

PB# 07-25

RLF Medical Managers

47-1-35

TOWN OF NEW WINDSOR
PLANNING BOARD
APPROVED COPY
DATE: Approved 7/2/08

07-25 RLF Medical Mammers
10 Louise Dr. (Freida)
(Minuta)

PLANNING BOARD
TOWN OF NEW WINDSOR

AS OF: 07/17/2008

PAGE: 1

LISTING OF PLANNING BOARD ACTIONS

STAGE:

STATUS [Open, Withd]
A [Disap, Appr]

FOR PROJECT NUMBER: 7-25

NAME: RLF MEDICAL MANAGERS (FREDA) PA2007-292
APPLICANT: EVE FREDA

--DATE--	MEETING-PURPOSE-----	ACTION-TAKEN-----
07/02/2008	PLANS STAMPED	APPROVE
04/23/2008	P.B. APPEARANCE	LA:ND CL PH APPR
09/12/2007	P.B. APPEARANCE	REFER TO ZBA
07/19/2007	WORK SHOP	SUBMIT
05/02/2007	WORK SHOP	RET TO WS

PLANNING BOARD
TOWN OF NEW WINDSOR

AS OF: 07/17/2008

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LISTING OF PLANNING BOARD SEQRA ACTIONS

FOR PROJECT NUMBER: 7-25

NAME: RLF MEDICAL MANAGERS (FREDA) PA2007-292

APPLICANT: EVE FREDA

	DATE-SENT	ACTION-----	DATE-RECD	RESPONSE-----
ORIG	09/06/2007	EAF SUBMITTED	09/06/2007	WITH APPLIC
ORIG	09/06/2007	CIRCULATE TO INVOLVED AGENCIES	/ /	
ORIG	09/06/2007	LEAD AGENCY DECLARED	04/23/2008	LEAD AG
ORIG	09/06/2007	DECLARATION (POS/NEG)	04/23/2008	DEC. NEG DEC
ORIG	09/06/2007	SCHEDULE PUBLIC HEARING	/ /	
ORIG	09/06/2007	PUBLIC HEARING HELD	04/23/2008	CLOSED PH
ORIG	09/06/2007	WAIVE PUBLIC HEARING	/ /	
ORIG	09/06/2007	FINAL PUBLIC HEARING	/ /	
ORIG	09/06/2007	PRELIMINARY APPROVAL	/ /	
ORIG	09/06/2007	LEAD AGENCY LETTER SENT	/ /	

PLANNING BOARD
TOWN OF NEW WINDSOR

AS OF: 07/02/2008

PAGE: 1

LISTING OF PLANNING BOARD FEES
ESCROW

FOR PROJECT NUMBER: 7-25
NAME: RLF MEDICAL MANAGERS (FREDA) PA2007-292
APPLICANT: EVE FREDA

--DATE--	DESCRIPTION-----	TRANS	--AMT-CHG	-AMT-PAID	--BAL-DUE
09/06/2007	REC CK. #1156	PAID		750.00	
09/12/2007	P.B. MINUTES	CHG	14.00		
03/26/2008	P.B. MINUTES	CHG	49.00		
04/23/2008	P.B. MINUTES	CHG	70.00		
05/21/2008	P.B. ENGINEER FEE	CHG	792.50		
05/21/2008	P.B. ATTY FEE	CHG	332.50		
06/18/2008	REC. CK. #1331	PAID		263.50	
07/02/2008	REC. CK. #1340	PAID		244.50	
TOTAL:			1258.00	1258.00	0.00

Received
7-21

Close Escrow

P.B. #07-25 ESCROW

F.R.M.

RLF MEDICAL MANAGERS INC.

10 LOUISE DR. *562-7995*
NEW WINDSOR, NY 12553-7712

DATE

PAY
TO THE
ORDER OF

Tom of New Windsor

Two hundred forty four and $\frac{50}{100}$



JPMorgan Chase Bank, N.A.
New York, New York 10017
www.Chase.com

FOR

Wicks

⑈001340⑈ ⑆021000021⑆

6809106428

P.B. #07-25 ESCROW

RLF MEDICAL MANAGERS INC.

10 LOUISE DR. *562-7995*
NEW WINDSOR, NY 12553-7712

DATE

PAY
TO THE
ORDER OF

Tom of New Windsor

Two hundred sixty three and $\frac{50}{100}$



JPMorgan Chase Bank, N.A.
New York, New York 10017
www.Chase.com

FOR

Wicks

⑈001331⑈ ⑆021000021⑆

6809106428

PLANNING BOARD
TOWN OF NEW WINDSOR

AS OF: 06/19/2008

PAGE: 1

LISTING OF PLANNING BOARD FEES
4% FEE

FOR PROJECT NUMBER: 7-25
NAME: RLF MEDICAL MANAGERS (FREDA) PA2007-292
APPLICANT: EVE FREDA

DATE--	DESCRIPTION-----	TRANS	--AMT-CHG	-AMT-PAID	--BAL-DUE
06/04/2008	2% OF 867.00	CHG	17.34		
06/18/2008	REC. CK. #1332	PAID		17.34	
		TOTAL:	17.34	17.34	0.00

