



# TOWN OF EAST HAMPTON

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**SITE PLAN INITIAL EVALUATION**  
**Snyder Family Commercial Preliminary Site Plan**  
**SCTM#300-143-1-12.2**  
**Application#A0520080036**

Prepared by: Tara Powers, Principal Planner

Date: June 25, 2008

- I. **APPLICATION INFORMATION**
  - A. **INFORMATION RECEIVED:** Preliminary Site Plan prepared by Land Planning Services, dated May 29, 2008
  - B. **DATE SUBMITTED:** June 10, 2008
  - C. **OWNER:** Snyder Commercial Holdings LLC
  - D. **APPLICANT/AGENT:** Land Planning Services
  - E. **SCHOOL DISTRICT:** East Hampton
  - F. **STREET NAME:** West Drive
  - G. **TYPE OF STREET:** Private Road (Urban Renewal Road)
  - H. **ZONING DISTRICT:** Commercial Industrial (CI)
  - I. **SEQRA - TYPE OF ACTION:** Unlisted
  - J. **INVOLVED AGENCIES:** Suffolk County Planning Commission, Suffolk County Department of Health Service
  - K. **OTHER REVIEW:** Town Engineer, Fire Department, Architectural Review Board
  
2. **DESCRIPTION OF PROJECT**
  - A. **PROPOSED USE(S) AS CLASSIFIED BY TOWN CODE:** Service Commercial and Non-Nuisance Industry
  - B. **EXISTING USE(S) AS CLASSIFIED BY TOWN CODE:** none (vacant)
  - C. **ARE THE EXISTING & PROPOSED USES PERMITTED OR SPECIAL PERMITTED BY THE TOWN CODE?** Service Commercial- Special Permit. Unlisted non-nuisance industry- Special Permit
  - D. **AREA OF PARCEL (SQUARE FEET):** 333,909 as per prelim. application
  - E. **MOST RECENT CERTIFICATE OF OCCUPANCY:** none
  - F. **DESCRIPTION OF EXISTING STRUCTURES:** none
  - G. **DESCRIPTION OF PROPOSED STRUCTURES:** 7 structures proposed
  - H. **EXISTING & PROPOSED LOT COVERAGE:** Existing: none  
Proposed Lot 1: 15.25%, Lot 2: 17.1%, Lot 3: 11.5%, Lot 4: 8.6%
  - I. **EXISTING & PROPOSED TOTAL COVERAGE:** Existing: none  
Proposed Lot 1: 50%, Lot 2: 53.08%, Lot 3: 38.5%, Lot 4: 49%
  - J. **HEIGHT OF PROPOSED STRUCTURES:** not provided

- K. NUMBER OF STORIES OF PROPOSED STRUCTURES: 1 or 2 stories
- L. NUMBER OF EXISTING PARKING SPACES: none
- M. NUMBER OF PARKING SPACES REQUIRED: to be determined
- N. TOTAL PARKING SPACES PROVIDED: Lot 1: 15, Lot 2: 36, Lot 3: 36, Lot 4: 28
- O. VARIANCES REQUIRED: it does not appear so at this time
- P. DOES EXISTING & PROPOSED LIGHTING COMPLY WITH BOARD POLICY? to be determined
- Q. DISTANCE TO PUBLIC WATER: >1500 sq. ft.
- R. SOURCE OF WATER SUPPLY: not provided
- S. METHOD OF WASTE DISPOSAL: not provided
- T. DO SANITARY CALCULATIONS COMPLY WITH SCDHS STANDARDS? To be determined
- U. NUMBER OF ACCESS POINTS: one common driveway
- V. IS SIGHT DISTANCE ACCEPTABLE? yes

3. SUBMISSION REQUIREMENTS PURSUANT TO CHAPTER 255 (LIST ITEMS AND SECTION FOR THOSE ITEMS NOT SUBMITTED)

All elements of a formal site plan submission.

