1. September 16, 2020 Agenda

   Documents:

   0916.PDF

2. Site Plan Review - Abbey's Happy Hounds Preliminary

   Documents:

   ABBEYS HAPPY HOUNDS PRELIMINARY13428520200910151710.PDF

3. Site Plan Review - Accabonac Grove Cemetery Expantion II

   Documents:

   ACCABONAC GROVE CEMETERY EXP SP13429220200910160254.PDF

PLANNING BOARD
TOWN OF EAST HAMPTON

AGENDA FOR MEETING OF: **September 16, 2020**
****

Board of Review:

Planning Board:

REGULAR MEETING

SUBDIVISIONS:

SUBWAIVER:

SITE PLAN:

OTHER:

URBAN RENEWAL:

COMPREHENSIVE PLAN:

OLD FILED MAPS:

PUBLIC HEARINGS:

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PLANNING BOARD
TOWN OF EAST HAMPTON
WORK SESSION:
September 16, 2020

****

SUBDIVISION REVIEW:

SUBWAIVER REVIEW:

SITE PLAN REVIEW:

Moby's	Cunningham/Schantz/East Hampton
Abbey's Happy Hounds Preliminary	Parsons/Mubassirah/East Hampton
Accabonac Grove Cemetery Expansion II	Krug/Mubassirah/Springs

COMPREHENSIVE PLAN:

ZONE CHANGES:

OTHER:

OLD FILED MAPS:

****

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

SITE PLAN/SPECIAL PERMIT EVALUATION
Abbey's Happy Hound – Preliminary Site Plan
SCTM#300-192-3-48
App#A0520200022

Prepared by: Fabiha Mubassirah FM
Planner

Date: September 4, 2020

1. APPLICATION INFORMATION

A. **INFORMATION RECEIVED:** Cover letter and complete application form; Letter of services being offered, color rendering showing exterior elevation, Floor Plan sketch – all received on September 1, 2020.
B. **DATE SUBMITTED:** September 01, 2020
C. **OWNER:** Abbey Allen
D. **APPLICANT/AGENT:** William Kelly
E. **SCHOOL DISTRICT:** East Hampton
F. **STREET NAME:** 4 Industrial Road
G. **TYPE OF STREET:** Town road
H. **ZONING DISTRICT:** Commercial Industrial: CI
I. **SEQRA - TYPE OF ACTION:** Unlisted
J. **INVOLVED AGENCIES:** Suffolk County Department of Health Services, Suffolk County Planning Commission, Architectural Review Board
K. **OTHER REVIEW:** Fire Department

2. DESCRIPTION OF PROJECT

A. **PROPOSED USE(S) AS CLASSIFIED BY TOWN CODE:** Veterinarian, Veterinary Hospital or Kennel
B. **EXISTING USE(S) AS CLASSIFIED BY TOWN CODE:** Vacant
C. **ARE THE EXISTING & PROPOSED USES PERMITTED OR SPECIAL PERMITTED BY THE TOWN CODE?** Yes
D. **AREA OF PARCEL (SQUARE FEET):** 2.5 acre or 108,900 sf
E. **MOST RECENT CERTIFICATE OF OCCUPANCY:** N/A
F. **DESCRIPTION OF EXISTING STRUCTURES:** Vacant

G. **DESCRIPTION OF PROPOSED STRUCTURES:** Facility for dog care, veterinary care, kennels for overnight
H. **EXISTING & PROPOSED LOT COVERAGE:** Existing:0 and Proposed: 14,142 sf
I. **EXISTING & PROPOSED TOTAL COVERAGE:** Existing: 0 and Proposed: not given
J. **HEIGHT OF PROPOSED STRUCTURES:** 35'
K. **NUMBER OF STORIES OF PROPOSED STRUCTURES:** 2
L. **NUMBER OF EXISTING PARKING SPACES:** 0
M. **NUMBER OF PARKING SPACES REQUIRED:** To be determined
N. **TOTAL PARKING SPACES PROVIDED:** 42
O. **VARIANCES REQUIRED:** To be determined
P. **DOES EXISTING & PROPOSED LIGHTING COMPLY WITH BOARD POLICY?** To be determined
Q. **DISTANCE TO PUBLIC WATER:** 16" water mains on Industrial Road
R. **SOURCE OF WATER SUPPLY:** Public water
S. **TYPE OF SANITARY SYSTEM:** Not identified
T. **ARE EXISTING & PROPOSED SANITARY SYSTEMS DEPICTED:** No
U. **DO SANITARY CALCULATIONS COMPLY WITH SCDHS STANDARDS?**
V. **NUMBER OF ACCESS POINTS:** One from Industrial Road
W. **IS SIGHT DISTANCE ACCEPTABLE?** N/A
X. **IS THE PROPOSAL ADA COMPLIANT?** To be determined

