



TOWN OF AMENIA

PLANNING DEPARTMENT
4988 Route 22, AMENIA, NY 12501
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**PLANNING BOARD MEETING
WEDNESDAY, MARCH 13, 2024
7:00 P.M. – IN-PERSON
AMENIA TOWN HALL
UPSTAIRS MEETING ROOM**

AGENDA

REGULAR MEETING:

PUBLIC HEARING:

- 1. TURKEY HOLLOW, INC. - TIMBER HARVESTENT
4754 ROUTE 44 AMENIA NY**

REGULAR MEETING:

- 1. TROUTBECK ADAPTIVE REUSE PLAN
515 LEEDSVILLE ROAD AMENIA NY
SITE PLAN APPLICATIONS FOR PHASE 2 & PHASE 6**

OTHER MATTERS: MINUTES 2-28-24



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PLANNING BOARD MEETING
WEDNESDAY, MARCH 13, 2024
IN-PERSON AT TOWN HALL
Town Board Downstairs Meeting Room 7 pm

PRESENT: Rob Boyles
Nina Peek
Walter Dietrich
James Walsh

ABSENT: John Stefanopoulos
Matthew Deister
Neal Kusnetz

CONSULTANTS and others present: John Andrews - Town PB Engineer
Paul VanCott – PB Attorney
Christopher Prentis – Lower Hudson Forestry Services
For Applicant Turkey Hollow Inc – Timber Harvest
Rich Rennia and Peter Sander - Engineer For Troutbeck
Town Board Liaison – Rosanna Hamm

Chairman Robert Boyles, Jr. opened the Planning Board meeting at 7:00. The Pledge of Allegiance was recited and the Chairman informed the attendees of the location of the exits in case of an emergency.

Chairman Boyles Opened the Continued Public Hearing for the Turkey Hollow, Inc. Timber Harvest application – 4754 Route 44 Amenia NY

Chairman Boyles asked John Andrews to begin the discussion. John spoke about the comments that have been received from Dutchess County Planning & Development. The Planning Board needs to address the issue that was raised in their comments about the forester. According to the Town Code, the Town forester cannot also be the forester (Christopher Prentis) on the project application who is a certified forester that reviews the timber management plan. The Planning Board will need to identify a different certified forester and recommend them to the Town Board for hiring in this timber harvest project review. Mr. Prentis has identified 2 foresters in his email for the Planning Board to interview. Judy

Westfall will contact them to send their resumes and prices before the next meeting on April 10th for the interviewing process to begin. Their names are Jordan Heller and Brent Feldwig. Other Items discussed on this application were:

- NYSDEC Permit for the bridge – documentation is on file
- Erosion and Sediment Control issues raised by Dutchess County
- A minimum 50 foot stream buffer – nothing more needed; this will be satisfactory according to Mr. Andrews
- Tree harvest areas to be shown on map – and the SPO to be shown as well.

This is a ridge area and Chris says he'll avoid that area for harvesting.

Craig Meili asked about the number of years and cuttings – Mr. Prentis answered it will be at least 20 years in between cuttings

Chairman Boyles asked for other Public Comment- there was none

Next step is to interview and recommend forester to the Town Board for hiring

The Public Hearing is to remain open as the process continues.

Summary: Interview Foresters to recommend to Town Board – Rosanna Hamm to be present to relay info to them. Paul VanCott recommends that going forward the Town have an alternate forester – have Rosanna Hamm (Town Board member) bring this up in Town Board Meeting.

The Regular Meeting was opened with the **Troutbeck Adaptive ReUse Plan - Phases 2 & 6 Application**. A presentation was made by Peter Sander and Rich Rennia from Rennia Engineering about the applications.

Phase 2

*Initial Plans (approved) were for a service entry – from back corner of Manor House plus the enclosure of the existing deck – to serve as alternate conservatory/ dining space.

*Now the plan also includes initial construction work which will reroute the existing service road as well as a gravel lay down area which will also serve as the base for future parking areas (gravel).

*It will also include construction of the gravel parking lot for the Administration Building approved in the original ARP which will also serve as a construction staging area which are primarily for the installation of a new orchard hedgerow along NYS Route 343. This was requested by the Planning Board for screening of the installation of several septic systems (which they are working with the Health Department to gain approval from) for Phase 1 as well as the Administrative Building and the future Hotel Building. This will make it possible to get the proposed plantings in earlier to have more time to mature and will screen the construction staging areas.

