



**Town of Dover  
Planning Board Regular  
Meeting  
Monday, November 21, 2022  
126 East Duncan Hill Road  
Dover Plains, NY  
Dover Town Hall at 7:00PM**

Ryan Courtien, Chair  
Michael Villano, Member  
William Sedor, Member  
Valerie LaRobardier, Member  
Tamar Roman, Member  
Henry Williams, Member  
Roy Thomas Holmes, Member  
Marilyn Van Millon, Secretary

- 
- 1. Call Meeting to Order**
  - 2. Pledge of Allegiance**
  - 3. Approval of the October 17, 2022 Meeting Minutes**
  - 4. Old Business**
    - A. Reimer Avenue Deli**

Parcel: 7063-11-573505  
Plan Prepared by: TGM Construction LLC  
Property Location: 2 Reimer Avenue, Dover Plains  
Applicant: Jacinto Jimenez  
Application for: Change of Use and Site Plan
  - 5. New Business**
    - B. Holder Lot Line Adjustment**

Parcel: 7059-00-971332  
Plan Prepared by:  
Property Location: 83 Sheldon Road, Wingdale,  
Applicant: Kate Holder  
Application for: Lot Line Adjustment
  - 6. Public Hearings**
    - A. Stonybrook Estates**

Parcel: 7063-00-442492  
Plans Prepared by: Stokosa Engineering, P.C.  
Property Location: Route 22, Dover Plains  
Applicant: Brevi Holdings LLC  
For: Updated Site Plan/Special Permit Approval
    - B. NY Transco LLC; Dover Electric Substation**

Parcel: 7061-00-698172  
Plan Prepared by: Power Engineers, Inc  
Property Location: 2238 Route 22, Wingdale, 12594  
Applicant: NYTransco LLC  
Application for: Special Permit/Site Plan with Erosion and Sediment Control

**7. Next Scheduled Meetings**

- A. December 5, 2022 (Deadline November 18, 2022)**
- B. December 19, 2022 (Deadline December 2, 2022)**
- C. Approve Meeting Schedule and Deadlines for 2023**

**8. Adjournment**



**AGENDA TOPIC:**

Parcel: 7063-11-573505

Plan Prepared by: TGM Construction LLC

Property Location: 2 Reimer Avenue, Dover Plains

Applicant: Jacinto Jimenez

Application for: Change of Use and Site Plan

**ATTACHMENTS:**

Description

- Reimer Avenue Deli

# Town of Dover Planning Board

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



((845) 832-6117 Ext 100

## LAND USE APPLICATION

Type of Application: Check all that apply

Site Plan     Special Permit/Site Plan     with Erosion and Sediment Control Permit

**Grid Number(s):**

132600-7063-11-573505-0000

**Zoning District(s):** RU \_\_, RC \_\_, HMX \_\_, HR \_\_, SR \_\_, HC \_\_, CO \_\_, M \_\_

**Name of Project:** Daycare to Deli Shop

**Overlay District(s) (if any):** Floodplain \_\_, Stream Corridor \_\_, Aquifer \_\_, Mixed-Use Institutional , Soil Mining \_\_

**Property Address:**

2 Reimer Avenue, Dover Plains, NY

**Current Use(s):** \_\_\_\_\_

**Proposed Use(s):** \_\_\_\_\_

**Primary Contact Person:**

Lorena Jimenez

**Parcel Size:** \_\_\_\_\_ Acres

**Address:** 18 Bearberry Lane

Brewster, NY 10509

**Type of Activity:** New structure \_\_\_\_, Alteration of existing structure , Expansion of use or structure \_\_\_\_\_

**Telephone Number:** (914) 319-9183

**Email:** LaGuadalupana.corps@Gmail.com

**Change of use in existing structure** \_\_\_\_\_

**Name of Property Owner:**

Baldwin Realty LLC to sell to Jacinto E. Jimenez

**Total Square Footage of Structures:**

**Address:** 18 Bearberry Lane

Brewster, NY 10509

**Current** \_\_\_\_\_ **Proposed** \_\_\_\_\_

**Telephone Number:**

(914) 227-4958

**Footprint of Structures:**

**Current** \_\_\_\_\_ **Proposed** \_\_\_\_\_

**Name of Applicant (if different):**

Jacinto E. Jimenez

**Date of discussion meeting:** \_\_\_\_\_

**Address:** 18 Bearberry Lane

Brewster, NY 10509

**Date stamp of submission**

**(To be filled in by Land Use Coordinator)**

**Telephone Number:** (914) 227-4958

**Email:** LaGuadalupana.corps@gmail.com

**Relationship of Applicant to Owner (e.g. contract vendee, option holder, lessee):** Purchaser

(Under contract currently)

**Plans Prepared By:**

**Name:** TGM Construction LLC

**Address:** \_\_\_\_\_

**Telephone Number:** (845) 797-2526

**E-mail:** TGMConstruction1@gmail.com



26'  
existing  
garage

15'6"

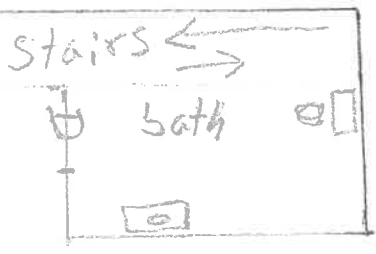
4'6"

21'

24'6"

existing  
APARTMENT

Kitchen



PROPOSAL Deli

This Drawing is not  
for construction Just for approval  
everything is open existing walls to remove.

