

# VILLAGE OF CHESTER

## Planning Board

47 Main Street  
Chester, New York 10918

CHAIRMAN: RICHARD RAMSDELL  
ATTORNEY: NORTON & CHRISTENSEN  
ENGINEER: MCGOEY, HAUSER & EDSALL

Tel: 845-469-2388  
Fax: 845-469-5999

Website: [villageofchesterny.com](http://villageofchesterny.com)

MEMBERS: ROBERT JANKELUNAS  
ANTHONY LA SPINA  
VINCENT RAPPA  
GENE C. WINTERS

This is the cover sheet for the **2019 APPLICATION PACKAGE** for all Planning Board and Zoning Board of Appeals applicants which includes the following:

1. Schedule of Dates - A listing of the dates of Work Sessions, Submittal Deadlines and Regular Meetings.
2. Application - Please enter complete information and discuss your Project Cost with the Code Enforcement Officer before submitting the Application. Note this amount is required to be recalculated at the end of review for all projects that receive approval.
3. NY State Environmental Quality Review (SEQR) forms - Submit either "Short" (copy attached), or "Full" as required.
4. Summary of Fees - Please find the section that applies to your project/application and calculate and enter the amounts. Please ask if you have any questions. Provide separate checks for each listed fee and include on the memo line the fee description (i.e. Review Fee, Project Cost Fee, Escrow, etc.) and the Project Number. Please request a Project Number before submitting checks.

Please note that all Applications, Drawings and Documents must be submitted in sets of ten (10) copies to the Village office by the Meeting Submittal Deadline along with an electronic PDF.

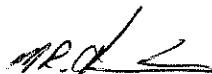
### Drawing Requirements:

1. The Project Name, Address, Drawing Title and Number, Owner's Name, Section Block & Lot Number, and Drawing Date(s) should be placed in the lower right-hand corner of the drawing(s).
2. Drawings, if less than 12 in a set, must be folded according to industry standards. Please inquire about folding standards if necessary.
3. An Approval Box, 3 1/2" wide X 2 1/2" tall, with Project Number should also be included in the lower right corner such that it appears on the face of the folded drawing(s).

It is the Applicant's responsibility to request to be placed on Work Session and Regular Meeting Agendas. For the Regular Meeting Agenda, requests must be made by the Meeting Submittal Deadline date.

If you need assistance with this process, do not hesitate to contact the Planning Board Secretary at the Village Clerk's office.

Upon submittal of an application, a copy of this cover sheet must be provided with the following information indicating receipt and understanding of the above:

  
Applicant's Signature

Michael Adams  
Applicant's Printed Name

5/23/19  
Date

3 Centennial Way LLC  
Project Name

101-1-16  
Section, Block and Lot #

ZB-19-03  
Project #

  
VOC Recipient's Signature

05-30-2019  
Date

# VILLAGE OF CHESTER APPLICATION

## PART I – APPLICATION

Application To: Please check all that apply:

- Village Board of Trustees  
 Planning Board  
 Zoning Board of Appeals

Application For: Please check all that apply:

- Zoning Code Amendment, Zone Change or Annexation (# of Acres \_\_\_\_\_)  
 Telecommunication Facility Approval  
 Subdivision (Number of Lots \_\_\_\_\_)  
 Site Development Plan (Square Feet \_\_\_\_\_)  
 Special Permitted Use  
 Appeals to Zoning Board\*\*  
 Other (please specify) \_\_\_\_\_

\*\* On a separate sheet of paper, please state the decision of the Building Inspector appealed from and/or the section of the Village of Chester Code for which the Applicant seeks an interpretation.

