



Town of Tusten Planning Board Meeting

Planning Board Meeting Agenda
September 28, 2021
7:30 PM

1 OPENING ITEMS

- 1.1 Call Meeting to Order
- 1.2 Pledge of allegiance

2 OLD BUSINESS

- 2.1 Woodoak Dr Solar Farm Discussion

3 NEW BUSINESS

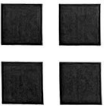
- 3.1 Bar Veloce Roof Top Renovation
- 3.2 G Fulton 2 Lot Sud.
- 3.3 Goller – Lot Line Adj.
- 3.4 K Andrews - Change of Use & Special Use

4 CLOSING ITEMS

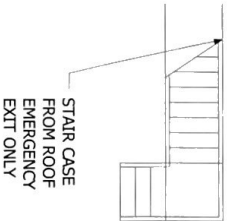
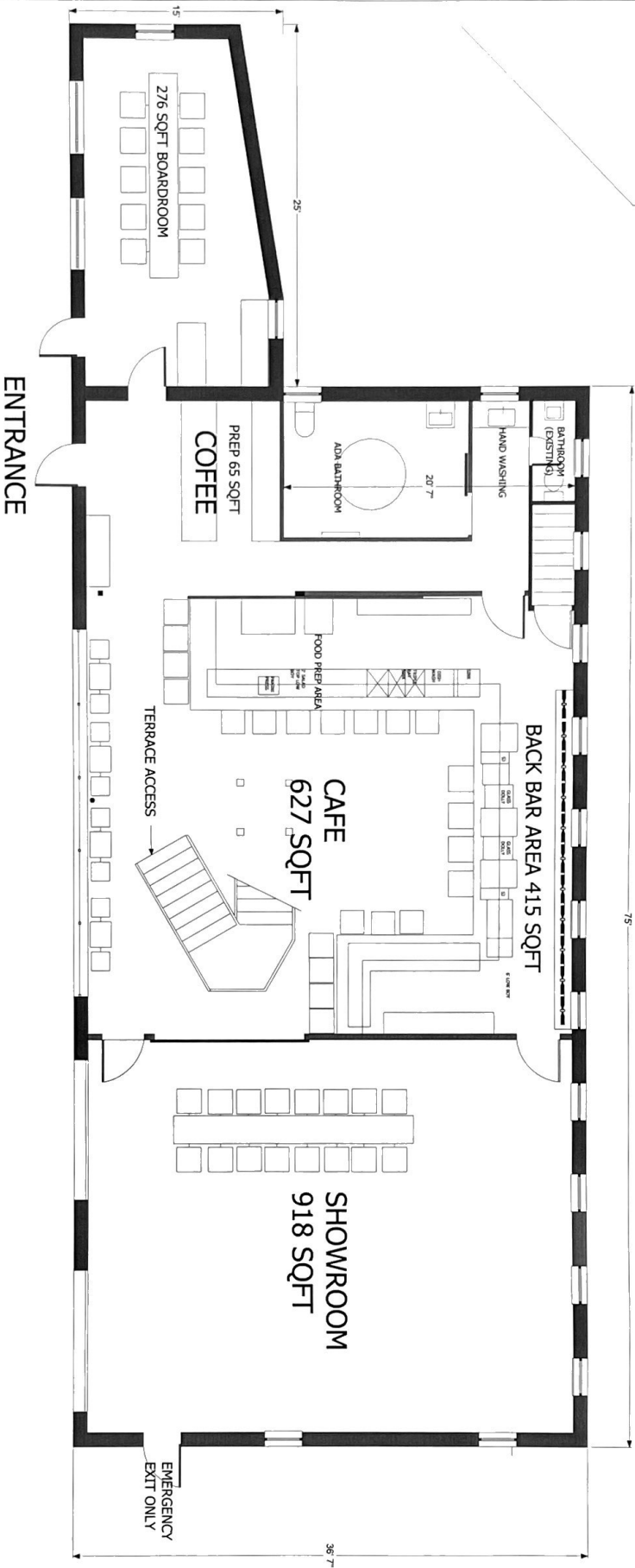
- 4.1 Board Comment
- 4.2 Adjournment



NATURALARCHITECTURE
GUY A. WATTS
ARCHITECT
NARROWSBURG, NY



OCCUPANCY
SHOWROOM
UNCONCENTRATED TABLES AND CHAIRS
15 SQFT PER PERSON 918/15= 61 PERSONS



STAIR CASE
FROM ROOF
EMERGENCY
EXIT ONLY

EDGE OF TRAVELLED WAY

BAR VELOCE GROUND FLOOR PLAN

BAR VELOCE
174 BRIDGE ST
NARROWSBURG NY

FLOOR PLAN
FIRST FLOOR



DATE: MAY 15, 2021
PROJECT: 2020002
DRAWING: 1 OF 4
SHEET: 1 OF 4

A-001.011

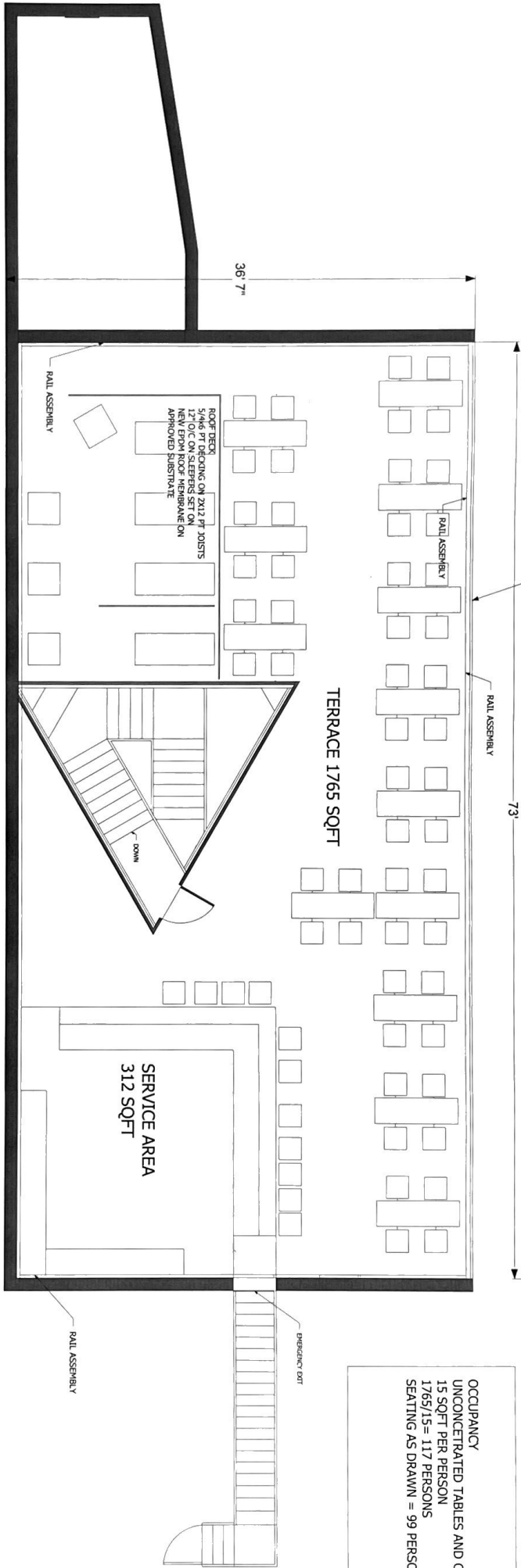
GENERAL NOTE:
ALL EXISTING CONDITIONS AND MATERIALS MUST BE INSPECTED AND VERIFIED TO BE IN GOOD CONDITION. ALL ROOFING MATERIALS, FLASHINGS, SEALS, JOINTS, CONDITIONS, SPANS, FINISHES, SEALS, JOINTS, CONDITIONS, INSULATION, FASTENERS, PENETRATIONS, VENTS, AND ALL RELATED MATERIALS AND CONDITIONS MUST BE IN GOOD SERVICEABLE CONDITION AND SUITABLE FOR DECK APPLICATION.

42" HIGH TOP RAIL
MAX SPACING 3 3/4"
CUSTOM WELDED STEEL
AS PER DESIGN

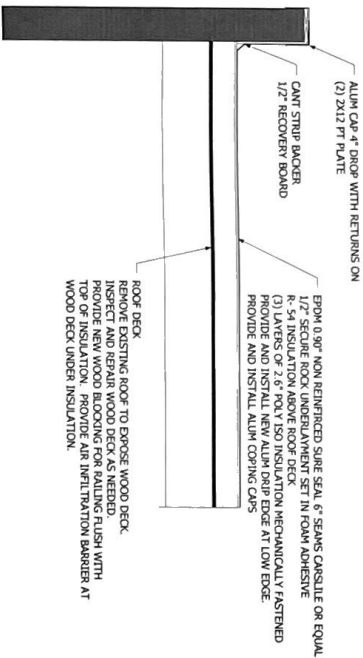
OUTDOOR DECK AT ROOF TOP

RAILING SYSTEM TO BE CUSTOM FABRICATED TO CODE. RAILS MINIMUM 42" ABOVE FINISH DECK SURFACE. RAILING SYSTEM SHALL BE WELDED TO STRUCTURE TO BE PRIMER WITH 2 PART STEEL PRIMER AFTER PROPER PREPARATION FOR PRIMER AS PER MFG SPEC. PROVIDE MIN 2 COATS HIGH QUALITY STEEL PAINT AS PER CUSTOMER REQUEST. BASE PLATES TO BE ANCHORED INTO SOLID MATERIAL, MIN (2) 3X. INSPECT AND VERIFY CONDITION OF ANCHORING MATERIAL. REPLACE OR REPAIR AS REQUIRED. PENETRATIONS SHALL BE SEALED FOR WATER TIGHTNESS AND LONG LIFE.

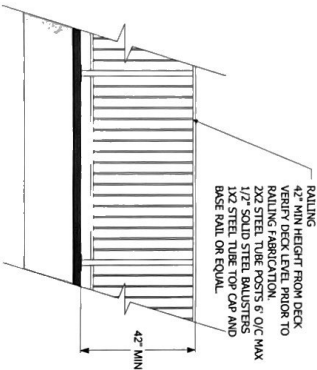
OCCUPANCY
UNCONCENTRATED TABLES AND CHAIRS
15 SQFT PER PERSON
1765/15 = 117 PERSONS
SEATING AS DRAWN = 99 PERSONS



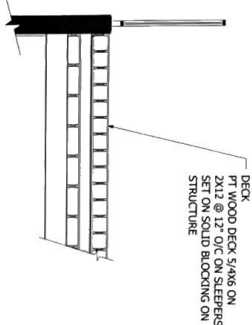
DETAIL SECTION AT ROOF 3/4" = 1'-0"



DETAIL AT RAIL



SECTION AT ROOF DECK



RAIL TOP VIEW



ROOF DECK

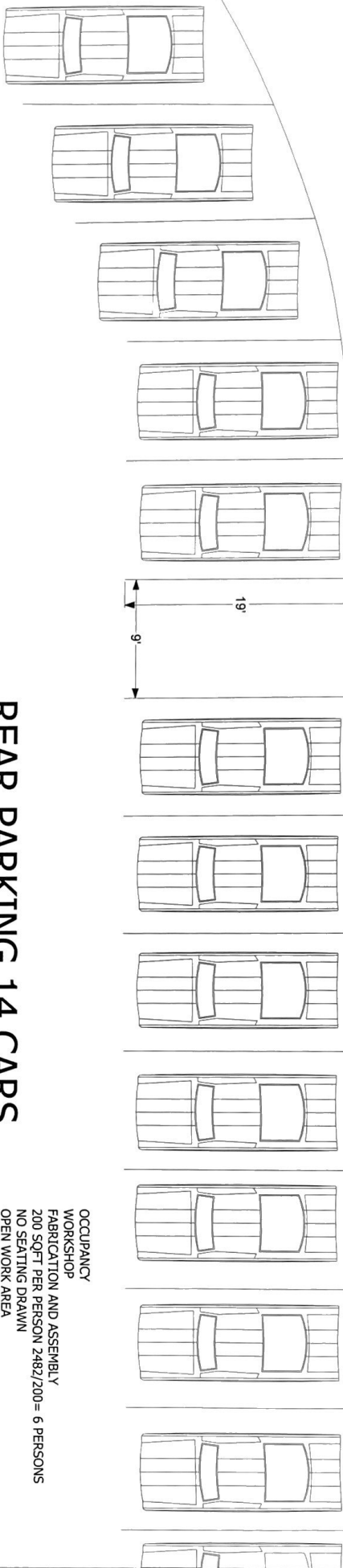


BAR VELOCE
174 BRIDGE ST
NARROWSBURG NY

FLOOR PLAN
TERRACE

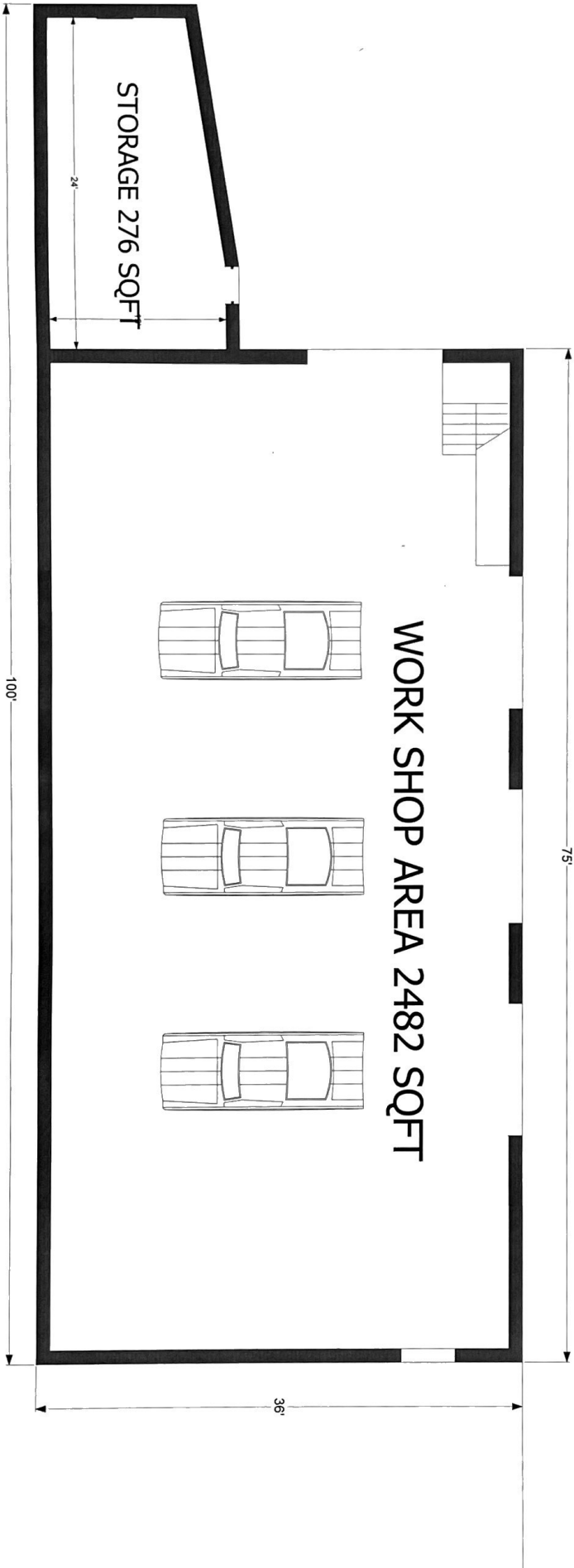
DATE: JULY 15, 2021
PROJECT: 2020-007
DRAWN: GDM
CHECKED: GDM
SHEET: 2 OF 4

