

LOCAL LAW NO. ____ OF 2024

**TOWN BOARD
TOWN OF POUND RIDGE**

**LOCAL LAW REGARDING
ENACTMENT OF A MORATORIUM**

A LOCAL LAW to enact a moratorium on development in the PB-A, PB-B and PB-C Zoning Districts.

BE IN ENACTED by the Town Board, for the Town of Pound Ridge as follows:

SECTION 1. TITLE

This local law shall be entitled, “A Local Law, pursuant to Municipal Home Rule Law §10, to enact a moratorium with respect to the approval of building permits, variances, special use permits, site plan and subdivision applications concerning properties located in the PB-A, PB-B and PB-C Zoning Districts by means of amending Chapter 113, Zoning, of the Code of the Town of Pound Ridge and superseding the corresponding sections of the New York State Town Law as they apply to time periods, filing deadlines and statutes of limitations for said “applications.”

SECTION 2. LEGISLATIVE INTENT AND PURPOSE

The Town Board hereby finds as follows:

1. In January 2010, pursuant to N.Y. Town Law, the Town adopted an updated Comprehensive Plan (the “Comprehensive Plan”) setting forth goals, principles, policies and standards for the immediate and long-range enhancement, growth, and development of the Town, including land use and zoning.
2. The Comprehensive Plan identified the Town’s existing business districts and specifically recognized the unique issues facing Pound Ridge regarding future commercial development in those districts. The Comprehensive Plan noted the importance of maintaining the small-town character of Scotts Corner

while permitting sufficient commercial development to meet the Town's local needs.

3. While the Town is considering issues related to further commercial development in its commercial zoning districts, New York State legalized adult Cannabis use in March of 2021.
4. The State also established an Office of Cannabis Management ("OCM") with its own rules and regulations relating to the operation of cannabis establishments.
5. The Town Board believes that a moratorium is necessary and advisable to maintain the status quo while it assesses the implications of these new State rules and allow the Town to collaborate with OCM to protect the best interests of the Town as it relates to further commercial development within the Town, including the location of businesses related to adult cannabis use within the Business District.
6. The Town Board finds that maintaining the status quo will protect the public interest and welfare. A moratorium will promote community planning values by regulating land development based on a carefully considered plan and will prevent potential applicants from obtaining certain land use approvals that could conflict with or comprise the Town's Comprehensive Plan while the Town evaluates the impact of future development in these areas.

SECTION 3. MORATORIUM

1. Effective immediately and continuing for a period of six (6) months following the date on which this Local Law is filed with the Secretary of State, the Town Building Inspector, Planning Board and the Zoning Board of Appeals (collectively, "Land Use Boards") shall not issue any determination under the State Environmental Quality Review Act ("SEQRA"), or issue any final determination on any non-exempt building permit, variance, special use permit, site plan, certificate of occupancy and/or subdivision application for property located in the PB-A, PB-B or PB-C Zoning Districts.

2. Any non-exempt applications submitted on or after November 14, 2023 may be heard and reviewed by any Land Use Board, but may not be subject to a vote on a determination pursuant to SEQRA or a final determination on the application. The Land Use Board may hold public hearings and discuss the application, but the Land Use Board may not formally approve or deny such application while this moratorium is effective.
3. Notwithstanding the foregoing, the following applications shall be exempt from this moratorium:
 - a. All applications for building permits, variances, special use permits, site plan and subdivision approval submitted before November 14, 2023.
 - b. Area variance(s) for 1-family or 2-family dwellings.
 - c. Building permit applications for work that does not require approvals from a Land Use Board.
 - d. Applications of any kind which involve work that the Building Inspector reasonably believes is being performed primarily for health or safety reasons, or which will be undertaken in existing commercial or retail structures for existing operations having a gross floor area of less than 3,000 square feet.
4. The Town may, by resolution, terminate this moratorium prior to its expiration, or alternatively, extend the moratorium for a period of six (6) months, as the Town, in its sole discretion, deems necessary to properly study the impact of development in the PB-A, PB-B or PB-C Zoning Districts under the Town's existing zoning regulations and allow for the adoption of any zoning amendments deemed necessary.
5. In the event this Local Law causes a severe financial hardship to a property owner, an application may be made in writing to the Town Board requesting an exemption from the provisions of the moratorium. After due notice and a public hearing on such application, the Town Board may grant an exemption with such conditions as it may deem reasonable and necessary, provided such exemption is the minimum relief necessary. No exemption shall be granted except upon a determination by the Town Board that severe financial or

economic hardship was directly caused as a result of the application of the provisions of this Local Law.

6. Pursuant to Municipal Home Rule Law Section 10, this Local Law shall supersede any inconsistent provisions of New York State Town Law for the entire duration of this moratorium, including any extension thereof.