* An existing tree line will also provide significant screening from NYS Route 343.

* Part of Phase 2 is also rerouting of vehicle circulation which was discussed as part of the ARP

Phase 6

*Initial Plans for Delamater House were for an 86 seat restaurant which had a building addition for a dining space with full commercial kitchen in basement. Applicant decided to scale it back and NOT make it a restaurant. Plans are now to ONLY restore the Delamater House. It is now being proposed as a 2-bedroom Lodging Unit. Proposed is preserving existing footprint and the structure, and making it (per SHPO's requirements) into lodging units. Ultimately, this will reduce water usage, the smaller structure now proposed will reduce disturbance, and require less parking. This would now be the 39th lodging unit of the approved 85 lodging units in the ARP. (within the threshold for SEQRA) A SEQRA Impact Analysis chart was provided to the Planning Board in the Application. Concluded by Rennia, that the proposed above changes and additions will not exceed any of the thresholds that are identified as part of the ARP and that the Planning Board will reaffirm the Negative Declaration of impact as established in the approval.

Discussion items from the Board included:

Nina Peek – New Proposed roadway- Q. One Way or Two Way? A. Two Way

Q. Flow of traffic on new internal roadway? A. For Construction Vehicles to come in and go out thru Leedsville Rd only. No vehicles will use Yellow City Rd. (This needs to be documented in the application)

- Lighting Plan – Q. any lighting on proposed new internal road or construction parking? A. No proposed lighting in this phase

- Septic – Q. Per Plans, the area along NYS Route 343 is designated for septic. (per notes on plans) Some areas are for the Manor House and the Bakery (which are far away from proposed septic) landscaping shown on plans as over septic? A. This is the layout that was approved in the ARP-Phase 1. There are reserve areas and primary absorption areas. Planting will occur in the reserve areas. If at any time there is a failure and the primary and reserve areas have to be swapped, so will the plantings. The Landscaping Plan shows “meadow” over the Septic. Nina asks to have that layer shown to clarify the plantings on the plans. The planting will happen upon Site Plan Approval. (during first subsequent planting season)

Jim Walsh– Entrance from NYS Route 343 onto Yellow City Road from the east is a traffic concern. Q. Will it be addressed? Warning Signs etc? A. No guest traffic will be using Yellow City Rd. Troutbeck will need to educate their suppliers etc. of the traffic flow from Leedsville Rd. This will also aid in the 911 numbering on the property because the new proposed road name will be Troutbeck Lane. Google Maps will be updated which will route drivers to the Leedsville Rd. entrance. Jim suggests speaking with NYSDOT. As part of the ARP, Troutbeck must do the signage.

Nina Peek asks Rich Rennia to go through the presentation as to what is being preserved, replaced, what is being referred by SHPO, materials used, etc.

Highlighted under SHPO is the Delamater House. Because the structure was built in 1761, exceeding the 50 year age gap, the application was submitted to SHPO – New York State Historic Preservation Office for review. The original ARP included the plans for the restaurant with the building addition on the south side. SHPO requested detailed elevation plans and had no exception to the restaurant. Comments from SHPO also questioned preserving historic features, etc. That was all internal and not external. Plans now have been submitted to restore the external back to existing conditions. They have a meeting set up with SHPO to discuss plans this week. Peter will provide the recent documentation from SHPO regarding the changes and comments. Nina asked Peter to explain actual facades and what is being retained or restored and how. Rich Rennia says that the plan is to restore it as is except for Front entrance -rounded piece (was added and not keeping with the original) will be taken off and restored to a gable portico rather than that rounded piece. The idea is to keep the same size structure, restore the wood siding and restore the roof. The porch that had been added to the original building will stay as commented on by SHPO. All rotted wood siding on the exterior will be replaced. Windows that are proposed have to be reviewed and approved by SHPO. The brickwork on the stream side of the house as well as the left end will be restored and stays. Any fixer upper windows or other wall substitutes will be replaced by the corrected materials for restoration. It is a complete restoration of the building.

John Andrews' comments during the meeting were as follows: (A copy of his comments sent the following day are attached.)

