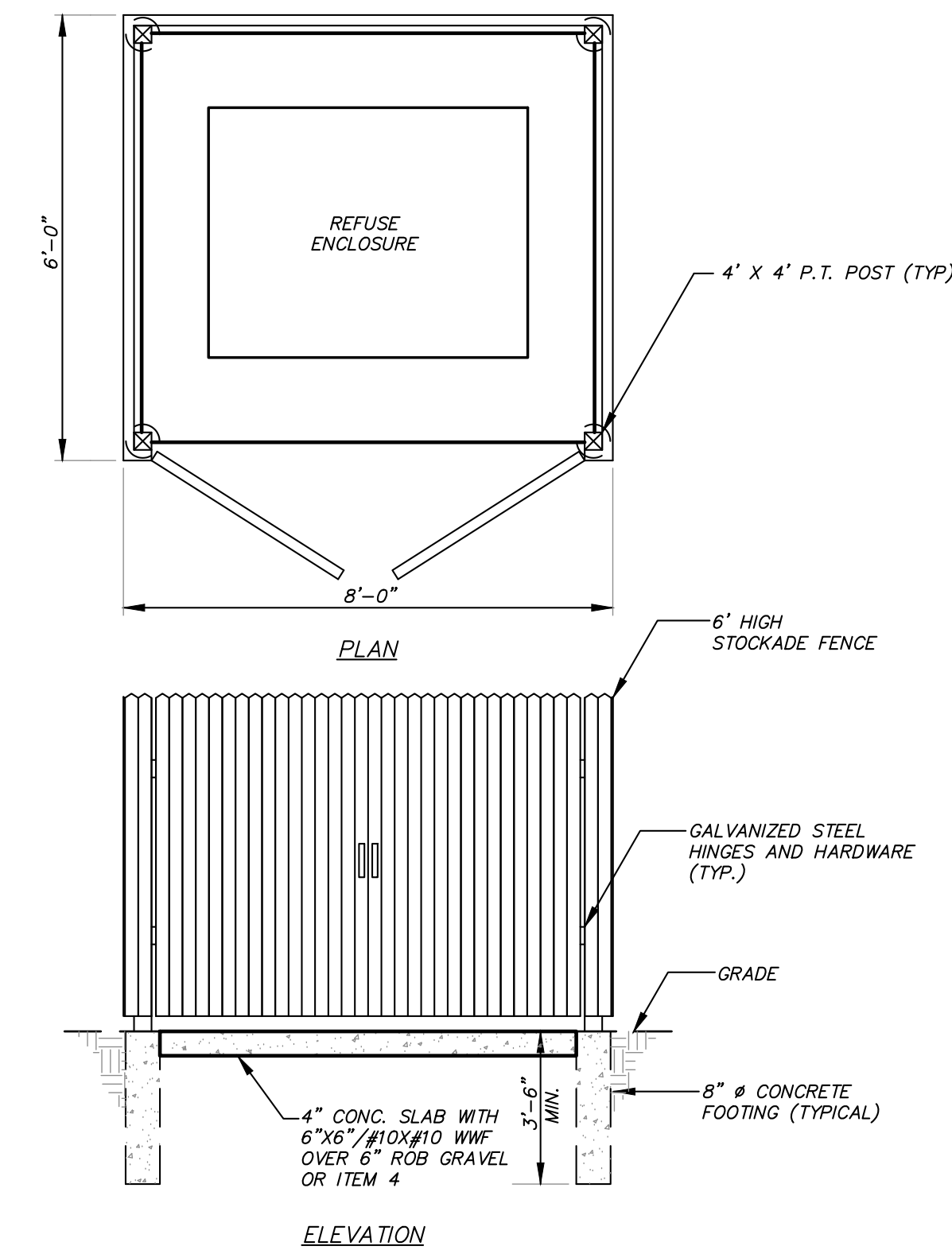
- The owner's field representative (O.F.R.) will be responsible for the implementation and maintenance of erosion and sediment control measures on this site prior to and during construction.
- All construction activities involving the removal or disposition of soil are to be provided with appropriate protective measures to minimize erosion and contain sediment disposition within. Minimum soil erosion and sediment control measures shall be implemented as shown on the plans and shall be installed in accordance with "New York Standards and Specifications For Erosion and Sediment Control," latest edition.
- Wherever feasible, natural vegetation should be retained and protected. Disturbance shall be minimized in the areas required to perform construction.
- When land is exposed during development, the exposure shall be kept to the shortest practical period of time. In the areas where soil disturbance activity has temporarily or permanently ceased, the application of soil stabilization measures must be initiated by the end of the next business day and completed within fourteen (14) days from the date the current soil disturbance activity ceased. Disturbance shall be minimized to the areas required to perform construction.
- Silt fence shall be installed as shown on the plans prior to beginning any clearing, grubbing or earthwork.
- All topsoil to be stripped from the area being developed shall be stockpiled and immediately seeded for temporary stabilization. Ryegrass (annual or perennial) at a rate of 30 lbs. per acre shall be used for temporary seeding in spring, summer or early fall. 'Aristoak' Winter Rye (cereal rye) shall be used for temporary seeding in late fall and winter.
- Any disturbed areas not subject to further disturbance or construction traffic, permanent or temporary, shall have soil stabilization measures initiated for permanent vegetation cover in combination with a suitable mulch within 1 business day of final grading. All seeded areas to receive a minimum 4" topsoil (from stockpile area) and be seeded and mulched as follows:
 - Seed mixture to be planted between March 21 and May 20, or between August 15 and October 15 or as directed by project representative at a rate of 100 pounds per acre in the following proportions:
 - Kentucky Bluegrass 20%
 - Creeping Red Fescue 40%
 - Perennial Ryegrass 20%
 - Annual Ryegrass 20%
 - Mulch: Salt hay or small grain straw applied at a rate of 90 lbs./1000 S.F. or 2 tons/acre, to be applied and anchored according to "New York Standards and Specification For Erosion and Sediment Control," latest edition.
- Grass seed mix may be applied by either mechanical or hydroseeding methods. Seeding shall be performed in accordance with the current edition of the "NYS DOT Standard Specification, Construction and Materials, Section 610-3.02, Method No. 1". Hydroseeding shall be performed using materials and methods as approved by the site engineer.
- Paved roadways shall be kept clean at all times.
- The site shall at all times be graded and maintained such that all stormwater runoff is diverted to soil erosion and sediment control facilities.
- Stormwater from disturbed areas must be passed through erosion control barriers before discharge beyond disturbed areas or discharged into other drainage systems.
- Erosion and sediment control measures shall be inspected and maintained on a daily basis by the O.F.R. Any failure of erosion and sediment control measures shall be immediately repaired by the contractor and inspected for approval by the O.F.R. and/or site engineer.
- Dust shall be controlled by sprinkling or other approved methods as necessary, or as directed by the O.F.R.
- Cut and fills shall not endanger adjoining property, nor divert water onto the property of others.
- All fills shall be placed and compacted in 6" lifts to provide stability of material and to prevent settlement.
- The O.F.R. shall inspect downstream conditions for evidence of sedimentation on a weekly basis and after rainstorms.
- As warranted by field conditions, special additional erosion and sediment control measures, as specified by the site engineer and/or the Town Engineer shall be installed by the contractor.
- Erosion and sediment control measures shall remain in place until all disturbed areas are suitably stabilized.