*Received
7-2-08
J. Ferrara*

P.B. #07-25 Inspection fee

RLF MEDICAL MANAGERS INC.
10 LOUISE DR.
NEW WINDSOR, NY 12553-7712

1332

PAY TO THE ORDER OF Town of New Windsor DATE 6-10-08

Seventeen and 34/100 \$ 17.34

CHASE
JPMorgan Chase Bank, N.A.
New York, New York 10017
www.Chase.com

FOR Eve Freda

1100133211 10210000211 680910642811

Town of New Windsor

555 Union Avenue

New Windsor, NY 12553

(845) 563-4611

RECEIPT
#359-2008

07/02/2008

RLF Medical Managers

Received \$ 125.00 for Planning Board Fees, on 07/02/2008. Thank you for stopping by the Town Clerk's office.

As always, it is our pleasure to serve you.

Deborah Green
Town Clerk

PB# 07-23 approval fee

PLANNING BOARD
TOWN OF NEW WINDSOR

AS OF: 06/19/2008

PAGE: 1

LISTING OF PLANNING BOARD FEES
ESCROW

FOR PROJECT NUMBER: 7-25
NAME: RLF MEDICAL MANAGERS (FREDA) PA2007-292
APPLICANT: EVE FREDA

--DATE--	DESCRIPTION-----	TRANS	--AMT-CHG	-AMT-PAID	--BAL-DUE
09/06/2007	REC CK. #1156	PAID		750.00	
09/12/2007	P.B. MINUTES	CHG	14.00		
03/26/2008	P.B. MINUTES	CHG	49.00		
04/23/2008	P.B. MINUTES	CHG	70.00		
05/21/2008	P.B. ENGINEER FEE	CHG	792.50		
05/21/2008	P.B. ATTY FEE	CHG	332.50		
06/18/2008	REC. CK. #1331	PAID		263.50	
		TOTAL:	----- 1258.00	----- 1013.50	----- 244.50



Town of New Windsor

555 Union Avenue
New Windsor, New York 12553
Telephone: (845) 563-4615
Fax: (845) 563-4689

OFFICE OF THE PLANNING BOARD

June 5, 2008

RLF Medical Managers
10 Louise Drive
New Windsor, NY 12553

ATTN: EVE FREIDA

SUBJECT: P.B. #07-25 CLOSE-OUT FEES

Dear Eve:

Please find attached printouts of fees due for subject project.

Please submit payments by separate checks, payable to the Town of New Windsor, as follows:

Check #1 – Approval Fee.....	\$	125.00
Check #2 – Amount over escrow posted.....	\$	263.50
Check #3 – 2% of \$867.00 (cost Est.)...inspection fee.....	\$	17.34

Upon receipt of these checks, I will have the plans stamped and signed approved.

If you have any questions in this regard, please contact my office.

Very truly yours,

Myra L. Mason, Secretary To The
NEW WINDSOR PLANNING BOARD

MLM

Date	Entry #	Received From/Paid To Explanation	Chq# Rec#	Rpts	General Disbs	Fees	Bld		Trust Activity		Balance
							Inv#	Acc	Rpts	Disbs	
12132		TOWN OF NEW WINDSOR									
6085938		FREDA HOME PROFESSIONAL OFFICE/RLF MANAGEMENT									
Sep 12/2007	93757	Lawyer: DRC 0.10 Hrs X 175.00 REVIEW M EDSALL'S COMMENTS PB# 07-25				17.50	5009				
Sep 12/2007	93758	Lawyer: DRC 0.30 Hrs X 175.00 REVIEW FILE PB# 07-25				52.50	5009				
Sep 12/2007	93759	Lawyer: DRC 0.20 Hrs X 175.00 ATTEND PLANNING BOARD MEETING PB# 07-25				35.00	5009				
Oct 16/2007	99210	Billing on Invoice 5009 FEES 105.00			0.00		5009				
Oct 26/2007	101694	TOWN OF NEW WINDSOR PMT - PAYMENT ON ACCOUNT	011734	105.00							
Mar 24/2008	132581	Lawyer: DRC 0.10 Hrs X 175.00 REVIEW M EDSALL'S COMMENTS PB# 07-25				17.50	7178				
Mar 26/2008	133753	Lawyer: DRC 0.20 Hrs X 175.00 ATTEND PLANNING BOARD MEETING PB# 07-25				35.00	7178				
Apr 14/2008	137335	Lawyer: DRC 0.20 Hrs X 175.00 REVIEW REVISED PLANS PB# 07-25				35.00					
Apr 14/2008	137336	Lawyer: DRC 0.10 Hrs X 175.00 REVIEW M EDSALL'S COMMENTS PB# 07-25				17.50					
Apr 22/2008	138744	Billing on Invoice 7178 FEES 52.50			0.00		7178				
Apr 23/2008	141547	Lawyer: DRC 0.20 Hrs X 175.00 ATTEND MEETING				35.00					
Apr 27/2008	141505	Lawyer: DRC 0.40 Hrs X 175.00 PREPARE RESOLUTIONS ADOPTING A NEG DEC AND GRANTING SITE PLAN AND SPECIAL USE PERMIT APPROVAL				70.00					
Apr 27/2008	141507	Lawyer: DRC 0.10 Hrs X 175.00 EMAIL TO M EDSALL				17.50					
May 2/2008	142431	TOWN OF NEW WINDSOR PMT - PAYMENT ON ACCOUNT	013387	52.50							