A-002.012



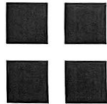
REAR PARKING 14 CARS

OCCUPANCY
WORKSHOP
FABRICATION AND ASSEMBLY
200 SQFT PER PERSON 2482/200 = 6 PERSONS
NO SEATING DRAWN
OPEN WORK AREA



BASEMENT PLAN

NAROWSBURG ARCHITECTURE
200 MAIN STREET
NAROWSBURG, NY



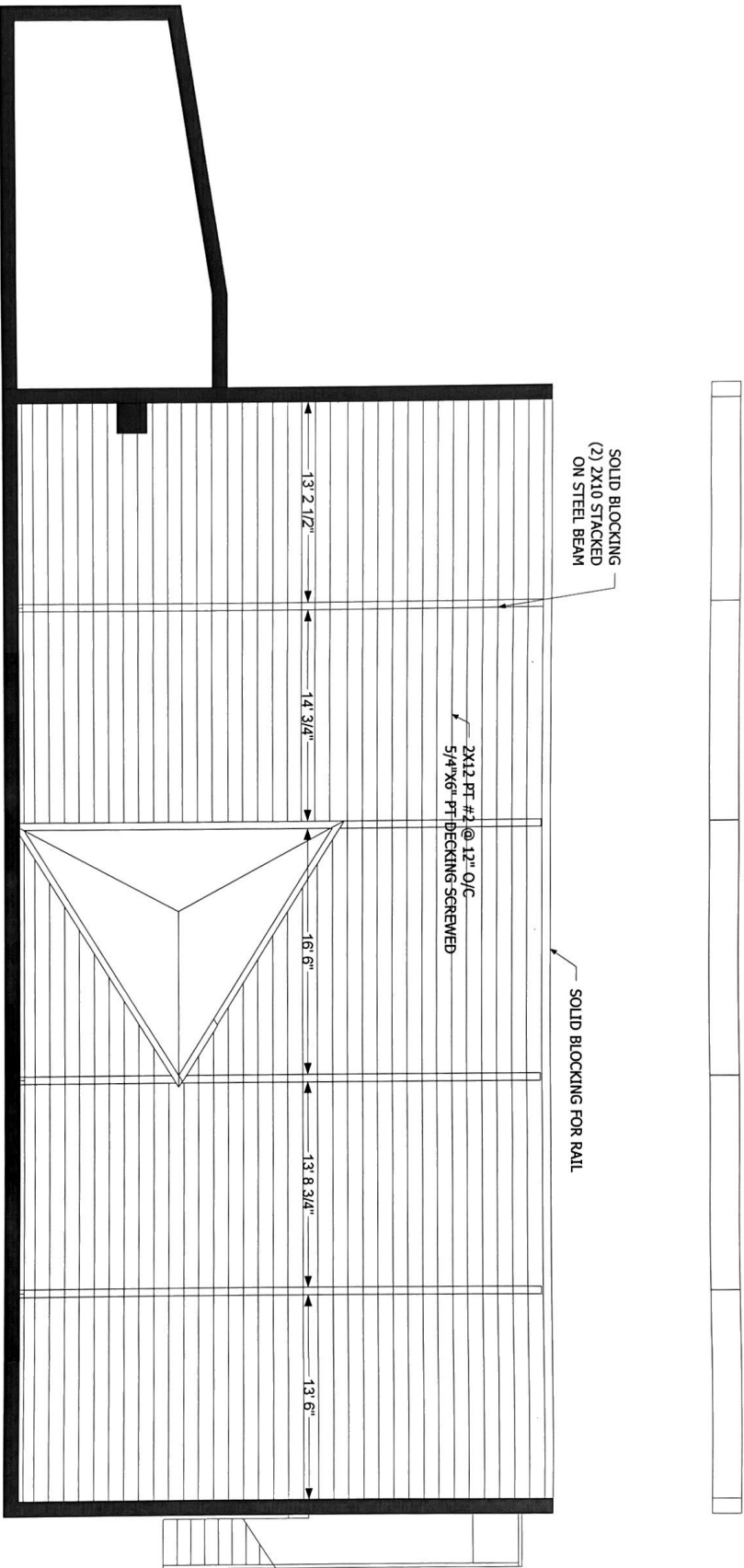
NAROWSBURG MOTORS
174 BRIDGE ST
NAROWSBURG NY

BASEMENT PLAN
2560 SQFT

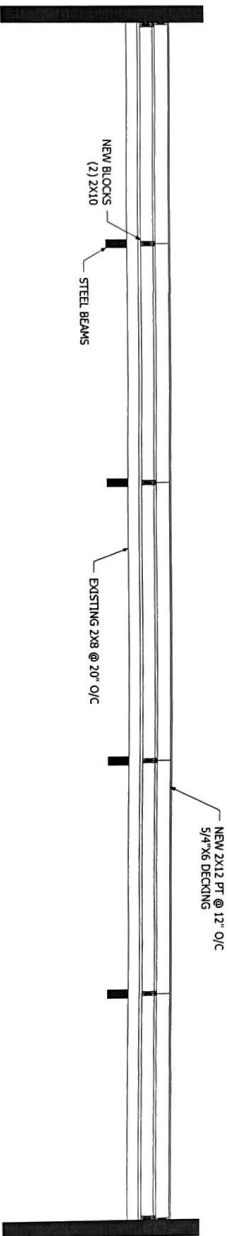


DATE: JULY 20, 2020
DRAWN: JAW
CHECKED: JAW
SCALE: 1/8" = 1'-0"