4. SITE ANALYSIS:

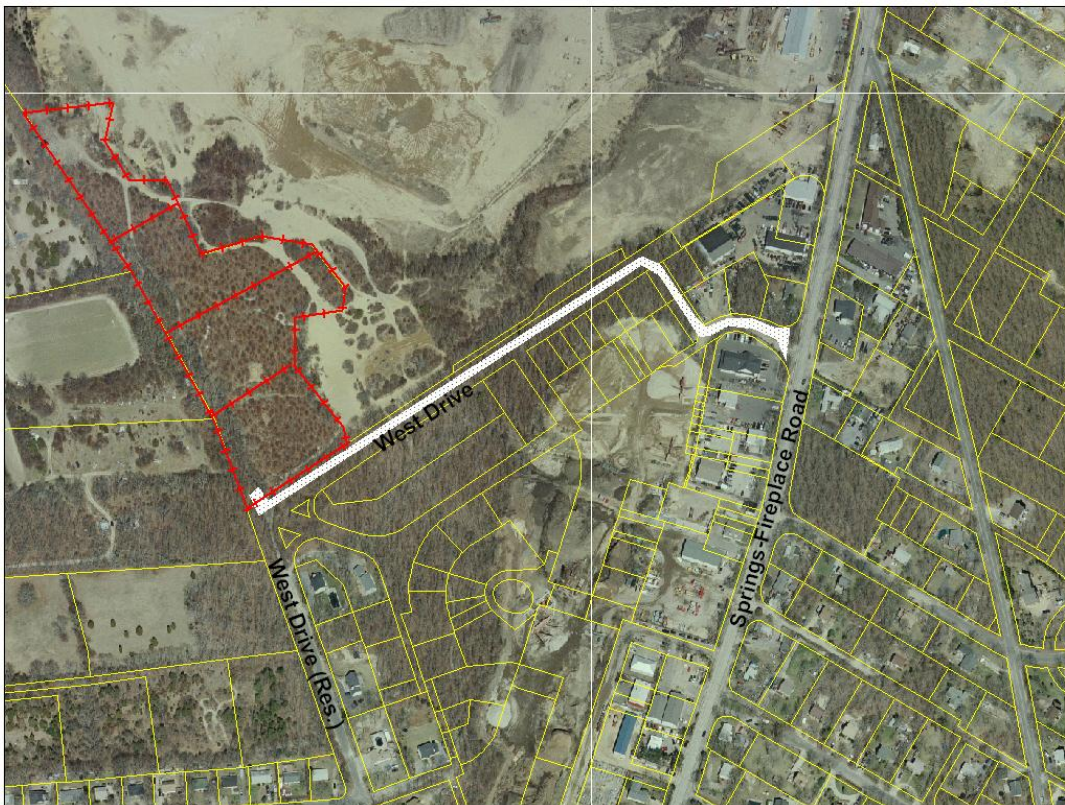
- A. SOIL TYPE: Cpc (Carver and Plymouth, 3-15% slopes)
- B. FLOOD HAZARD ZONE: Zone X
- C. DESCRIPTION OF VEGETATION: mixed Oak, Lowbush Blueberry, Huckleberry, Black Cherry.
- D. RANGE OF ELEVATIONS: to be determined
- E. NATURE OF SLOPES: slightly rolling with very steep slopes on the eastern edge
- F. TYPE OF WETLANDS WITHIN NRSP JURISDICTION: none
- G. SETBACK FROM ANY WETLAND OR WATER BODY: none
- H. ARE THERE TRAILS ON SITE? several trails traverse the three parcels
- I. DEPTH TO WATER TABLE: to be determined
- J. DOES THE SITE CONTAIN HISTORIC OR ARCHAEOLOGICAL RESOURCES? It is not believed to.
- K. 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	No
South Fork Special Groundwater Protection Area	Yes
Town Overlay District	No

**Other Background Information:**

Application is a preliminary site plan for four parcels located west of the Bistran sand pit with access via common driveway from the privately owned portion of West Drive that takes access from Pennsylvania Avenue (off Springs Fireplace Road). The parcels are located within the Commercial Industrial (CI) zoning district, the South Fork Special Groundwater Protection Area and Groundwater Management Zone V. The parcel is currently wooded and vacant. Along the westerly side of the property the parcel is wooded with deciduous woodlands consisting of oaks with an understory of huckleberry and Lowbush blueberry. The remaining areas of the site have been cleared of mature trees. The site's very irregular boundary lines result from a court settlement of an adverse possession case, whereby a large portion of the applicant's parcel that has been mined by an adjoining property neighbor was awarded to that owner. As a result of the mining, the parcel borders steep slopes on the easterly side. A subwaiver approval, dated December 14, 2005, created the four lots that are the subject of this application.