3'5.6"

main  
entry

SS

MILL ST

Reimer LLC

72'

second floor

1 w  
1 w  
1 w

1 w  
1 w  
1 w

1 w

1 w

# Town of Dover Planning Board

Does the project parcel cover applicant's entire holding?

yes  no

Deed Reference: Liber \_\_\_\_\_  
Page \_\_\_\_\_ Date \_\_\_\_\_

Filed Map Reference: Lot # \_\_\_\_\_ Map # \_\_\_\_\_

Does the property contain a farm operation located within an agricultural district or is the property boundary within 500 feet of a farm operation located in an agricultural district:

yes  no

*If yes, submit an Agricultural Date Statement, available from the Planning Office.*

Will the development be phased? Yes \_\_\_\_\_ No

Is there an existing Special Permit and/or Site Plan approval for the property? Yes \_\_\_\_\_ No

*The undersigned hereby makes application in accordance with all applicable laws and other requirements of the Town of Dover, Dutchess County, New York. All owners of record must sign.*

*R. Deslandes*

9/20/2022

*J. J. [Signature]*

*A. [Signature]*

*Signature of Record Owner*

*Signature of Record Owner*

Date: 9/20/2022

Date: 9/20/2022

*Jacinto Jimenez E*

*Signature of Applicant (if different)*

Date: 9/20/2022

# Town of Dover Planning Board

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



(845) 832-6111 Ext 100

## AGRICULTURAL DATA STATEMENT

1. Name and address of the applicant

Jacinto Esteban Jimenez  
18 Barberia Ln  
Brewster N.Y. 10509

2. Applicant's telephone numbers

914 227 4958

3. Type of application: [ ] Subdivision  Special Permit [ ] Site Plan [ ] Erosion Control

? 4. Description of proposed project:

Special Permit  
Deli and Grocery

5. Location of the project:

2 Reimer Ave. Dover plains N.Y.

? 6. Names and addresses of owners of land which contains farm operations and which is located within an Agricultural District and within five hundred (500) feet of the boundary line of the property upon which the project is proposed (use addition sheer if more space is needed):

(a) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(b) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(c) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(d) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

7. Applicant must attach a tax map or other map showing the site of the proposed project in relation to the farming operations described in item 6 above.

Signature of Applicant

09-28-22  
Date





# Town of Dover Planning Board

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



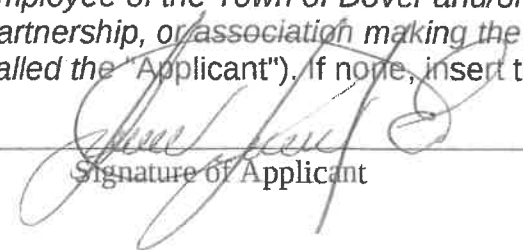
(845) 832-6111 Ext 100

## Disclosure of Interest

SECTION 809 OF THE GENERAL MUNICIPAL LAW provides as follows:

1. Every application, petition, or request submitted for a variance, amendment, change of zoning, approval of a plat, exemption from a plat or official map, license, or permit, pursuant to the provisions of any ordinance, local law, rule, or regulation constituting the zoning and planning regulations of a municipality shall state the name, address, and the nature and extent of the interest of any state officer and any officer or employee of such municipality or of a municipality of which such municipality is a part, in the person, partnership, or association making such application: petition, or request (hereinafter called the applicant) to the extent known to such applicant.
2. For the purpose of this section, an officer or employee shall be deemed to have an interest in the applicant when he, his spouse, or their brothers, sisters, parents, children, grandchildren, or the spouse of any of them
  - (a) is the applicant, or
  - (b) is an officer, director, partner, or employee of the applicant, or
  - (c) Legally or beneficially owns or controls stock of a corporate applicant or is a member of a partnership or association applicant, or
  - (d) is a party to an agreement with such an applicant express or implied, whereby he may receive any payment or other benefit, whether or not for services rendered, dependent or contingent upon the favorable approval of such application, petition, or request.
3. Ownership of less than five percent of the stock of a corporation whose stock is listed on the New York or American Stock Exchanges shall not constitute an interest for the purposes of this section.
4. A person who knowingly and intentionally violates this section shall be guilty of a misdemeanor.