3. **SUBMISSION REQUIREMENTS PURSUANT TO CHAPTER 255 (LIST ITEMS AND SECTION FOR THOSE ITEMS NOT SUBMITTED)**
See issues for discussion

4. **SITE ANALYSIS:**
A. **SOIL TYPE:** CpA (Carver and Plymouth sands, 0 to 3 percent slopes); CpC (Carver and Plymouth sands, 3 to 15 percent slopes)
B. **FLOOD HAZARD ZONE:** X
C. **DESCRIPTION OF VEGETATION:** Cleared
D. **RANGE OF ELEVATIONS:**
E. **NATURE OF SLOPES:**
F. **TYPE OF WETLANDS WITHIN NRSP JURISDICTION:** N/A
G. **SETBACK FROM ANY WETLAND OR WATER BODY:** N/A
H. **ARE THERE TRAILS ON SITE?**
I. **DEPTH TO WATER TABLE:**
J. **DOES THE SITE CONTAIN HISTORIC OR ARCHAEOLOGICAL RESOURCES?** No
K. **AGRICULTURAL DATA STATEMENT REQUIRED:** No
L. **IS THE SITE CONTAINED WITHIN:**

NYS Significant Coastal Fish & Wildlife Habitat	No
Local Significant Coastal Fish & Wildlife Habitat	No
US Fish & Wildlife Significant Ecological Complex	No
PEP CLPS list	No

Town Community Preservation Fund List	No
Recommended Scenic Area of Statewide Significance	No
Suffolk County designated Pine Barrens	Yes
South Fork Special Groundwater Protection Area	Yes
Town Overlay District	No

Other Background Information:
Preliminary site plan application has been made to construct a pet care facility of 13,932 sf. in a 2.5 acre town-owned parcel. The applicant is proposing to construct a facility for dog care, veterinary care and kennels for overnight along with dog yards, pool house and 42 parking spaces for the facility.

The parcel is situated at the intersection of Industrial Road and Daniels Hole Road, fronting on the Industrial Road. It is zoned CI: Commercial Industrial, also within Suffolk County designated Pine Barrens and Suffolk County Groundwater Protection Area. The property is currently unimproved and vacant, adjacent to East Hampton Airport.

Subject parcel on Town's GIS system

Issues:
Use Classification
The use of this facility appears to be most closely classified as a Veterinarian, Veterinary Hospital or Kennel- as defined by §255-5-50 of the Town Code. A veterinarian or veterinary

hospital is classified as a special use in a Commercial Industrial (CI) zoning district. The following special permit standard will be applicable for such use in a CI zone.

VETERINARIAN, VETERINARY HOSPITAL OR KENNEL
[Amended 5-5-1989 by L.L. No. 4-1989]:
(1)
Adjacent properties shall be adequately protected from noise, odors and unsightly appearance, and the site shall be large enough or far enough from occupied residences that the noise provisions of Chapter 185 and of this chapter can be complied with at all times.
(2)
If outdoor runs or outdoor exercise areas are to be established, all buildings, structures and accessory use areas shall be at least 50 feet from any property line. Any such outdoor dog runs or outdoor exercise areas shall be sufficiently enclosed and screened so that noises are retained on site. No outdoor kennels shall be permitted in Central Business (CB) Zoning Districts. [Amended 8-16-2012 by L.L. No. 12-2012]
(3)
Cadavers and contaminated materials shall be disposed of in accordance with all applicable federal, state, county and Town laws.

Project Overview
The applicant is proposing a dog care facility with kennels, veterinary care, outdoor exercise yards, a groomer and a therapy pool. This is a Town-owned airport property and there is an on-going discussion with the Town Board regarding leasing the property to the applicant.

The proposed principal building of this facility meets all applicable property line setbacks for the CI zone. But the proposed training yard is an accessory structure located on westerly property line and does not meet zoning. Furthermore, the abovementioned special permit standards of the Town Code- §255-5-50 (2) states that outdoor runs or exercise areas shall be at least 50 feet from any property line for such use. Also, proposed the dog runs and yards shall be sufficiently enclosed and screened to retain noise as stated by the code. A site plan that demonstrates compliance with these special permit standards will need to be provided with the formal submission.

