


## MEMORANDUM

TO: North Castle Planning Board

CC: Adam Kaufman, AICP  
Edward Swaby, R.A.  
77 Lafayette, LLC

FROM: Joseph M. Cermele, P.E., CFM   
Kellard Sessions Consulting  
Consulting Town Engineers

DATE: September 10, 2020

RE: Special Use Permit Approval  
77 Lafayette Avenue, LLC  
77 Lafayette Avenue  
Section 122.12, Block 1, Lot 35

As requested, Kellard Sessions Consulting has reviewed the site plans and application submitted in conjunction with the above-referenced project. The applicant is proposing to establish a sign manufacturing business at the site; however, a valid Site Plan Approval for the property does not exist. The ±27,320 s.f. property is located in the Industrial, IND-A, Zoning District.

We are in agreement with the comments presented by the Town Planner in his prior memorandum, dated July 23, 2020, as they relate to parking, site geometry and lighting. Upon review of the revised plan, we offer the additional comments outlined below.

### GENERAL COMMENTS

1. The Plot Plan indicates a total of 37 parking spaces provided, where 52 spaces are required. However, it appears that only 36 spaces are illustrated. We note that there are 12 spaces and a dumpster illustrated along the rear of the site, where 13 spaces are counted. This should be verified and corrected as needed.
2. It is understood that the applicant appeared before the Zoning Board of Appeals to discuss the required use variance and will be returning to further that review. The applicant may or may not be required to obtain an area variance for the parking shortfall pending review and a determination by the Building Inspector regarding pre-existing non-conformities. The parking requirements

should be corrected on the plan, as noted above, prior to review and a determination from the Building Inspector regarding the need for the area variance.

3. The applicant has illustrated the location of existing canopy and site lighting on the plan. The plan also proposes the addition of a pole mounted site light. However, the location and quantity of the proposed pole light is not clear on the plan. The applicant shall revise the plan to illustrate the proposed location(s) of the pole light(s) and provide photometric data to demonstrate that the site lighting meets the minimum requirements of Section 355-45 (M) of the Town Code. The plan shall also include details of the light fixture, pole and pole base.

As additional information becomes available, we will continue our review. It is noted that an itemized response to all comments will facilitate completeness and efficiency of review.

**PLANS REVIEWED, PREPARED EDWARD G. SWABY REGISTERED ARCHITECT, DATED AUGUST 4, 2020:**

- Plot Plan (A-1)
- Floor Plans (A-2)

JMC/dc