TOTALS PERIOD	UNBILLED			- TOTAL	BILLED			- RECEIPTS	BALANCES	
	CHE	+ RECOV	+ FEES		DISBS	+ FEES	+ TAX		= A/R	TRUST
	0.00	0.00	175.00	175.00	0.00	157.50	0.00	157.50	0.00	0.00

REPORT SELECTIONS - Client Ledger

Layout Template: Default
 Requested by: Rose Thoma
 Finished: Monday, May 05, 2008 at 11:51:22 AM
 Ter: 8.20c
 Matters: 6085938
 Clients: All
 Major Clients: All
 Client Intro Lawyer: All
 Matter Intro Lawyer: All
 Responsible Lawyer: All
 Assigned Lawyer: All
 Type of Law: All
 Select From: Active, Inactive Matters
 Matters Sort by: Default
 New Page for Each Lawyer: No
 New Page for Each Matter: No
 No Activity Date: Dec 31/2199
 Firm Totals Only: No
 Totals Only: No
 Entries Shown - Billed Only: No
 Entries Shown - Disbursements: Yes
 Entries Shown - Receipts: Yes
 Entries Shown - Time or Fees: Yes
 Entries Shown - Trust: Yes
 Incl. Matters with Retainer Bal: No
 Incl. Matters with Neg Unbld Disb: No
 Trust Account: All
 Working Lawyer: All
 Include Corrected Entries: No
 Show Check # on Paid Payables: No
 Show Client Address: No
 Consolidate Payments: No
 Show Trust Summary by Account: No
 Printed from: Register

332.50

CHRONOLOGICAL JOB STATUS REPORT

JOB: 87-56

NEW WINDSOR PLANNING BOARD (Chargeable to Applicant)

CLIENT: NEWWIN - TOWN OF NEW WINDSOR

TASK: 7- 25

FOR ALL WORK ON FILE:

TASK-NO	REC	--DATE--	TRAN	EMPL	ACT DESCRIPTION-----	RATE	HRS.	TIME	EXP.	-----DOLLARS-----		
										BILLED	BALANCE	
7-25	318249	05/02/07	TIME	MJE	WS FREDA HPO	119.00	0.40	47.60				
7-25	318255	05/02/07	TIME	MJE	PM FREDA W/GA	119.00	0.10	11.90				
7-25	326979	07/19/07	TIME	MJE	WS RLF MED MANAGERS HPO	119.00	0.40	47.60				
7-25	333131	09/10/07	TIME	MJE	MR RLF MMT S/P	119.00	0.60	71.40				
7-25	333136	09/11/07	TIME	MJE	MR RLF MMT S/P	119.00	0.10	11.90				
7-25	333140	09/11/07	TIME	MJE	PM RLF W/GA	119.00	0.20	23.80				
7-25	332847	09/12/07	TIME	MJE	MM RLF >> ZBA	119.00	0.10	11.90				
7-25	333123	09/12/07	TIME	MJE	MM RLF	119.00	0.30	35.70				
								261.80				
7-25	334432	09/27/07			BILL 07-2516						-249.90	
										-249.90		
7-25	379873				PD/CR 07-2516 PD 10/11/07		249.90					
7-25	335652	10/03/07	TIME	MJE	MC FREDA ZBA REFERRAL	119.00	0.50	59.50				
								59.50				
7-25	340927	11/19/07			BILL 07-3081						-59.50	
										-59.50		
7-25	380487				PD/CR 07-3081 PD 12/05/07		59.50					
7-25	357070	03/22/08	TIME	MJE	MR RLF SITE PLAN	124.00	0.50	62.00				
7-25	358052	03/26/08	TIME	MJE	MC RLF DISC/GA-FHL COMM	124.00	0.30	37.20				
7-25	358057	03/26/08	TIME	MJE	MM RLF-REG MTO	124.00	0.40	49.60				
7-25	358062	03/27/08	TIME	MJE	AA RLF-OCDF REF/EMC	124.00	0.40	49.60				
7-25	361025	04/14/08	TIME	MJE	MR RLF S/P & SPEC PMT	124.00	0.50	62.00				
7-25	361029	04/14/08	TIME	MJE	MC EMC MM:OCDF	124.00	0.20	24.80				
7-25	361045	04/16/08	TIME	MJE	MC RLF FINALIZE & JRS	124.00	0.20	24.80				
7-25	362190	04/17/08	TIME	MJE	MC DISC RLF W/GA	124.00	0.20	24.80				
7-25	362635	04/23/08	TIME	JRS	MM RFL FREDA	124.00	0.50	62.00				
7-25	363899	04/28/08	TIME	MJE	MC EMC DC:FRIEDA	124.00	0.20	24.80				
								421.60				
7-25	361821	04/17/08			BILL 08-1070						-210.30	
										-210.30		
7-25	382227				PD/CR 08-1070 PD 05/01/08		210.30					
7-25	382439	05/20/08	TIME	MJE	MC cost est rev & emc	124.00	0.40	49.60				
								49.60				
TASK TOTAL								792.50			-519.70	272.80
									0.00			
GRAND TOTAL								792.50			-519.70	272.80
									0.00			