SHRUB PLANTING DETAIL (N.T.S.)



EVERGREEN TREE PLANTING DETAIL (N.T.S.)



REFUSE ENCLOSURE DETAIL (N.T.S.)

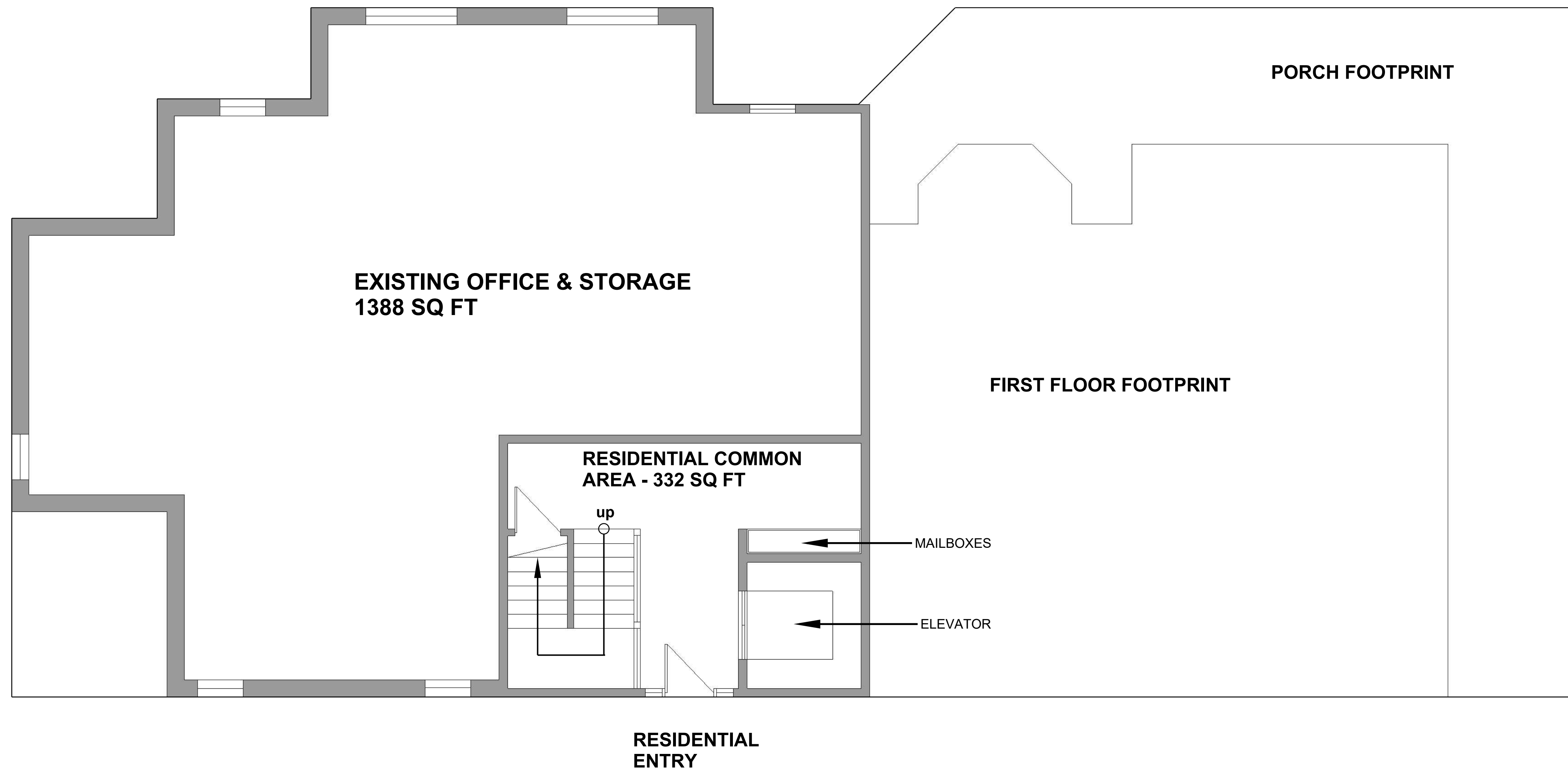
NO.	DATE	REVISION	BY	
PROJECT:				
DRAWING:				
PROJECT NUMBER		PROJECT MANAGER	DRAWING NO.	SHEET
DATE		DRAWN BY	D-1	2
SCALE		CHECKED BY		2