A-002.006



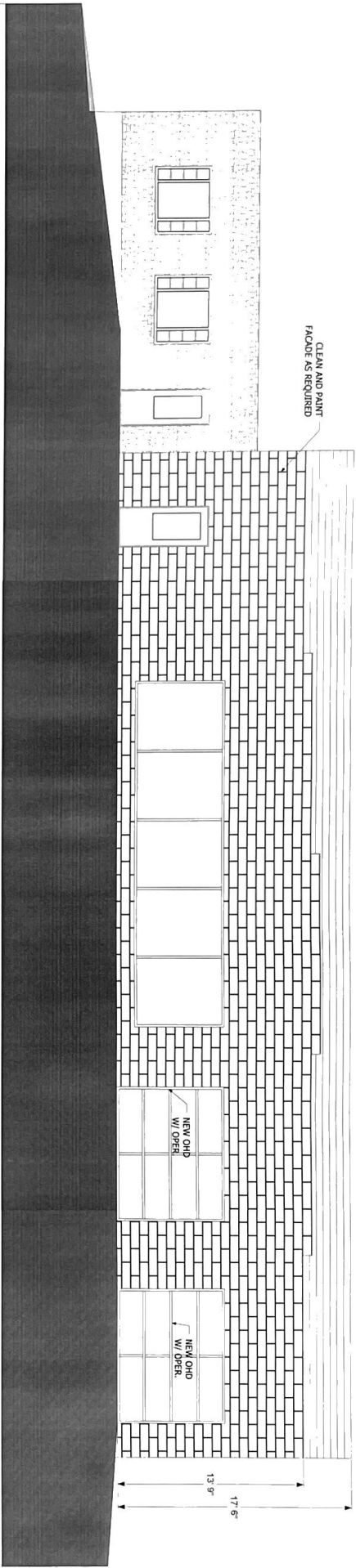
ROOF DECK FRAMING



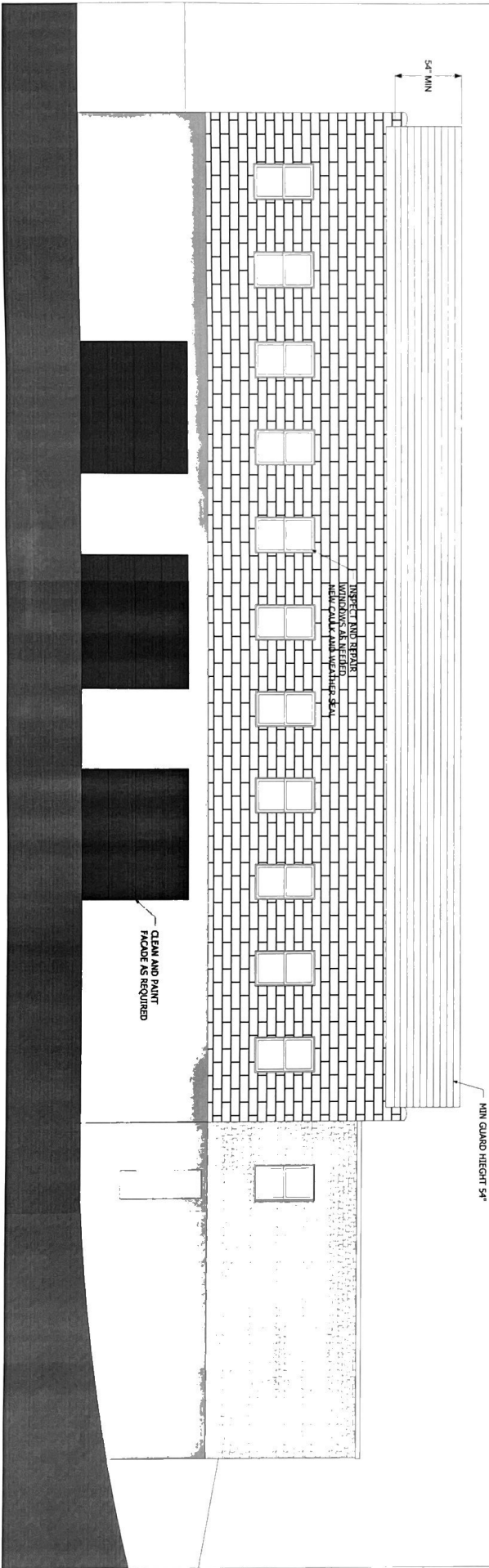
BAR VELOCE

ROOF DECK
FRAMING



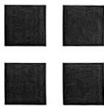


ELEVATION AT SOUTH



ELEVATION AT NORTH

NATURAL ARCHITECTURE
CON AND ARCH
75 MAIN STREET
NARROWSBURG, NY

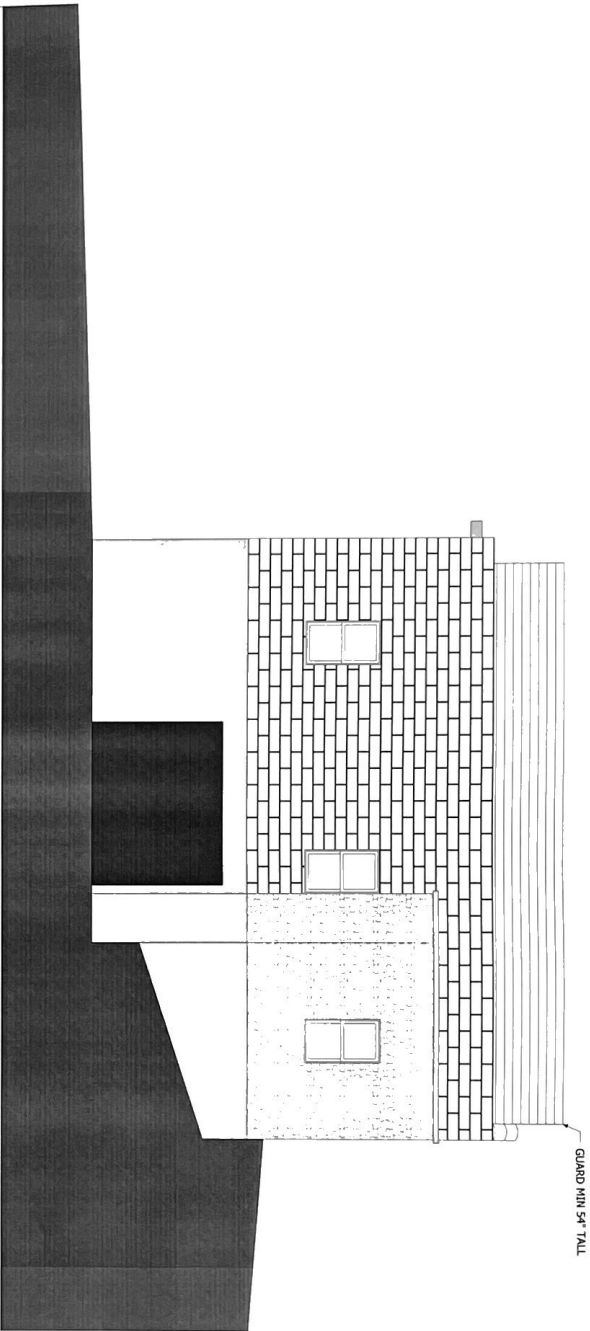


NARROWSBURG MOTORS
174 BRIDGE ST
NARROWSBURG NY

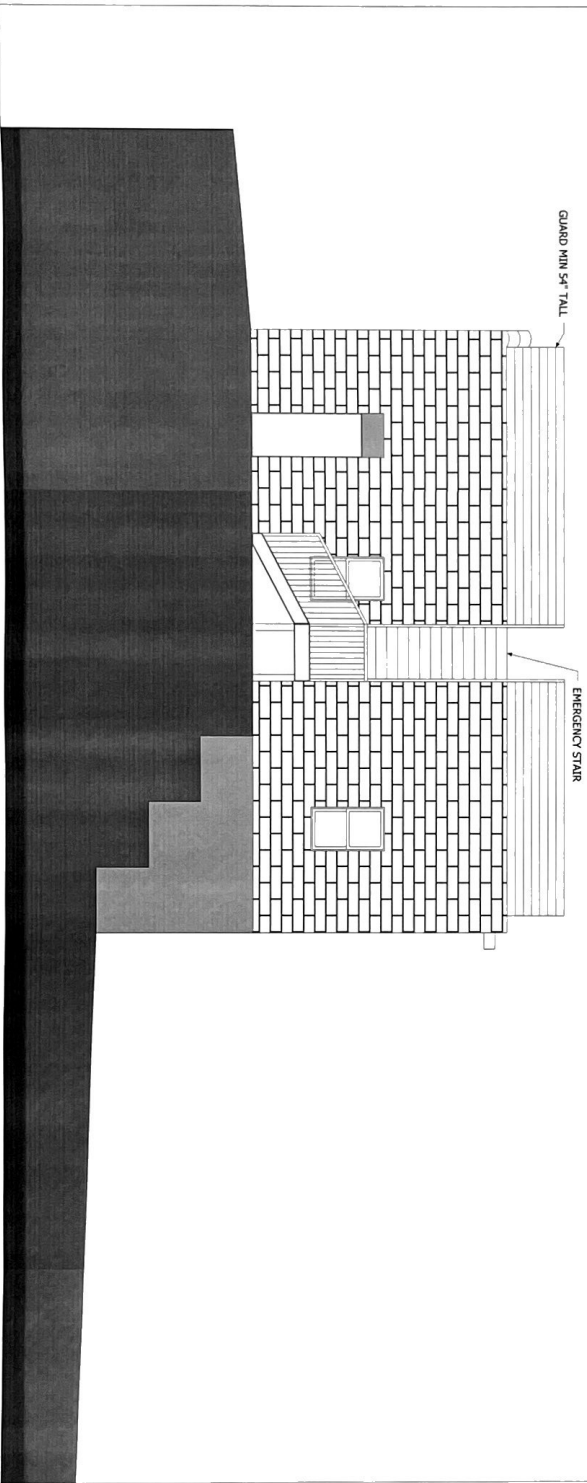
ELEVATIONS
NORTH / SOUTH
1/4"=1'-0"



DATE: JULY 20, 2023
PROJECT: 2500-007
DRAWN BY: CON
CHECKED BY: CON
SHEET: 5 OF 8
A-005.006

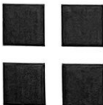


WEST ELEVATION



EAST ELEVATION

NATURAL ARCHITECTURE
174 MAIN STREET
NARROWSBURG, NY

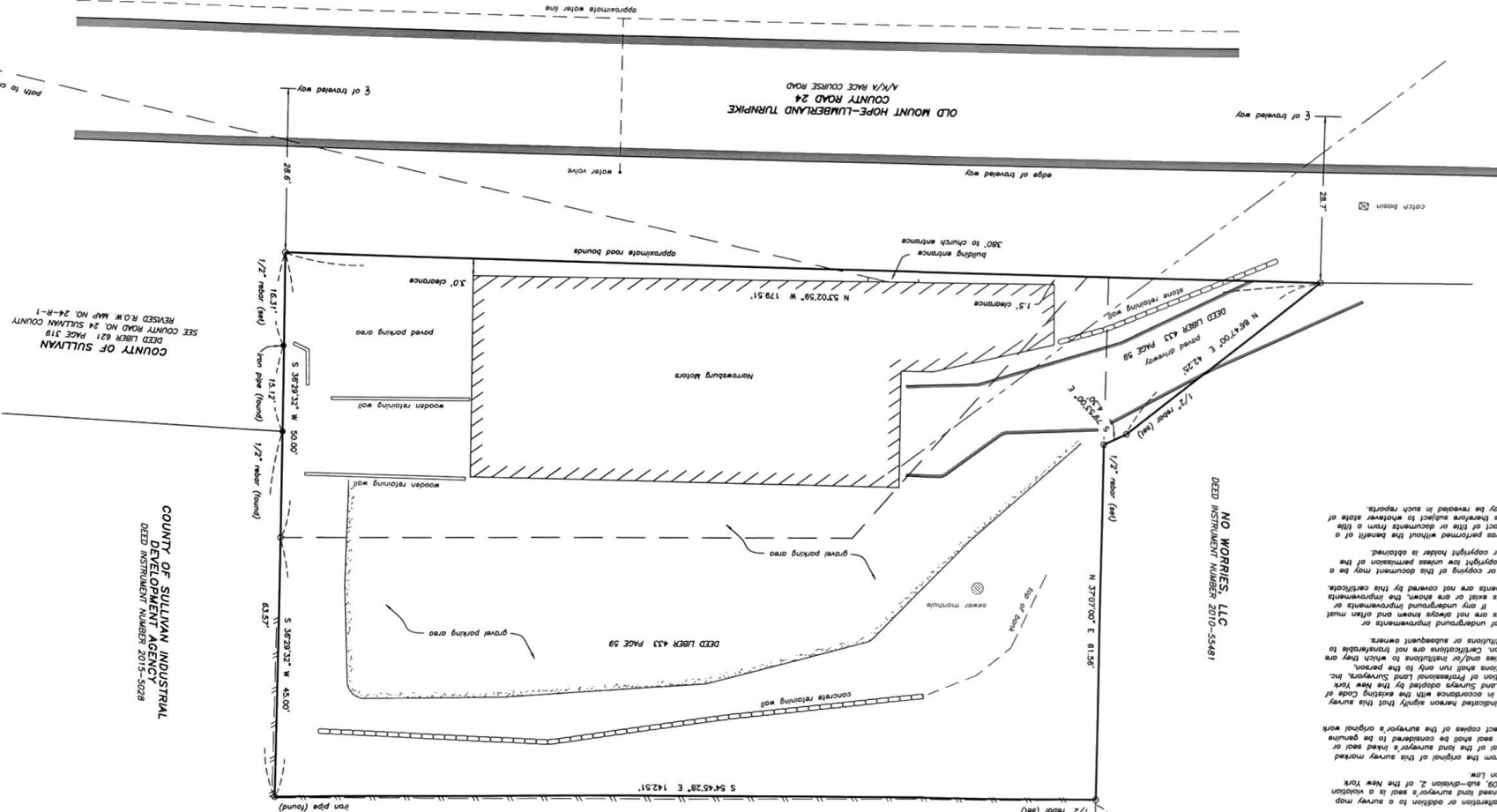
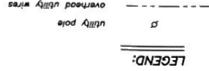


NARROWSBURG MOTORS
174 BRIDGE ST
NARROWSBURG, NY

ELEVATIONS
EAST/WEST
1/4" = 1'-0"



DATE: JULY 28, 2020
PROJECT: 2020-007
DRAWN BY: CDM
CHECKED BY: CDM
SHEET: 6 OF 6
A-006.006

[illegible]

DEED REFERENCES:
The same land conveyed by Reynold M. Ninger to Mary Pond Cook by deed dated April 29, 1941 in Deed Liber 300.
The same land conveyed by Joseph Grahame and Mary Grahame to Noremberg Motor Sales, Inc., by deed dated July 11, 1945 and recorded in the Sullivan County Clerk's Office in Deed Liber 350 at Page 132.
The same land conveyed and conveyed by Carter Road School District #1 to Noremberg Motor Sales, Inc., by deed dated August 31, 1949 and recorded in the Sullivan County Clerk's Office in Deed Liber 453 at Page 59.
TAX MAP REFERENCE:
Town of Lupton - Tax Map Section: 20, Block 2, Lot 4

COUNTY OF SULLIVAN INDUSTRIAL DEVELOPMENT AGENCY
DEED INSTRUMENT NUMBER 2015-5028

Grid North per the
New York State East Zone
State Plane Coordinate System



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DRINK MAP	CHECKED MAP	APPRO. GCP	MAP NO. SU-12-1009N
TELEPHONE (703) 224-1500			
148 HIGHLAND ROAD, HOMECASTLE, PA 15431			

GARY PACKARD - PROFESSIONAL LAND SURVEYOR
PACKER ASSOCIATES, INC.
JULY 12, 2020
TOWN OF TUSTEN, SULLYMAN COUNTY, N.Y.
HAMLET OF NARROWSBURG
NARROWSBURG MOTOR WORKS
PRELIMINARY SURVEY MAP OF LAND PREPARED FOR

September 27, 2021

Edwin Jackson, Planning Board Chairman
Town of Tusten
210 Bridge Street
Tusten, New York 12764

Re: Narrowsburg Garage-Rooftop Café' Seating Addition
Review summary/comment letter

File: 1341.013.001

Dear Mr. Jackson:

Barton & Loguidice, D.P.C. (B&L) has completed a review of the plans submitted by Karl Wasner along with some photos of the Narrowsburg Motors building with improvements to the roof structure for the purpose of outdoor Café' seating. The plans were as follows:

- Architectural plans entitled Veloce Bar dated July 15, 2021 by Natural Architecture, Narrowsburg, NY.
- Photographs emailed on 9-13-21 from Karl Wasner to Barton & Loguidice.

This review was conducted on behalf of the Town of Tusten. The above referenced documents and information were reviewed only with a fairly cursory review of the plans and not an exhaustive study or structural analysis. We did not visit the site as part of our limited scope and photograph review was of limited views but useful.

Review Comments

1. It is our understanding the rooftop improvements exceeded the limits of work covered in the Planning Board approval for the first floor café'. Plans for the rooftop café' seating, stairs, railing systems and associated improvements were only recently submitted in September 2021 after the improvements were constructed.
2. From the photos the end result is an attractive space that should complement the downstairs café and make outdoor seating available in the current food service needs during a pandemic. Due to the visibility of the open café uses should be defined and known between the owner/operators and Town officials. Are any special events such as musical events, weddings conceivable or just outdoor eating with conversational noise levels operating on a seasonal schedule?
3. What are normal hours of operation?
4. A fairly wide "shelf" is adjacent to some of the tables that could be easily sat on and accessed from elevated high-top chairs and tabletops with no barrier to a fall from the roof. Small planters define the part of the space but not all of it. Signage warning of danger or a simple





Edwin Jackson, Planning Board Chairman
 Town of Tusten
 September 27, 2021
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barrier such as a cable to discourage sitting on it or placing drinks or other items that could be knocked off and fall on persons or property below. See picture enclosed of areas of concern.

5. The new rooftop space is not intended for use by handicapped persons and there should be signage indicating that in our opinion. We also recommend signage restricting no un-supervised children on rooftop
6. It is unclear if the rooftop space would always have an employee present such as a bartender. Is this space monitored by security cameras? The concern is un-supervised children that may not use the space appropriately and fall off the roof.
7. The design professional's stamp on the plans is not legible and name, signature or number could not be distinguished. Please resubmit plans with legible NYS stamp, design professional name, license number and signature on the plans. Existing plan stamps seem smudged and not legible to know who sealed them.
8. The plans did not include roof or floor calculations for verifying design loads utilized meet code. The plans did include means of removal of existing roof and bolstering existing roof framing materials to allow a new floor decking to be installed. The following excerpt is from an e-mail from project sponsor Karl Wasner dated September 13, 2021 is as follows:

These are the plans as built, attached, as you requested.

In answer to your query, yes the roof was strengthened of course. The existing rafters remained in situ. The existing structure had three roof layers including a metal roof on a supplemental rafter system for pitch, above the historical flat roof. The flat roof had multiple layers of built up asphalt with stone ballast. These layers were all removed to expose the original wood sheathing deck. We repaired wood as needed and installed the new Versico system with new insulation and the EPDM roofing system as per mfg spec.

The terrace deck is a separate structure above the roof. This deck system is designed for the new purpose and loads with solid bearing to the structure. The framing of the deck is all new, not part of the original roof system. There are 2x12 PT #1 @ 12" o/c. The existing roof rafters are not part of this system.

The access to the roof is the large stair in the center of the Cafe. The rise/run is 6" rise and 12" run. The stair is built of LVL members for stringers and treads. The Rail system is solid lumber with min 42" height. No spaces exist in risers or railing greater than 3 1/2". There is a graspable rail to code at the stair as required. The Roof access is a 36" wide x 96" tall door. Handicapped seating is only downstairs. There is an emergency escape stair from the roof deck on the exterior. It is a steel stair ICC compliant.

9. The plans reviewed did not indicate any as built status that we could see. We recommend the Architect visit the site and attest that the improvements were constructed according to the plans with special attention to structural framing connections.
10. Is the rooftop café floor deck system and framing designed for 100 pounds per square foot (psf) live load and snow loads per International Building Code Table 1607.1 (11)?



Edwin Jackson, Planning Board Chairman
Town of Tusten
September 27, 2021
Page 3 of 3

11. Are stairs and framing designed for 100 psf per IBC Table 1607.1 (35)?
12. Architect's walk through should include verification of railing and barrier system at roof edge are spaced according to code and will not pass a 4-inch sphere.
13. Has the applicant filed a building application form and paid any applicable fees? Perhaps some procedural items have already been addressed.
14. We recommend the project record and files include record plans labeled as As Built plans after the Architect visits the site and verify that the railings for the stairs, railings and barrier systems were constructed as designed, code compliant and appropriately fastened. The architect should submit correspondence with the plans attesting to floor and structural design, stairs, railing systems and safety systems/barriers for rooftop café.

If you have any questions, please feel free to contact our office.