SECTION 4. NOTICE TO APPLICANTS – ZONING CHANGES

This section provides notice to all applicants that although an application may proceed through the review process, the applicant proceeds at its risk, because such application may be impacted or denied because of a change in zoning requirements. Approval shall not be granted unless the application complies with all zoning and other requirements in effect on the date of approval.

SECTION 5. SEPARABILITY

The provisions of this Local Law are separable and if any provision, clause, sentence, subsection, word or part thereof is held illegal, invalid or unconstitutional, or inapplicable to any person or circumstance, such illegality, invalidity or unconstitutionality, or inapplicability shall not affect or impair any of the remaining provisions, clauses, sentences, subsections, words or parts of this Local Law or their petition to other persons or circumstances. It is hereby declared to be the legislative intent that this Local Law would have been adopted if such illegal, invalid or unconstitutional provision, clause, sentence, subsection, word or part had not been included therein, and if such person or circumstance to which the Local Law or part hereof is held inapplicable had been specifically exempt therefrom.

SECTION 6. EFFECTIVE DATE

This Local Law shall take effect immediately upon adoption and filing with the Secretary of State as provided by the Municipal Home Rule Law.



555 Theodore Friend Avenue
 Suite C-301
 Rye, NY 10580
 T: 914.967.6540
 www.hardestyhanover.com

April 10, 2024

Town of Pound Ridge
 179 Westchester Avenue
 Pound Ridge, NY 10576

Re: Town of Pound Ridge –Zoning Law Amendments

Dear Supervisor Hansan:

We look forward to continuing to support you in 2024 with the drafting of zoning law amendments related to licensed adult cannabis dispensary use within the Business District. As we had discussed over the phone, we would provide you with three types of support under your direction. Below is a breakdown of these three task types along with the estimated number of hours and budget.

| TASK | EST. HOURS | BUDGET |
|--|------------|----------------|
| 1. Research and Analysis. We will research and gather information on zoning regulations adopted in other municipalities. We will also research and gather information on other facilities that are already operating for data on traffic volumes and operational characteristics. | 15 | \$2,475 |
| 2. Drafting of Local Law. We will provide the Board with a draft Local Law for review. After receiving comments, we will provide a Final Local Law for adoption. | 18 | \$2,970 |
| 3. SEQRA Documentation. We will prepare the EAF and the Determination of Significance for the proposed Local Law. | 12 | \$1,980 |
| 4. Public Meetings. We will attend two (2) Town Board meetings/Public information sessions to discuss the proposed Local Law and to receive public comments. Additional meeting can be added to the scope, as necessary, to be billed at the hourly rate. | 5 | \$825 |
| TOTAL | 50 | \$8,250 |

The work will be performed at the continued rate of \$165 per hour. Invoices for our services will be submitted monthly based upon our actual expenditures of time, and payment by the Town for our services will be expected within 30 days of our rendering of bills. If you have any questions with respect to the information provided above, please let me know. Assuming, however, that you find our proposal satisfactory, you may authorize us to begin our work by endorsing the enclosed copy of this letter in the space provided below and returning it to me for our files.

Very truly yours,



Sarah L. Brown, AICP
Principal Planner



David Lapping, PTP
Principal Associate | Practice Lead

Accepted by: _____

Date: _____

Printed Name: _____

MEMORANDUM

To: Town Board
From: Erin Trostle, Town Clerk
Date: April 10, 2024
Re: 2024 NYSTCA and NYALGRO Conferences

I hope to attend the following conferences later this year:

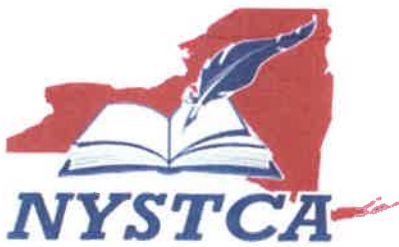
2024 New York State Town Clerks Association (NYSTCA) Conference

Dates: Sunday, April 21 – Wednesday, April 24, 2024
Scheduled activities Sunday afternoon through midday Wednesday
Location: Albany, NY
Expenses: not to exceed \$1200
includes accommodations for Sunday, Monday, and Tuesday nights

2024 New York Association of Local Government Records Officers (NYALGRO) Conference

Dates: Sunday, June 9 – Tuesday, June 11, 2024
Scheduled activities Sunday evening through late afternoon Tuesday
Location: Alexandria Bay, NY
Expenses: not to exceed \$1300
includes accommodations for Sunday, Monday, and Tuesday nights

The total expenses for each are as budgeted and within my authorized spending limit, but I would like specific approval for a third night of accommodations at the NYALGRO Conference, which would be priced at \$107. It seems unwise to plan to drive back to Pound Ridge from Alexandria Bay (360 miles one-way) after a full day of conference sessions on June 11.