PROPOSED FINISHED AREAS
 DPL REALTY, LLC - 102 GLENEIDA AVE, CARMEL NY

SUN HOMES
 361 RIVERSIDE DR
 FAIRFIELD, CT 06824
 (845) 494-3222

	OFFICE USE	RESIDENTIAL COMMON AREA	UNIT A	UNIT B	UNIT C	UNIT D	TOTALS
GROUND FLOOR	1388	332	0	0	0	0	1720
FIRST FLOOR	2541	332	0	0	0	0	2873
SECOND FLOOR	0	352	750	703	742	0	2547
THIRD FLOOR	0	100	0	0	598	1133	1831
TOTALS	3929	1116	750	703	1340	1133	8971 PROPOSED TOTAL FINISHED AREA

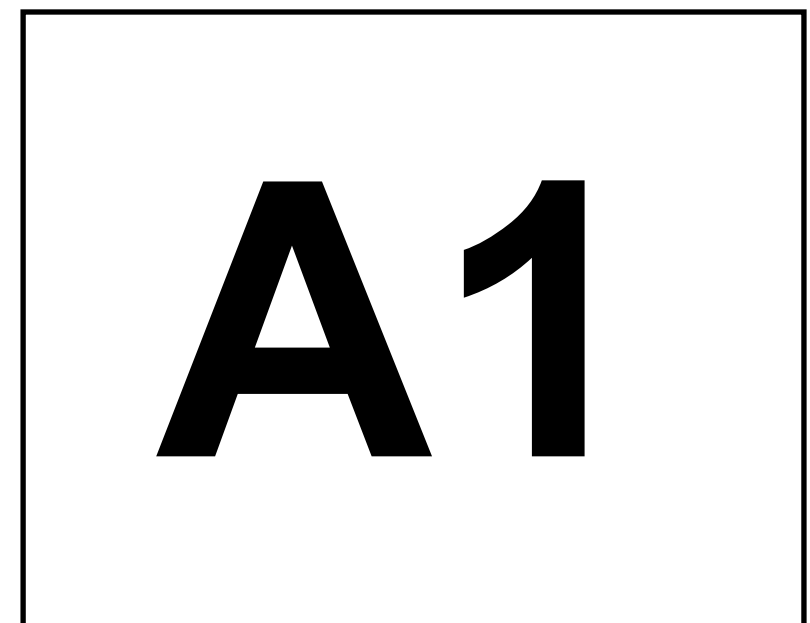
CHANGES TO EXISTING OVERALL AREAS:
 2nd and 3rd FLOOR COMMON AREA 452 SQ.FT ADDED
 ATTIC 1831 SQ.FT OF EXISTING ATTIC STORAGE TO BE FINISHED AS RESIDENTIAL SPACE
 BUILDING FOOTPRINT IS UNCHANGED



PROPOSED GROUND FLOOR PLAN
 SCALE: 1/4"=1'-0"