Sincerely yours,

BARTON & LOGUIDICE, D.P.C.

A handwritten signature in cursive script that reads 'Bradley D. Grant'.

Bradley D. Grant
Senior Project Manager

BDG/bdf

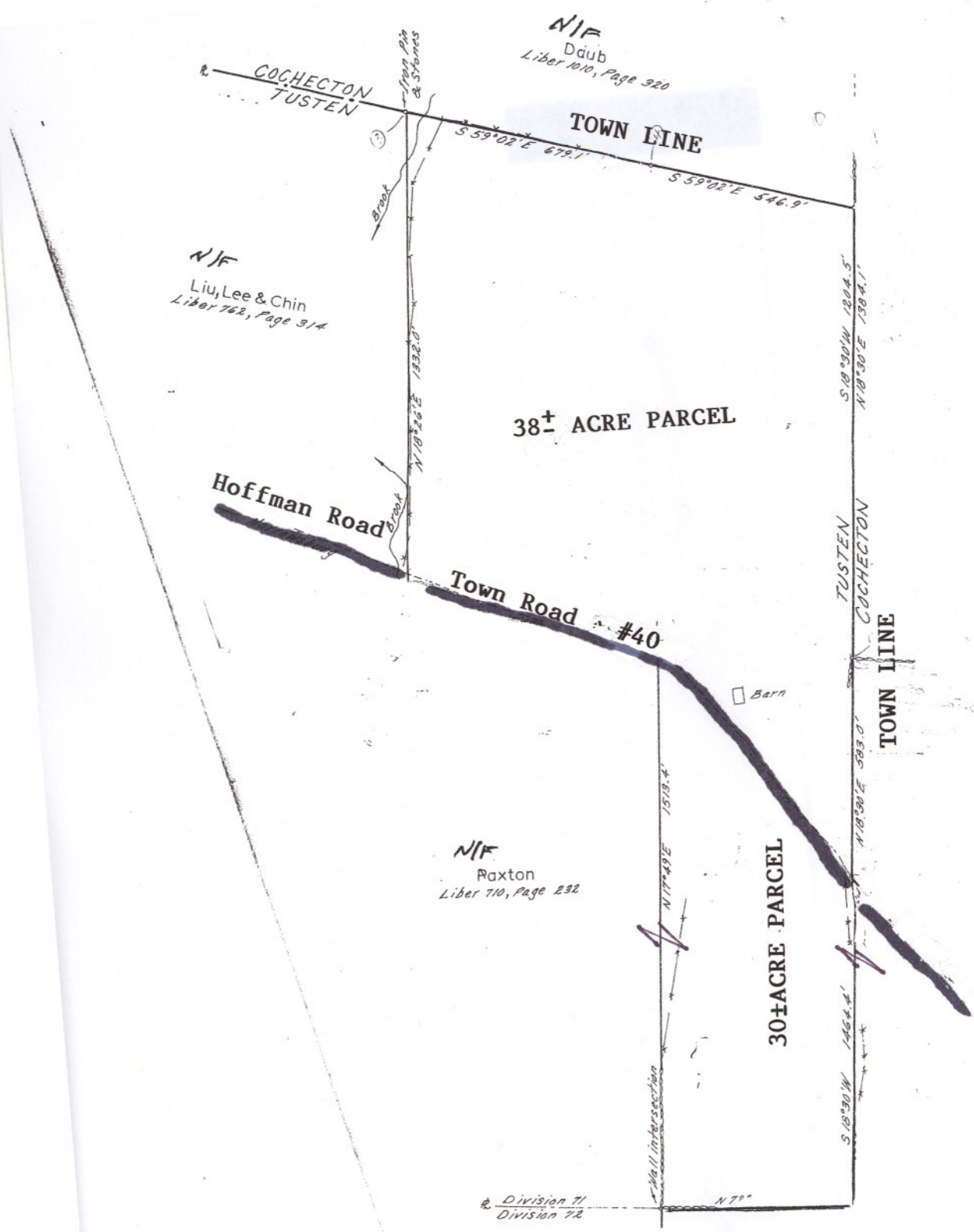
Cc: via e-mail- Karl Wasner
Encl. -photos



"shelf" like width,
concern for lack of
barrier

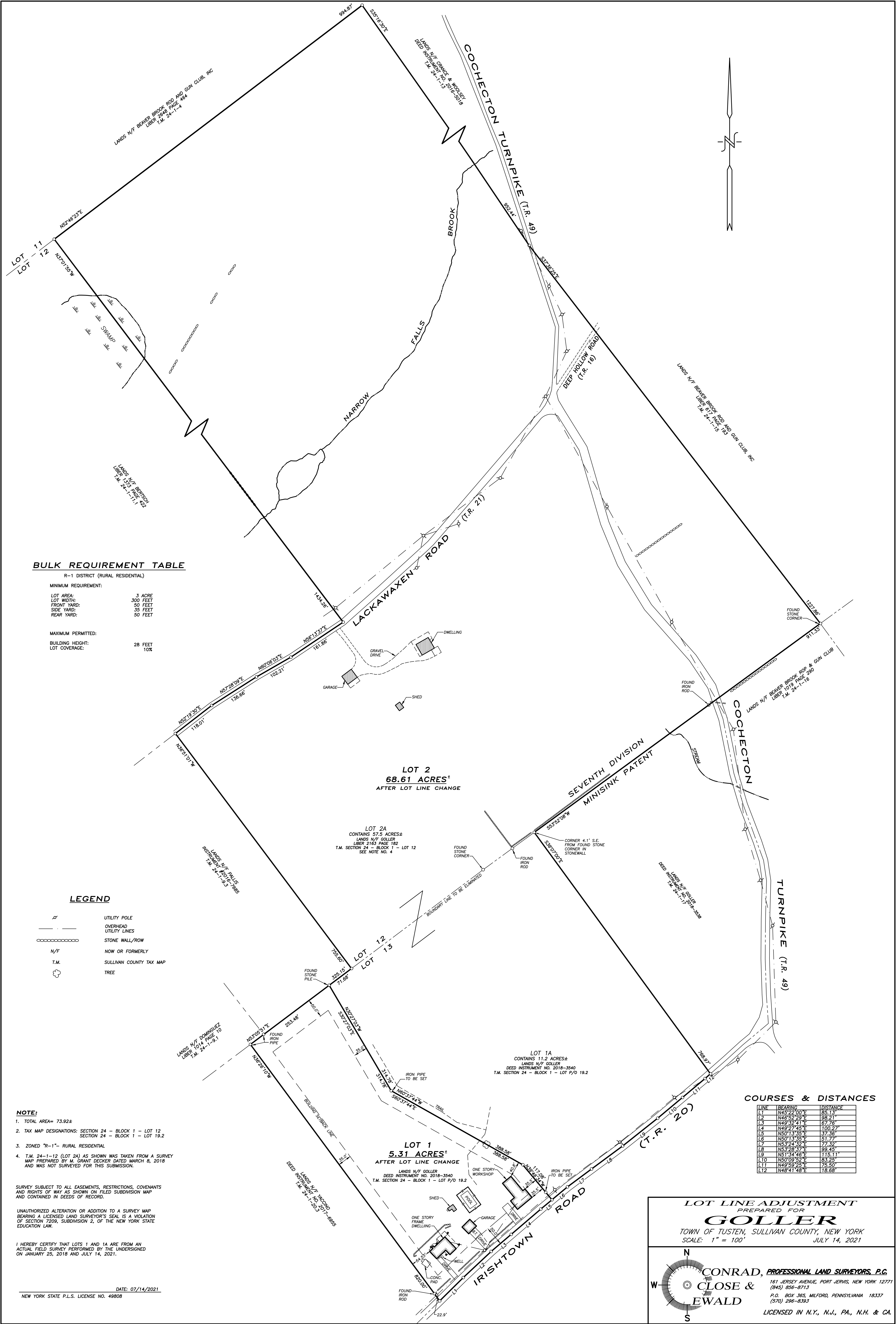


wide spaces in
railing system



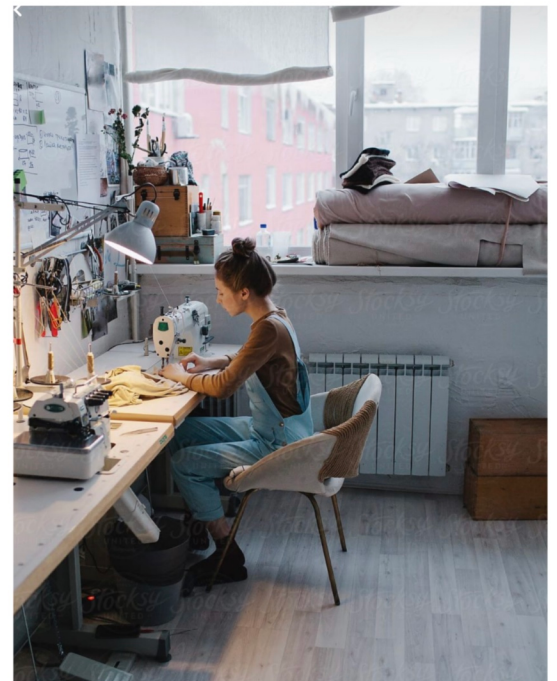
INDELICATO SUBDIVISION

Not to Scale
Town of Tusten, Sull. Co.
Currently Tax Map #2-1-20



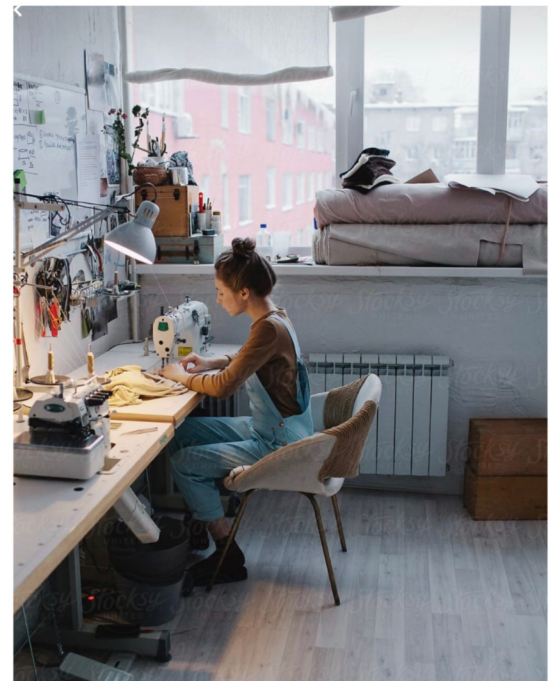
FLEXIBLE MAKER SPACE

We'd also like to maintain a certain amount of space for other artists and craftspeople to practice their trades. This includes space that could be used by painters, screen printers, ceramicists, etc.



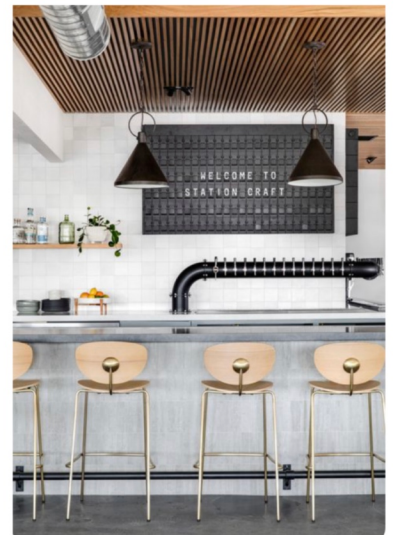
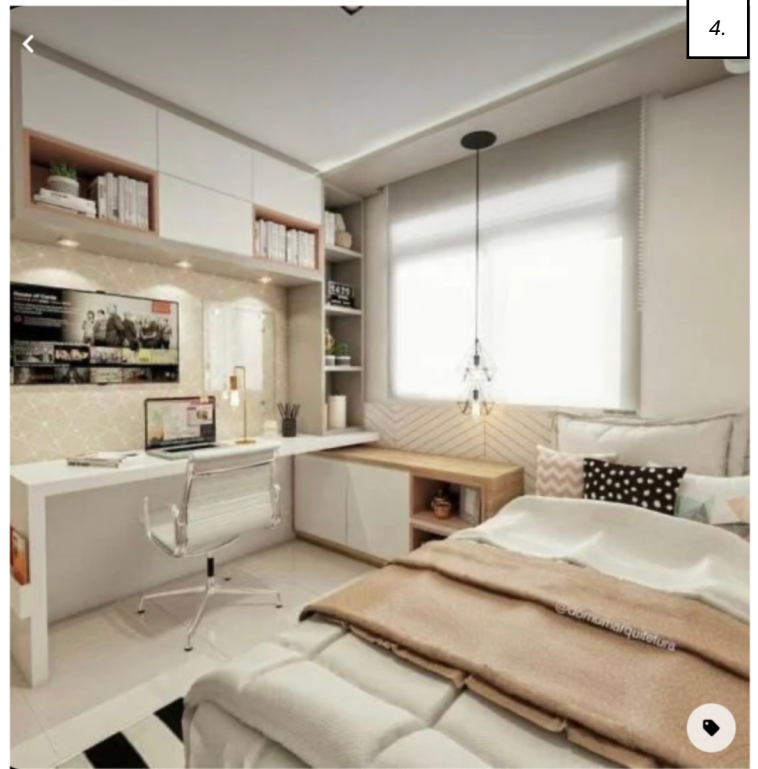
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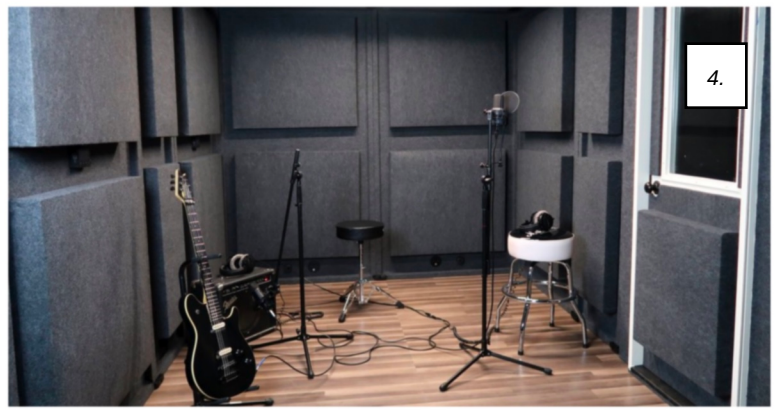
LIVING SPACE

We plan to include temporary accommodations for those using the rentable spaces on the first floor. These are primarily short-term rentals that allow for multi-day projects to be completed without having to travel off-site. It also helps build a more collaborative environment with a communal kitchen area.