The parking area shows a front yard setback of 25' from the southern property line, whereas 30' setback is required for accessory structures. The proposed coverage is 14,142 (13%) sq. ft. where the maximum allowable building coverage is 50% of the lot area or 54,450 sq. ft. However, the applicant needs to calculate and show that the project meets the maximum total lot coverage restriction of 75% including all parking areas, exercise yards and training yards. The applicant should respond to these requirements by the Town Code when they submit formal site plan application.

Parking
The project proposes parking lot with forty (40) parking spaces with two (2) ADA spaces. §255-11-45 of the Town Code specifies parking requirements for Veterinarian, veterinary hospital or kennel to be 1 per 40 square feet of waiting room area. The square footage of waiting room area for the proposed project is not specified with this preliminary application. The applicant should

provide the details with formal submission, so that the Planning Department can review the parking requirements for the proposed project.

In addition to that, the parking is proposed to be located at the front of the property. §255-6-60 C. (Site Plan Standards) of the Town Code, requires that whenever feasible, parking areas shall be placed at the rear of buildings and/or screened by plantings so as not to be visible from the road. This property fronts on two roads, Industrial Road and Daniels Hole Road, so it may not be possible to locate all of the parking behind the building. The Planning Department recommends that landscaping and/or screening be required to buffer the parking lot from Industrial Road and preserve the existing aesthetic of the area. Planning Department recommends a row of evergreen trees a minimum of 6' in height in front of the parking area.

Narrative
A detailed narrative of the nature and hours of operation, number of employees and proposed classes or events and maximum number of participants that would require additional parking should also be submitted with the formal application.

Clearing and landscaping
A comprehensive landscaping plan should be submitted upon formal site plan application submission. Although, the site is located in a CI district with no specific clearing restriction, the project will require referral to the Suffolk County Planning Commission and that agency is basing their review on a 65% clearing restriction for commercial properties within the Pine Barrens. The formal site plan should indicate a proposed clearing line and clearing calculations for the project.

Floor plans and elevation
Floor plans and elevation drawings prepared, stamped and signed by licensed architect need to be submitted with the formal application. Elevations of buildings and structures shall depict the design character of the buildings and structures, height, roofs and overhangs and special design features if proposed. Floor plans should depict the interior layout of the building and dimensions. The applicant will need to submit an application to the Architectural Review Board for approval of the exteriors of these buildings during formal application.

Sanitary and waste disposal system
The location of the proposed septic system should be depicted on the site plan. It should be noted that the Suffolk County Department of Health Services requires that all human and animal waste be separated and piped to separate sanitary systems. Also, the applicant should state in a narrative on how the solid wastes of the animals will be handled.

Lighting Plan and additional information
A comprehensive site lighting plan should be submitted upon formal site plan application. The lighting plan should include manufacturer's specification sheet, kelvin level, lumen level, height of the fixture, photometric plot, and type of control and hours of operation- all information shall be provided as required by the Town of East Hampton Planning Board Guidelines for Lighting as adopted by the Planning Board.

Proposed location, height and type of all proposed fences shall be provided. Screen plantings for the parking lot and dumpster shall be depicted on the map if proposed by the applicant.

Title of Plans

All plans submitted for this application, including but not limited to site plans, drainage plans, and landscaping and lighting plans, must be labeled with the title of the project. This title must be consistent with the title that the application was filed under unless an official request is made to modify the application name. All correspondence submitted should also be consistent with this title. This consistency is essential for record keeping purposes and any plans not so labeled will be required to be revised accordingly.

Formal submission requirements:

The applicant should note that the following items will be required to be included on an updated, professionally stamped and signed survey for the formal submission:

- Survey of the site that depicts property lines, directional bearings and distances, adjacent land ownership and streets, scale and directional arrow
- Proposed lot coverage, gross floor area and proposed clearing
- Dimensioned elevation and floor plan drawings
- Location of all existing and proposed utility lines, hydrants and fire wells. For the purpose of proposing and locating hydrants, fire cisterns and fire wells, a copy of the recommendations of the Fire Department shall be included.
- Dimensioned parking spaces, aisles and street approaches, proposed curb cuts, driveways and access, curbing, paving, drainage structures and their respective specifications shall be provided. Methods used for calculating parking and drainage requirements shall be included.
- Proposed sanitary systems and calculations; location and providers of any utilities
- Depth to groundwater and any accompanying information from an on-site test bore or test hole
- Corner and spot elevations
- Lighting plan and landscaping plan

Planning Board Consensus

The Board should discuss if they have any preliminary comments on the proposed use of the facility and basic layout of the project.

Additional comments: _____

_____

_____

_____

_____

_____

The Planning Board should discuss whether a narrative to be submitted specifying the nature and hours of operation, number of employee.