345 WINDSOR HIGHWAY, SUITE #100, NEW WINDSOR, NEW YORK 12553 . PH: 845.963.0075 FX: 845.965.6622 . EM: info@minutaarchitecture.com

To: Mr. Michael Babcock, Building Inspector
Town of New Windsor
555 Union Ave
New Windsor, New York 12553

From: Joseph J. Minuta, RA

CC: Eve Freda;File

Via: (845) 563-4695

Pages: 1 of 3

Date: May 1, 2008

RE: Eve Freda, 10 Louise Drive, New Windsor, New York - Items for final site inspection.

Dear Sirs:

Please see that accompanying Private Bond Estimate for this property.

With respect to this project I believe the following improvements require your inspection:

1. New 3'-0" tall hedge row at west side fo driveway
2. New fence and gate under existing deck to match existing. This completes the fenced perimeter required for the koi pond.
3. Existing fence at north east corner of the property to be correctly relocated parallel on the Owners property.

Regarding the parking area the intent of the plans is not to depict striping nor have such details been provided. Rather the intent of the plan is to illustrate that the required dimensional requirements of the spaces and area are in compliance. Since this is a residential neighborhood striping, wheel stops or other means of delineation would detract from the residential aesthetic.

Respectfully Submitted,

Joseph J. Minuta, RA, AIA, NCAAB, CACB

Principal RA/ Owner



Project Name: Eve Freda dba RLF Management Municipality: Town of New Windsor
 Planning Board No.:07-25 Date:10-3-07

PRIVATE IMPROVEMENT
AND SITE PLAN UNIT PRICES
(Updated May 2006)

<u>Description</u>	<u>Unit</u>	<u>Unit Cost</u>	<u>Qty</u>	<u>Total Cost</u>
<u>Roadway and Parking Lot</u>				
Erosion Control	AC	\$ 1,800.00		\$ -
Paving & Base (regular construction)	SY	\$ 18.20		\$ -
Paving & Base (heavy-duty construction)	SY	\$ 24.30		\$ -
Tack Coat	SY	\$ 0.50		\$ -
Overlay Existing Pavement (1.5")	SY	\$ 6.23		\$ -
Double Surface Treatment	SY	\$ 6.00		\$ -
				\$ -
Private Road (traveled way only)	SY	\$ 12.00		\$ -
Private Road (complete - swales etc)	LF	\$ 35.00		\$ -
Topsoil & Seeding	SY	\$ 2.00		\$ -
Street Signs (Traffic Control)	EA	\$ 250.00		\$ -
				\$ -
Parking Space Striping	EA	\$ 9.00		\$ -
Parking & Lane Striping	LF	\$ 0.50		\$ -
Painted Striped Island	EA	\$ 35.00		\$ -
Site Plan Stop Bar	EA	\$ 80.00		\$ -
Handicapped Sign & Striping	EA	\$ 200.00		\$ -
Traffic Control Sign	EA	\$ 200.00		\$ -
				\$ -
Concrete Curbing	LF	\$ 18.00		\$ -
Concrete Sidewalk	SY	\$ 38.00		\$ -
Timber Curbing	LF	\$ 12.00		\$ -
Curb (Precast) Bumpers	EA	\$ 15.00		\$ -
Shale Parking (Overflow) Area	SY	\$ 8.00		\$ -
				\$ -
Guiderail	LF	\$ 40.00		\$ -
				\$ -
<u>Drainage</u>				
Catch Basin	EA	\$ 2,700.00		\$ -
Connection to Existing Catch Basin	EA	\$ 500.00		\$ -
Stormwater Pipe (15")	LF	\$ 30.00		\$ -
Stormwater Pipe (18")	LF	\$ 40.00		\$ -
Stormwater Pipe (24")	LF	\$ 45.00		\$ -
Stormwater Pipe (30")	LF	\$ 50.00		\$ -
Stormwater Pipe (36")	LF	\$ 55.00		\$ -