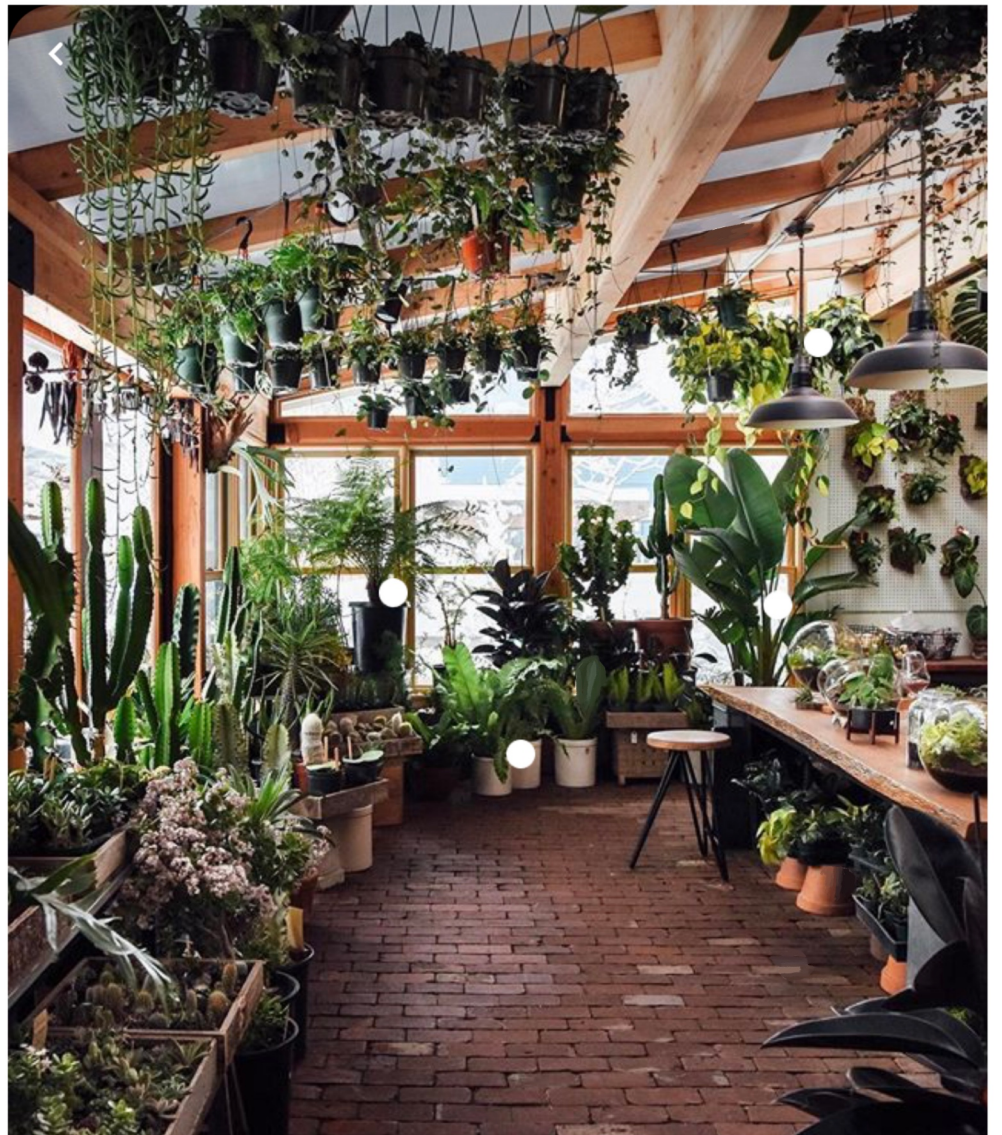
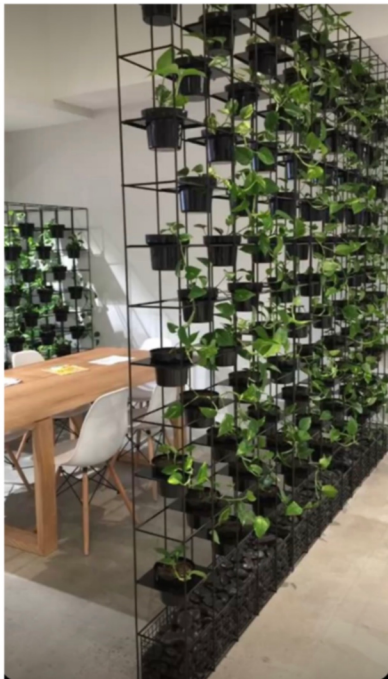
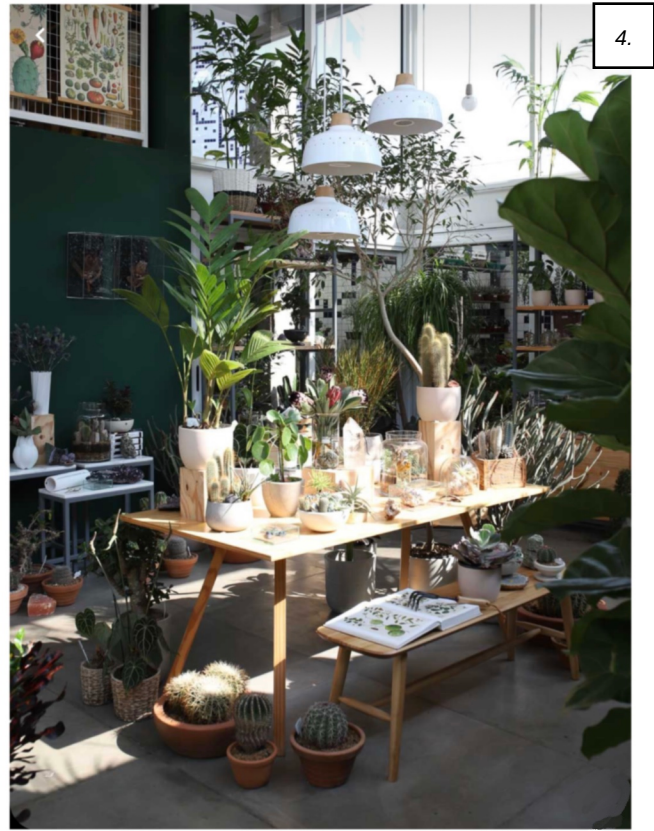
MIXED-MEDIA STUDIO

A large section of the space will be utilized for media production including photography, video, and sound recording. The area will also be flexible enough to accommodate peripheral needs like makeup, wardrobe, and editing space.



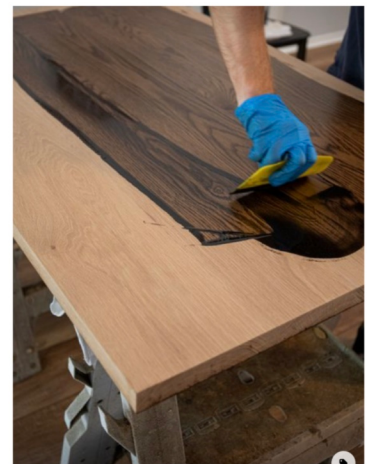
PLANT SHOP

A dedicated area for the sale, propagation, and potting of plants will make up a sizable part of the space. There will be both a retail and educational aspect to this portion of the building with a plan to feature pottery from area ceramacists



WOOD SHOP

Part of the space was used as a wood shop prior to purchase and we plan to continue this aspect. But now the space will be equipped with integral tools, ventilation, and safety equipment—all available on a rental basis.



TOWN OF TUSTEN

Planning Board
 210 Bridge Street -- PO Box 195
 Narrowsburg, NY 12764
 845-252-7146 ext 1004
Planning@Tusten.org

**PLEASE NOTE THAT SPECIAL USE PERMIT APPLICATIONS AND DRAWINGS
 MUST BE SUBMITTED TWO WEEKS PRIOR TO MEETING**

PLANNING BOARD FEES RECEIVED

Date: 9/14/21

Name: KATHRYN ANDREWS

Address: 1724 COUNTY RD 23 (my home)

NARROWSBURG, NY 12764

Project: _____ subdivision X special use

Advertising fee: _____

Permit fee: \$100 rec'd ck #301

Standard Fees:

Subdivision 1-4 \$50.00 plus \$25.00 per lot

5+ lots \$300.00 plus \$25.00 per lot plus \$550.00 per lot to parks &
 recreation per town law #108-05 enacted 10/06

Special Use Permit \$100.00

Advertising Fee \$35.00

4.

TOWN OF TUSTEN PLANNING BOARD
210 BRIDGE STREET
PO BOX 195
NARROWSBURG, NEW YORK 12764
845-252-7146 EXT. 1004
PLANNING@TUSTEN.ORG

SPECIAL USE APPLICATION

Application Date: 9/14/2021

APPLICATION INFORMATION

NAME KATHRYN ANDREWS (with Courtney Canale & Josh Kessler)
MAILING ADDRESS 1724 COUNTY RD 23 NARROWSBURG 12764
TELEPHONE (818) 458-11642

PROPERTY INFORMATION

LOCATION 13 Second St. NARROWSBURG, NY 12764
SECTION 11 BLOCK 3 LOT 1
DATE OF ACQUISITION Contract of Sale signed Sept. 7, 2021

REQUEST:

The applicant requests a Special Use Permit as required by Article IV - Section 4.0 Schedule of District Regulations of the Town of Tusten Zoning Law as described below:

Approval from the Town of Tusten to execute and operate the described business at 13 2nd St. in Narrowsburg.

APPLICANT SHOULD REFER TO THE TOWN OF THE TOWN OF TUSTEN ZONING LAW ARTICLE VIII - SECTION 8.0.

8.2 STANDARDS AND CRITERIA

The Planning Board, in taking action on a Special Use/Site Plan application, shall first determine compliance with the standards and criteria in this Section and the other applicable requirements of this Zoning Law; and no use specified as a Special Use by this Zoning Law shall be approved unless the proposed use complies with the said requirements.

8.2.1 Comprehensive Plan

The proposed use shall be in harmony with purposes, goals, objectives and standards of the **TOWN OF TUSTEN COMPREHENSIVE PLAN**.

8.2.2 Location

The proposed use in the proposed location shall not result in either a detrimental over-concentration of a particular use within the Town or within the immediate area. The location chosen shall not be one demonstratively better suited or likely to be needed for uses which are permitted as a matter of right in the District. The Board shall, in making its decision, also evaluate the degree to which the proposed location may be particularly suitable or unsuitable for the proposed use in light of other potential sites in the immediate area, including those which might exist in adjacent communities.

8.2.3 Adverse Effects

The proposed use at the proposed location shall not result in a substantial or undue adverse effect on adjacent property, the character of the neighborhood, traffic conditions, parking, public improvements, public sites or rights-of-way, or other matters affecting the public health, safety and general welfare, either as they now exist or as they may in the future be developed as a result of the implementation of the **TOWN OF TUSTEN COMPREHENSIVE PLAN**.

8.2.4 Facilities, Services and Improvements

The proposed use shall not impose an undue burden on any of the improvements, facilities, utilities and services of the Town, whether such services are provided by the Town or some other agency. The Applicant shall be wholly responsible for providing such improvements, facilities, utilities or services as may be required to adequately serve the proposed use when the same are not available or adequate to service the proposed use in the proposed location. As part of the application and as a condition to any approval of the proposed Special Use/Site Plan, the Applicant shall be

responsible for establishing ability, willingness and binding commitment to provide such improvements, facilities, utilities and services in sufficient time and in a manner consistent with this and other regulations of the TOWN OF TUSTEN. Any approval shall be so conditioned. 4.

8.2.5 Additional Standards and Conditions of Approval

No application for issuance of a Special Use/Site Plan permit shall be approved unless the Planning Board shall find that, in addition to complying with each of the standards enumerated above, any of the applicable standards of the Law shall be met. In instances where the standards contained herein do not adequately protect the general health, safety and welfare of parties affected, the Board shall be obligated to impose such conditions in issuance of a permit. Conditions which might be imposed shall include (but not be limited to) provisions for additional parking, traffic control, submission of landscaping plans, setbacks, special measures addressing sales period activities, limiting the approval to the permittee and not the property, and other measures which can be effectuated to remove any potential adverse influence the use may have on adjoining uses. In reviewing a Special Use/Site Plan application and determining what conditions, if any, shall be attached should approval be granted, the Planning Board may consider;

- A. Location, arrangement, size, design and general site compatibility of buildings (including architectural design), lighting and signs.
- B. Adequacy and arrangement of vehicular traffic access and circulation, including intersections, road widths, pavement surfaces, dividers and traffic controls.
- C. Location, arrangement, appearance and sufficiency of off-street parking and loading.
- D. Adequacy and arrangement of pedestrian traffic access and circulation, walkway structures, control of intersections with vehicular traffic and overall pedestrian convenience.
- E. Adequacy of storm water and drainage facilities.
- F. Adequacy of water supply and sewage disposal facilities.
- G. Adequacy, type and arrangement of trees, shrubs and other landscaping constituting a visual and/or noise buffer between the Applicant's and adjoining lands, including the maximum retention of existing vegetation.
- H. Adequacy of fire lanes and other emergency zones and the provision of fire protection facilities.
- I. Special attention to the adequacy and impact of structures, roadways and landscaping in areas with susceptibility to ponding, flooding and/or erosion.
- J. The potential for the creation of nuisances such as, but not limited to, noise, vibration, odor and glare.
- K. The effect on the value and future development of neighboring properties.
- L. Such other factors as may reasonably be related to the health, safety and general welfare of the community.