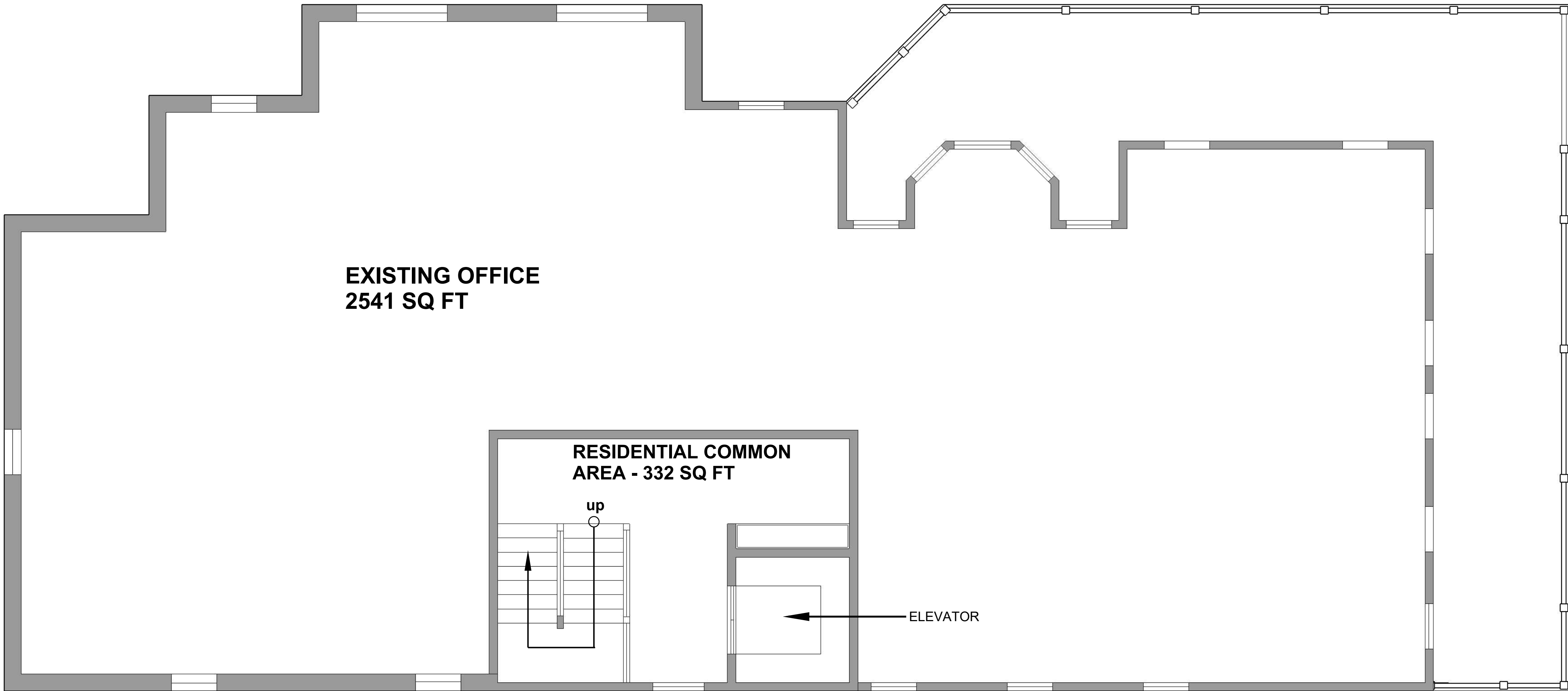
SITE ADDRESS:
 102 GLENEIDA AVE
 CARMEL, NY

ISSUED FOR PLANNING BOARD REVIEW
 4-14-2021



SUN HOMES

361 RIVERSIDE DR
FAIRFIELD, CT 06824
(845) 494-3222



PROPOSED FIRST FLOOR PLAN

SCALE: 1/4"=1'-0"