NEW YORK STATE TOWN CLERKS ASSOCIATION



April 21-24, 2024

To make your conference reservation please mail or email (not both) this form to the address below:

ONE FORM PER PERSON

Crowne Plaza Albany – The Desmond Hotel

Attention: Francine Johnson Group Rooms Reservationist

Email: fjohnson@desmondhotels.com

660 Albany Shaker Road, Albany, New York 12211

FORMS MUST BE RECEIVED NO LATER THAN April 18, 2024

Check In Time: 4:00PM

Check Out Time: 12:00PM

THREE NIGHT PACKAGE 4/21/24:

Sunday 4/21/24 – Wednesday 4/24/24

Includes Deluxe Overnight Accommodations for (3) nights (Sunday, Monday, and Tuesday) and Sunday Dinner Buffet, Monday, Tuesday and Wednesday Breakfasts, Monday, Tuesday and Wednesday Lunches and Tuesday Banquet Dinner

Package is Tax Exempt and includes service charge.

\$765.00 per person
Single Occupancy

\$560.00 per person
Double Occupancy

\$501.00 per person
Triple Occupancy

\$472.00 per person
Quad Occupancy

TWO NIGHT PACKAGE – 4/21/24:

Sunday 4/21/24 – Tuesday 4/23/24

Includes Deluxe Overnight Accommodations for (2) nights (Sunday and Monday) and Sunday Dinner Buffet, Monday and Tuesday Breakfasts, Monday, and Tuesday Lunches

Package is Tax Exempt and includes service charge.

\$488.00 per person
Single Occupancy

\$351.00 per person
Double Occupancy

\$312.00 per person
Triple Occupancy

\$292.00 per person
Quad Occupancy

TWO NIGHT PACKAGE – 4/22/24:

Monday 4/22/24 – Wednesday 4/24/24

Includes Deluxe Overnight Accommodations for (2) nights (Monday and Tuesday) Tuesday and Wednesday Breakfasts, Tuesday and Wednesday Lunches and Tuesday Banquet Dinner

Package is Tax Exempt and includes service charge.

\$500.00 per person
Single Occupancy

\$363.00 per person
Double Occupancy

\$324.00 per person
Triple Occupancy

\$304.00 per person
Quad Occupancy

NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE NUMBER: _____

EMAIL ADDRESS: _____

ROOMMATES NAME: _____

ROOMMATES NAME: _____

Method of Guarantee & Payment

All Reservations Must Be Guaranteed For Arrival For This Reservation To Be Accepted. Valid Purchase Orders, Checks (Received At Least 14 Days Prior To Arrival) And Major Credit Cards Are Accepted. **Reservations Must Be Cancelled Without Charge No Later Than Thursday, April 18, 2024.** Should You Fail To Arrive Or Cancel After **April 18, 2024**, You Will Be Charged For The Entire Package.

Prevailing Taxes Will Apply To Packages Without A Valid NYS Tax Exempt Form Accompanied with Reservation Form

CREDIT CARD# _____ EXP: _____

PRINT NAME: _____

SIGNATURE: _____

Make Checks Or Purchase Orders Payable to the Crowne Plaza Albany – The Desmond Hotel DO NOT SEND CURRENCY

**NEW YORK STATE TOWN CLERKS ASSOCIATION
2024 CONFERENCE REGISTRATION FORM**
The Desmond Hotel – Albany, NY
April 21-24, 2024

INSTRUCTIONS:

1. COMPLETE ALL AREAS – *please include your email address*
2. ONLY ONE REGISTRANT PER FORM
3. SUBMIT REGISTRATION FORM AND CHECK (payable to NYSTCA) TOGETHER before 4/15/24

LAST NAME _____ FIRST NAME _____

MAILING ADDRESS _____ CITY _____ NY, ZIP _____

TOWN _____ COUNTY _____ PHONE _____

EMAIL ADDRESS _____ *(confirmation of receipt of registration will be emailed to you)*

YOUR TITLE: CLERK _____ DEPUTY _____ GUEST _____

CHECK ALL THAT APPLY: NEW CLERK _____ NEW DEPUTY _____ FIRST CONFERENCE _____

My payment is enclosed: _____ or My payment was previously submitted: _____

HOTEL GUEST (must register separately with hotel before 04/21/24) or **COMMUTER**. CHECK ONE:

HOTEL GUEST _____ OR COMMUTER _____
(meals included in hotel package) (**purchase meals through NYSTCA)