Stormwater Pipe (48")	LF	\$ 65.00	\$	-
End Section	EA	\$ 350.00	\$	-
Concrete Headwall	EA	\$ 4,000.00	\$	-
Rip Rap Drainage Channel	LF	\$ 8.00	\$	-
Non-lined Drainage Channel	LF	\$ 3.50	\$	-
<u>Utilities</u>				
Watermain (8")	LF	\$ 50.00	\$	-
Gate Valve (8")	EA	\$ 1,000.00	\$	-
Tapping Sleeve and Valve (8")	EA	\$ 2,200.00	\$	-
Watermain (12")	LF	\$ 65.00	\$	-
Gate Valve (12")	EA	\$ 1,750.00	\$	-
Hydrant Assembly	EA	\$ 2,700.00	\$	-
Sewer Main (8")	LF	\$ 35.00	\$	-
Sewer Main (12")	LF	\$ 45.00	\$	-
Sewer Manholes	EA	\$ 2,300.00	\$	-
Utility Trench (elec, phone, cable)	LF	\$ 10.00	\$	-
<u>Misc.</u>				
Landscaping Trees	EA	\$ 180.00	\$	-
Landscaping Shrubs	EA	\$ 25.00	3 \$	75.00
Mulched surface	SY	\$ 3.00	44 \$	132.00
Chain link fence (4' black vinyl coated)	LF	\$ 12.00	55 \$	660.00
Split Rail Fence	LF	\$ 16.00	\$	-
Short Masonry Landscape Walls	LF	\$ 10.00	\$	-
Retaining Walls (modular) 4' height	LF	\$ 58.00	\$	-
Lamppost	EA	\$ 1,500.00	\$	-
Building Mtd. Light	EA	\$ 500.00	\$	-
Waste Enclosure (small)	EA	\$ 750.00	\$	-
Dumpster Enclosure (masonry/concrete)	EA	\$ 5,000.00	\$	-
Clear and Grub	AC	\$ 3,000.00	\$	-
<u>Other</u>				
Rock Excavation	CY	\$ 45.00	\$	-
Clearing and Grubbing	SY	\$ 2.00	\$	-
Excavation	CY	\$ 12.00	\$	-
Erosion Control Matting	SF	0.6	\$	-
Bollards	EA	360	\$	-
			\$	867.00

PUBLIC HEARINGS:

RLF_(FREDA)_ (07-25)_SITE_PLAN_AND_SPECIAL_PERMIT

Mr. Joseph Minuta appeared before the board for this proposal.

MR. ARGENIO: We have a couple public hearings tonight, first one is the RLF Management Freda Home Professional Office. I've seen this thing more times than I care to see it but we're obligated to have a public hearing. This application is for approval of a home professional office involving medical insurance applications and processing. The application was previously reviewed at the 12 September, 2007, 26 March, 2008 planning board meeting. The application is before this board tonight for a public hearing. Mr. Minuta is here I see to represent this. We have all seen this multiple times, it's a very, very simple and straightforward application. Joe, have you made any changes? I have Mark's comments here, have you made any other changes at all to the plans since we've seen it last?

MR. MINUTA: Changes have not, there were no changes to the plans since last submitted. All the changes and requests from Mark have been accommodated. We also received a letter from David Church, Orange County Municipal Planning in approval of this project.

MR. ARGENIO: That being said, do any of the members have any questions on this? Very straightforward, Neil or Henry, let's open it up then Myra do you have any information on this? On the 9th day of April, 41 addressed envelopes went out containing the notice of public hearing for this application. If there's anybody in the room tonight that would like to speak for or against or just comment on this application please raise your hand, be recognized by the chair and you'll be afforded the opportunity to speak. I will accept a motion we close the public hearing.

April 23, 2008

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MR. GALLAGHER: So moved.

MR. VAN LEEUWEN: Second it.

MR. ARGENIO: Motion has been made and seconded that the Town of New Windsor Planning Board close the public hearing on RLF Home Office. Roll call.

ROLL CALL

MR. SCHLESINGER	AYE
MR. SCHEIBLE	AYE
MR. GALLAGHER	AYE
MR. VAN LEEUWEN	AYE
MR. ARGENIO	AYE

MR. ARGENIO: If somebody sees fit, I'll accept a motion we declare a negative dec.

MR. VAN LEEUWEN: So moved.

MR. SCHLESINGER: Second it.

MR. ARGENIO: Motion has been made and seconded that we declare negative dec under the SEQRA process for the RLF site plan.

ROLL CALL

MR. SCHLESINGER	AYE
MR. SCHEIBLE	AYE
MR. GALLAGHER	AYE
MR. VAN LEEUWEN	AYE
MR. ARGENIO	AYE

MR. ARGENIO: Guys, does anybody have anything else with this? This was pretty clean from day one.

MR. SCHLESINGER: Does fire have to review this again?

April 23, 2008

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MR. ARGENIO: Approved 3/20/08.

MR. SCHLESINGER: That's it, great.

MR. ARGENIO: Accept a motion for final.

MR. VAN LEEUWEN: So moved.

MR. CORDISCO: Just to be clear, I will prepare a resolution that will be granting site plan special use permit approval and it will include the findings as outlined by Mr. Edsall and also the recommendation that a bond estimate be provided.

MR. ARGENIO: Very good, Dominic, thank you. Do I have a second?

MR. SCHLESINGER: Yes.

MR. ARGENIO: Motion has been made and seconded that the Town of New Windsor Planning Board offer final approval to the RLF Management Professional Home Office. Roll call.

ROLL CALL

MR. SCHLESINGER	AYE
MR. SCHEIBLE	AYE
MR. GALLAGHER	AYE
MR. VAN LEEUWEN	AYE
MR. ARGENIO	AYE

MR. ARGENIO: Thank you, Joe. You have been very cooperative through this whole thing. I know it can be arduous, certainly if anybody understands the process it's yourself. Good luck, Joe.

