



TOWN OF EAST HAMPTON

300 Pantigo Place – Suite 105
East Hampton, New York 11937-2684

Planning Department
JoAnne Pahwul
Director

Telephone (631) 324-2178
Fax (631) 324-1476

April 21, 2021

TO: Planning Board

FROM: Marco Wu *MW*
Planner

RE: 44 Three Mile Harbor – Site Plan/Special Permit
SCTM#161-4-9 & 44 Three Mile Harbor, East Hampton

Last Review Date: February 10, 2021

Items and Date Received:

- Modification Sheet for 4th submittal;
- Sets of plans prepared by Pamela J. Glazer dated February 16, 2021 (Sheet A-00.01 Title Sheet); (Sheet A-00.02 Proposed Site Plan); (Sheet C-101 Overall Site Plan); (Sheet C-102 System Details) and (Sheet C-103 Electrical Details).

Background Information:

Application has been made to change the use of and expand a nonconforming building by proposing a first floor retail space, second floor office space, 2 second floor affordable apartments, paved parking areas, and extensive landscaping. The project consists of 6,483 sq. ft. first floor retail space for a wet retail (market), and 4,570 sq. ft. second floor for office space and affordable apartments; a total gross floor area of 12,421 sq. ft. not including a 6,883 sq. ft. basement. No revised floor plans were submitted at the time of review however the Planning Department notes that some areas were increased (+225 sq. ft. to first floor) and some areas were decreased (-430 sq. ft. to second floor). A separate loading zone, parking lot, and extensive landscaping along Three Mile Harbor Road have also been proposed. The parcel is zoned Neighborhood Business, cleared of naturally occurring vegetation, and borders along a residential zoning district to the South and East. It should be noted that floor plans depicting revisions to the square footages have not been submitted.

Issues for Discussion:

Site Plan Revisions

Upon further review, revisions and clarifications should be made to the setbacks, parking, and coverage calculations. All proposed setbacks should be depicted from the property line to the proposed additions. The square footages of the plans should also be revised for additional clarity.

At the moment it appears as if the proposed basement and floors are smaller than the existing when they are proposed additions to the structure. The applicant should relabel the notations as “proposed basement or proposed floor addition” to avoid confusion. The site plan demonstrates that the building meets the Pyramid law however the conceptual elevation depictions appears to be unchanged and should be addressed. The site plan revision dates also do not appear to be consistent with when revisions were made to the project. The lines denoting the property line, second floor, and topography are unclear to the marked areas and are similar or matching in their color and pattern. The site plan is unclear as to which areas are to be added to the existing structures. The apartments overhang parking spaces 24-26 and should be indicated as part of the additions to the existing building, including any other areas of overhang, on the site plan.

Parking

Minor alterations to the parking calculations that should be made to the site plan. The overall number of required spaces has not changed. A total of 59 parking spaces are required for the site, 39 for the retail use, 18 for the office use, and 2 for the affordable apartments. The applicant has proposed 48 parking spaces. In total, a variance of 11 parking spaces would be required for the proposed project. The applicant has made a revision to the loading dock located along Three Mile Harbor Road by adding an island for plantings in between the dock and road.

Zoning Board of Appeals (ZBA)

The application will require a variance of 11 parking spaces from the Zoning Board of Appeals. The applicant has filed an application to the ZBA and the Planning Board may wish to send comments to the ZBA regarding the site’s design and parking.

Landscaping

Outside of the inclusion of an island for plantings on Three Mile Harbor Road, no additional landscaping information has been submitted. It is noted that the proposed fencing along the northern side of the property line should have its height and type specify on the plans.

A comprehensive site landscaping plan should be submitted including the elements listed below:

- The location of existing and proposed vegetation including landscaping and areas of naturally-occurring vegetation (i.e un-cleared).
- The location of screening, both vegetative and structural, such as fencing.
- A key which includes the following items:
 - Symbol or notation for each plant species
 - Common and scientific (Latin) name for each plant species
 - Quantity of plants
 - Height of plants at planting
 - Spacing of plants

Lighting

No additional information regarding the applicant’s lighting plan has been submitted. The project proposes multiple light posts and bollards that are of an unknown height and brightness. A comprehensive site lighting plan should be submitted.