PLEASE SPECIFY: ARRIVAL DATE: _____ DEPARTURE DATE: _____
(Sun 4/21, Mon 4/22, Tues 4/23, Wed 4/24) CHECK IN TIME IS 4:00 PM CHECK OUT TIME IS NOON

ALL REGISTRANTS MUST CHOOSE ONE:

MEMBER CLERK/DEPUTY \$125.00 (Non-Member \$225).....\$ _____

ONE DAY REGISTRATION MEMBER \$90.00 NON MEMBER \$165.00.....\$ _____

COMPLIMENTARY REGISTRATION: Spouses/Guest.....\$ NC

REGISTRATION SUBTOTAL..... \$

EXTRAS AND MEALS:

Monday Night Trivia Night \$50.00\$ _____

Athenian Class (\$50.00)\$ _____

Notary Class (\$65.00).....\$ _____

****COMMUTERS AND ANYONE WISHING TO PURCHASE ADDITIONAL MEALS NOT INCLUDED IN HOTEL PACKAGE:**

Sun. Kick-off Dinner Buffet/Mixer _____ @ \$51.00 each.....\$ _____

Mon. Breakfast _____ @ \$33.00 each Lunch _____ @ \$43.00 each.....\$ _____

Tues. Breakfast _____ @ \$33.00 each Lunch _____ @ \$43.00 each Banquet _____ @ \$63.00 each.....\$ _____

Wed. Breakfast _____ @ \$33.00 each Lunch _____ @ \$43.00 each.....\$ _____

(All applicable lines) REMIT CHECK PAYABLE TO NYSTCA..... \$

PLEASE NOTE ANY SPECIAL DIETARY REQUIREMENTS OR SPECIFIC ALLERGIES:

MAIL CONFERENCE REGISTRATION FORM AND CHECK PAYABLE TO NYSTCA to:

Patricia Kalba, Town of Somers, 335 Route 202, Somers, New York 10589

Email questions to: registration@nystca.com – a response will be returned to you within 72 hours, or call 914-277-3323 (office) or cell 914-447-6143 (voice or text)

NYALGRO Conference, Alexandria Bay, NY
June 9-11, 2024



| | |
|------------------------------|------------|
| Name: | Title: |
| Municipality / Organization: | County: |
| Address: | Telephone: |
| | Email: |

I am a (check all that apply):

- New Member First Time Conference Attendee
 Existing Member Vendor Speaker

Type of Government / Agency:

- City County BOCES Fire District
 College School District Town Village
 Other (please identify): _____

Conference Registration Fee (pick one):

- NYALGRO Member \$30.00 \$ _____
 Non-Member (includes \$50 membership fee) \$80.00 \$ _____

Total Submitted: \$ _____

All meals / breaks are included depending on the overnight package selected on the hotel reservation form. If you are commuting to the conference, you will need to purchase a commuter package with the hotel. If you are bringing a guest that is not attending the education portion of the conference, you will need to purchase additional meal tickets on the hotel reservation form.

IMPORTANT

Cancellations for a refund must be made by close of business on **May 24, 2024**.

Please complete this form and **return with a check payment** to: NYALGRO, c/o Karen Sweeting, Town of Sweden, 18 State St., Brockport, NY 14420.

Riveredge Resort, 17 Holland Street, Alexandria Bay

Please fill out the below form and fax it to 315-482-5010
BY MAY 3 2024

If you have any questions please call:
 315-482-9917



Please circle your option:

| | | |
|---|----------|-------------|
| Package #1 - Sunday Night thru Tuesday Afternoon 6/9-11/2024 Includes Two Nights Lodging and all meals for conference | SINGLE | DOUBLE |
| | \$520.80 | \$424.80 pp |

| | | |
|--|----------|-------------|
| Package #2 - Sunday Night thru Monday Afternoon 6/9-10/2024 Includes One Night Lodging, Sunday Welcome Reception, Monday Breakfast/Lunch | SINGLE | DOUBLE |
| | \$256.80 | \$208.80 pp |

| | | |
|--|--------|----------|
| Package #3 - Monday Afternoon thru Tuesday Afternoon 6/10-11/2024 Includes One Night Lodging, Monday Lunch/Dinner, Tuesday Breakfast/Lunch | SINGLE | DOUBLE |
| | \$318 | \$270 pp |

| | | | |
|--------------------------|----------------|-----------------|-----------------|
| Additional Nights | Friday, June 7 | Saturday June 8 | Tuesday June 11 |
| | \$160 | \$160 | \$107 |

| | |
|--|----------|
| Commuter Package - Lunch Monday/Tuesday & Breaks Monday/Tuesday | \$126 pp |
|--|----------|

| | | |
|---------------------|---------------------------------------|---------|
| Extra Meal Tickets: | _____ Sunday Welcome Reception | \$65.00 |
| | _____ Monday Breakfast | \$24.00 |
| | _____ Monday Lunch | \$36.00 |
| | _____ Monday Banquet Dinner/Cocktails | \$90.00 |
| | _____ Tuesday Breakfast | \$24.00 |
| | _____ Tuesday Lunch | \$36.00 |

MONDAY DINNER BANQUET - **Please circle food choice:**

Beef Vegetarian Fish

If you have dietary restrictions please call the hotel directly.

