

Architectural Review Board

Town of Dover
126 East Duncan Hill Road
Dover Plains, NY 12522



(845) 832-6111 ext 100

Monday
January 24, 2011
7:00 PM

- Chair Scott Daversa
- Member Brigid Casson
- Member Lloyd Scharffenberg @ 7:12
- Member Jay Murphy
- Member Glenn Nielsen

Also, in attendance Attorney Michael Liguori and Rich Renna, for FreshTown Plaza

Call to Order

The regular monthly meeting of the Town of Dover Architectural review Board Planning Board was called to order by Chair Daversa at 7:07 PM and began with the Pledge of Allegiance

Applications for Review-

Circulations for Lead agency:

The Planning Board wishes to be lead agent for the Following projects:

1. Dover Plains Plaza- FreshTown Drive Thru Site plan Amendment- 7063-00-509295

Motion to consent to the Planning Board acting as Lead agent for Dover Plains Plaza- FreshTown Drive Thru Site plan Amendment made by Member Casson; Second Member Nielsen

Vote:

Chair Scott Daversa	: <u>AYE</u>	Member Brigid Casson	: <u>AYE</u>
Member Lloyd Scharffenberg	: absent	Member Jay Murphy	: absent
Member Glenn Nielsen	: <u>AYE</u>		

2. SRM Enterprises Site Plan, Special Permit and Erosion Control 7059-04-709371

Motion to consent to the Planning Board acting as Lead agent for SRM Enterprises Site Plan, Special Permit and Erosion Control made by Member Casson; Second Member Nielsen

Vote:

Chair Scott Daversa	: <u>AYE</u>	Member Brigid Casson	: <u>AYE</u>
Member Lloyd Scharffenberg	: absent	Member Jay Murphy	: absent
Member Glenn Nielsen	: <u>AYE</u>		

Discussions:

As a special request the agenda has been re arranged in order to accommodate the applicant

Representative for LukOil George Mastoridis was present via conference call

CITGO TO LUKOIL - 7063-11-534507-0001

Applicant Getty Petroleum
Plans prepared by Core States Group
Property located at 3160 Rt 22, Dover- in the HM district
Application for Sign review, revised free standing sign
ZBA granted area variance December 8, 2010

Chair Daversa- the Board reviewed the information submitted for the freestanding sign and felt it fits within the recommendations of the Board and the parameters of the variance granted by the Zoning Board of appeals.

In order for approval to be granted, it is required of the Applicant to submit a complete set of plans which show the existing conditions of the site as well as the agreed changes to the site. There are no approvals in place at this time.

Although there was a discussion of aside from the granting of a variance for the freestanding sign there is still the entire site signage that needs to be approved. Changes in how the existing canopy will be externally lit, no details or plans have been submitted.

All unnecessary advertising signage must be removed.

The Applicant wanted to submit for building permits while the ARB reviewed the plans prior to final approval, since he felt it met code.

A: No permits can be submitted or granted until approvals are in place.

Chair Daversa suggested to the Applicant if he would submit a full set of plans, the Board would be willing to set a special meeting so there wouldn't be a month wait to the next meeting.

At this time there will be no conditional approval granted.

DOVER PLAINS PLAZA-7063-00-509295

Applicant Richard Rennie Jr. for Daniel Katz of Dover Acquisitions
Plans prepared by Rennie Engineering Design
Property located 3081 Route 22, Dover Plains, NY
Application For Site Plan and Special Permit to modify the existing site plan to add a drive up window to the north end of the building on 0.32 acres in the HC district and Aquifer overlay district

Rich Rennie- The owner of Fresh Town is proposing to install a drive up window on the north side of the building. The drive up is to be 13'6" High and 20' in length running with the building. This will extend over 10 - one lane. They propose to have product pick up.

The work approved for the clock tower has not been done yet with the idea of if this is approved; all work can be done at one time.

Already many issues were worked out with the Planning Board for traffic flow landscaped islands and curbs, as well as parking and addition of crosswalks.

Member Casson- Is there lighting under the canopy?

A: No, as far as he knows, but it will be discussed with the applicant and architects. Down lighting of some type would certainly be a good idea. Not high wattage, but something small but effective. There are wall packs on the site now, they should be shown on the plans, but will not help under or inside the canopy.

Q; Will there be a sign on the canopy?

A: Not on the canopy, there is only one drive up sign proposed on sheet 2 of 2 it says "Drive up" with an arrow.

It was suggested the language on the sign be changed to say "pick up window" to make it clear that you pick up here not place your order here, If that is the true function, unless you can drop off your order there as well.

Q; Will there be a maximum height clearance sign?

A: There can be, it's about 10' the same as a standard bank drive up.

Q: Will the lettering be the same as the building sign, or will it be complementary, as well as the font?

A: White sign, black lettering, with red trim, white post with a clearer smaller font than "FreshTown".

Q: Will there be low lighting in the planter area?

A: None is proposed, that is a more residential look than a commercial look.

Note the elevations appear different from the drawing with the planting, one shown in front of the building, and on the plan there is planting to the right of the lane.

Clarification- Landscaping on the drawing is from the previous approval, the new plantings are shown on the plans.

Note - in an effort to bring all signage into compliance, please look into the following concerns:

A lot of M & T's signs are internally illuminated, which is no longer permitted

The freestanding menu sign, if any or all of it is internally illuminated that too needs to be remedied

The free standing M& T sign also

Subway will need to remove banner signs, (a brief discussion about 'Temporary' signs) these signs do not fit the criteria.

If they are signs for specials, they should be inside the window as long as they do not exceed 25% of the window

Engineer Renna- There may be one difficult thing about the signs, the M&T may be responsible for their signs not the property owner.