- An addendum will be needed to the existing SWPPP which addresses Phase 2 & 6. Included in this addendum will have to be the expansion of Phase 2 for the access drive and the staging areas (as addressed during the review & approval of the ARP as specifics are discussed for each phase)
- Need status of the DCDBH (Health Department) for both the water supply and on-site waste water treatment. Any and all documentation from the Health Department must be supplied to the Planning Department.
- Also needed is coverage under the SPDES General Permit regarding ground water discharge and treating sanitary sewage. Need to know if NYSDEC will need an individual permit rather than the general one already issued.
- Various inconsistencies in the plan sheets need to be better coordinated for understanding purposes.
- The chart issued for the phasing modifications for the SEQRA Analysis requires a simple paragraph narrative from the applicant as to changes to the original ARP and that they have no impacts on SEQRA and that the plans do not change the Negative Declaration. Paul VanCott says to follow the same

procedure as was done before with the board and to provide a brief narrative as to why there are no impacts.

Phase 6

- The large parking area across from the house which was originally incorporated into this ARP because of its necessity to the proposed restaurant is no longer there but where does it go now? The Delamater House is being supplied with 2 parking spaces as needed (per new Phase) Are those 32 to 40 parking spaces still needed? On the site in other places? Needs explanation.
- OPRHP (SHPO) will have to sign off on the documentation and proposal as submitted.
- The lighting should be shown on the site plans and the plans say "existing" light. This needs to be revised.
- Storm Water Management plan needs to show a silt fence, for showing fieldwork
- Troutbeck's intent is to provide the minimum light level for their perception of occupancy. Planning Board needs to be ok with these lighting plans and what is being provided as they review each phase.

Phase 2

- Needs to see some type of vehicle turning analysis and more detail for the for parking/ loading and unloading at the Manor House (rear) as it is different than what was approved in the ARP.
- How will refuse be handled in that same area? (Manor House Rear) will there be a refuse enclosure and a grease dumpster there?
- The 2 gravel areas are labeled "Contractor Parking" and "Construction Staging area" on the plans. Will there be any temporary fencing in those areas? Typically in a Construction Staging area there is a temporary fence so things don't have a tendency to disappear at the site.
- Will there be construction trailers and storage containers at the site? Where will they be placed? Details need to be on the plans.
- Plans need to show water pipe access across Leedsville Rd to Troutbeck
- A written detail (with dimensions) of the Gates that are proposed at both the upper and lower access from Leedsville as well as the gate in back of the Manor House on Yellow City Rd is needed for largest vehicle that would access the gate can be fully off the road.
- Item #4 gravel will be used for Troutbeck Ln. What about and any paved aprons? A chart of gravels that are planned to used in different locations needs to be submitted in detail.

Nina Peek spoke about the tree line and at 343 where the new road will be carved out

Will there eventually be new trees? How will this be handled? When will construction begin? Indicate the approximate timeline for both phases on application.

Jim Walsh notes that he considers this project an expansion vs. an ARP, but Town of Amenia Code presents it as Adaptive ReUse Plan and that is what was approved by The Planning Board.

Paul VanCott's comments (attached) are technical comments.

- The Overlay Districts need to be shown on the maps.
- Articulation of anything that requires SPO, SCO Site Plan Approval with more references to the ARP to know where these approvals originate.
- Building authorized by the Planning Board of 4000 SF (Zoning Table Flip-provided) needs supporting document with other smaller building authorized by Planning Board.
- Show mitigation measures etc. so Planning Board does another SEQRA Hard Look with enough information using the Original approved NEG DEC by looking at both phases together as one action. Construction Noise should be noted as a possible impact as well. Consistency is the board's determination, not the applicant's.

Chairman Boyles asked for public to comment. Craig Meili asked about the septic field on Route 343. Q. The Manor House septic as well as the Garden Hotel septic will be at this location. The Manor House has existing septic. Will it all be pumped uphill to new septic? **A.** Yes Rich explained that The Manor House is currently being pumped uphill (the liquids are being pumped) with the existing pump station. The new septic area will give it more space. **Q.** Craig also asked about it will function with a lot of people there. He's concerned about a malfunction on a weekend during an event. **A.** Rich says no problem. Design includes 2 pumps with generator backups. **Q.** Service Road and circulation. He states that currently Yellow City Rd is used for both entering and exiting for deliveries. He's concerned about the construction vehicles i.e. cement trucks, dump trucks etc. at the intersection of Leedsville and Route 343 as well as navigating them into the site. **A.** Rich points out that's the reason for realignment of things in different phases to do them in different order, to get things done sooner and that the timing makes more sense.