Name _____

Address _____

Phone _____ email _____

CC# _____

Expiration _____ Security Code _____

MEMORANDUM

To: Town Board
From: Erin Trostle, Town Clerk
Date: April 15, 2024
Re: Special event permit applications

I received the attached special event permit application from Daphne Everett, of the Kitchen Table, for a proposed tenth anniversary celebration, which would include amplified outdoor music, to be held on Sunday, April 21, 2024, from 4:00 pm to 9:00 pm. Neighboring businesses have been notified, but few will be impacted because most are closed at this time.

The application includes a request for a driveway closure between the Kitchen Table and Pound Ridge Cosmetic Dentistry. The applicant will coordinate with the Highway Department to obtain cones for this purpose. There will be no tents larger than 10' x 10', and there will be amplified music only for a portion of the event.



SPECIAL EVENT PERMIT APPLICATION

Instructions for Applicants

Pursuant to Section 91 of the Town Code, a Special Event Permit is required for any sale, festival, or other special event that is conducted on Town property; that exceeds the building envelopes in the Business District; or that significantly impacts available public parking, vehicular or pedestrian traffic, or access to public roads. If you would like to hold an event that meets any of these conditions, you need to apply for a Special Event Permit. (Note that events in the Town Park or at Conant Hall consistent with the designated purpose of those facilities require only a Recreation Department activity permit or a rental agreement, respectively.)

Special Event Permit applications and supporting materials must be submitted to the Town Clerk a minimum of sixty days before the event. After circulating the application to various department heads and compiling their feedback, the Town Clerk presents it to the Town Board for approval, which may be subject to conditions that must be met before a permit can be issued. A permit must be issued before the start of the event.

Please direct questions to the Town Clerk (townclerk@townofpoundridge.com; 914-764-5549).

Instructions

1. Complete as much of the Special Event Permit Application form as you can. There may be some details that will not be available when you submit your application.
2. Submit your application and any supporting documents to the Town Clerk.
3. Attend the Town Board meeting when your application will be considered.
4. If the application is approved, you may still need to satisfy certain conditions for a permit to be issued or for your permit to be valid. Make sure you meet any conditions that are specified.
5. Make sure you have received a permit prior to your event.



SPECIAL EVENT PERMIT APPLICATION

APPLICANT INFORMATION

The **applicant** is the individual, group, or entity organizing the event. Examples of applicant **type** include nonprofit organization, town board or commission, school club, etc.

| | |
|------------------|--|
| Applicant Name: | |
| Applicant Type: | |
| Address: | |
| Mailing Address: | |
| Phone Number: | |
| Email Address: | |

EVENT INFORMATION

In addition to indicating event **type** (eg, street fair, festival, road race, parade, concert, etc.), please provide a detailed event description. Examples of event **purpose** include fundraising, promoting awareness, providing education, building community spirit, promoting local businesses, etc. ***If the event is a fundraiser, the purpose should include information about how the resulting funds will be used.*** Identify all locations where event activity will take place, including parking.

| | |
|--------------|--|
| Event Name: | |
| Event Type: | |
| Description: | |
| Purpose: | |

| | | | |
|-------------------|--|-----------------|--|
| Event Date: | | Alternate Date: | |
| Event Start Time: | | Event End Time: | |
| Setup Start Time: | | Setup End Time: | |
| Takedown Start: | | Takedown End: | |

| | | | |
|----------------------|------------------------------|-----------------------------|--|
| Location(s): | | | |
| On private property? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | |
| Parking location(s): | | | |
| On private property? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | |

| | |
|----------------------------|--|
| Road closure(s) requested: | |
| Closure times requested: | |

| | | |
|----------------|------------------------------|-----------------------------|
| Admission fee? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Parking fee? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

| |
|-------------------------|
| VENDORS/LICENSES |
|-------------------------|

| | | |
|--|-----------------------------|-----------------|
| Will the event include food and/or beverage vendors? | | |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | Number, if any: |
| Will any food or beverages be served without charge in conjunction with the event? | | |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | |
| Will the event include non-food vendors? | | |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | Number, if any: |
| Will the event include alcoholic beverage vendors? | | |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | Number, if any: |
| Will any alcohol be served without charge in conjunction with the event? | | |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | |
| Will the event include gambling of any kind? | | |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | |

Please note that it is the applicant's responsibility to ensure that any vendors have all required licenses and/or permits.