Lot one is proposed to contain three 7,200 sq. ft. two-story structures for self storage. Lot two is proposed to contain two one-story buildings (8,000 sq. ft. and 6,400 sq. ft.) with 9 bays total for service commercial uses. Lot three is proposed to contain one 15,340 sq. ft. two-story structure with eight bays for service commercial uses. Lot four is proposed to contain one 13,860 sq. ft. two-story structure with eight bays for service commercial uses. It is unclear if any of the proposed structures have basements. Self storage and Service Commercial are special permit uses within the Town Code. Assuming each bay is for a different use (within the Service Commercial category) or different renter, the application is proposing twenty-five separate service commercial spaces and self storage, totaling twenty-six potential uses.



Aerial photograph with approximate lot lines (red) and approximate location of access road (white).

## Issues for Discussion:

### 1. SEQRA.

The application submitted is preliminary. Once the applicant submits a formal site plan application, the issue of SEQRA and Lead Agency declaration can be discussed.

### 2. Necessary Elements of the Site Plan.

If fuel tanks, air condition units, utility meters, or RPZ valves are proposed, they should be added to the map for the next submission.

For all dumpsters proposed, screening method and height of screening (i.e. 6' stockade fencing or 6' high screening vegetation of a specific type) should also be indicated on the Site Plan.

### 3. Stamped and Signed Plans

All surveys, site plans, engineering drawings, architectural plans, and lighting plans will be required to be dated and stamped and signed by a licensed professional.

### 4. Lighting

The applicant should submit a lighting plan that depicts the location of all proposed fixtures. The lighting plan should be stamped and signed by a licensed professional and should include all submission requirements listed on Page 6 of the Planning Board's Guidelines for Exterior Lighting. A copy of this document can be obtained from the Planning Board office.

### 5. Emergency Access.

There are four separate lots with four different configurations shown on the preliminary site plan. For the formal submission the applicant should decide if there will be four separate site plans and approvals or if one site plan approval is desired. If one site plan approval is submitted the applicant will need to determine if all improvements will be done before requesting a Certificate of Occupancy or if each lot will be improved separately, in which case a phased site plan approval would be most appropriate. Whether the applicant chooses to submit four separate applications or one application for all four lots, the issue of emergency vehicle access is of utmost importance.

The applicant shall be required to either construct the entire common driveway with the cul-de-sac before a Certificate of Occupancy can be issued on any lot so that emergency vehicles can turnaround or will have to provide an emergency turnaround for each lot which must be constructed as part of the site plan approval for each lot. This should be addressed for the formal submission.

### 6. Basements.

It is unclear if any of the structures proposed will have basements. This should be clarified for the formal submission. It is the understanding of the Planning Department that Suffolk County Department of Health Services now counts basements used as storage at a flow rate of .04 gpd/sq. ft, which would put the proposed project well over the allowable limits if they are proposed. It may be necessary for the applicant to reduce the intensity of uses on site in order to comply. The applicant should discuss the flow

calculations with SCDHS to determine the appropriate way to calculate the flow for the proposed uses.

#### **7. Apartments in Commercial Structures.**

No apartments are proposed with this application. There is a demonstrated need for moderate income rental housing in the Town of East Hampton in the form of apartments. The lands in the commercial industrial and commercial service districts provide an opportunity to house some of the workforce needed by the businesses that will be occupying the commercial structures created therein. The applicant should consider providing accessory apartments above these structures that could potentially house the people renting or working at the units below.

#### **8. Existing Easements.**

Any easements associated with the underlying subdivision, including the common driveway easement and fire protection easement, should be shown on the map for the formal site plan submission.

#### **9. Uses Proposed.**

As previously stated, self storage is a special permit use in the Commercial Industrial zoning district. Service Commercial is also a special permit use. The general special permit standards are attached. Throughout the review process, the Board will need to determine if the proposed project meets these standards.

The special permit standards specific to the service commercial use state that the Planning Board may allow two service commercial uses per 20,000 square feet in the CI Zone. The applicant is proposing nine service commercial uses on lot two, where a lot of 93,465 square feet exists. Lot three contains eight uses where 89,153 square feet exists. Lot four contains eight uses where 80,517 square feet exists. This proposal appears to comply with that standard. In order to assure that the design of the sites will meet the use expectations of the application, the applicant should submit a narrative detailing the types of uses and details of the operations of those uses proposed for the service commercial spaces. The Board should also consider requiring the structures to comply with the Groundwater Protection Standards, as is normally policy for any service commercial building, particularly when located within a special groundwater protection area.