*In connection with said application, petition or request, the undersigned hereby states, pursuant to the provision of Section 809 of the General Municipal Law, the name, residence, and the nature and extent of the interest of any state officer or employee of the Town of Dover and/or the County of Dutchess, in the person, partnership, or association making the application, petition, or request (hereinafter called the "Applicant"). If none, insert the word "none"*

  
\_\_\_\_\_  
Signature of Applicant

09-28-22  
\_\_\_\_\_  
Date

# Town of Dover Planning Board

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



(845) 832-6111 Ext 100

## LETTER OF AGENT

I, Baldwin Realty LLC, am the owner of the property

located at 2 Reimer Aver, Dover, New York, identified as

Grid Number 132600-7063-11-573505-0000.

I hereby authorize Jacinto Esteban Jimenez

to act as my agent in an application to the Town of Dover Planning Board.

For Daycare to Deli Shop  
(Name of Project)

Baldwin Realty LLC

Print name Rosanne & Gerard Deslande & Robert Buttiglione

ROR

Signature ROR ROR

Date 10/3/2022

## TOWN OF DOVER

<b>SPECIAL PERMIT/SITE PLAN SUBMISSION CHECKLIST</b>			
<b>Applicant/Site Plan Name:</b>			
<div style="font-size: 1.2em; font-family: cursive;">                     Jacinto E. Jimenez.                 </div>	Yes	Inc*	NA/W**
<b>HAVE YOU SUBMITTED:</b>			
Any outstanding fee?			
A Long form EAF?			
A copy of this check list?			
A written request for waivers to submission requirements, if needed?			
<b>DOES YOUR SITE PLAN CONTAIN:</b>			
The words "Town of Dover, Dutchess County, New York?"			
The date of the site plan being submitted?			
The name and address of the record owner?			
The parcel grid number?			
The name of the project?			
The name, address, signature and seal of the licensed engineer or architect?			
A vicinity map (1" = 2,000") showing all properties and easements within 500' of the property?			
Approximate true North point?			
A graphic scale?			
The location, bearings and distances of the tract boundary?			
The names and addresses of all adjoining property owners?			
The Zoning District?			
A Bulk Regulations table, showing the allowed dimensions and the proposed dimensions? (See 145-11)			
An existing map, showing existing roads, buildings, utilities and other man-made features, as well as topography and all existing natural land features (rock outcrops, single trees 8" or more in diameter, forest cover, soils, wetlands, lakes, watercourses, aquifers, floodplains and drainage retention areas)?			

\*Incomplete Information    \*\*Not Applicable    W- Waiver

## TOWN OF DOVER

<b>SPECIAL PERMIT/SITE PLAN SUBMISSION CHECKLIST</b>			
<b>Applicant/Site Plan Name:</b>			
<div style="font-size: 1.5em; font-family: cursive; margin-bottom: 5px;">Jacinto E. Jimenez</div>	Yes	Inc*	NA/W**
<b>HAVE YOU SUBMITTED:</b>			
The location and use of all existing and proposed structures within the property, including all dimensions of height and floor area, all exterior entrances and all anticipated future additions and alterations?			
The land use district boundaries within 200' of the site's perimeter, as well as any overlay districts?			
<b>DOES THE SITE PLAN INCLUDE A TABLE CONTIANING THE FOLLOWING:</b>			
Estimated area of structure intended to be used for particular uses such as retail, office, storage, etc...?			
Estimated maximum number of employees?			
Maximum seating capacity, where applicable?			
Number of parking spaces existing and required for the intended use?			
Plans for the disposal of construction and demolition waste, either on site or at an approved disposal facility?			
<b>THE LOCATION OF ALL PRESENT AND PROPOSED:</b>			
Public or private ways?			
Off-street parking areas?			
Driveways?			
Outdoor storage areas and screening details for waste disposal containers?			
Sidewalks, ramps, curbs and paths?			
Landscaping, walls and fences?			
The lighting details including: location, height, intensity and bulb type? The direction of illumination (a photometric plan)?			
The sign details including; location, height, size, materials and design?			

\*Incomplete Information    \*\*Not Applicable    W- Waiver

## TOWN OF DOVER

<b>SPECIAL PERMIT/SITE PLAN SUBMISSION CHECKLIST</b>			
<b>Applicant/Site Plan Name:</b>			
<div style="font-size: 1.2em; font-family: cursive;">Jacinto E. Jimenez</div>	Yes	Inc*	NA/W**
<b>THE LOCATION OF ALL PRESENT AND PROPOSED UTILITY SYSTEMS INCLUDING:</b>			
Sewage or septic systems?			
Water supply system?			
Telephone, cable and electric systems?			
Storm drainage system including drain lines, culverts, catch basins, headwalls, hydrants, manholes and drainage swales?			
An Erosion and Sediment Control plan per Chapter 65, if needed?			
Existing and proposed topography at two-foot contour intervals?			
Area(s) of 100-year floodplain shown if applicable, with base flood elevations given?			
Areas within the proposed site, and within 50 feet of the site, where soil removal or filling is required, showing the approximate volume in cubic yards?			
A landscaping plan?			
A planting plan?			
A grading plan?			
<b>TRAFFIC FLOW PATTERNS WITHIN THE SITE, INCLUDING:</b>			
Entrance and exits?			
Loading and unloading areas?			
Curb cut on the site, and within 100' of the site?			
Detailed traffic study, if required by the Planning Board?			
<b>ELEVATION DETAILS SUCH AS:</b>			
Elevations at a scale of 1/4" = 1 foot for all exterior facades?			
Design features, including the type and colors of materials to be used?			