## PART II – APPLICANT/OWNER INFORMATION

Applicant: Michael Adams  
Phone # (201) 522-5995 Alt. Phone # \_\_\_\_\_  
Address: 3 Contorino Way Chester NY 10918  
Email Address: madams@specialtytradecontracting.com

Property Owner: Lisa Contorino  
Phone # \_\_\_\_\_ Alt. Phone # \_\_\_\_\_  
Address: 4292 Pointe Norman Dr Sherrills Ford, NC 28673  
Email Address: \_\_\_\_\_

Engineer: \_\_\_\_\_  
Phone # \_\_\_\_\_ Alt. Phone # \_\_\_\_\_  
Address: \_\_\_\_\_  
Email Address: \_\_\_\_\_

Surveyor: James A. Dillin PLS  
Phone # (845) 294-9086 Alt. Phone # \_\_\_\_\_  
Address: 38 Scotchtown Ave, Goshen NY 10924  
Email Address: jadpls@frontier.com

Attorney: \_\_\_\_\_  
Phone #: \_\_\_\_\_ Alt. Phone # \_\_\_\_\_ Fax # \_\_\_\_\_  
Address: \_\_\_\_\_  
Email Address: \_\_\_\_\_

Contact Person: James A. Dillin PLS  
Phone # (845) 294-9086 Alt. Phone # \_\_\_\_\_ Fax # \_\_\_\_\_  
Address: 38 Scotchtown Ave, Goshen NY 10924  
Email Address: \_\_\_\_\_

**Part III – Property/Project Information**

Project Name: 3 Contorino Way, LLC

**Tax Map Designation:**

Section: 101 Block: 1 Lot (s): 6  
Section: \_\_\_\_\_ Block: \_\_\_\_\_ Lot (s): \_\_\_\_\_

**Project Location:**

Address: Contorino Way Chester NY  
Nearest Cross Street: NYS Highway 794  
Zoning District: RS  
Dimensions (Or Acreage) of Parcel: 0.4347 acres

Estimated Cost of Private Improvements: \$ \_\_\_\_\_  
(Answer for Site Plan and / or Special Permitted Use ONLY)

Estimated Cost of Public Improvements: \$ \_\_\_\_\_  
This amount will be re-certified at the time of approval.

Project Description: Renovate an existing building to a single family three bedroom dwelling and renovate a 540 square-foot office to be used with an existing warehouse.

**Part IV – Required Information**

**Adjoining Property:** List tax map section, block & lot numbers for all other adjoining properties in the same ownership as the subject property.

Section: 101 Block: 1 Lot(s): 4  
Section: \_\_\_\_\_ Block: \_\_\_\_\_ Lot(s): \_\_\_\_\_

**Involved Agencies:** Other than the Building Department of the Village of Chester, list all other agencies from which a permit or approval will be required for this project:

Village Board of Trustees       NYS Dept. Transportation  
 Planning Board       NYS Dept of Environmental Conservation  
 Zoning Board of Appeals       Other Municipality \_\_\_\_\_  
 O.C. Highway Department  
 Other - Specify \_\_\_\_\_

**Proximity to County or State Facilities:** If this property is within 500 feet of facility, check all that apply.

County or state road       County or State Park  
 Municipal boundary       County or state facility drainage channel  
 County or state-owned land improved with a public building

List name(s) of facility checked above NYS Highway # 94

*IF ANY ITEM IS CHECKED, A REVIEW OF THE PLAN MUST BE CONDUCTED BY THE ORANGE COUNTY COMMISSIONER OF PLANNING UNDER THE STATE GENERAL MUNICIPAL LAW, SECTIONS 239 K, L, M AND/OR N, UNLESS WAIVED FROM REVIEW.*

**Required Variances:** Is any variance from the  subdivision or  site plan regulations being requested? If so, list variances on a separate sheet and attach to application.

**Recreational Facilities:** Are any recreational facilities being proposed? If so, list on a separate sheet and attach to application.

