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TO: Town of Philipstown Planning Board      DATE: July 27, 2021

FROM: Ronald J. Gainer, PE      SUBJ: Santelises - Arnaud Residence; 5 Juniper Hill Road, Garrison

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As provided in Section 175-66B of the Town Code a pre-application meeting was held on Tuesday, July 6, 2021 concerning improvements planned by the property owner of a residential property at 5 Juniper Hill Road, to determine applicable code requirements. In attendance were the following:

Jean Santelises	–	Applicant
Kim Conner	–	Planning Board Vice-Chair
Dennis Gagnon	–	Planning Board Member
Peter Lewis	–	Planning Board Member
Greg Wunner	–	Code Enforcement Officer
Cheryl Rockett	–	Planning Board Secretary
Glenn Watson	–	Applicant's Consultant
Ron Gainer	–	Town Engineer

*Purpose of Application:*

The property involved in the application concerns property along the west side of Juniper Hill Road (off Route 9D). The tract involved is tax map parcel 81.-1-11, and is approx. 12.6± acres in size. The property is developed with a one-story, 600±sf cottage. The applicant proposes to demolish the existing structure, and replace it with a 2-story, 4,700±sf house set into the slope. It will contain 5-bedrooms, a 2-car garage, pool and utilize a new well and SSTS. A 4-bedroom SSTS was previously proved out on the lot, although this will have to be revised for the 5-BR home now proposed. As a dwelling formerly existed on the tract, no new housing will be constructed on the cul-de-sac, which serves a total of 3 dwellings.

The property includes much of the Juniper Hill Road roadway, and extends between NYS Route 9D and the Metro North rail line along the Hudson River.

The site is generally flat where the construction is proposed, and then slopes down steeply toward the railroad tracks. These slopes are regulated by the Town.

*Zoning District:*

The property is located in the Rural Residential (RR) District.

*Applicable Zoning Code provisions:*

The existing property and intended development layout will comply with the bulk dimensional regulations applicable to the "RR" zone.

It was also noted that the Juniper Hill Road entrance at Route 9D is gravel and steep, with difficult sight distance to the north. The remainder of the roadway has gentler grades, and is paved.

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*Site Plan Review Required:*

Pursuant to the Town's "Use" Table (see the \* note under the table, which is applicable to single family residences in the RR district), Site Plan review is required when "footprint area exceeds 3,000 sf. Additions to dwellings where the total cumulative footprint will be greater than 3,000 sf shall require SP review if the footprint of the addition exceeds 1,000 sf".

Per the above-noted applicable regulations, the applicant's proposal is permitted upon receipt of "Site Plan" approval from the Town Planning Board.

*Major/Minor:*

Pursuant to the \* note under the Town's "Use Table" that is applicable to single family residences in the RR district, residential projects for which Site Plan review is required shall be treated as a "Minor" project by the Planning Board. Therefore, the procedures specified in §175-67 should be followed. It is noted that a public hearing for "Minor" projects is discretionary, although the Board typically conducts public hearings even for minor projects.

*Waivers:* None were discussed during the pre-application conference.

*Overlays:* This property falls within:

- Scenic Protection Overlay zone (property lies between Route 9D & the Hudson River)
- "Regional Aquifer" Overlay District

*Site Development issues:*

The "Site Plan" application package which must be filed with the Planning Board must include an application form, EAF, Site Plan complying with all plan requirements of §175-65B and required fees. The plans should include the survey plan of the overall property, and should show all "existing" and "proposed" structures planned, along with square footage of the structures.

As noted above, the entire site lies within the "Scenic Protection Overlay Zone". Compliance with the applicable regulations contained within §175-15 will be required for the overall site development planned.

The Site Plan drawings should clearly identify the brook which traverses the site, along with its 100-foot buffer, as well as the limits of any adjacent wetlands areas which may exist. The Plans should also specify the amount of impervious coverage, as well as any overall site disturbance planned, to confirm what SWPPP requirements will apply. Lastly, a slope analysis should be provided, utilizing the slope ranges regulated by the Town under §175-36 ("*Steep Terrain & Ridgeline Protection Regulations*"). These slopes should be avoided by all construction activities, to the extent possible.

The adjacent parcel to the south ("*N/F Petit*") contains both a residential dwelling and tennis court near the property line of the lot. The locations of these improvements should be identified on the Site Plans, and consideration given to providing screening between the parcels. It was noted that some large evergreen trees do exist in the area, and may afford some screening of the site development from the adjacent parcel.



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Lastly, if none currently exists a roadway maintenance agreement must be developed and executed by all landowners served by Juniper Hill Road. A copy of the access easement which permits all property owners to utilize the roadway for access should also be provided.

*Fees:* As described above, it appears that the following fees would apply:

Planning Board

“One- and Two-Family Site Plan - \$300 + escrow  
more than 3,000 sf”

Escrow - \$5,000 (un-used monies returned to applicant)

It should be noted that the application fees and escrow deposit should be posted with separate checks.

*Expected Referrals:*

- Since the matter requires “Site Plan” approval, the application requires referral to the Putnam County Department of Planning pursuant to GML 239m (Route 9D frontage)
- Putnam County Department of Health (new well & SSTS)
- Town Conservation Board (watercourse through tract)
- a courtesy referral to the local Fire Department is typically accomplished by the Planning Board.

At the conclusion of these discussions, the pre-application meeting concluded.

c: Cheryl Rockett, PB/ZBA Secretary  
Max Garfinkle, NRRO  
Greg Wunner, Code Enforcement Officer  
Stephen Gaba, Esq.  
Applicant (c/o Badey & Watson, PC)