\*Incomplete Information    \*\*Not Applicable    W- Waiver



**617.20**  
**Appendix B**  
**Short Environmental Assessment Form**

**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: <span style="font-size: 1.2em; font-family: cursive;">Daycare to Deli Shop</span>			
Project Location (describe, and attach a location map): <span style="font-size: 1.2em; font-family: cursive;">2 Reimer Avenue Dover Plains N.Y.</span>			
Brief Description of Proposed Action: <span style="font-size: 1.2em; font-family: cursive;">Convert Daycare into Deli.</span>			
Name of Applicant or Sponsor: <span style="font-size: 1.2em; font-family: cursive;">Jacinto E. Jimenez</span>		Telephone: <span style="font-size: 1.2em; font-family: cursive;">914 227 4958</span>	
Address: <span style="font-size: 1.2em; font-family: cursive;">18 Bearberry Lane</span>		E-Mail: <span style="font-size: 1.2em; font-family: cursive;">LaGuadalupeana.corp@gmail.com</span>	
City/PO: <span style="font-size: 1.2em; font-family: cursive;">Brewster</span>		State: <span style="font-size: 1.2em; font-family: cursive;">NY</span>	Zip Code: <span style="font-size: 1.2em; font-family: cursive;">10509</span>
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	YES
2. Does the proposed action require a permit, approval or funding from any other governmental Agency? If Yes, list agency(s) name and permit or approval:		NO	YES
3.a. Total acreage of the site of the proposed action? _____ acres.			
b. Total acreage to be physically disturbed? _____ acres			
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ acres			
4. Check all land uses that occur on, adjoining and near the proposed action.			
<input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input 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, a. A permitted use under the zoning regulations?	<b>NO</b>	<b>YES</b>	<b>N/A</b>
b. Consistent with the adopted comprehensive plan?			
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	<b>NO</b>	<b>YES</b>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____	<b>NO</b>	<b>YES</b>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	<b>NO</b>	<b>YES</b>	
b. Are public transportation service(s) available at or near the site of the proposed action?			
c. Are any pedestrian accommodations or bicycle routes available on or near site of the proposed action?			
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: _____	<b>NO</b>	<b>YES</b>	
10. Will the proposed action connect to an existing public/private water supply? [If Yes, does the existing system have capacity to provide service? <input type="checkbox"/> NO <input type="checkbox"/> YES] If No, describe method for providing potable water: _____	<b>NO</b>	<b>YES</b>	
11. Will the proposed action connect to existing wastewater utilities? [If Yes, does the existing system have capacity to provide service? <input type="checkbox"/> NO <input type="checkbox"/> YES] If No, describe method for providing wastewater treatment: _____	<b>NO</b>	<b>YES</b>	
12. a. Does the site contain a structure that is listed on either the State or National Register of Historic Places?	<b>NO</b>	<b>YES</b>	
b. Is the proposed action located in an archeological sensitive area?			
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?	<b>NO</b>	<b>YES</b>	
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody? If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____			
14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input type="checkbox"/> Urban <input type="checkbox"/> Suburban			
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	<b>NO</b>	<b>YES</b>	
16. Is the project site located in the 100 year flood plain?	<b>NO</b>	<b>YES</b>	
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes, a. Will storm water discharges flow to adjacent properties? <input type="checkbox"/> NO <input type="checkbox"/> YES b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe: <input type="checkbox"/> NO <input type="checkbox"/> YES	<b>NO</b>	<b>YES</b>	



18. Does the proposed action include construction or other activities that result in the impoundment of water or other liquids (e.g. retention pond, waste lagoon, dam)? If Yes, explain purpose and size: _____ _____ _____	NO   	YES   
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____ _____ _____	NO   	YES   
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: _____ _____ _____	NO   	YES   
I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE Applicant/sponsor name: _____ Date: _____ Signature: _____		

**Part 2 - Impact Assessment.** The Lead Agency is responsible for the completion of Part 2. Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have my responses been reasonable considering the scale and context of the proposed action?"

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?		
2. Will the proposed action result in a change in the use or intensity of use of land?		
3. Will the proposed action impair the character or quality of the existing community?		
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?		
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?		
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?		
7. Will the proposed action impact existing: a. public / private water supplies? b. public / private wastewater treatment utilities?		
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?		
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?		