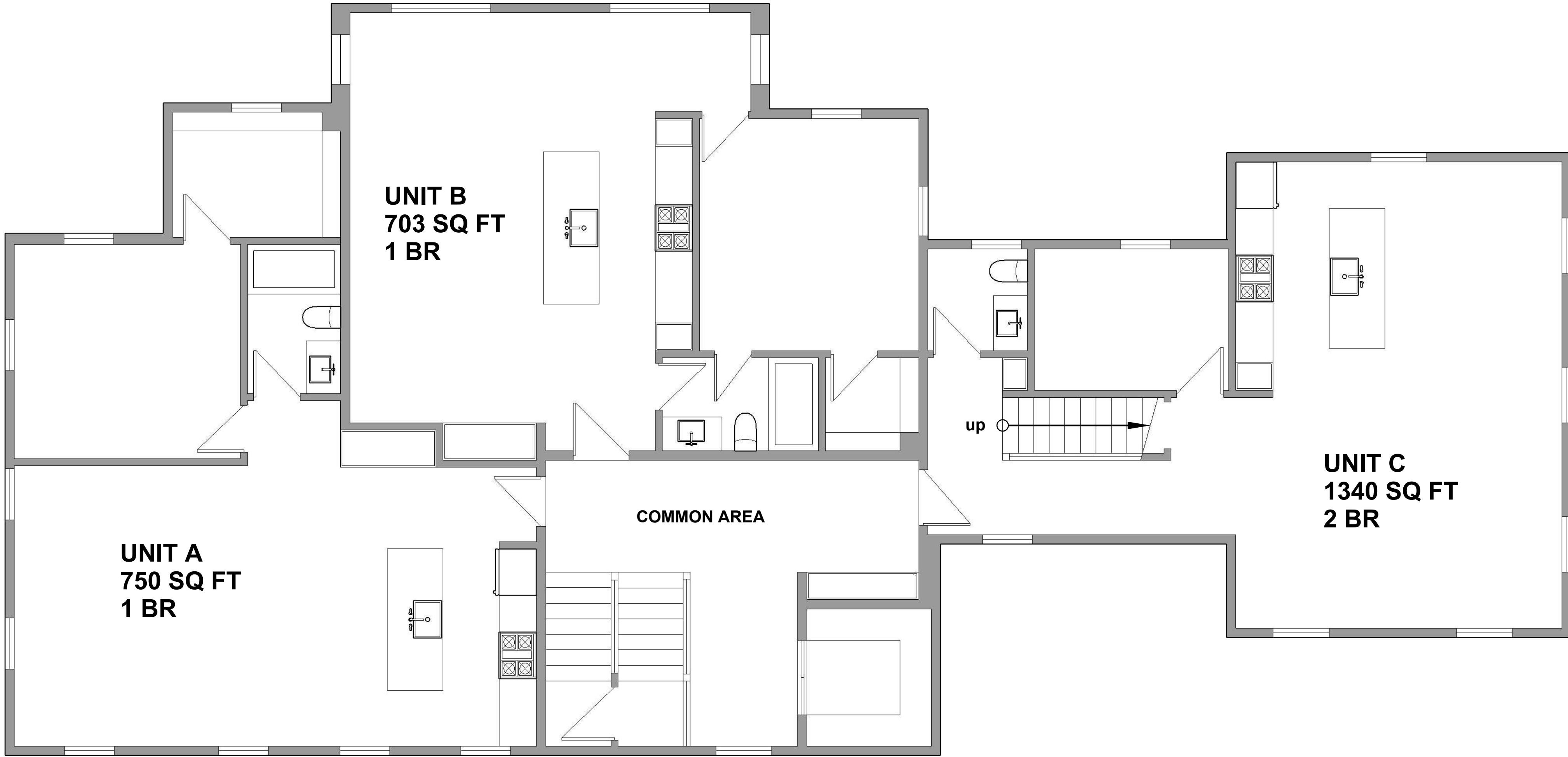
SITE ADDRESS:
102 GLENEIDA AVE
CARMEL, NY