George Bistransin: Q. Re: The Delamater House. Are the original clapboards being kept for restoration purposes? **A.** Anything that is not rotten will be kept. All dimensions are kept the same. **Walter Dietrich** also commented on the bricks at the same location noting that many of the bricks are falling apart with age, so they will be replacing many of them. (he just met with Anthony for a tour) Working with SHPO for the historic preservation and materials used etc. has to be taken

very seriously. **Jim Walsh** wanted to know if there is any talk with SHPO about a Historic Site. Peter Sander answered that he wasn't sure but will ask when meeting with them this week.

Kathleen Cunningham – 94 Yellow City Rd asked about a timeline for construction. Is the timeline daily Monday – Friday with no construction on weekends? A current timeframe was approved in the ARP as Monday – Friday 8am – 6pm with no weekends. A start date of sometime in 2024 is expected. Rich expects Phases 2 & 6 as submitted with be in the 18 month range for completion. A full buildout of the ARP is expected to be less than 10 years. As Nina Peek stated, as part of this new phasing and timing, that will have to be revisited, and it may be sooner.

George Bistransin wants to know if an official easement will be put on the east side of the Delamater House. He notes that the South, North and West all have easements on them. Nina Peek asks who holds the easements? The one he's referring to is a Conservation Easement (per Peter Sander) which is around the entire perimeter of the property. George says there is an easement for each of the facades (North, South and West). He will get the information.

Kathleen Cunningham asked about access to the most recent application materials submitted. She was told to reference the Town Website.

Peter asked if the Public Hearing could be scheduled. Chairman Boyles and Nina Peek responded that the information that has been requested as well as a response from Dutchess County Planning after a referral is sent, will need to be reviewed before the Public Hearing can be scheduled.

The SILAND RECREATIONAL FACILITY – Athletic Domes item was the next item on the agenda. Per Paul VanCott, the applicant could not make the meeting therefore they are not represented. He has spoken to their Counsel. There are 2 distinct questions at this time:

1. Are there updated Site Plans for the Planning Board with the Seasonal Athletic Domes? Applicant is working on providing the information for consideration by the Planning Board
2. At this time (and date) end of March, the domes are due to come down April 1st (one is already down). Does the Planning Board request that photos be taken while they are still up?

Nina Peek spoke about the site plans for the athletic domes. She states that the Planning Board never saw the site plans with the domes on them. Nothing was ever seen related to the temporary inflatable illuminated domes. She has two questions: **Q1**. Related to the Visual Impact of the athletic domes, need to be evaluated and **Q2**. She states that the illuminated, inflatable athletic domes are not an allowed use in The Town Zoning Code in any district; they are not a listed item in the use table, which makes them illegal. She states that anyone wishing to construct them would first need to go to The Town Board and/or the ZBA to

consider the use being allowed. Because the Planning Board never saw these plans, this discussion never happened with the applicant. Therefore the applicant was never given direction to go to either the Town Board or the ZBA for a use change in Town Zoning Code. She says a visual impact analysis for the applicant in this situation would still not make this use possible in Town Zoning for anyone else. Paul VanCott says that this is something that needs to be discussed and provide information on for the next meeting. And, it was noted that SILAND needs to replenish their Escrow Account before further processing of their application. Correspondence has been sent to them with invoices that are now past due. They would not have been on the agenda anyway, but because of the timing question for photographs, it was necessary for discussion. Jim Walsh wants to know, since the domes were never approved, what the Town is able to do about this situation. Is there any retribution? Are there any resources to prevent this? SILAND has violated Town Code and the Comprehensive Plan. Paul VanCott adds that this is a fair question but the only discussion on the agenda is for the timing issue for getting photos of the domes. Paul VanCott will reach out to George Janes, Planning Board's Visual Consultant, for taking the photos and highlighting them to allow the Planning Board time to review and react to them at the next meeting. John Andrews agreed that this is a good time to take photos and document the existing domes and conditions currently, before they are taken down. The applicant will be billed for George Janes' services through their Escrow Account. Nina says documentation should include where they are visible from; i.e. The Harlen Valley Rail Trail, etc. She says that if the applicant wants to also have their own visual consultant do the photos and documentation as well and have George Janes then provide direction to the Planning Board, that would be acceptable as well. The Planning Board will resume conversation with this applicant if Escrow and a new application are received by the deadline for the April 10, 2024 meeting of March 25, 2024. Mr. Topolsky spoke about the domes and the outdoor rink, platform tennis courts, etc. and said there is nothing from Route 22 that visually protects or shields the aesthetic integrity of going on the Rail Trail.