	No, or small impact may occur	Moderate to large impact may occur
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?		
11. Will the proposed action create a hazard to environmental resources or human health?		

**Part 3 - Determination of significance. The Lead Agency is responsible for the completion of Part 3.** For every question in Part 2 that was answered "moderate to large impact may occur", or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

<input type="checkbox"/> Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.	
<input type="checkbox"/> Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.	
_____	_____
Name of Lead Agency	Date
_____	_____
Print or Type Name of Responsible Officer in Lead Agency	Title of Responsible Officer
_____	_____
Signature of Responsible Officer in Lead Agency	Signature of Preparer (if different from Responsible Officer)



**AGENDA TOPIC:**

Parcel:7059-00-971332

Plan Prepared by:

Property Location: 83 Sheldon Road, Wingdale,

Applicant: Kate Holder

Application for: Lot Line Adjustment

**ATTACHMENTS:**

Description

- Holder Application

# Town of Dover Planning Board

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



(845) 832-6111 Ext 100

## SUBDIVISION Preliminary Plat Application

**RECEIVED**  
NOV 03 2022

Type of Application:

- Conventional Subdivision
- Conservation Density Subdivision

- Lot Line Change
- Flexible (Cluster)

Grid Number: 7059-00-971330  
 Name of Subdivision: NA

Zoning District(s): RU\_\_ RC\_\_ HM\_\_ HR\_\_ SR\_\_   
 HC\_\_ CO\_\_ M\_\_

Property Address: 83 Sheldon Rd.

Overlay District(s) (if any): Floodplain\_\_ Stream Corridor\_\_  
 Aquifer\_\_ Soil Mining\_\_

Primary Contact Person:  
Rocco Vozza, Esq.

Current Use(s): residential

Address: 12 Greeley Ct

Proposed Use(s): residential

Mt. Kisco NY 10549

Parcel Size: .84 Acres

Telephone Number: 914-260-1474

Number of Lots Proposed: \_\_\_\_\_

Email: roccovozza@yahoo.com

Deed Reference: Liber \_\_\_\_\_

Name of Property Owner:  
Kate Holder

Page \_\_\_\_\_ Date \_\_\_\_\_

Address: 83 Sheldon Rd.

Filed Map Reference: Lot # \_\_\_\_\_ Map # \_\_\_\_\_

Dover, NY

Does Plat cover applicant's entire holding?  
 yes  no

Telephone Number: 914-450-3843

Date of discussion meeting: \_\_\_\_\_  
 (To be filled in by Planning Board Secretary)

Name of Applicant (if different): \_\_\_\_\_

Does the property contain a farm operation located within  
 an agricultural district or is the property boundary within 500  
 feet of a farm operation located in an agricultural district  
 yes  no

Address: \_\_\_\_\_

If yes, submit an Agricultural Data Statement, available from the Planning Office.

Telephone Number: \_\_\_\_\_

The undersigned hereby makes application in  
 accordance with all applicable laws and other  
 requirements of the Town of Dover, Dutchess  
 County, New York.

Email: \_\_\_\_\_

Relationship of Applicant to Owner (e.g. contract vendee, option holder, lessee): \_\_\_\_\_

Signature of Record Owner

Plans Prepared By:  
 Name: Jeffrey W. Donnellon  
 Address: 347 East Seaville Rd.  
Montgomery NY 12549

Signature of Applicant (if different)

Telephone Number: \_\_\_\_\_

E-mail: jdonnellon@hvc.com Date: \_\_\_\_\_

# TOWN OF DOVER

## PRELIMINARY PLAT SUBMISSION CHECKLIST

Applicant/Subdivision Name Holder

	Yes	Inc.*	NA/W**
The location, name and dimensions of: existing streets, easements, property lines, buildings, parks and public properties?	✓		
The location of existing sewers, water mains, culverts and storm drains?	✓		
The pipe sizes, grades and flow of direction?			✓
The location of natural features such as: watercourses, wetlands, swamps, rock outcrops and single trees eight or more inches in diameter?			✓
A vicinity map (Scale of 2,000 feet to the inch)?			
An area map (Scale of 1" = 400') showing all property within 1,000 feet of the subdivision and identifying all property held by the applicant?			
The location, width and approximate grade of all proposed streets?			
<b>The proposed provision of:</b>			
Water supply?			/
Fire protection?			/
Sanitary waste disposal?			/
Stormwater drainage?			/
Street trees?			/
Streetlight fixtures?			/
Street signs?			/
Sidewalks?			/
The approximate shape, dimensions and area of all proposed and existing lots and suggested location of buildings?			/
Property proposed to be reserved for park or public use?			/
<b>Have you provided the Planning Board with:</b>			
A written response to any comments of the Planning Board Engineer?			✓
A written response to any comments of the Planning Board Attorney?			✓
<b>*Incomplete Information    ** Not Applicable    W - Waiver Requested in writing</b>			

# Town of Dover Planning Board

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



(845) 832-6111 Ext 100

## APPLICANT'S LETTER OF INTENT

TO: TOWN OF DOVER PLANNING BOARD

APPLICANT: Kate Holder

DATE: 11/2/22

GRID NUMBER: 7059-00-971332

INTENT: Provide a brief narrative of your plans for the site. Please include the existing conditions of the site (examples include possible wetlands, steep slopes and environmental constraints. Include known past uses of the site such as a mining operation, junkyard, dump site, etc....). If the application is for a "Flexible Subdivision", please include a brief description of the conservation value of the open space.