8.3.3 Information Required

For applications involving the construction of buildings, structures or additions to buildings or structures, all information contained in this Section shall, in general, be provided by the Applicant. However, when the Planning Board determines that all such information is not required or when the application is for a change in use not involving construction of a building, structure or addition thereto, the Planning Board shall establish which information shall be submitted by the Applicant. In any case, the Planning Board shall have the right to require any or all information in the checklist or any other information deemed necessary by the Planning Board to determine compliance with this Zoning Law.

The site plan shall be prepared by a licensed surveyor, professional engineer, architect, landscape or architect, and shall be drawn in such reasonable detail and scale as deemed necessary by the Board to determine compliance with this Zoning Law.

Information Required:

- A. Title of drawing, including name and address of Applicant and person responsible for preparation of such drawing;
- B. North arrow, scale and date;
- C. Boundaries of the property plotted to scale;
- D. Existing watercourses;
- E. Grading and drainage plan, showing existing and proposed contours;
- F. Location, design, type of construction, proposed use and exterior dimensions of all buildings;
- G. Location, design and type of construction of all parking and truck loading areas, showing access and egress;
- H. Provision for pedestrian access;
- I. Location of outdoor storage, if any;
- J. Location, design and construction materials for all existing or proposed site improvements including drains, culverts, retaining walls and fences;
- K. Description of the method of sewage disposal and location, design and construction materials of such facilities;
- L. Description of method of securing public water and location, design and construction materials of such facilities;
- M. Location of fire and other emergency zones, including the location of fire hydrants and type of fire prevention controls;
- N. Location, design and construction of materials of all energy distribution facilities, including electrical, gas and solar energy;
- O. Location, size, design and type of construction of all proposed signs;
- P. Location and proposed development of all buffer areas, including existing vegetative cover;
- Q. Location and design of outdoor lighting facilities;
- R. Identification of the location and amount of building area proposed for retail sales or similar commercial activity;
- S. General landscaping plan and planting schedule;
- T. An estimated project construction schedule;

REASON FOR REQUEST:

4.

In order to move forward with the purchase of 13 2nd St. - applicants need confirmation from the planning board that our intended use is possible under Tusten town code and in line with the Comprehensive Plan.

SPECIAL FEATURES:

In addition to the standards prescribed by the Town of Tusten Zoning Law, the applicant agrees to provide the following in order that the health safety and welfare of the public will be further served:

Implementation of Sewer System, ^{additional} Parking as needed. (See proposed additional spaces in packet provided), ADA access and restroom, any privacy landscaping found necessary.

SPECIAL USE PERMIT APPLICATIONS ARE SUBJECT TO SITE PLAN REVIEW BY THE PLANNING BOARD AND A PUBLIC HEARING ON THE SITE PLAN MAY BE REQUIRED. APPLICANT MAY BE SUBJECT TO CONSULTANT FEES AS DESCRIBED IN ARTICLE VIII - SECTION 8.5 OF THE TOWN OF TUSTEN ZONING LAW.

PLEASE NOTE THAT SPECIAL USE PERMIT APPLICATIONS AND DRAWINGS MUST BE SUBMITTED TWO WEEKS PRIOR TO MEETING.

STATE OF NEW YORK,
COUNTY OF Sullivan) SS:

KATHRYN ANDREWS
(Name of individual signing application)

being duly sworn deposes and says that he/she is the applicant above named.

He/She is the PURCHASER, and is duly authorized to perform or have performed (Homeowner, Builder, Agent, Corporate Officer, etc.)

the said work and to make and file this application; that all statements contained in this application are true to the best of his/her knowledge and belief, and that the work will be performed in the manner set forth in the application and in the plans and specifications filed herewith.

(Signature of applicant)

Sworn to before this 14 day of September 20 21

Notary Public, Sullivan County

Notary Public

KRISTIN MARIE LOCKWOOD
Notary Public, State of New York
NYS Reg. No. 01LO6295483
Qualified in Sullivan County
Commission Expires Jan. 6, 2022

FOR OFFICIAL USE ONLY

APPLICATION NUMBER _____

DATE RECEIVED _____

SITE PLAN REVIEW:

GRANTED (DATE) _____

WAIVED (DATE) _____

HEARING DATE _____

ACTION TAKEN _____ DATE _____

Short Environmental Assessment Form

Part 1 - Project Information

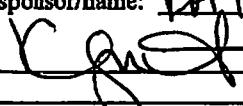
Instructions for Completing

Part 1 – Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

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

Part 1 – Project and Sponsor Information																		
Name of Action or Project: KATHRYN ANDREWS, COURTNEY CANALE & JOSH KESSLER																		
Project Location (describe, and attach a location map): ART SHOP																		
Brief Description of Proposed Action: 13 2nd Street NARROWSBURG, NY 12764																		
Mixed use workshop and art space within existing workshop at above address. Some retail sales and space rental are essential to build a viable business.																		
Name of Applicant or Sponsor: KATHRYN ANDREWS		Telephone: 818 458 1642 E-Mail: Katandrews@gmail.com																
Address: 1724 COUNTY RD. 23																		
City/PO: NARROWSBURG		State: NY	Zip Code: 12764															
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			<table border="1" style="width: 100%; text-align: center;"> <tr> <td style="width: 50%;">NO</td> <td style="width: 50%;">YES</td> </tr> <tr> <td style="height: 40px; vertical-align: middle;">☒</td> <td style="height: 40px; vertical-align: middle;">☐</td> </tr> </table>	NO	YES	☒	☐											
NO	YES																	
☒	☐																	
2. Does the proposed action require a permit, approval or funding from any other government Agency? If Yes, list agency(s) name and permit or approval:			<table border="1" style="width: 100%; text-align: center;"> <tr> <td style="width: 50%;">NO</td> <td style="width: 50%;">YES</td> </tr> <tr> <td style="height: 40px; vertical-align: middle;">☒</td> <td style="height: 40px; vertical-align: middle;">☐</td> </tr> </table>	NO	YES	☒	☐											
NO	YES																	
☒	☐																	
3. a. Total acreage of the site of the proposed action?		4591 acres																
b. Total acreage to be physically disturbed?		NA acres																
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?		16090 acres (upon purchase)																
4. Check all land uses that occur on, are adjoining or near the proposed action:																		
<table style="width: 100%;"> <tr> <td>☐ Urban</td> <td>☐ Rural (non-agriculture)</td> <td>☐ Industrial</td> <td>☒ Commercial</td> <td>☒ Residential (suburban)</td> </tr> <tr> <td>☐ Forest</td> <td>☐ Agriculture</td> <td>☐ Aquatic</td> <td colspan="2">☒ Other(Specify): Town Park & Water Dept. are neighbors.</td> </tr> <tr> <td>☐ Parkland</td> <td colspan="4"></td> </tr> </table>				☐ Urban	☐ Rural (non-agriculture)	☐ Industrial	☒ Commercial	☒ Residential (suburban)	☐ Forest	☐ Agriculture	☐ Aquatic	☒ Other(Specify): Town Park & Water Dept. are neighbors.		☐ Parkland				
☐ Urban	☐ Rural (non-agriculture)	☐ Industrial	☒ Commercial	☒ Residential (suburban)														
☐ Forest	☐ Agriculture	☐ Aquatic	☒ Other(Specify): Town Park & Water Dept. are neighbors.															
☐ Parkland																		

5. Is the proposed action,	NO	YES	N/A
a. A permitted use under the zoning regulations?	☐	☐	☒
b. Consistent with the adopted comprehensive plan?	☐	☒	☐
THIS IS OUR QUESTION TO THE PLANNING BOARD.			
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
	☐	☒	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area?	NO	YES	
If Yes, identify: _____	☒	☐	
8. a. Will the proposed action result in a <u>substantial</u> increase in traffic above present levels?	NO	YES	
b. Are public transportation services available at or near the site of the proposed action?	☒	☐	
c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	☐	☒	
9. Does the proposed action meet or exceed the state energy code requirements?	NO	YES	
If the proposed action will exceed requirements, describe design features and technologies:			
while preliminary-we are proposing solar panels, LEED certified builders-efficiency is very important.	☐	☒	
10. Will the proposed action connect to an existing public/private water supply?	NO	YES	
If No, describe method for providing potable water: _____	☐	☒	
11. Will the proposed action connect to existing wastewater utilities?	NO	YES	
If No, describe method for providing wastewater treatment: _____	☐	☒	
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?	NO	YES	
	☒	☐	
b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	☒	☐	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?	NO	YES	
	☒	☐	
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody?	☒	☐	
If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____			

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply:		
☐ Shoreline ☐ Forest ☐ Agricultural/grasslands ☐ Early mid-successional ☐ Wetland ☐ Urban ☒ Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES
Bald Eagles - listed as "Least Concern"	☒	☐
16. Is the project site located in the 100-year flood plan?	NO	YES
It is in a "Special Flood Hazard Area" without BFE	☐	☐
17. Will the proposed action create storm water discharge, either from point or non-point sources?	NO	YES
If Yes,	☒	☐
a. Will storm water discharges flow to adjacent properties?	☐	☐
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)?	☐	☐
If Yes, briefly describe:		
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)?	NO	YES
If Yes, explain the purpose and size of the impoundment:	☒	☐
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility?	NO	YES
If Yes, describe: To the west is the Town Water	☒	☐
Water Department		
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste?	NO	YES
If Yes, describe:	☒	☐
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE		
Applicant/sponsor/name: KATHRYN ANDREWS Date: 9/14/21		
Signature:  Title: Co-owner		

**SULLIVAN COUNTY PLANNING & COMMUNITY DEVELOPMENT
GML - 239 REFERRAL FORM**

4.

Municipality: ☒ Town of TUSTEN ☒ Village of NARROWSBURG
Referring Agency: ☐ Town/Village Board ☒ Planning Board ☐ Zoning Board of Appeals

Jurisdictional Determinant: Project is located within 500 feet of the following (existing or proposed):

- ☐ Municipal Boundary
☐ State or County Road
☐ State or County Park
☐ Agricultural District
☐ State or County Facility
☐ County-owned stream or drainage channel
☒ Other Town Park in the flats

Type of Action:

- ☐ Site Plan Review
☐ Area Variance
☒ Use Variance - if preexisting use out of date.
☐ Special Use Permit
☐ Subdivision Review
☐ Adoption/Amendment of Zoning Ordinance/Map or Local Law
☐ Adoption/Amendment of Comprehensive Plan
☐ Other _____

Project Name: ART & SHOP
Applicant: KATHRYN ANDREWS
Project Location: 13 2nd St. Narrowsburg, NY 12764
County Tax Parcel Number: 11-3-1
Parcel Size: .4591 acre Current Zoning: 06 Class: 433

Project Description: (attach additional pages if necessary) Mixed use workshop and art space. Including but not limited to a plant shop with nursery & potting station, wood shop, and photography studio - including office space and live-stay-work dwelling

State Environmental Quality Review (SEQR) Status: ☐ Type I ☐ Unlisted Action ☐ Type II
Determination of Significance: ☐ Positive Declaration ☐ Negative Declaration ☐ Not issued

Public Hearing: ☐ Yes ☐ No Hearing Date: _____
Date Response Requested (if less than 30 days): _____

Supporting Documentation Included With This Referral:

- | | |
|---|---|
| ☐ Location Map | ☐ Subdivision Plat |
| ☐ Municipal Application Form | ☐ Environmental Assessment Form Parts: <u> I </u> <u> II </u> <u> III </u> |
| ☐ Project Narrative | ☐ Environmental Impact Statement |
| ☐ Site Plan | ☐ Other _____ |

I hereby certify that this application & supporting documentation provides a complete description of the proposed local action and constitutes a 'full statement' pursuant to NYS General Municipal Law, Article 12-B, Section 239-M, part c.

Signature: _____ Date: _____

Received Stamp (Internal Use Only)

SUBMIT 'FULL STATEMENT' TO:
Sullivan County Division of Planning & Community Development
100 North Street
Monticello, New York 12701

**ART SHOP:
13 2nd Street Narrowsburg, NY 12764**

Our intended use for 13 2nd St aka "Art Shop" is to carry forward the mixed use workshop space currently at Art Peck's Workshop. To build on the spirit of the shop, and in order to run a viable business upon purchase – additional use will include an element of retail sale and workshop/work space rental.

Currently planned use of the shop includes:

- A) "Plant Shop" – Retail and education center housing a nursery and potting station for clients and students to use – The southeast section of the addition to the barn is the proposed space – please see diagram at back of binder.
- B) "Wood Shop" – Wood shop located where existing shop is – see pictures in front section of binder – updated for safety, natural light and ventilation.
- C) "Photo Shop" – Photography and Digital Studio located in the open area of the existing main structure. This space will be open and clean – available for photography shoots and artists to workshop creative ideas and performances. An opportunity for local theater and dance groups and visiting troupes to have space in Narrowsburg to create.
- D) Live/Work Space – proposed dwellings in the 2nd story lofted area being proposed in plans at the rear of the binder – Architectural plans are being drawn up and will be finalized when uses are approved by the town. Simple Bedrooms, bathrooms and a Café style kitchen for all working in the Art Shop to utilize.

Additional Information:

-Loading Dock is currently available at the rear of the building with full access to multiple vehicles and away from public view.

-No bathroom is currently in the shop. We intend to have septic/sewer installed and connected. An ADA Bathroom on the main level of the Shop as well as additional restrooms upstairs are in the plan.

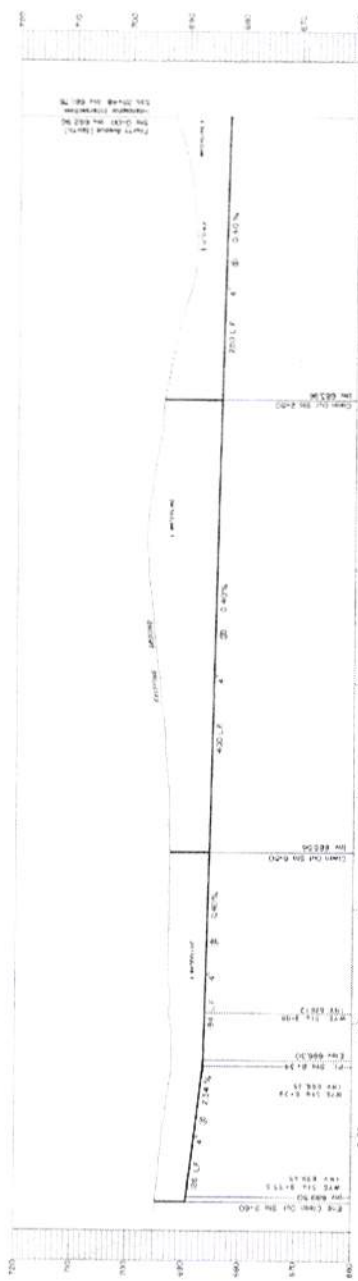
-Current roof leaks and damage are clear and we have already begun to re-invent the Roof structure to bring in more light, space and insulation to the building while maintaining the current character of the structure. The footprint is intended to remain the same.