Agenda Item - SL Keane Stud – Subdivision Possible Discussion on Visual Impact Methodology. The applicant for this project was not represented at the meeting. Paul VanCott noted that Counsel for Keane Stud asked if their visual consultant, Saratoga Associates could be allowed to reach out to speak directly with George Janes. Nina stated that someone from the Board and/or Paul and John would be in on the conversation as well. It was agreed that Nina Peek and Jim Walsh would be the members of the Planning Board to be included in this discussion as well as Paul VanCott. A report from George Janes will explain the details of the parameters and the results to the Planning Board for further discussion. Paul VanCott stated that a hard look SEQRA Analysis performed on the potential worst case scenario of a full buildout. (Buildings, fences, hedgerows, parking lots, tennis courts, lights, etc.) Peter Sander would also like to be included

in this discussion as he is also coordinating with Saratoga Associates for the applicant.

OTHER MATTERS: A motion was made by Nina Peek, seconded by Walter Dietrich and carried to approve the Minutes of the 2-28-24 Planning Board meeting as amended. Noted were a couple of wording corrections to be made by Mr. Andrews as indicated in the draft minutes. Judy will email Mr. Andrews and wait for his corrections.

It was announced that there will be no meeting on March 27, 2024
Next Meeting is Scheduled for Wednesday, April 10, 2024 at 7pm

MOTION: to adjourn at 8:30pm by Walter Dietrich, seconded by Nina Peek and carried unanimously.

Respectfully Submitted,



Judith Westfall

Planning Board Secretary

The foregoing minutes are taken from meeting of the Planning Board held on March 13, 2024 and are not to be construed as the official minutes until approved.

_____ Approved as read

_____ ✓ Approved with: additions, corrections and deletions

Judith Westfall

From: VanCott, Paul <PVanCott@woh.com>
Sent: Monday, March 11, 2024 4:51 PM
To: Robert Boyles; Nina Peek
Cc: jandrews@rsaengrs.com; Judith Westfall
Subject: Comments on Troutbeck submission for modifications to Phases 2 and 6

Importance: High

Follow Up Flag: Follow up
Flag Status: Flagged

Rob/Nina –

I have reviewed the Troutbeck applications and there is a lot of detail to digest, which unfortunately mostly falls to John. Here are some preliminary comments I have that may inform some of the procedural comments:

- Project (with modified phasing) requires site plan review pursuant to approved adaptive reuse plan. Aspects of the project may also require site plan review for activities in overlay districts;
- Circulation of the Agricultural Data Statements should be done by the Planning Board secretary;
- Referral to Dutchess County Planning Department is required once a complete application is submitted;
- Public hearing on the project will be required once a complete application is submitted;
- Note on the site plans for each phase that the entire project site is within the HPO district, subject to the ARP approval, and that site plan review is required pursuant to the Zoning Law for these modified development phases;
- Show SPO district boundary on the site plans for each phase and identify proposed activities that require site plan review or are exempt based on the Zoning Law. For those requiring site plan review, discuss compliance with SPO standards;
- Show SCO district boundary on the site plans for each phase and identify proposed activities that require site plan review, any variances, or are exempt based on the Zoning Law. For those requiring site plan review, discuss compliance with SCO standards;
- Add note to building footprint in the Zoning Table for Phase 2 that the ARP authorized the larger building footprint;
- Phase 2 and 6 Applications – Add date of signature. Can applications be combined into one modified Phase 2 if all of the construction will done at the same time? Is there proof of authorization for the manager of Troutbeck to make an application that can be provided for the record;
- Phase 2 Letter of Agent – Provide actual date of signature; Phase 6 Letter of Agent is missing
- Phases 2 and 6 SEAF – Provide date of signature; Eliminate this sentence: “The modifications do not exceed any of the thresholds established by the ARP and as such the SEQR Negative Declaration, adopted 7/12/2023, can be reaffirmed” as this is a determination reserved to the Planning Board on the consistency of the applications with the Negative Declaration;
- Phase 2 and Phase 6 SEQRA consistency should be considered together as one action and should tie back to the Negative Declaration and the potential impacts identified and mitigated as described in that determination. The Planning Board may want to consider whether it needs more