Applicant intends to construct a detached  
three bay garage for personal use  
adjacent to their residence. The subdivision  
is required so that side yard set backs  
may be met.

# Town of Dover Planning Board

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126 East Duncan Hill Road  
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## Disclosure of Interest

SECTION 809 OF THE GENERAL MUNICIPAL LAW provides as follows:

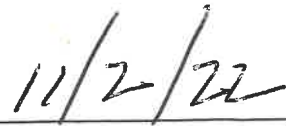
1. Every application, petition, or request submitted for a variance, amendment, change of zoning, approval of a plat, exemption from a plat or official map, license, or permit, pursuant to the provisions of any ordinance, local law, rule, or regulation constituting the zoning and planning regulations of a municipality shall state the name, address, and the nature and extent of the interest of any state officer and any officer or employee of such municipality or of a municipality of which such municipality is a part, in the person, partnership, or association making such application: petition, or request (hereinafter called the applicant) to the extent known to such applicant.

2. For the purpose of this section, an officer or employee shall be deemed to have an interest in the applicant when he, his spouse, or their brothers, sisters, parents, children, grandchildren, or the spouse of any of them  
(a) is the applicant, or  
(b) is an officer, director, partner, or employee of the applicant, or  
(c) Legally or beneficially owns or controls stock of a corporate applicant or is a member of a partnership or association applicant, or  
(d) is a party to an agreement with such an applicant express or implied, whereby he may receive any payment or other benefit, whether or not for services rendered, dependent or contingent upon the favorable approval of such application, petition, or request.

3. Ownership of less than five percent of the stock of a corporation whose stock is listed on the New York or American Stock Exchanges shall not constitute an interest for the purposes of this section.

4. A person who knowingly and intentionally violates this section shall be guilty of a misdemeanor.  
*In connection with said application, petition or request, the undersigned hereby states, pursuant to the provision of Section 809 of the General Municipal Law, the name, residence, and the nature and extent of the interest of any state officer or employee of the Town of Dover and/or the County of Dutchess, in the person, partnership, or association making the application, petition, or request (hereinafter called the "Applicant").*  
If none, insert the word "none" \_\_\_\_\_.

  
\_\_\_\_\_  
Signature of Applicant

  
\_\_\_\_\_  
Date







**LETTER OF AGENT**

I, Kate Holder, am the owner of the property located at

83 Sheldon Rd., Dover, Dover, New York,

identified as Grid Number 7059-00-971332.

I hereby authorize Rocco Vozza, Esq. to act as my

agent in an application to the Town of Dover Planning Board.

For Holder Lot Line Adjustment  
(Name of Project)

Print name Kate Holder

Signature 

Date 11/2/22

# Town of Dover Planning Board

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



(845) 832-6111 Ext 100

It is the intent of the Town of Dover to ensure that lands determined to be of conservation value in a flexible subdivision application be properly managed in order to protect its conservation value. The Town encourages the use of nonprofit land conservancy organizations as a method of management. Therefore, applicants for a flexible subdivision proposal should actively pursue this type of ownership. To assist the applicant in this, the following non-exhaustive list of organizations should be contacted:

Application name: Holder

Organization	Person contacted	Date of contact	Comments
The Dutchess Land Conservancy (845) 677-3002			
Oblong Land Conservancy (845) 855-3266			
Open Space Institute (212) 290-8200			
The Nature Conservancy (914) 244-3271			
The Trust for Public Land (212) 677-7171			
Appalachian Trail Conservancy (304) 535-6331			