Chair Daversa- We could send the code enforcement officer, but the owner of the site would get the notice, not the tenant. We would prefer you work that out on your own first, then if there is a problem Code Enforcement can be brought in.

Q: Is the sign issue separate from the canopy? Can they work on the sign issue, but move forward with the Planning Board on the canopy approval? One canopy approval and a separate sign approval

A: We could possibly approve the design of the canopy and not be able to get a c/o until the signs are approved.

Planning Board is holding a Public Hearing on February 7.

The Board would like a detail of what the signage on site is now, and then it can be looked at and revised.

If the Planning Board knows that this Board is happy with the canopy details, then the Planning Board can grant their approval.

The details of the signage and lighting should be on the site plan, the whole site including Subway, the FreshTown building and M&T with menu sign, height/width etc and landscaping.

If the ARB advises the Planning Board that there is no concern with the details of the canopy, the plans that are presented to us from a design perspective, are fine. There are existing signage issues, but for the purpose of the Public hearing it should not hold the applicant up.

The Planning Board can close their public hearing, since there is no public hearing requirement for the applicant to return to the ARB for signage.

An "As Built" will be submitted

At this time the ARB has not raised any issues that affect any planning concerns, SEQRA has not been completed.

Member Casson- Carols, the Chinese food, CVS sign etc in that plaza are not similar in style or at least even uniform.

Chair Daversa- Would like to have the internal illumination violations remedied.

Motion made by Member Casson to approve the canopy design and drive, and recommend any future approval by the Planning board require the applicant to return to ARB for signage and lighting; Second Member Scharffenberg

Vote:

Chair Scott Daversa	: <u>AYE</u>	Member Brigid Casson	: <u>AYE</u>
Member Lloyd Scharffenberg:	<u>AYE</u>	Member Jay Murphy	: absent
Member Glenn Nielsen	: <u>AYE</u>		

Recommendation to Planning to revise landscaping out front

Submitted for Review at January 24, 2011 ARB Meeting

APPROVED
CANOPY

Town of Dover Architectural Design Review Board

Town of Dover
126 East Duncan Hill Road
Dover Plains, N.Y 12522



845 832-6111 ext 100

RECEIVED
JAN 25 2011
TOWN CLERKS OFFICE
TOWN OF DOVER

Application Evaluation

"CANOPY"

Date Submitted: 01-13-2011 Grid #: 7063-00-509295
Project Name: Dover Plaza Drive Thru Location: 3081 RT 22 Dover
Primary Contact: Rich Renna Phone #: 877-0555

Type of Application:
 Site Plan Referred by Planning Referred by Building Dept
 Excess of 1,000 SQ FT Special Use Permit Sign Only OTHER:
Fees Paid: \$ _____ Escrow Deposit: \$ _____

SEQRA :
Lead Agent: Dover Planning Bd.
Classification of Action: Type 1 Type 2 Unlisted
Coordinated Review Uncoordinated Review
Determination of Significance: Neg Dec Pos Dec Conditioned Neg Dec
Environmental Assessment Form: short long none

Review & Response of the Application by the ARB:
Motion made by: B. Casson to Approve: below Seconded: L. Scharffenberg
Reapproval of canopy + drive up window - any further approval to be conditioned on ARB review of signs
VOTE: Chair Daversa: Aye Member Scharffenberg: Aye Member Casson: Aye
Member Murphy absent Member Nielsen Aye
APPROVED: APPROVED with CONDITIONS: DENIED with Reasons: _____

Applicant **MUST** return for further review? for signage

Comments: - As an issue of safety.
- Show or document if canopy will be lit, if there
- will be a maximum height clearance sign
- small sign language might state "Pick up window" 2x3
- white & black letters & red trim
- Items of concern:
- All internally illuminated signage must come into compliance
- ~~is not~~ including but not limited to MAT & Freestanding menu
subway etc.
Comments continued on back: Yes No _____ initials

[Signature] 1/24/2011
ARB CHAIR DATE

Submitted for review
Elevations dated 12/01/2010 Numbered EL-1. by Rosenbaum Design Group
Amended signplan dated revised 1/10/2011 sheet 1 of 2 by Renna Engineering Design
Site details - dated 1/10/2011 sheet 2 of 2 by Renna Engineering Design

Minutes for November 22, 2010

Motion for Approval of the November 22, 2010 minutes as submitted made by Member Nielsen; Second Member Scharffenberg

Vote:

Chair Scott Daversa	: <u>AYE</u>	Member Brigid Casson	: <u>AYE</u>
Member Lloyd Scharffenberg	: <u>AYE</u>	Member Jay Murphy	: absent
Member Glenn Nielsen	: <u>AYE</u>		

Member Casson has questions about Pegasus Farms and what is allowed and what is required to be approved on projects in agricultural districts. Should projects and businesses in Ag districts have to appear before Planning or ARB for some type of site plan approval? Agricultures and Markets law can answer those questions it seems as though our own zoning code has permitted these functions, actions and uses. Under uses- Agriculture is a use permitted by right in every district, 145-49 references the keeping of animals.

Adjournment

Motion made by Member Scharffenberg to adjourn 2nd by Member Casson

Vote:

Chair Scott Daversa	: <u>AYE</u>	Member Brigid Casson	: <u>AYE</u>
Member Lloyd Scharffenberg	: <u>AYE</u>	Member Jay Murphy	: absent
Member Glenn Nielsen	: <u>AYE</u>		

Respectfully submitted,

Betty-Ann Sherer

Betty-Ann Sherer, Secretary to the Board

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