information on compressed construction schedule for modified phases, particularly with respect to time of year, to minimize noise and other potential construction impacts;

- An updated SWPPP for Phases 2 and 6 may be required for a complete application;
- We defer to John Andrews on technical comments and reserve the opportunity to provide additional comments based on further review of the applications.

Please let me know if there are any comments or questions.

Paul

Paul Van Cott | Whiteman Osterman & Hanna LLP

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MEMORANDUM

TO: Town of Amenia Planning Board
FROM: John V. Andrews, Jr., P.E.
PROJECT: Troutbeck Inn – Adaptive Re-Use Plan
SUBJECT: Review Comments – Phase 2&6 - Site Plan
JOB NO.: 21-352-26-04
DATE: March 13, 2024

The following comments are offered for your consideration. These comments were presented during the Planning Board meeting on March 13, 2024

General

1. An addendum to the existing SWPPP covering the two (2) phases included in this application is required. Included in this addendum should be the expansion of Phase 2 related to the access drive and staging area.
2. The status of the Dutchess County Department of Behavioral and Community Health approvals for the water supply and onsite wastewater treatment systems proposed as part of this work. The Planning Board should be provided with copies of any and all submittals made to that Department as well as any comments, permits, or approvals issued by that Dept.
3. The status of coverage under P/C/I SPDES General Permit GP-1-15-001, Groundwater Discharge of Treated Sanitary Sewage for the involved Phases should be provided.
4. There are internal inconsistencies between and among the various plan sheets, particularly involving the coordination of stormwater, landscaping, and lighting.
5. Each Phase includes a Chart that addresses Phasing Modifications for a SEQRA analysis – We would like to see that chart expanded with the addition of a narrative which more clearly identifies the changes, relates the changes/modifications to the original NEGDEC and indicates how the changes/modifications are consistent with the prior SEQRA analysis.

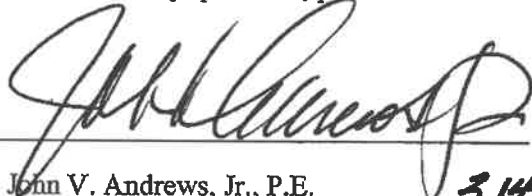
Phase 6

1. It appears that the large parking area, located to the west of the project site, is not included in the Phase as it is currently configured. Is it being moved to a future Phase? Please provide some additional details
2. Sign-off will be required from the OPRHP.
3. Lighting should be shown on the site plan. There are several lights identified as existing, are they to remain or be removed?
4. No silt fence is shown or noted on the Stormwater Plan
5. The proposed lighting provides minimal light levels. That is in keeping with the representation made throughout the process. The Planning Board needs to accept the lighting shown for each Phase. It appears that additional lighting may be appropriate in areas of expected use and along some of the walking paths,

Phase 2

1. The parking/loading area at the north side of the is different than that provided in the ARP. A vehicle turning analysis should be provided for this area.
2. The plans should detail refuse handling for the Manor House
3. The two gravel areas are labeled contractor parking and Construction staging area. Is there any temporary fencing associated with each? Temporary storage containers on the staging area? If there is fencing would need a gate and access plan.
4. There appears to be an unlabeled pipe at the Leedsville Road entry point. Additionally, there are gates at each end of the road. Gate placement should be such that the largest vehicle anticipated to use this area should be able to be fully off the road before needing to deal with the gate. Is there any asphalt pavement to be installed? It would be nice to have a detail of the anticipated construction at either end.

We trust the comments herein are satisfactory for your purposes. The comments contained herein should not be considered all inclusive. As additional information is provided further comments can be anticipated. If there are any questions, please advise.



John V. Andrews, Jr., P.E.

3.14.2024

cc: Paul Van Cott, Esq.