**THIS FORM MUST BE SUBMITTED TO THE PLANNING BOARD BEFORE ANY FLEXIBLE SUBDIVISION PLAT APPROVALS ARE GIVEN.**

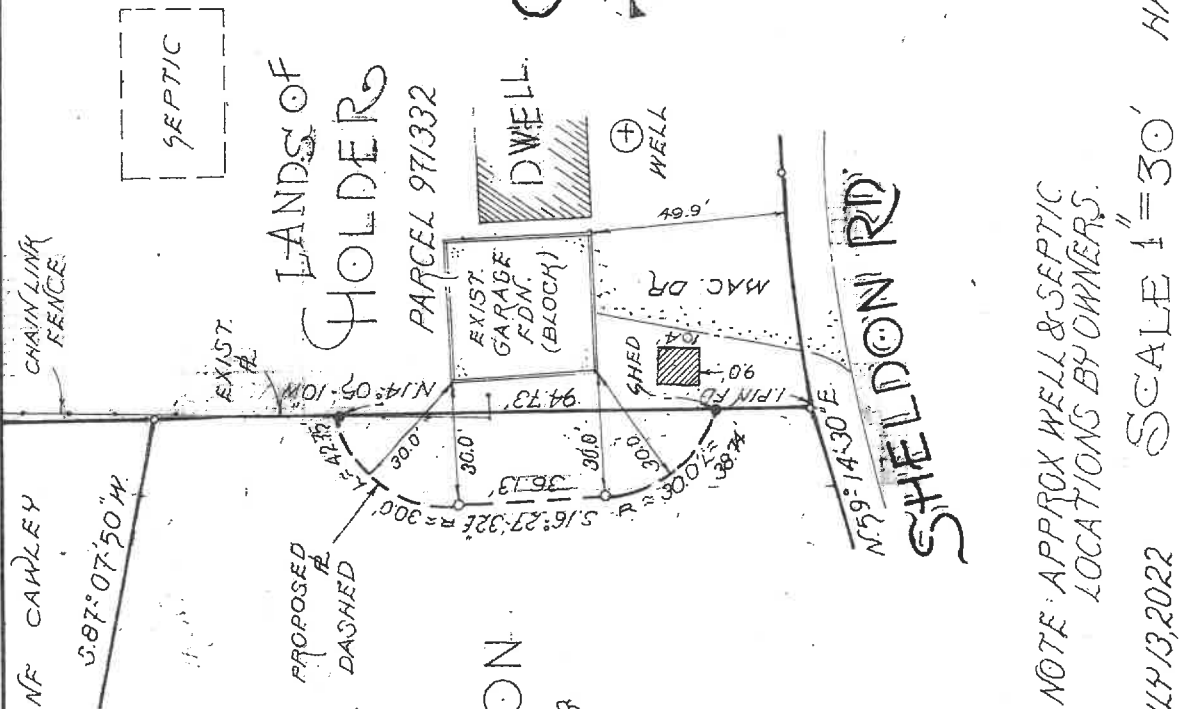
	NO	YES	N/A
5. Is the proposed action, a. A permitted use under the zoning regulations?  b. Consistent with the adopted comprehensive plan?			
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____	NO	YES	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?  b. Are public transportation service(s) available at or near the site of the proposed action?  c. Are any pedestrian accommodations or bicycle routes available on or near site of the proposed action?	NO	YES	
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: _____	NO	YES	
10. Will the proposed action connect to an existing public/private water supply? [If Yes, does the existing system have capacity to provide service? <input type="checkbox"/> NO <input type="checkbox"/> YES] If No, describe method for providing potable water: _____	NO	YES	
11. Will the proposed action connect to existing wastewater utilities? [If Yes, does the existing system have capacity to provide service? <input type="checkbox"/> NO <input type="checkbox"/> YES] If No, describe method for providing wastewater treatment: _____	NO	YES	
12. a. Does the site contain a structure that is listed on either the State or National Register of Historic Places?  b. Is the proposed action located in an archeological sensitive area?	NO	YES	
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?  b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody? If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____	NO	YES	
14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input type="checkbox"/> Urban <input type="checkbox"/> Suburban			
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES	
16. Is the project site located in the 100 year flood plain?	NO	YES	
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes, a. Will storm water discharges flow to adjacent properties? <input type="checkbox"/> NO <input type="checkbox"/> YES  b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe: <input type="checkbox"/> NO <input type="checkbox"/> YES _____	NO	YES	

TOWN OF DOVER, DUTCHESS CO  
NEW YORK

A = 0.043 ACRE

# LOT LINE CHANGE FOR HOLDER

83 SHELDON ROAD, WING-  
DALE, NY DL 2016 P 1711



LANDS OF  
CARRINGTON  
PARCEL 952313  
DL 1304 P. 774

SEPTIC

PROPOSED  
DASHED

LANDS OF  
HOLDER  
PARCEL 971332

EXIST. GARAGE  
RDM.  
(BLOCH)

DWELL

WELL

WELL

SHELDON RD

NOTE: APPROX WELL & SEPTIC  
LOCATIONS BY OWNERS.