#### **10. Traffic/Access.**

This proposal shows that the four parcels have the potential for twenty-six uses. During the review for the underlying subdivision the issue of access to these four commercially zoned parcels was carefully considered. In order to least impact the residents of the southern portion West Drive with the potential truck traffic, the applicant agreed to take an alternative access along the unopened northern portion of West Fire to Springs Fireplace Road. It was a condition of the subdivision approval that the applicant obtains legal access to this road. This portion of West Drive has since been opened and improved by the Snyder family. As of January 2008, via letter from John Jilnicki, Deputy Town Attorney, the Town is in the process of acquiring title to the portions of the roads known as Pennsylvania Avenue and West Drive as are required for access. By letter dated January 31, 2008, Supervisor McGintee authorizes the Planning Board to review

this site plan application while the Town continues to acquire the remaining portions of the roadway.

As was stated, this application has the potential for twenty-six commercial uses. This number of uses has the potential to generate a significant volume of traffic. Throughout the course of review of this project the Board should keep the special permit standards in mind, specifically those with respect to traffic to determine if this project can meet those standards. Although it is very early in this project review, it is the opinion of the Planning Department that the road provided may be able to accommodate this volume of traffic without detriment due to the fact that there are no other commercial sites taking access from it until the Pennsylvania Ave. portion right near the Springs-Fireplace Avenue confluence. However, should any other sites along this newly created road add to the traffic in the future, a more in depth study may be warranted at that time. The traffic resulting from this site was considered during the subdivision review. The Planning Department has requested that the Town Engineer review the traffic impacts from this project and provide comments to the Planning Board for their consideration.

## **11. Lot 1 Preliminary Comments.**

Self-storage (which is further categorized as non-nuisance industry) is the proposed use for Lot 1. It is a special permit use in the Commercial Industrial zoning district. There are three separate two-story 30' x 120' buildings proposed and fifteen total parking spaces proposed (inc. two truck spaces). The circulation flow appears to be one way throughout the parcel; however this is unclear. Directional arrows should be shown for the next submission. The Town Code does not specify a parking calculation for self storage. The applicant is proposing an aggregate of 21,600 square feet of storage space. It is unclear how many units are proposed. Based on the thirteen standard parking spaces, the parking averages to be one space per 1662 sq. ft. of storage area. The applicant should provide the Board with the number of storage units for the next submission for the most accurate analysis of parking needs.

It appears that maneuverability into the truck spaces may be problematic if there are cars parked in spaces 1-4. It also may be difficult to maneuver in and out of the various units due to the 14' aisle width if multiple vehicles are parked in front of each unit. The applicant may want to consider rearranging the units, such as combining two smaller buildings to create one large building with access on both sides and one remaining smaller building. This may help to create wider aisles.

## **12. Lot 2 Preliminary Comments.**

Service Commercial, a special permit use, is proposed on Lot 2. There are two one-story structures (8,000 sq. ft. and 6,400 sq. ft.) with 9 bays total. It is unknown if each of these bays will contain a separate use. There are two dumpsters proposed and one large (11,156 sq. ft.) outdoor storage area proposed. Also proposed are 34 regular parking spaces and two truck loading spaces, where 29 regular parking spaces are required. The Planning Department commends the applicant for the additional parking as there are several service commercial uses which require a large amount of parking. The location of the bay doors is unclear and should be shown for the next submission. We will also need topography for the next submission to better evaluate the project proposed.

**13. Lot 3 Preliminary Comments.**

Service Commercial, a special permit use, is also proposed on Lot 3. There is one two-story structure with a total of 15,340 sq. ft. There are 8 bays and 8 uses proposed. The exact uses are unknown. There are 34 regular parking spaces and two truck parking spaces provided, where 31 parking spaces are required. The maneuverability of the two truck parking spaces may be difficult. The Town Engineer has been asked to review this element. Floor plans should be provided so that the interior layout of how the two floors will function and where the bay doors are located can be examined. Two outdoor storage areas are provided (3,828 sq. ft. and 1733 sq. ft.).

**14. Lot 4 Preliminary Comments.**

Service Commercial is also the use proposed on Lot 4. There is one 14,000 sq. ft. two-story structure with 8 bays. It is unclear how many uses are proposed. Twenty-six regular parking spaces and two truck parking spaces are proposed, where 28 spaces are required. It appears that the applicant intends on counting the truck-designated spaces as part of the required parking. One 3,500 sq. ft. outdoor storage area is proposed. Two dumpsters are proposed.