**PRIOR TO THE SCHEDULING OF THE APPLICATION BEFORE ANY BOARD, ALL APPLICATION FEES AND ESCROW DEPOSITS MUST BE PAID. SEE SUMMARY OF THE FEES ATTACHED HERETO.**

**PART V – CERTIFICATIONS AND SIGNATURES**

**Affidavit of Application:**

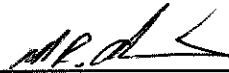
State of New York  
County of Orange) ss:

I, Michael Adams, being duly sworn, hereby  
depose and say that:

All the above statements contained in the papers submitted herewith are true and correct and that all representations made by the applicant or its representatives may be relied upon by the Village of Chester.

That all fees associated with this application have or will be paid by applicant.

Applicant understands that notwithstanding the failure to pay fees in a timely manner, no certificate of occupancy will be issued until all fees are paid in full.

  
\_\_\_\_\_  
Signature

Sworn to before this

28<sup>th</sup> Day of MAY, 2019

Catherine Bennett  
Notary Public  
Notary Public, State of New York  
No. 4768825  
Qualified in Orange & Ulster Counties  
Commission Expires Sept. 30, 2022

**Affidavit of Ownership/ Owner's Consent:**


State of New York)  
County of Orange) ss:

I, Lisa Contorino being duly sworn,  
herby depose and say that I reside at: 4292 Pointe Norman D  
Sherrills Ford, NC 28673 in the  
County of Catawba in the State of North Carolina.

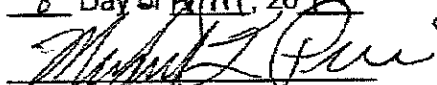
I am the owner in fee simple of the subject property located at: 3 Contorino Way, Building #1  
Chester, NY 10918

described in a certain deed of the subject property recorded in the County clerk's Office in Liber  
\_\_\_\_\_ of conveyances, page \_\_\_\_\_, also known and designated on the Tax Map as Section  
\_\_\_\_\_ Block \_\_\_\_\_ Lot (s) \_\_\_\_\_.

I herby authorize the applicant, James A Dillin / 3 Contorino Way LLC, to make the within  
application. I further authorize the respective Board members, consultants and employees of the Village of  
Chester to enter the subject property to review and conduct inspections regarding this application.

  
Signature

Sworn to before this

8 Day of April, 2019  
  
Notary Public  
Feb 7, 2021

## **Applications to Planning Board for Minor Subdivision or Lot Line Change**

### **To be paid at time of application:**

\$300.00 Review Fee

\$\_\_\_\_\_ Escrow Deposit for Village Consulting Fees (\$150.00 per lot up to 4 lots; \$250.00 for lot line change)

### **To be paid at time of approval /prior to use or occupancy:**

\$\_\_\_\_\_ \$100.00 per approved lot. \$100.00 for lot line change

\$\_\_\_\_\_ Recreation Fee (\$2,000.00 per approved lot)

\$\_\_\_\_\_ Inspection Fee for required site improvements (5% of the first \$50,000.00 and 3% of any amount over \$50,000.00 of the cost of improvements)

\$\_\_\_\_\_ Inspection Fee for required public improvements (5% of the public improvement bond amount)

\$\_\_\_\_\_ Building Permit Fees

## **Applications to Planning Board for Major or Commercial Subdivision**

### **To be paid at time of application:**

\$1,000.00 Review Fee

Escrow Deposit for Village Consulting Fees:

\$\_\_\_\_\_ Residential: \$250.00 per lot

\$\_\_\_\_\_ Commercial Subdivisions: \$500.00 per lot

### **To be paid at time of approval /prior to use or occupancy:**

\$\_\_\_\_\_ \$150.00 per approved lot

\$\_\_\_\_\_ Recreation Fee (\$2,000.00 per approved lot)

\$\_\_\_\_\_ Inspection Fee for required site improvements (5% of the first \$50,000.00 and 3% of any amount over \$50,000.00 of the cost of improvements)

\$\_\_\_\_\_ Inspection Fee for required public improvements (5% of the public improvements bond amount)