ISSUED FOR
PLANNING BOARD
REVIEW
4-14-2021

A2

SUN HOMES

361 RIVERSIDE DR
FAIRFIELD, CT 06824
(845) 494-3222



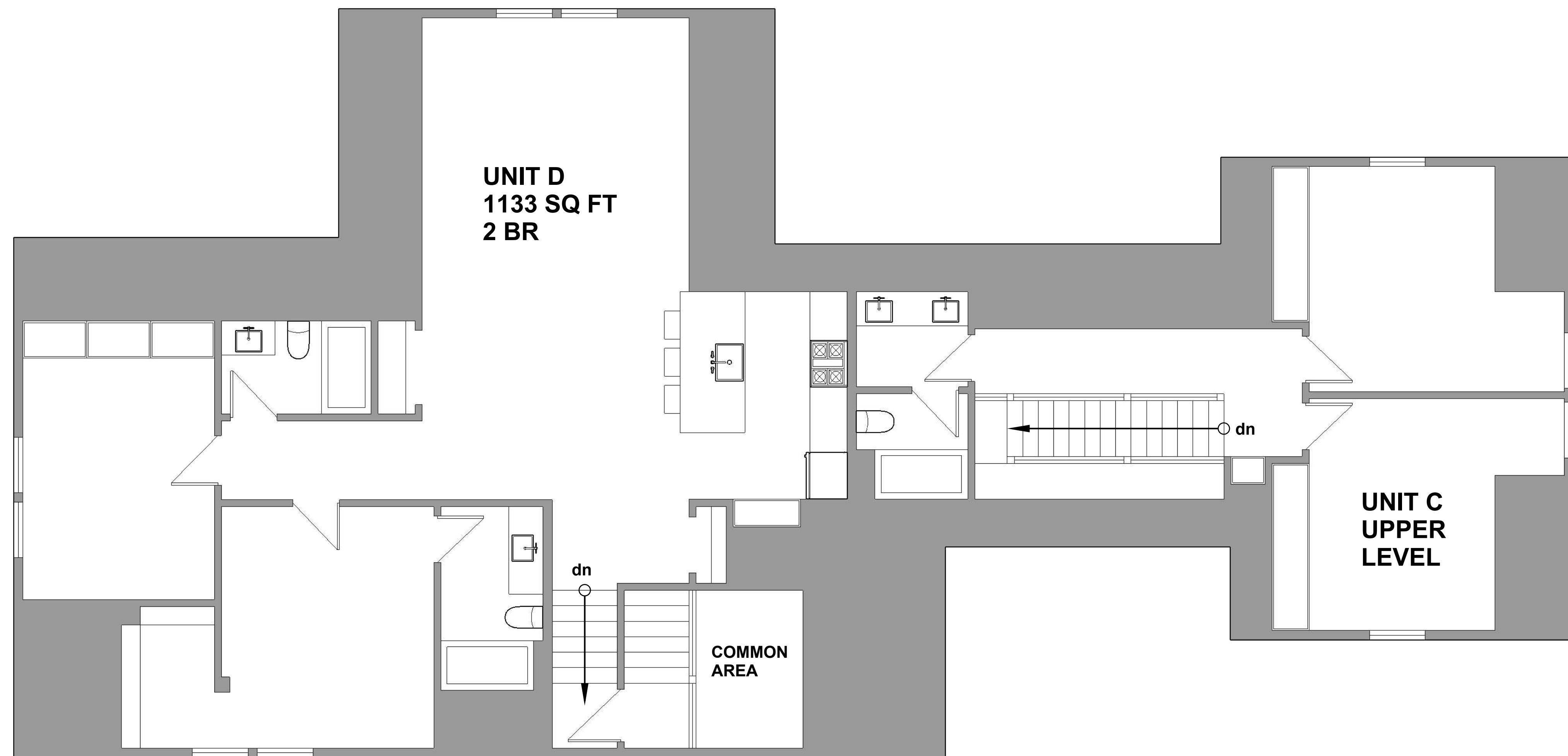
PROPOSED SECOND FLOOR PLAN

SCALE: 1/4"=1'-0"

SITE ADDRESS:
102 GLENEIDA AVE
CARMEL, NY

ISSUED FOR
PLANNING BOARD
REVIEW
4-14-2021

A3



**PROPOSED THIRD
FLOOR PLAN**

SCALE: 1/4"=1'-0"