-Architectural plans are being worked on and will be submitted to the Planning board/Code Enforcement pending the Intended use is approved by the town. In this initial stage the plans are just not yet finished. Crude renderings by the buying team have been provided purely for information on our intent at the rear of the binder. Please excuse our uneducated drawings!

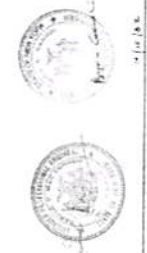
EXISTING STRUCTURE

Plot MAP





FOURTH AVENUE NORTH	
REVISIONS	DATE
1.00	10/1/10
2.00	10/1/10
3.00	10/1/10
4.00	10/1/10
5.00	10/1/10
6.00	10/1/10
7.00	10/1/10
8.00	10/1/10
9.00	10/1/10
10.00	10/1/10



Record Drawing

Met w/ the Sewer Dept.
Multiple locations available
on property to install
septic & connect to sewer line on 4th Ave.



Cross Property Client Full

4.



MLS#: **6136959** Pending List Price: **\$259,000**
 Sell Price:
 Addr: **13 2nd Street**
 PO: **Narrowsburg** County: **Sullivan County**
 City/Town: **Tusten** Zip: **12764**
 Village: **None** Hamlet/Loc.:
 P Type: **Single Family** Type: **Detached**
 Sub/Devel: Builders Lot #:
 Beds: **0** SqFt: **2,040** Rooms: **0**
 Baths: **0 (0 0)** Acre(s): **0.4591** Levels: **1.00**
 Sch Dist: **Sullivan West** Elem: **Sullivan West Eleme**
 Jr High: **Sullivan West Junior High Scho** High: **Sullivan West High !**

Style: **Other/See Remarks** Model:
 Basement: **None, Slab** Attic: **Partial, Unfinished, Fireplaces:**
 Yr Blt: **1982 / Actual** Yr Reno: **Walkup**

Tax ID#: **484800.011.000-0003-001.000/0000** Tax: **\$2,478** Tax Year: **2021**
 Tax Src: **Municipality** Assmt: HOA:
 Addl Fees: **No**
 Avail Financing: **11-3-1**

Amenities: **Cathedral/Vaulted/High Ceiling, Close to Railroad, Close to Shops, Workshop**
 Includes:
 Excludes:
 Elec Co: **NYSEG**
 Heat Zones/Type: **Forced Air**
 A/C: **None** Fuel: **Oil Above Ground**
 Garbage: **Private** Water: **Municipal**
 Parking: **Driveway, Off-Street Parking** Sewer: **None**
 Lot Description: **Corner Lot, Level**
 Siding Desc: **Block, Vinyl**

Remarks

Welcome to "Art's Shop"! Don't miss out on this one of a kind property in Narrowsburg! This barn/garage is a block and wood building and has a total of approximately 2900 sq. ft of space with high ceilings, electric, heat and water, plus a large 2nd story. The main structure measures 30'x70' and the one story part measures 30'x28'. Beautiful corner property that is level and mostly open with mature trees bordering the property and a paved driveway. There are so many possibilities for this building: convert it into a beautiful home, great storage for cars, boats, etc., make it a shop or an artist studio~ Located on "The Flats" in Narrowsburg. Call today for your private tour.

Directions: **from Main Street, Narrowsburg, make a R on 5th to end, go around curve, see building on the LHS just across from the playground and basketball court.**

Prepared By: Andrea Mathews

Date Printed: 09/15/2021



Property Description Report For: 13 Second St, Municipality of Tusten

CURRENT CLASSIFICATION

No Photo Available

Status:	Active
Roll Section:	Taxable
Swis:	484800
Tax Map ID #:	11.-3-1
Property Class:	433 - Auto body
Site:	COM 1
In Ag. District:	No
Site Property Class:	433 - Auto body
Zoning Code:	06
Neighborhood Code:	00001 - The Whole Town
School District:	Sullivan West
Total Assessment:	2021 - \$39,900
Property Desc:	
Deed Page:	331
Grid North:	1010924

Total Acreage/Size:	200 x 100
Land Assessment:	2021 - \$12,400
Full Market Value:	2021 - \$78,235
Equalization Rate:	----
Deed Book:	1333
Grid East:	336356

Owners

Arthur W Peck 95 Second Ave Narrowsburg NY 12764	Beth Peck 95 Second Ave Narrowsburg NY 12764
--	--

Sales

Sale Date	Price	Property Class	Sale Type	Prior Owner	Value Usable	Arms Length	Addl. Parcels	Deed Book and Page
2/1/1988	\$18,000	433 - Auto body	Land & Building	Brucher, Lowisa M	Yes	Yes	No	1333/331

Utilities

Sewer Type:	Comm/public	Water Supply:	Comm/public
Utilities:	Electric		

Inventory

Overall Eff Year Built:	0	Overall Condition:	Normal
Overall Grade:	Average	Overall Desirability:	3

Buildings

AC%	Sprinkler%	Alarm%	Elevators	Basement Type	Year Built	Eff Year Built	Condition	Quality	Gross Floor Area (sqft)	Stories
0	0	0	0		1980		Normal	Average	2040	1

Improvements

Structure	Size	Grade	Condition	Year
Shed-machine	960.00 sq ft	Economy	Normal	1982

Special Districts for 2021

Description	Units	Percent	Type	Value
FD110-Narrowsburg Fire Dis	0	0%		0
LT100-Narrowsburg light	0	0%		0
SD090-Narrowsburg sewer	0	0%		0
WD050-Narrowsburg water	1	0%		0

Exemptions

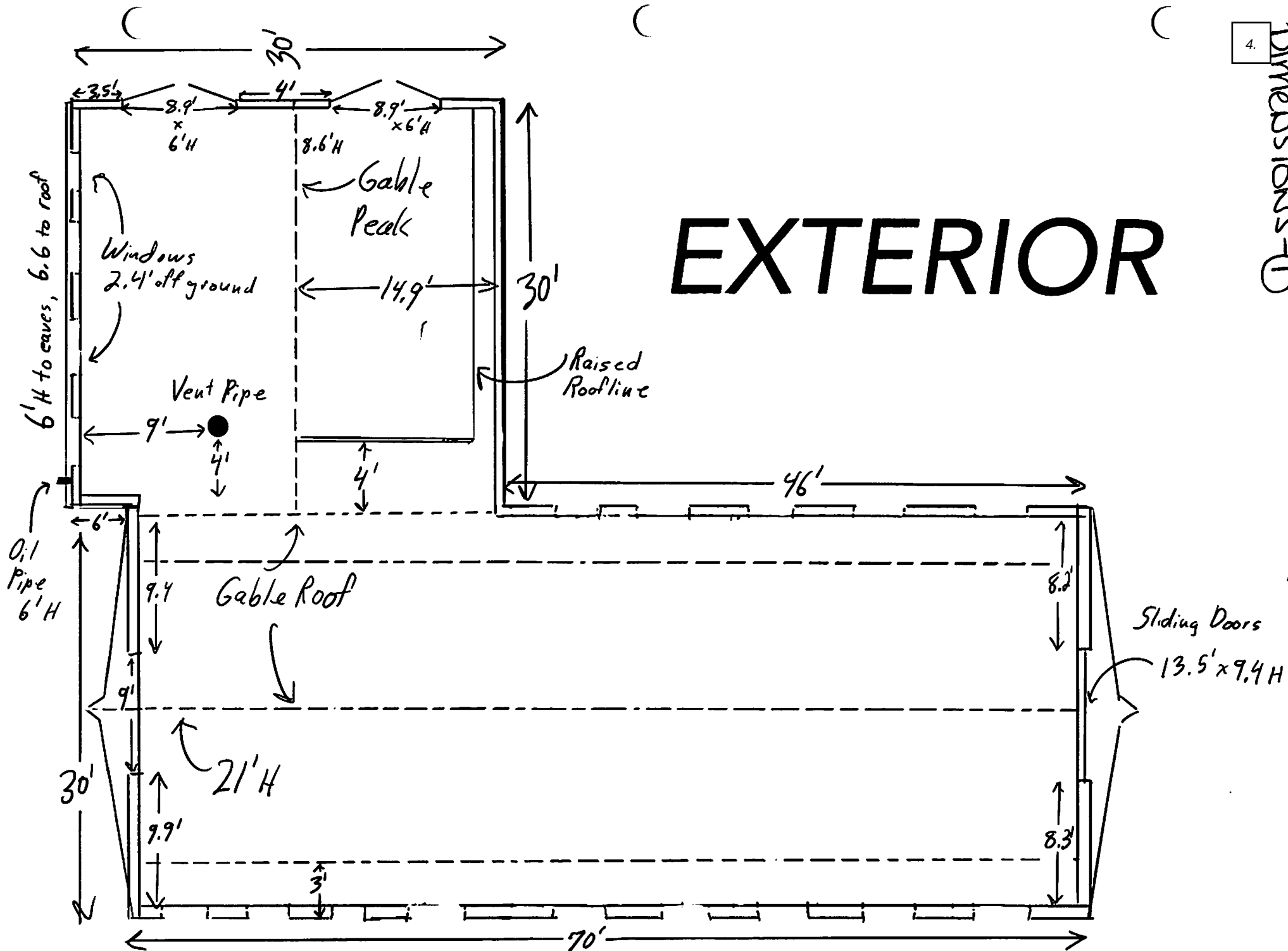
Year	Description	Amount	Exempt %	Start Yr	End Yr	V Flag	H Code	Own %
------	-------------	--------	----------	----------	--------	--------	--------	-------

Taxes

Year	Description	Amount
2017	County	\$1,541.92
2016	County	\$1,535.98

*** Taxes reflect exemptions, but may not include recent changes in assessment.**

EXTERIOR



[illegible]

Sliding Door

9.9% ceiling

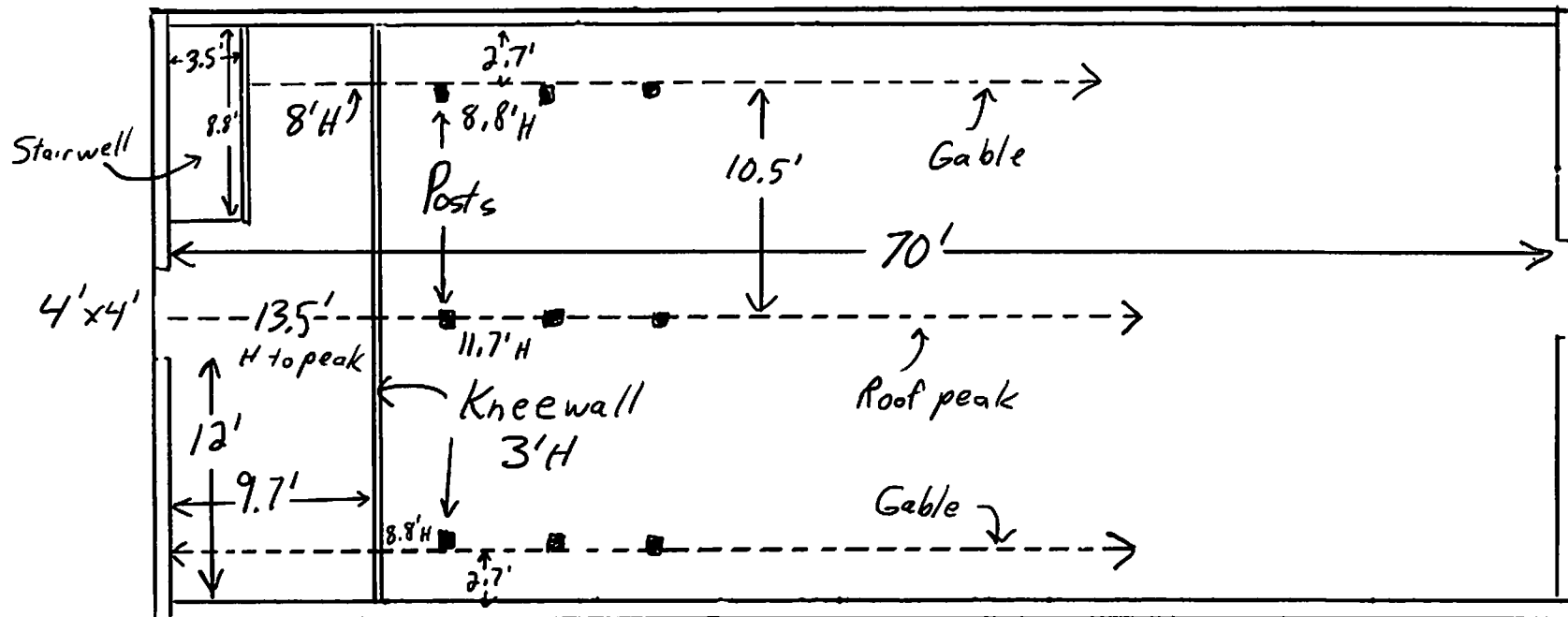
Low ceiling

stairwell -

Sliding Door

SECOND FLOOR

Interior



70' x 30'

Back

ART SHOP: EXTERIOR
13 2ND ST. NARROWSBURG, NY 12764

4.



FRONT VIEW: BUILDING FACES NORTHEAST



30' X 28' ADDITION DETAIL



Rear View - (facing directly North taking photo)



facing NW - Outside entrance of Addition Detail



ART SHOP: MAIN FLOOR INTERIOR

13 2ND ST. NARROWSBURG, NY 12764

4.