March 26, 2008

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REGULAR ITEMS:

RLF_MANAGEMENT,_INC._(07-25)

MR. ARGENIO: First on our agenda tonight is RLF Management, Freda Home Professional Office on 10 Louise Drive represented by our esteemed former associate Joe Minuta. This application is for approval of a home professional office involving medical insurance application processing. The application was previously reviewed at the 12 September, 2007 planning board meeting. Joe, for the benefit of anybody who wasn't here at that meeting, this is a pretty straightforward application, would you please bring us up to speed as to where you're at? And then I'm going to go through a few things.

MR. MINUTA: I'm happy to, Mr. Chairman. With respect to this property, it's, the property's been in existence as a commercial property doing business as a commercial use for some time dating back to the early '80s. The applicant's been operating the management company out of here which is strictly a medical building claims center. They have approximately five employees and we have been, we we're before you last we were referred to the zoning board for zoning variances of which we have received which is reflected as a revision to the plan.

MR. ARGENIO: You did receive what you requested?

MR. MINUTA: Yes, we did receive those. No more than five employees will be employed at any one time, that the business hours of operation will not exceed 7 to 5 Monday through Friday. With that, let's see here, variance granted by Town of New Windsor Zoning Board of Appeals on 2/25/2008 for the maximum number of employees allowed was one as a home professional office the uses granted with those stipulations that I just mentioned.

March 26, 2008

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MR. ARGENIO: Do you have a copy of Mark's comments?

MR. MINUTA: I do.

MR. ARGENIO: Mark has some minor issues. In item number 1 I'll read them to you, use must clearly be secondary to use as the dwelling, use must not change character of structure as a residence, activity must not occupy more than half the ground floor area of the dwelling, use shall not employ more than one person, use shall not create a public nuisance. And your client in agreement with the stipulations?

MR. MINUTA: Yes, we are and they are currently in compliance with those statements.

MR. ARGENIO: Okay, if anybody sees fit, I'll accept a motion pursuant to Mark's comment number 4 that we assume the position of lead agency under the SEQRA.

MR. VAN LEEUWEN: So moved.

MR. SCHESINGER: Second it.

MR. ARGENIO: Motion has been made and seconded that the Town of New Windsor Planning Board declare itself lead agency under the SEQRA process for RLF Management.

ROLL CALL

MR. SCHLESINGER	AYE
MR. GALLAGHER	AYE
MR. VAN LEEUWEN	AYE
MR. ARGENIO	AYE

MR. ARGENIO: Joe, as I said, this is pretty straightforward. Does anybody have any questions on this?

March 26, 2008

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MR. SCHESINGER: This is a dwelling, a living, a house now people are living in it?

MR. MINUTA: Yes.

MR. SCHESINGER: What goes on there right now?

MR. MINUTA: Its owner occupied and it's a medical claims building center, they have five employees, mainly family members and they simply do medical billing out of there.

MR. SCHESINGER: Why are you here?

MR. MINUTA: Because we were, this was flagged as a result of the client had a relative who placed an order upon the building department.

MR. SCHESINGER: This was pre-existing and not legitimately--

MR. ARGENIO: Excuse me, let me speak for a second and Joe correct me if I misspeak, the short version of this is that they were operating out of this facility, this small business for quite a number of years and somebody complained, is that the essence?

MR. MINUTA: Thank you.

MR. SCHESINGER: Okay.

MR. ARGENIO: Mike had directed Mr. Minuta to get this thing cleaned up to get it formalized to make it level you need to make application, get your variance, get cleaned up and that's what you need to do per the law and that's essentially why we're here.

MR. MINUTA: Technically to clear up the paperwork.

MR. SCHLESINGER: Okay.

MR. ARGENIO: Joe, as we spoke earlier, because this is a special use permit we do have to have a mandatory public hearing, that's the law and I don't have the authority to change the law. So Myra is there any reason that we can't get this scheduled and get in motion?

MS. MASON: No.

MR. ARGENIO: I'd like to do that please.

MS. MASON: Sure.

MR. ARGENIO: Do we need to vote on that? It's mandatory, there should be no vote.

MR. EDSALL: Need to authorize the public hearing.

MR. VAN LEEUWEN: So moved.

MR. SCHESINGER: Second it.

MR. ARGENIO: Motion has been made and seconded that we schedule a public hearing for this application.

ROLL CALL

MR. SCHLESINGER	AYE
MR. GALLAGHER	AYE
MR. VAN LEEUWEN	AYE
MR. ARGENIO	AYE

MR. ARGENIO: The other note Joe and again I shared this with you as well because of your proximity to the state highway, it needs to be referred to Orange County Planning. I think this should be a fairly innocuous referral. Typically on something like this they'll send us a note back saying local determination, hopefully they'll do the same thing with this. It

shouldn't slow you down because you have to do the public hearing. Myra, have we done the referral to the or Mark have we done the referral to the county?

MR. EDSALL: No, but I wanted to check with Myra and she confirmed that it wasn't sent as a double referral more or less from the zoning board and the planning board so maybe Myra you could let me know the date of the referral and the application number because I want to make sure the County Planning Department understands this is the same project, just back at planning board. So if you can fax that over to me I will do that referral tomorrow.