Because there are very significant slopes on the northeastern side of the parcel, condition 21 of the Snyder Commercial Minor Subdivision resolution, dated December 14, 2005, states that "All buildings and structures on the lots shown on Lot 4, excepting driveways and utility lines but including all other accessory buildings and structures shall be confined to the building envelope shown on the Map." It appears that parking spaces 19-26 and the dumpster are outside of this building envelope. The site plan will need to be redesigned to put these structures within the building envelope. It may be necessary to reduce the size of the structure in order to fit all elements except the driveway and utility lines within the building envelope. Topography should be provided for the next review.

**15. Conclusions.**

The applicant should carefully consider all elements listed above and resolve as many as possible before submitting formal site plan applications.

TP

**Planning Board Consensus**

Should the applicant clarify whether there will be four separate site plans, one phased site plan or one overall site plan without phases for the formal submission?

Additional comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Should the emergency access issue be addressed for the formal submission?

Additional comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Should the next submission specify if there are to be basements and have the sanitary calculations reflect this as well?

Additional comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Should the applicant submit a narrative of examples of proposed uses so that the best design and review of the project can be done?

Additional comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Should the structures be constructed to comply with the Town's Groundwater Protection Policy?

Additional comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Does the Board feel that the applicant should submit any additional information with respect to traffic generation at this point?

Additional comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Should floor and elevation plans be submitted for the structures on all four lots, showing locations of bay doors and any other necessary features?

Additional comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Should directional flow and truck parking maneuverability be addressed for the next submission on any of the four lots where it may be a concern?

Additional comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Should Lot 4 be redesigned so that it complies with the conditions of approval from the underlying subdivision?

Additional comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Additional Board Comments:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## § 255-5-40. General standards for Special Permits

No special permit shall be granted unless the issuing board shall specifically find and determine that:

- A. Nature of use. The use proposed will be in harmony with and promote the general purposes of this chapter as the same are set forth in § 255-1-11 hereof.
- B. Lot area. The lot area is sufficient, appropriate and adequate for the use, as well as reasonably anticipated operation and expansion thereof.
- C. Adjacent properties. The proposed use will not prevent the orderly and reasonable use of adjacent properties, particularly where they are in a different district.
- D. Compatibility. The site of the proposed use is a suitable one for the location of such a use in the town, and, if sited at that location, the proposed use will in fact be compatible with its surroundings and with the character of the neighborhood and of the community in general, particularly with regard to visibility, scale and overall appearance.
- E. Effect on specific existing uses. The characteristics of the proposed use are not such that its proposed location would be unsuitably near to a church, school, theater recreational area or other place of public assembly.
- F. Use definition. The proposed use conforms to the Town Code definition of the special permit use where such definition exists or with the generally accepted definition of such use where no definition is included in the Code.
- G. Circulation. Access facilities are adequate for the estimated traffic generated by the proposed use on public streets and sidewalks, so as to assure the public safety and to avoid traffic congestion; and, further, that vehicular entrances and exits shall be clearly visible from the street and not within 75 feet of the intersection of street lines at a street intersection, except under unusual circumstances.
- H. Parking. There is room for creation of off-street parking and truck loading spaces at least in the number required by the applicable provisions of this chapter, but in any case adequate for the actual anticipated number of occupants of the proposed use, whether employees, patrons and visitors; and, further, that the layout of the spaces and related facilities can be made convenient and conducive to safe operation.
- I. Buffering and screening. Adequate buffer yards and screening can and will be provided to protect adjacent properties and land uses from possible detrimental impacts of the proposed use.
- J. Runoff and waste. Adequate provision can and will be made for the collection and disposal of stormwater runoff, sewage, refuse and other liquid, solid or gaseous waste which the proposed use will generate.
- K. Environmental protection. The natural characteristics of the site are such that the proposed use may be introduced there without undue disturbance or disruption of important natural features, systems or processes and without significant negative impact to groundwater and surface waters on and off the site.
- L. Compliance with other laws. The proposed use can and will comply with all provisions of this chapter and of the Code, including Chapters 180 and 185 thereof, which are applicable to it, and can meet every other applicable federal, state, county and local law, ordinance, rule or regulation.
- M. Conformity with other standards. The proposed use can and will meet all of the general standards for special permit uses in particular districts set forth in § 255-5-45 and also meets all of the specific standards and incorporates all of the specific safeguards required of the particular use, if any, by § 255-5-50.