\$\_\_\_\_\_ Building Permit Fees

## **Special Use Permit**

**To be paid at time of application:** \$250.00 and all fees payable for Site Plan Approval

## **Applications to the Zoning Board of Appeals**

**To be paid at time of application:** \$500.00 Review Fee ✓

\$500.00 Escrow Deposit for Village Consulting Fees ✓

**VILLAGE OF CHESTER**  
**BUILDING DEPARTMENT**

47 Main Street  
Chester, New York 10918

845-469-2388  
Fax: 845-469-5999

E-Mail: [building@villageofchesterny.com](mailto:building@villageofchesterny.com)

April 5, 2019

3 Contorino Way, LLC.  
Attn: Michael Adams  
3 Contorino Way  
Chester, NY 10918

Re: Village of Chester Section 101 - Block 1 - Lot 6

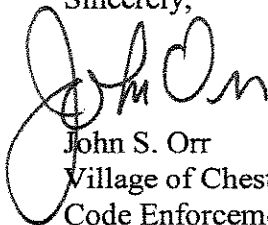
Dear Mr. Adams:

I have reviewed the Village Zoning Code as it applies to the above-mentioned property and have found the following:

- 1- The property is zoned Residential – Single Family (RS);
- 2- The property has a non-numbered High Street address with no direct access to High Street, access is only from Contorino Way;
- 3- The property has been owned by the Contorino family for many years and was part of their produce growing business, with mixed use of residential and commercial;
- 4- The single-family home you propose is permissible in this zone;
- 5- The use of the garage as “rentable warehouse” would not be permissible under the code. You may apply to the Zoning Board for a Use Variance.

If you need further information, please do not hesitate to contact me.

Sincerely,



John S. Orr  
Village of Chester  
Code Enforcement Officer



# 3 Contorino Way, LLC

3/28/19

John Orr  
Code Enforcement Officer  
Village of Chester  
47 Main Street  
Cheater, NY 10918

Re: 3 Contorino Way, Building #1

Subject: Permitted use of the building

Dear John

I am requesting confirmation that we can legally use the subject property in the following way:

- 1) The front end of the building as a single-family house to be rented out.
- 2) The back half as a separate rentable warehouse.

As you know it is serviced as a warehouse for many years.

Thanks for your attention to this matter.

Michael R. Adams

Authorized Agent

# Short Environmental Assessment Form

## Part 1 - Project Information

### Instructions for Completing

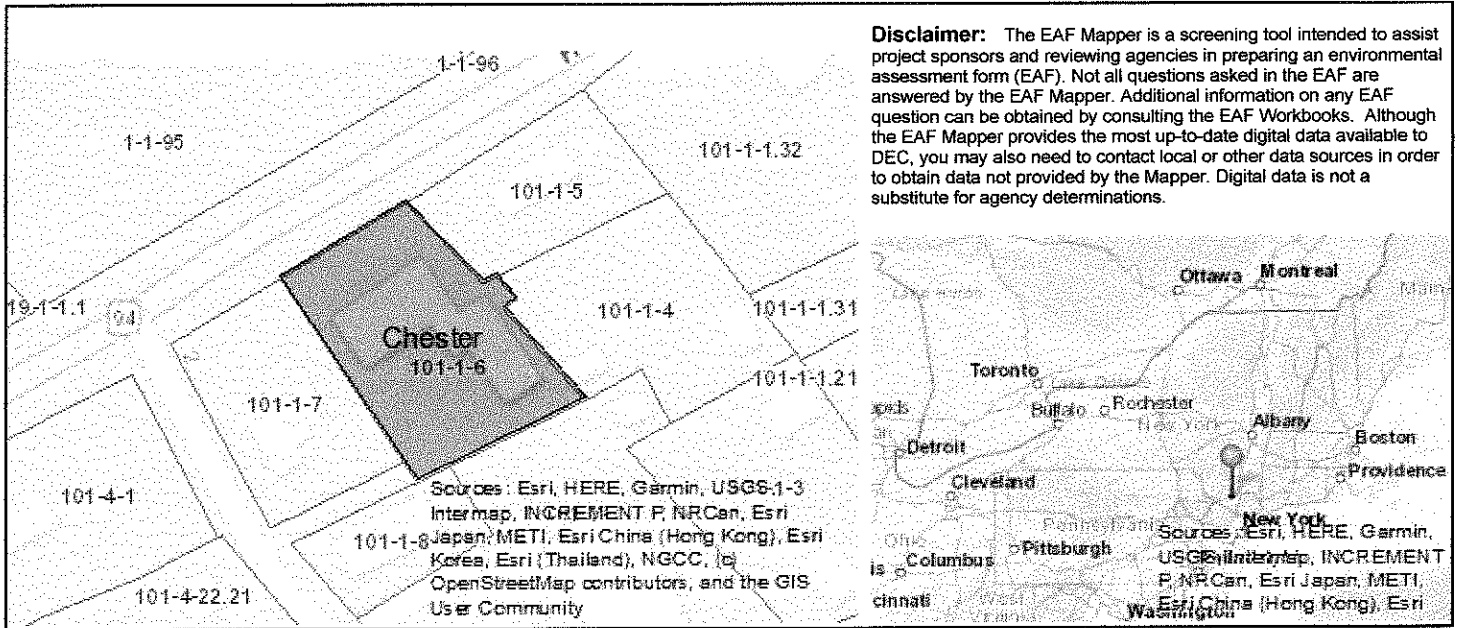
**Part 1 – Project Information.** The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. 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.