MR. ARGENIO: You'll do that I'd like to keep this moving. Joe, as soon as the time expires on the notice of public hearing what's the next action that happens after the public hearing notices go out? My question is what prompts us to put Mr. Minuta and his clients on the agenda again?

MS. MASON: Just we have to advertise in the paper 10 days ahead and the notices have to go out 10 days ahead.

MR. CORDISCO: Mr. Chairman, if I could?

MS. MASON: We have to give Orange County Planning 30 days.

MR. CORDISCO: Myra's absolutely correct, we have to give them 30 days, while it would be possible to schedule a public hearing sooner than that there's no problem, you can even close the public hearing but you can't act. So it may be better to schedule the public hearing after the 30 days has run. That way you either got comments from County Planning or you don't but you're free to act.

MR. ARGENIO: Dominic, unless I'm breaking the law and

March 26, 2008

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I'd like to you tell me if I am, I'd like to do the public hearing on this and have it behind us. I think it's a fairly innocuous application.

MR. VAN LEEUWEN: We can do subject to.

MR. CORDISCO: You can't grant subject to not with the County Planning comments outstanding.

MR. ARGENIO: We can have the public hearing before we close county.

MR. CORDISCO: You could.

MR. ARGENIO: When the 30 days expires Joe on the County Planning we'll get you on the next agenda right away, keep you moving.

MR. EDSALL: Earlier.

MR. MINUTA: It's my understanding that the following we'll have a hearing following the 30 days?

MR. ARGENIO: No, we'll have the public hearing as soon as the time expires on the notice.

MR. EDSALL: Why don't you plan on the 23rd only because it might be a squeeze to try to hit the 9th, that's only a couple days short of the 30 days, we can always call the county, say look, it's the same thing you saw, can you get back to us.

MR. MINUTA: We'd need one more meeting, we can take everything into consideration then.

MR. EDSALL: Odds are they'll respond if we ask and we can call.

MR. ARGENIO: Myra whispered in my ear that she'll call. Thank you very much.

March 26, 2008

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MR. MINUTA: Good night everyone.



McGOEY, HAUSER and EDSALL
CONSULTING ENGINEERS P.C.

RICHARD D. MCGOEY, P.E. (NY & PA)
WILLIAM J. HAUSER, P.E. (NY & NJ)
MARK J. EDSALL, P.E. (NY, NJ & PA)
JAMES M. FARR, P.E. (NY & PA)

MAIN OFFICE
33 AIRPORT CENTER DRIVE
SUITE 202
NEW WINDSOR, NEW YORK 12553

(845) 567-3100
FAX: (845) 567-3232
E-MAIL: MHENY@MHEPC.COM

WRITER'S E-MAIL ADDRESS:
NJE@MHEPC.COM

TOWN OF NEW WINDSOR
PLANNING BOARD
REVIEW COMMENTS

PROJECT NAME: RLF MANAGEMENT (FREDA) HOME PROFESSIONAL OFFICE
PROJECT LOCATION: 10 LOUISE DRIVE
SECTION 47 – BLOCK 1 – LOT 35
PROJECT NUMBER: 07-25
DATE: 26 MARCH 2008
DESCRIPTION: THE APPLICATION IS FOR APPROVAL OF A HOME PROFESSIONAL OFFICE INVOLVING MEDICAL INSURANCE APPLICATIONS AND PROCESSING. THE APPLICATION WAS PREVIOUSLY REVIEWED AT THE 12 SEPTEMBER 2007 PLANNING BOARD MEETING

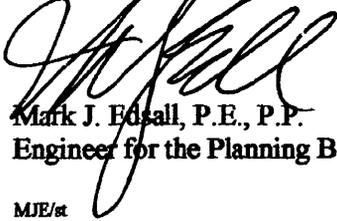
1. The proposed application is for a Home Professional Office (HPO). Such Use is a Special Permit Use and the same is subject to Section 300-87 of the Town Code, in addition to the Site Plan requirements. Also, a review of the HPO guidelines defines the following requirements and areas of compliance:
 - Use must clearly be secondary to use as dwelling.
 - Use must not change character of structure as residence.
 - Activity must not occupy more than ½ the ground floor area of the dwelling.
 - Use shall not employ more than one person.
 - Use shall not create a public nuisance.
2. Since the applicant has indicated that five (5) employees are involved in the operation, a variance was required. It is my understanding all necessary variances were obtained.
3. The plan submitted includes the required references to the variance obtained and an hour of operation restriction established by the ZBA.
4. To my knowledge, there are no other Involved Agencies for this application. As such, the Planning Board may wish to assume the position of Lead Agency under the SEQRA review process.

REGIONAL OFFICES

• 111 WHEATFIELD DRIVE – SUITE ONE • MILFORD, PENNSYLVANIA 18337 • 570-296-2765 •
• 540 BROADWAY • MONTICELLO, NEW YORK 12701 • 845-794-3399 •

5. The Planning Board should consider authorizing the mandatory Public Hearing for this Special Permit use, per the requirements of Section 300-87 of the Town Zoning Local Law.
6. It appears that this property is within 500 ft. of NYS Route 94, and is therefore subject to a GML 239 referral to the Orange County Department of Planning. We will coordinate this referral with the Planning Board Secretary.

