

May 12, 2021

Loretta Taylor, Chairman
Town of Cortlandt Planning Board
Town Hall, 1 Heady Street
Cortlandt Manor, NY 10567

**Re: Amended Site Development Plan #3
Paraco Fuel Corporation
8 and 14 Bay View Road**

Dear Chairman Taylor and Members of the Planning Board:

Find enclosed the following information for the above-referenced Project:

1. Planning Board Application fee of \$250.
2. 2 copies of the Planning Board Application.
3. 2 copies of the Letter of Authorization.
4. 2 copies of the List of Officers of the Corporation.
5. 2 copies of the Adjoining Property Owners List.
6. 2 copies of the Short Environmental Assessment Form.
7. 2 copies of the Property Deeds.
8. 2 copies of the Property survey.
9. 12 copies of the Site Development Plan.
10. 2 copies of the proposed building, sample photo.

This office has been retained by the Applicant, Paraco Fuel Corporation, to seek Amended Site Development Plan Approval from the Planning Board for their existing propane fuel storage and distribution operation on the subject property, which is located in the M-1 (Light Industrial) Zoning District at 8 & 14 Bay View Road. This project received Amended Site Plan approval in 2018 for a different and larger building.

We respectfully request placement of the application on the Planning Board's June 01, 2021 meeting agenda.

PROJECT NARRATIVE

Paraco Fuel Corporation currently owns and operates a gas storage and distribution facility at 8 & 14 Bay View Road. The site contains two, 30,000 gallon propane storage tanks that are refilled every day or at least every other day. The Owner/Applicant runs 6 fuel trucks daily along with two service trucks daily. The office also has one or sometimes two employees when the regional managers visit the site, therefore, there is approximately 8-10 employees that visit the site per day. Of those, the trucks are generally out on the road for the majority of the day, returning to the site late afternoon, leaving generally one employee on site all day.

The site is approximately 90% impervious and has been that way for decades. This project involves the construction of a new office building with approximately 700 square feet associated with the office and approximately 700 square foot of uninhabitable storage space. The storage space will be accessed via a loading dock. Also germane to the project is the provision of a lift to get to the office floor level for ADA

compliance. The new office building will reuse a portion of the existing foundation wall from the previously situated office building that is no longer on site. There will be minor improvements for the parking spaces, otherwise, no other construction is proposed as part of this application. All other existing site improvements and operations are to remain as is.

Therefore, this project is for an Amended Site Plan for the construction of a new replacement office building which will be installed since the original office building had to be removed as a result of Super Storm Sandy in 2012. The current office building replacement is to be provided with a proper foundation and the finished floor elevation will also be raised to elevation 11.0 or 2.0' above the 100-year flood elevation of 9.0.

We look forward to appearing before the Planning Board to discuss the project at June 01, 2021 Planning Board meeting. Should you have any questions or require additional information please contact me at the above number. Thank you for your time and consideration in this matter.

Respectfully submitted,



Keith Staudohar
Cronin Engineering, P.E., P.C.

cc: Jeff Palen, Paraco Fuel w/ encl.

Paraco-amended site plan-initial submission-ks-20210430