Additional comments: _____

The Board should discuss if the applicant needs to submit an updated site plan with all the required information by the Town Code (i.e. property lines, directional bearings and distances, adjacent land ownership and streets, scale and directional arrow).

Additional comments:

The Board should discuss whether the site plan showing lot coverage, gross floor area, proposed clearing lines and calculations, and a landscaping and lighting plan should be submitted. Also, if the applicants should submit elevation drawings and floor plans as required by the Town Code.

Additional comments:

The Planning Board should determine whether a clearing restriction to be imposed to 65% as recommended by the Suffolk County Planning Commission for the Pine Barrens region.

Additional comments:

The Board should discuss if any landscaping or screening to be provided at the front of the property to buffer the parking area from the Industrial road.

Additional comments:

The Planning Board should discuss whether the site plan should depict the location of all existing and proposed utility lines, hydrants and fire wells.

Additional comments:

The Planning Board should discuss whether the site plan should depict the location of proposed sanitary system, depth to groundwater, corner and spot elevation.

Additional Board Comments:

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

September 04, 2020

TO: Planning Board

FROM: Fabiha Mubassirah FM
Planner

RE: Accabonac Grove Cemetery Expansion II – Site Plan
SCTM#300-103-2-4.10

Last Review Date: May 06, 2020

Items and Date Received: Archeological report for the cemetery received September 03, 2020 prepared by Tracker Archeology, and revised surveys showing the proposed scenic easement dated September 01, 2020 and received September 03, 2020 prepared by George Walbridge Surveyors, P.C.

Background Information: The subject 374,997 square foot parcel is utilized as a cemetery currently containing 1,178 plots. Application is made for a second expansion to consist of an increase of 369 plots, consisting of 319 standard and 60 cremains plots, with 10 plots to be abandoned, resulting in a total of 1,547 plots.

The subject parcel is zoned A5: Residence and is within the Accabonac Harbor Critical Environmental Area. The parcel is part of an oak woodland that is partially cleared of natural vegetation and contains lawn and artificial ponds. It is entirely surrounded by residential property and preserved open space.

Issues for Discussion:
Grass Type and Irrigation
The applicants have submitted a narrative stating that Tall Fescue Blend grasses will be used, which are native and are improved with heat, drought and disease-resistance that require less watering and mowing. Also, the existing irrigation will be extended to the new gravesites. The sprinkler system will utilize a number of water-saving measures such as a fully programmable schedule, high efficiency sprinkler heads, and soil-moisture and rain sensors that prevent the sprinklers from running during periods of high moisture. The Board should determine if this is acceptable.

Scenic Easement
The applicant has provided 127,601 sf. area of scenic easement as requested by the Planning Board. The easement is divided in two areas- one 71,382 sf. of area on the north-west and 55,222 sf. of area running from east to the southern boundary of the parcel.

Clearing
It should be noted that the Board agreed to take the provision of a scenic easement into consideration in determining whether to relax the clearing restrictions. §255-2-60 (Residential District Provisions) of the Town Code allows the Planning Board to relax clearing restrictions where the lot area exceeds 280,000 sq. ft. and site plan and special permit approvals are obtained. The property exceeds the 80,000 square feet maximum allowable clearing permitted under §255-2-60 of the Town Code. In 2016, the Board approved additional clearing that increased the total clearing from 159,546 square feet to 181,826 square feet at that time. The current proposal would further increase clearing to 206,730 square feet.

Archeological Study
The applicant has conducted an archeological study for the cemetery and submitted an Archeological report. During the field testing for the report, 20 STs (Shovel Test) were excavated. The report indicates that no historic artifacts or features were encountered and no further archeological work is recommended.

SEQRA
The Planning Department has prepared the attached short Environmental Assessment Form (EAF) Part II. No significant adverse impacts have been identified and a negative declaration pursuant to SEQRA and Chapter 128 of the Town Code is recommended.

Conclusion
In conclusion, if the Planning Board finds the revisions to be acceptable, they should review the attached EAF and make a SEQRA declaration. The project is complete and ready to be scheduled for a public hearing.

FM

Planning Board Consensus

The Planning Board should determine if the narrative for grass species and irrigation is acceptable

Additional comments: _____
_____
_____

The Board should discuss whether to relax the clearing restriction.
Additional comments: _____

The Planning Board should review the attached EAF and make a SEQRA declaration.
Additional comments: _____

The Board should determine whether the application is complete and ready to be scheduled for a public hearing.

Additional comments: _____

Additional Board Comments:

_____