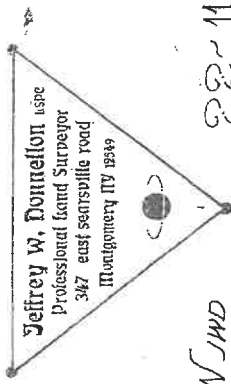
HAND-DRAWN JWD

SCALE 1" = 30'

JULY 13, 2022

Jeffrey W. Donnellon nys ls No. 049352

22-119



CERTIFIED TO:

- KATHERINE HOLDER
- GUSTAV A. CARRINGTON
- GLORIA E. CARRINGTON

Investigations conducted in accordance with the provisions of the laws of the State of New York, Chapter 512 of the Laws of 1969, and Chapter 338 of the Laws of 1983, and Chapter 492 of the Laws of 2000, and Chapter 10 of the Laws of 2002, and Chapter 10 of the Laws of 2003, and Chapter 10 of the Laws of 2004, and Chapter 10 of the Laws of 2005, and Chapter 10 of the Laws of 2006, and Chapter 10 of the Laws of 2007, and Chapter 10 of the Laws of 2008, and Chapter 10 of the Laws of 2009, and Chapter 10 of the Laws of 2010, and Chapter 10 of the Laws of 2011, and Chapter 10 of the Laws of 2012, and Chapter 10 of the Laws of 2013, and Chapter 10 of the Laws of 2014, and Chapter 10 of the Laws of 2015, and Chapter 10 of the Laws of 2016, and Chapter 10 of the Laws of 2017, and Chapter 10 of the Laws of 2018, and Chapter 10 of the Laws of 2019, and Chapter 10 of the Laws of 2020, and Chapter 10 of the Laws of 2021, and Chapter 10 of the Laws of 2022.

83 Sheldon





Town of Dover  
126 East Duncan Hill Road  
Dover Plains, New York 12522  
(845) 832-6111

11/2/2022

# RECEIPT

**Recipient:**

7059\_00\_971332\_0000  
Holder Lot Line Adjustment

11/2/2022	ESCROW DEPOSIT	857	\$1,000.00
Lot Line Adjustment			

PAID

**Amount:** \$1,000.00

**This is a receipt for payment of fees. This is not a building permit.**

**Date Printed:** 11/2/2022

Town of Dover  
126 East Duncan Hill Road  
Dover Plains, New York 12522  
(845) 832-6111

11/2/2022

## Receipt # 2022-6406

**Reference:**

Holder, Katherine  
83 Sheldon Rd

**Permit Number:**

**Legal Address:**

Wingdale, NY 12594

<b>Date</b>	<b>Fee</b>	<b>Check Number</b>	<b>Amount</b>
11/2/2022	Subdivision - Planning Board Discussion	860	\$525.00

Initial submission required

**Total:** \$525.00

**PAID**

**This is a receipt for payment of fees. This is not a building permit.**

**Date Printed:** 11/2/2022



ATTACHMENTS:

Description

- ▣ Meeting and Deadlines Dates 2023



## Town of Dover Planning Board

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



(845) 832-6111 ext 100

The following is the list of the Town of Dover Planning Board deadlines and meetings. This schedule was created by use of the guidelines the Planning Board has in place. This schedule can be changed only at a formal Planning Board meeting by way of a motion being made and a vote of the membership on record.

The **Planning Board meetings are scheduled for the 1st and 3rd Monday** of each Month at 7:00pm at the Town Hall and the deadline for any and all submissions is before **Noon on the Deadline Dates listed below.** To make these deadlines, submissions must be received or be emailed to the [LandUse@DoverNY.us](mailto:LandUse@DoverNY.us).

### **APPLICANTS AND CONSULTANTS**

If your application is reviewed at the 1<sup>st</sup> meeting of the month –  
there should be no expectation that you will be on the 2<sup>nd</sup> meeting of the month agenda

<b><u>1<sup>st</sup> MEETING DATE</u></b>	<b><u>DEADLINE DATE</u></b>	<b><u>2<sup>nd</sup> MEETING DATE</u></b>	<b><u>DEADLINE DATE</u></b>
<del>January 02, 2023</del> (No Meeting – New Year’s Day)		January 23, 2023	January 4, 2023
February 06, 2023	January 18, 2023	<del>February 20, 2023</del> (No Meeting - President’s Day)	
March 06, 2023	February 15, 2023	March 20, 2023	March 1, 2023
April 03, 2023	March 15, 2023	April 17, 2023	March 29, 2023
May 01, 2023	April 12, 2023	May 15, 2023	April 26, 2023
June 05, 2023	May 17, 2023	June 19, 2023	May 31, 2023
<del>July 03, 2023</del> (No Meeting - Independence Day)		July 17, 2023	June 28, 2023
August 07, 2023	July 12, 2023	August 21, 2023	July 26, 2023
<del>September 04, 2023</del> (No Meeting - Labor Day)		September 18, 2023	August 30, 2023
October 02, 2023	September 13, 2023	October 16, 2023	September 27, 2023
<del>November 06, 2023</del> (Set up for Election Day – No Meeting)		November 20, 2023	November 1, 2023
December 04, 2023	November 15, 2023	December 18, 2023	November 28, 2023

\* All meeting dates are subject to change. Please call the Town of Dover Planning Board Office (845) 832-6111 ext 100 to confirm monthly dates or go to [www.DoverNY.us](http://www.DoverNY.us).

Respectfully submitted,

***Marilyn Van Millon***

Marilyn Van Millon, Planning Board Secretary