CONTACTS

| | | | |
|-------------------------|--|----------------|--|
| Primary Contact Name: | | | |
| Cell Phone Number: | | Email Address: | |
| Event Day Contact Name: | | | |
| Cell Phone Number: | | Email Address: | |
| Weather Contact Name: | | | |
| Cell Phone Number: | | Email Address: | |

Note that the weather contact person must be on site throughout the event, and also that it is the responsibility of the organizer to communicate postponements and cancellations to the public.

Please indicate how decisions regarding postponement or cancellation will be made, and how you will respond if sudden severe weather develops while the event is in progress:

| |
|--|
| |
|--|

LOGISTICS

| | | |
|----------------------------------|------------------------------|-----------------------------|
| CROWD MANAGEMENT | | |
| Anticipated attendance: | | |
| Describe crowd control plan: | | |
| Describe perimeter control plan: | | |
| Emergency services present? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Will event be ADA compliant? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

| | |
|---------------------------------|--|
| VOLUNTEERS | |
| Indicate number of volunteers: | |
| Describe role(s) of volunteers: | |

| SANITATION/GARBAGE | | |
|----------------------------------|------------------------------|-----------------------------|
| Portable toilets provided: | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| If so, how many? | | |
| Garbage/recycling bins provided? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Describe garbage/recycling plan: | | |

| NEIGHBORHOOD IMPACT/NOTIFICATION | | |
|---|------------------------------|-----------------------------|
| Will there be noise impacts? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Will there be amplified music? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Will there be light impacts? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Have neighbors been notified? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

| STRUCTURES/SAFETY | | |
|----------------------------|------------------------------|-----------------------------|
| Tents or canopies? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| If yes, please describe: | | |
| Stage or other structures? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| If yes, please describe: | | |
| Fireworks or open flame? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| If yes, please describe: | | |

| UTILITIES | | |
|-------------------------------------|------------------------------|-----------------------------|
| Water access needed? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| If yes, please describe: | | |
| Electricity needed? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| If yes, please describe: | | |
| WiFi access needed? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| If yes, please indicate # of users: | | |

| PROMOTION | | |
|---|------------------------------|-----------------------------|
| Banner permission requested? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| If yes, please indicate location and dates: | | |
| Other signage? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| If yes, please describe: | | |

| TOWN RESOURCES | | |
|-----------------------------------|------------------------------|-----------------------------|
| Town bus needed? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| If yes, please indicate time: | | |
| Barricades or cones needed? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| If yes, please specify: | | |
| Other town-owned property needed? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| If yes, please specify: | | |

| OUTSIDE RESOURCES | | |
|-----------------------------|------------------------------|-----------------------------|
| Outside bus transportation? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| If yes, please describe: | | |
| Outside parking assistance? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| If yes, please describe: | | |
| Other outside resources? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| If yes, please describe: | | |

SUPPORTING DOCUMENTS

MAPS/PLANS

Event Site Plan

Yes

No

The Event Site Plan should include locations of the following if applicable: stages/tents, power/water sources, portable toilets, accessible toilets, medical aid locations, admission sales area, alcohol sales/services, pedestrian pathways, entrances/exits, vendors/riders.

PLEASE ATTACH

Parking/Traffic Plan

Yes

No

The Parking/Traffic Plan should include locations of the following if applicable: road closures, traffic patterns, bus routes/stops, parking payment area, attendee parking, accessible parking, vendor parking, volunteer parking.

* PLEASE ATTACH*

LEGAL DOCUMENTS

Insurance Certificate(s)

Yes

No

Indemnity Agreement(s)

Yes

No

Permits/Licenses (other than for vendors)

Yes

No

Please note that it is the applicant's responsibility to obtain insurance naming the town as an additional insured.

DEPOSIT/FEEES

Damage Deposit Paid (Indicate Amount):

Waiver Requested:

Yes

No

Application Fee Paid (Indicate Amount):

Waiver Requested:

Yes

No

ENDORSEMENT

I certify that I have reviewed all application materials, and that the information contained therein is, to the best of my knowledge, accurate and truthful.

I understand that Town Board approval of my application does not constitute a permit; that if the application is approved, I must meet any and all conditions specified by the Town Board for a permit to be issued, and to remain valid. Furthermore, that under no circumstances may the event take place unless and until a permit has been issued.