A comprehensive site lighting plan must include the following elements:

- Manufacturer's specification sheets for all proposed fixtures
- A photometric plot plan illustrating light incidence in foot-candles (fc) throughout the site. This plan shall include:
 - Location of all exterior light fixtures
 - Iso-foot-candle plots for the proposed fixtures if there are a limited number of fixtures. For many fixtures (more than four) or areas of overlap it may be necessary to include a point by point illuminance calculation as noted below
 - Point by point illuminance with foot-candle calculations in grid form at 10 foot intervals
 - A summary indicating maximum, minimum and average foot-candle levels throughout the site
 - Property line illuminance calculations in foot-candles
 - A key which contains the following items:
 - Symbol or notation for each fixture type
 - Description (brand and model name) of fixtures
 - Quantity of fixtures
 - Fixture type (e.g. incandescent, LED, high pressure sodium, etc.)
 - Wattage of fixtures
 - Initial lumens of fixtures
 - Mounting height of fixtures

Sanitary

The applicant has submitted a sanitary plan prepared by P.W. Grosser Consulting dated March 16, 2021. The proposed sanitary flow is 1,007 gallons per day and is less than the grandfathered flow of 3,600 gallons per day. The applicant is proposing to remove the existing sanitary system and replace it with two (2) I/A systems, a grease trap, and five (5) 10 ft. by 8 ft. leaching pools. The test hole data from the initial site plan survey has shown that groundwater is encountered at 11.9 ft. from the surface. In order to ensure that a 3 ft. separation to groundwater can be provided, the leaching pool profile should be revised to be consistent with the test hole data and reflect an actual proposal.

A residential property, 39 Spring Fireplace Road, is noted to use a private well. The sanitary plans should demonstrate that the leaching pool meets the appropriate setback from private wells which is 150 feet. Approval from the Suffolk County Department of Health Services will be required as part of the project's conditions of approval.

Drainage and Grading

No additional drainage or runoff mitigation plans have been submitted at the time of review. Spot elevations indicate that the middle and southern parts of the property will be the lowest areas. The Planning Department notes that there is a proposed bioswale and island with plantings located on Three Mile Harbor Road which is slightly higher in elevation from the main property. The applicants should provide a drainage plan with drainage calculations and structures that are prepared and signed by a licensed professional demonstrating proper mitigation from potential flooding from stormwater.

Office of Fire Protection: ADA

The Planning Department has received comments from the Chief Fire Marshal dated April 14, 2021 and has stated the proposed project is ADA compliant. However, it is unclear if the plans reviewed by the Fire Marshal included floor plans.

Architectural Review Board (ARB)

The proposed project will require the approval of the ARB in addition to approval from the Planning Board and Zoning Board. No information has been submitted regarding the color of the building or the materials used for siding. Floor plans and elevation drawings of the proposed dock should be submitted.

Suffolk County Department of Public Works

Landscaping beyond the property line, and alternations for the proposed access way will require review, and approval from the Suffolk County Department of Public Works. Approval from the Suffolk County Department of Public Works will be required as part of the project’s conditions of approval.

Site Plan Review

The following items and information should be submitted.

- Survey of existing buildings structures and uses
- Survey of proposed structures
- Revisions to be made to Site Plan (detailed above)
- Elevation Drawings (North, South, East, & West)
- Floor Plans
- Drainage Plans
- Lighting Plan (detailed above)
- Landscaping Pan (detailed above)

Conclusion

In conclusion, the applicant has submitted a sanitary plan, alterations to landscaping, and alterations to the square footages of the building. The applicant should address the revisions to be made, submit a drainage plan, and other additional details listed under site plan review.

Planning Board Consensus:

Issues for discussion in the form of a question

Should the applicant submit a survey of the existing building, structures, and uses?

Additional comments: _____

Should the applicant submit a survey of the proposed structures?

Additional comments: _____

Should the applicant revise their site plan to depict setbacks and elevations?

Additional comments: _____

Should the applicant submit detailed floor plans of the proposed structure?

Additional comments: _____

Should the applicant submit a drainage plan?

Additional comments: _____

Should the applicant submit landscaping and lighting details?

Additional comments: _____

Additional Board Comments:



1" = 125 feet



THE TOWN OF EAST HAMPTON

44 THREE MILE HARBOR SITE PLAN SPECIAL PERMIT

44 THREE MILE HARBOR ROAD, EAST HAMPTON

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Prepared by
THE TOWN OF EAST HAMPTON
Suffolk County, New York
Dept. of Information Technology

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