INTERIOR - STANDING IN FRONT OF BUILDING FACING SW



MIDDLE OF FRONT ROOM LOOKING TO BACK OF BUILDING (SILVER SLIDING DOORS) - "PHOTO SHOP"



FROM BACK OF BUILDING LOOKING TO FRONT ROOM



ART SHOP: 2-ROOM ADDITION DETAILS

13 2ND ST. NARROWSBURG, NY 12764

4.

INTERIOR - ROOM AT FRONT CORNER OF BUILDING - FACING SOUTHEAST - "PLANT SHOP" ^{PROPOSED}



INTERIOR FACING SOUTHEAST - WOODSHOP - CLOSER TO REAR DRIVEWAY - NON-GABLED ROOF



INTERIOR FACING NORTHWEST - WOODSHOP



PROPOSED LAYOUT:

PRELIMINARY SKETCHES ONLY

TO BE UPDATED BY OUR ARCHITECT/ENGINEERS AND TOWN REQUIREMENTS

* = Option / Example of Additional
PARKING.

4.

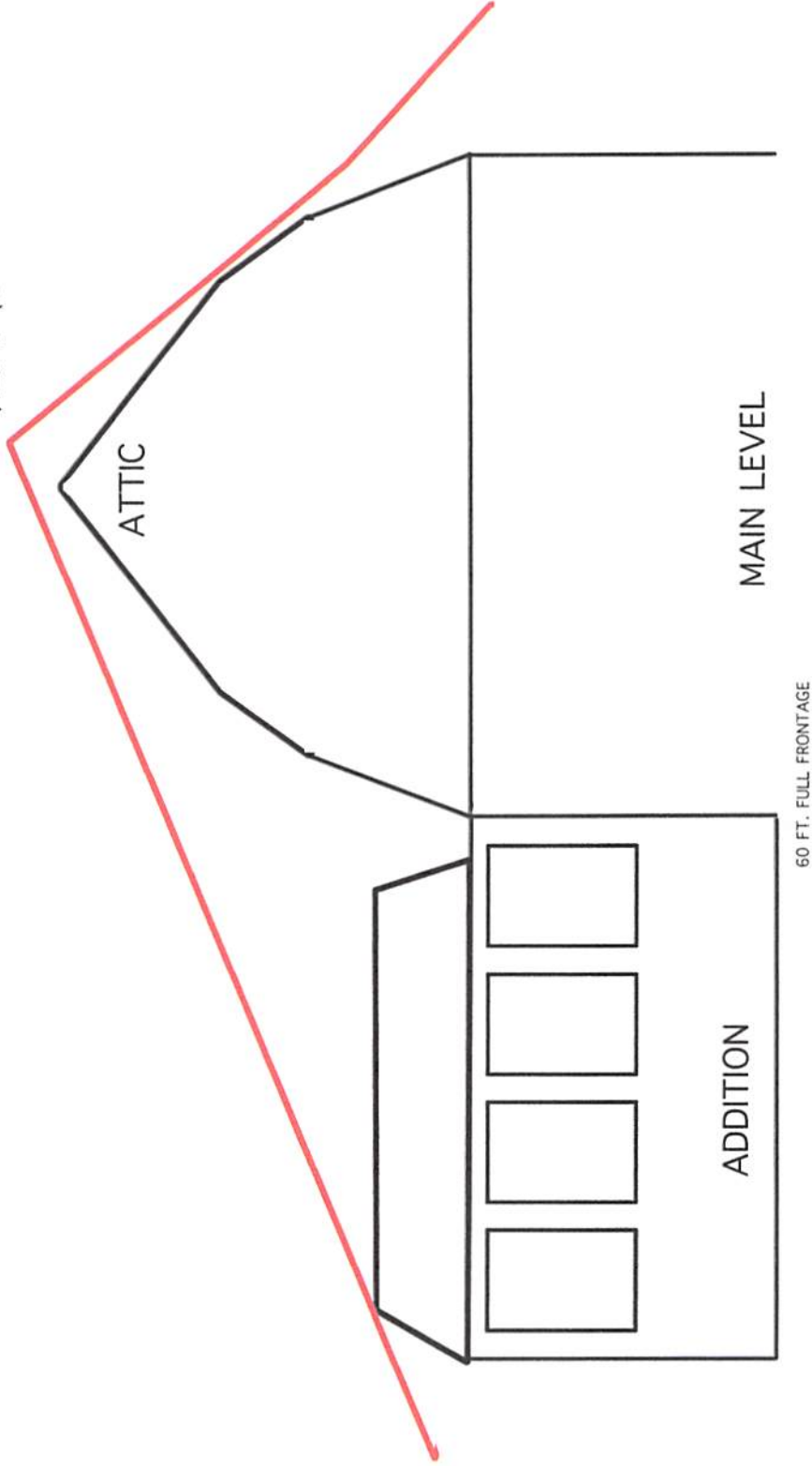
LOADING ACCESS
& PARKING CURRENTLY

2nd St.

Fourth Ave.

*

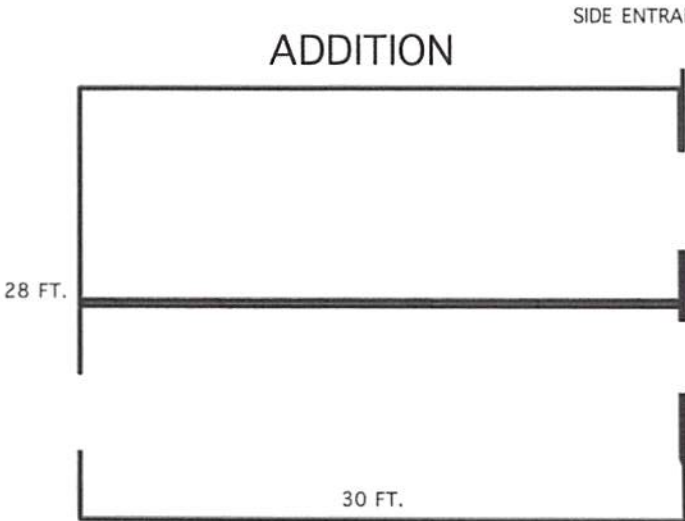
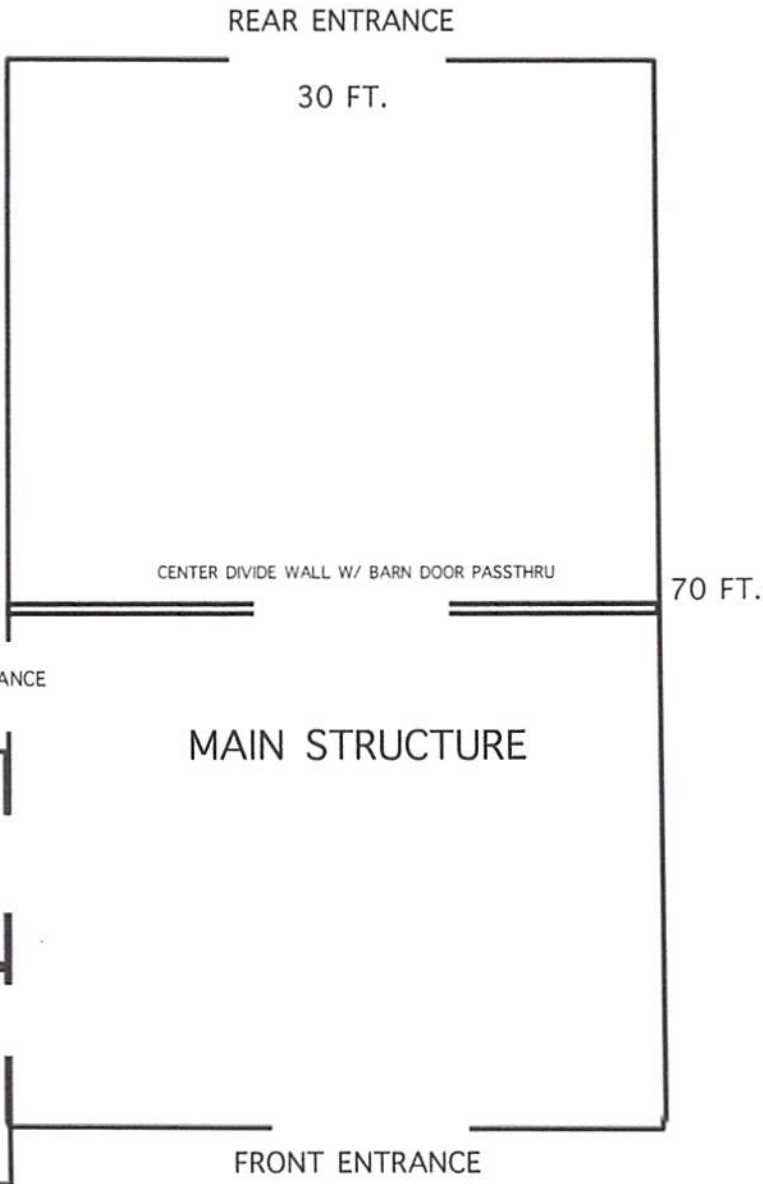
ROOF LINE - EXAMPLE OF CHANGE - currently being assessed
by an engineer/architectural
team.
NEEDED IN ORDER TO ADDRESS CURRENT LEAKING AND DAMAGE



Art Shop
Narrowsburg

CURRENT LAYOUT

AERIAL VIEW
NOT TO SCALE



Art Shop Narrowsburg

PRELIMINARY LAYOUT:
ART SHOP WORKSTATIONS

AERIAL VIEW
NOT TO SCALE



ADDITION

28 FT.
"WOODSHOP" - PRE-EXISTING
"PLANT SHOP"
PLANT NURSERY - POTTING AREA
30 FT.

SIDE ENTRANCE

LOADING DOCK
REAR ENTRANCE

30 FT.

OFFICE

RECORDING BOOTH

STORAGE A

STORAGE B

ADA
BATHROOM

PHOTO STUDIO
CYC - OPEN IN ROOM

Digital
Photo
Station

"PHOTO
SHOP"

UTILITY AREA
LAUNDRY
SLOP SLINK
HALF BATH

70 FT.

MAIN STRUCTURE

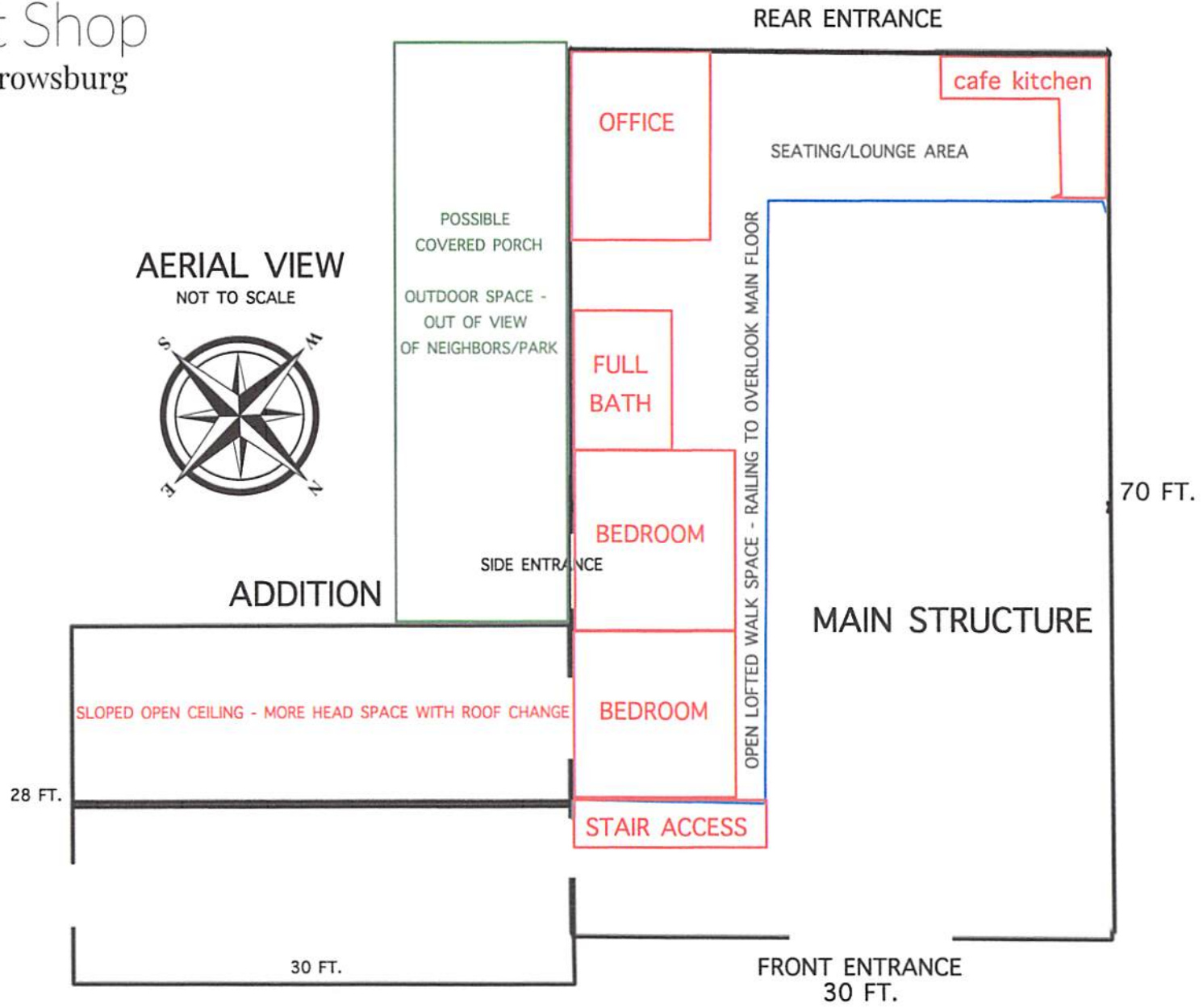
FRONT ENTRANCE

Blue Line = Lofted Area in Second Floor

2ND FLOOR-OPEN LOFT/2ND FLOOR ROOMS

Art Shop
Narrowsburg

AERIAL VIEW
NOT TO SCALE



Blue Line = Lofted Area in Second Floor