X

(Printed Name)

(Date)

CLAIM



TOWN OF POUND RIDGE
POUND RIDGE NY 10576

PURCHASE ORDER NO.:

DATE: 4/10/2024

**CLAIMANT'S
NAME
AND
ADDRESS**

Robert Vuotto
119 Cross Pond Road
Pound Ridge NY 10576

VENDOR #:

999999

| APPROPRIATION | AMOUNT | VOUCHER # |
|---------------|-------------------|-----------|
| T-31-3102 | \$5,000.00 | |
| | | |
| | | |
| | | |
| | | |
| TOTAL | \$5,000.00 | |

| DATES | DESCRIPTION OF MATERIALS OR SERVICES | QUANTITY | UNIT PRICE | AMOUNT |
|-----------|---|----------|--------------|-------------------|
| 4/10/2024 | Release of Bond #2017-13 | 1 | \$5,000.00 | \$5,000.00 |
| | \$5,000 held by the Town for the WCC | | | \$0.00 |
| | for property located at 119 Cross Pond Road | | | \$0.00 |
| | | | | \$0.00 |
| | Conditions of wetlands permit have been completed and | | | \$0.00 |
| | the inspection of the project was satisfactory. | | | \$0.00 |
| | | | | \$0.00 |
| | Payable to Robert Vuotto | | | \$0.00 |
| | | | | \$0.00 |
| | | | TOTAL | \$5,000.00 |

CLAIMANT'S CERTIFICATION

I, _____, certify that the above account in the amount of \$5,000.00 is true and correct; that the items, services, and disbursements charged were rendered to or for the town on the dates stated; that no part has been paid or satisfied; that taxes, from which the municipality is exempt, are not included; and that the amount claimed is actually due.

_____ date _____ *per letter of email* signature _____ title

SPACE BELOW FOR TOWN USE

DEPARTMENT APPROVAL

The above services or materials were rendered or furnished to the town on the dates stated and the charges are correct.

4/10/24 date _____ *Christina B. Di...* authorized official
WCC Admin

APPROVAL FOR PAYMENT

This claim is approved and ordered paid from the appropriations indicated above.

ALP Engineering
& Landscape Architecture, PLLC

April 5, 2024

James H. Perry, Building Inspector
Town of Pound Ridge
The Town House
179 Westchester Avenue
Pound Ridge, NY 10576

Re: Vuotto Property
119 Cross Pond Road

Dear Jim:

I inspected the Vuotto Property on March 9, 2024 to review the implementation of the mitigation measures as approved by the Town. The mitigation measures included the construction of a rain garden to capture and treat runoff from the new impervious surfaces resulting from the additions to the house, and mitigation plantings depicted on the plan and in the riparian buffer adjacent to the watercourse and downgradient of the rain garden.

In my professional opinion, the rain garden is sized as per the design and the mitigation measures that have been installed are substantially in accordance with the approved plans. As per my review of the property, the work on the property has been completed satisfactorily.

If you have any questions regarding my review, please do not hesitate to call me on my direct line at (475) 215-5343 or on my cell phone at (203) 710-0587.

Sincerely,

ALP ENGINEERING & LANDSCAPE ARCHITECTURE, PLLC

Alan Pilch

Alan L. Pilch, P.E., R.L.A.
Principal

cc: Robert Vuotto (via email)

4/10/24
OK per Jim Perry
ASK
2017-13
Block, Lot
10263-19

Christeen Dur

From: Alan Pilch <alpenengineering-la@outlook.com>
Sent: Wednesday, April 10, 2024 10:49 AM
To: Christeen Dur
Subject: Re: WCC bond refund

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning, Christeen:

Yes, the bond refund should be sent to Robert Vuotto at 119 Cross Pond Road. Thank you so much.

Sincerely,

Alan

Alan L. Pilch, P.E., R.L.A.
Principal
alpenengineering-la@outlook.com **(PLEASE NOTE NEW EMAIL ADDRESS)**

ALP Engineering & Landscape Architecture, PLLC
P.O. Box 843
Ridgefield, CT 06877

Direct Tel: (475) 215-5343 / Cell: (203) 710-0587

Please update my email address to alpenengineering-la@outlook.com. The email address alan@eaec-inc.com will be discontinued. Thank you.

From: Christeen Dur <cdur@townofpoundridge.com>
Sent: Wednesday, April 10, 2024 10:46 AM
To: alpenengineering-la@outlook.com <alpenengineering-la@outlook.com>
Subject: WCC bond refund

Hi Alan

I received your report from Jim Perry regarding the WCC permit at 119 Cross Pond Road for Robert Vuotto. Can you confirm that the bond refund should be sent to Mr. Vuotto at 119 Cross Pond Road? I will submit this for approval on the next Town Board Agenda on April 16th and then it will be processed by our Finance Department.