SITE ADDRESS:
102 GLENEIDA AVE
CARMEL, NY

ISSUED FOR
PLANNING BOARD
REVIEW
4-14-2021

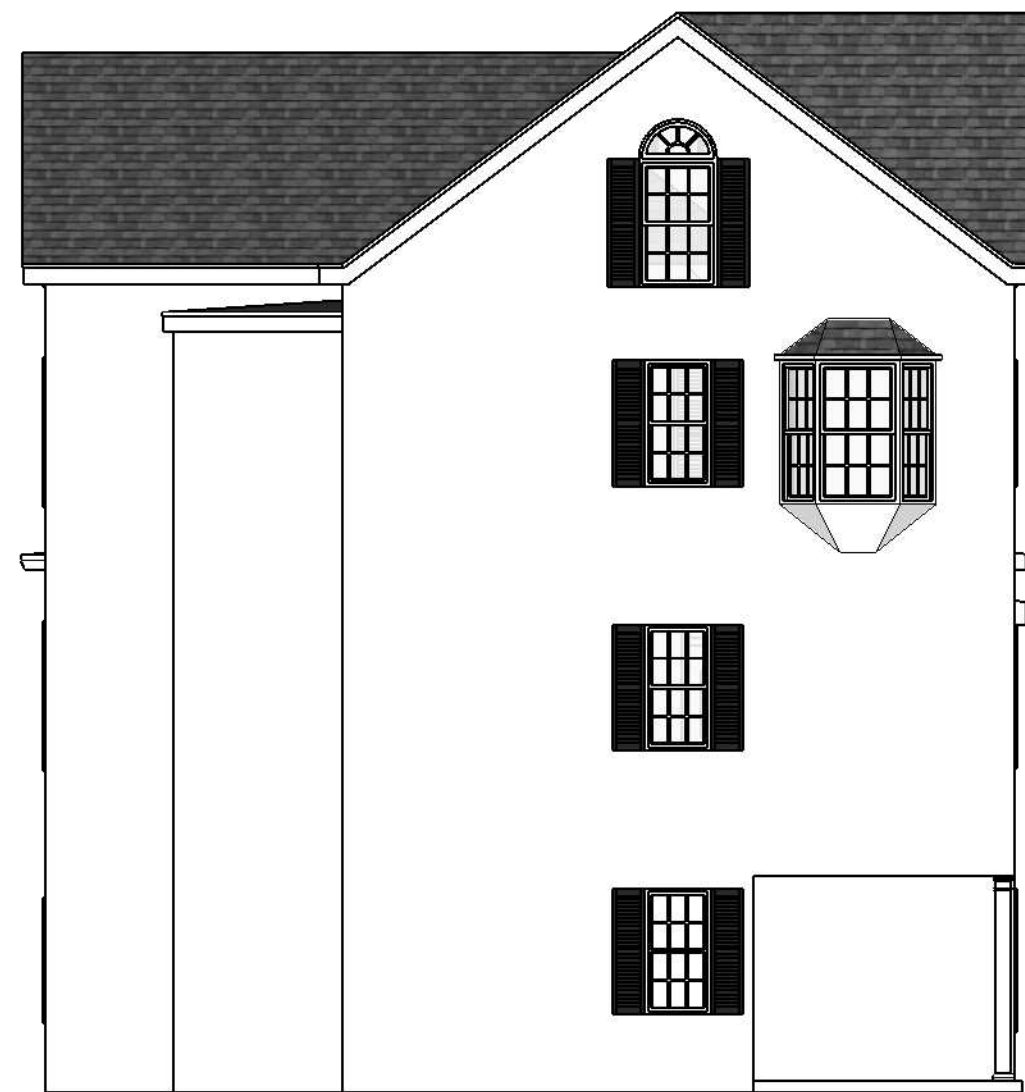
SUN HOMES
361 RIVERSIDE DR
FAIRFIELD, CT 06824
(845) 494-3222



EXISTING WEST ELEVATION
@ 1/8"=1'-0"



PROPOSED WEST ELEVATION @ 1/4"=1'-0"



EXISTING EAST ELEVATION
@ 1/8"=1'-0"



PROPOSED EAST ELEVATION @ 1/4"=1'-0"

**WEST & EAST
ELEVATIONS**

**SITE ADDRESS:
102 GLENEIDA AVE
CARMEL, NY**

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4-14-2021**

A5



PROPOSED SOUTH ELEVATION @ 1/4"=1'-0"



EXISTING SOUTH ELEVATION
@ 1/8"=1'-0"

SOUTH ELEVATION

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4-14-2021

A6

SUN HOMES
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PROPOSED NORTH ELEVATION @ 1/4"=1'-0"

NORTH ELEVATION

SITE ADDRESS:
102 GLENEIDA AVE
CARMEL, NY



EXISTING NORTH ELEVATION @ 1/8"=1'-0"

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PLANNING BOARD
REVIEW
4-14-2021

A7

SUN HOMES
361 RIVERSIDE DR
FAIRFIELD, CT 06824
(845) 494-3222



FROM GLENEIDA AVENUE

PERSPECTIVES



FROM PARKING LOT

SITE ADDRESS:
102 GLENEIDA AVE
CARMEL, NY

**ISSUED FOR
PLANNING BOARD
REVIEW
4-14-2021**

A8