<b>Part 1 – Project and Sponsor Information</b>			
Name of Action or Project: Site Plan for 3 Contorino Way, LLC			
Project Location (describe, and attach a location map): Fronts on New York State Highway #94 and access by Contorino Way			
Brief Description of Proposed Action: Renovate an existing building to a single family dwelling three bedroom dwelling and renovate a 540 square foot office to be used with an existing warehouse.			
Name of Applicant or Sponsor:  Michael Adams		Telephone: (201) 522-5995  E-Mail: madams@specialtytradecontracting.com	
Address: 3 Contorino Way			
City/PO: Chester		State: New York	Zip Code: 10918
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.			NO <input type="checkbox"/>
			YES <input type="checkbox"/>
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: Zoning Board of Appeals Village Planning Board			NO <input type="checkbox"/>
			YES <input checked="" type="checkbox"/>
3. a. Total acreage of the site of the proposed action?		0.4347 acres	
b. Total acreage to be physically disturbed?		0 acres	
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?		1.3035 acres	
4. Check all land uses that occur on, are adjoining or near the proposed action:			
5. <input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input checked="" type="checkbox"/> Commercial <input checked="" type="checkbox"/> Residential (suburban)			
<input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other(Specify):			
<input type="checkbox"/> Parkland			

5. Is the proposed action,	NO	YES	N/A
a. A permitted use under the zoning regulations?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Consistent with the adopted comprehensive plan?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO		YES
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
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: _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	NO		YES
b. Are public transportation services available at or near the site of the proposed action?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
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:  <u>Proposed action meets the State energy code requirements</u>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply?	NO		YES
If No, describe method for providing potable water: _____	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities?	NO		YES
If No, describe method for providing wastewater treatment: _____	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
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
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
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?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
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?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ _____ _____			





Part 1 / Question 7 [Critical Environmental Area]	No
Part 1 / Question 12a [National or State Register of Historic Places or State Eligible Sites]	No
Part 1 / Question 12b [Archeological Sites]	No
Part 1 / Question 13a [Wetlands or Other Regulated Waterbodies]	No
Part 1 / Question 15 [Threatened or Endangered Animal]	Yes
Part 1 / Question 15 [Threatened or Endangered Animal - Name]	Northern Long-eared Bat
Part 1 / Question 16 [100 Year Flood Plain]	No
Part 1 / Question 20 [Remediation Site]	No