To: Supervisor Kevin Hansan

From: Melinda Avellino,
Conservation Board Chair

CC: Nicole Engel
John Cosetti

Re: Arbor Day Foundation Proclamation

Date: April 10, 2024

In order to retain our status as an Arbor Day Foundation Tree City, Pound Ridge must issue a signed proclamation by Supervisor Hansan stating that the town recognizes and will celebrate Arbor Day – Friday, April 26th this year. We are requesting that you include a notice of the proclamation at a Town Board meeting on April 16th. I apologize for the last minute request as I just became aware that we needed to do this. The proclamation suggested by the Arbor Day Foundation is attached.

The Conservation Board will celebrate Arbor Day by giving away 75 sapling trees and free compost at The Market on Saturday, April 27th from 12:00PM to 3PM. We will include information about the proclamation with our media outreach and other publicity for this event.

Thank you.

Arbor Day Proclamation

Whereas, In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

Whereas, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

Whereas, Arbor Day is now observed throughout the nation and the world, and

Whereas, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife, and

Whereas, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and

Whereas, trees in our Town increase property values, enhance the economic vitality of business areas, and beautify our community, and

Whereas, trees, wherever they are planted, are a source of joy and spiritual renewal.

Therefore, I do hereby proclaim Friday, April 26, 2024 as ARBOR DAY in the Town of Pound Ridge,

And I urge all citizens to celebrate Arbor Day in the future and to support efforts to protect our trees and woodlands, and

Further, I urge all citizens to plant trees to gladden the heart and promote the well being of this and future generations.

Kevin Hansan, Supervisor, Town of Pound Ridge

Date: _____

Memo

To: Town Board
From: Jonah Maddock
Date: April 12, 2024

I respectfully request approval for two part-time summer help positions starting May 1, 2024.
The rate is \$16 per hour.



POUND RIDGE GARDEN CLUB

Pound Ridge, New York

April 10, 2024

From: Carol Cioppa (& Beth Statman)
Pound Ridge Garden Club – Co-Chairs Horticulture
Telephone: Carol 203 2737171; Beth 914 953 0077

To the Town Board of Pound Ridge:

The Pound Ridge Garden Club would like to donate a native *Magnolia virginiana* for Arbor Day to be planted in the area near the large parking area at the Town House. It is deer resistant and we plan on buying a Treegator Slow Release Watering Bag for it. Connie Marquetti has graciously offered to pick up the tree that I have selected at Hardscrabble Farms and bring it to the Town House.

Since the Club members are mostly over 60 these days, we are asking if we can get some help getting the tree out of Connie's pick up truck as well as digging the planting hole for us. Connie is away but will be able to pick up the tree with me sometime the week of April 22.

The *Magnolia virginiana* or Sweetbay magnolia is slow-growing, with no serious disease or insect problems. This *Magnolia* is perfect for a small patio or as a specimen tree. Grows with a rounded, spreading habit, up to 10-35 ft. tall and wide in the North. Sweet Citrus Scented Blooms are Heavenly!

- Large, Creamy White Flowers in spring and summer
- Low Maintenance and Adaptable
- High Disease and Deer Resistance.
- Cold and Heat Hardy!



| | Kevin | Ali | Dan | Diane | Namasha | Other |
|------------------------------------|-------|-----|-----|-------|---------|--------------------|
| Boards & Commissions | | | | | | |
| Audit Bills | | | | | X | |
| Board of Assessment Review | | X | | | | |
| Board of Ethics | X | | | | | |
| Conservation Board | | | X | | | |
| Drug Abuse Prevention Council | | | | X | | |
| Economic Development Committee | | | | X | | |
| Energy Action Committee | | | X | | | |
| Highway & Maintenance | | | | X | | |
| Housing Board | | | X | | | |
| Human Rights Advisory Committee | | | | | X | |
| Landmarks & Historic District | | | | | X | |
| OEM | X | | | | | |
| Old Pound Road Committee | | X | | | | |
| Open Space | | | X | | | |
| Planning Board | | | | | X | |
| Police Department | X | | | | | |
| Recreation Commission | | | | X | | |
| Water Control Commission | | | X | | | |
| Zoning Board of Appeals | | | | X | | |
| | | | | | | |
| Other | | | | | | |
| BCSDNY | X | | | | | |
| East of Hudson Watershed | X | | | | | |
| Environmental Initiatives Advisors | | | | | | Elyse/Bill Harding |
| Fire District | X | | | | | |
| Insurance | | | | | | Harvey Dann |
| Library Board | X | | | | | |
| New Dawn | | | X | | | |
| Westchester County Shared Services | X | | | | | |
| Sustainable Westchester | | | X | | | |
| WEMS | | | | | | Tom Mulcahy |
| Wireless Communication | | | | X | | |
| Water Wastewater Task Force | | X | | | | |