Respectfully Submitted,



Mark J. Edsall, P.E., P.P.
Engineer for the Planning Board

MJE/st
NW07-25-26Mar08.doc

**RESOLUTION ADOPTING A NEGATIVE DECLARATION
FOR A SITE PLAN AND AMENDED SPECIAL USE PERMIT APPLICATION**

*Freda Home Professional Office/RLF Management, Inc.
PB #07-25*

WHEREAS, an application was made to the Planning Board of the Town of New Windsor for approval of a site plan and an amended special use permit by Eve Freda (the "applicant") for a project described as the "Freda Home Professional Office/RLF Management, Inc.";

WHEREAS, the subject site consists of 0.37 acres of land and comprised of one tax map parcel in the Town of New Windsor identified on the tax map as section 47, block 1, and lot 35 (SBL 47-1-35); and

WHEREAS, the action involves a request for approval of a site plan and an amended special use permit to add four employees to a Professional Home Office; and

WHEREAS, the applicant has submitted a fully executed short form Environmental Assessment Form ("EAF") pursuant to the New York State Environmental Quality Review Act ("SEQRA"); and

WHEREAS, the Planning Board conducted an uncoordinated SEQRA review for this project; and

WHEREAS, during the course of the Planning Board's review of the Applicant's proposed site plan layout, the Planning Board received and considered correspondence from the public as well as the Town's consultants; and

WHEREAS, a duly advertised public hearing on the application for site plan and amended special use permit approval was held on April 23, 2008 at which time all those wishing to be heard were given the opportunity to heard; and

WHEREAS, on April 23, 2008 the public hearing on the application for site plan and amended special use permit approval was closed; and

WHEREAS, the application and related materials were submitted to the Orange County Planning Department ("OCDP") for its review on March 27, 2008 pursuant to the requirements of the General Municipal Law § 239-m, and OCDP responded recommending local determination; and

WHEREAS, the Planning Board has carefully considered all of the comments raised by the public, the Board's consultants, and other interested agencies, organizations and officials, including those presented at numerous meetings of the Board as well as those submitted separately in writing; and

WHEREAS, the applicant has submitted a proposed site plan consisting of 1 sheet, prepared by Minuta Architecture, PLLC dated October 8, 2007 and last revised on March 4, 2008; and

WHEREAS, the Planning Board has determined that the Proposed Action minimizes or avoids significant environmental impacts and, therefore, the accompanying Negative Declaration is hereby adopted as part of the approval of the site plan and amended special use permit.

NOW, THEREFORE, be it resolved as follows:

1. The Planning Board is lead agency for an uncoordinated review of this action;
2. This is an Unlisted Action for SEQRA purposes;
3. The EAF submitted by the applicant has been fully reviewed and considered by the Planning Board;
4. Having reviewed with due care and diligence the EAF submitted by the applicant, the application herein and all pertinent documentation and testimony received at the public hearing, it is determined that the proposed action will not have, nor does it include, the potential for significant adverse environmental impacts;
5. The Planning Board hereby adopts the SEQRA "Negative Declaration" annexed hereto.

Upon motion made by Member Van Leeuwen, seconded by Member Schlesinger, the foregoing resolution was adopted as follows:

Member, Daniel Gallagher	<input checked="" type="radio"/> Aye	<input type="radio"/> Nay	<input type="radio"/> Abstain	<input type="radio"/> Absent
Member, Howard Brown	<input type="radio"/> Aye	<input type="radio"/> Nay	<input type="radio"/> Abstain	<input checked="" type="radio"/> Absent
Member, Neil Schlesinger	<input checked="" type="radio"/> Aye	<input type="radio"/> Nay	<input type="radio"/> Abstain	<input type="radio"/> Absent

Member, Henry Vanleeuwen Aye Nay Abstain Absent

Chairman, Genaro Argenio Aye Nay Abstain Absent

- - -

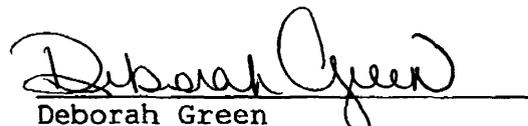
Alternate, Henry Schieble Aye Nay Abstain Absent

Dated: April 23, 2008
 New Windsor, New York


Genaro Argenio, Chairman

Filed in the Office of the Town Clerk on this 4th day
of ~~April~~, 2008.

Gene


Deborah Green
Town Clerk

**TOWN OF NEW WINDSOR PLANNING BOARD
COUNTY OF ORANGE**

NEGATIVE DECLARATION

*Freda Home Professional Office/RLF Management, Inc.
PB # 07-25
(S-B-L: 47-1-35)*

PLEASE TAKE NOTICE that, according to the provisions of Article 8 of the Environmental Conservation Law and the New York Code of Rules and Regulations Part 617, the Town of New Windsor Planning Board has adopted a Negative Declaration for the project named below. The Planning Board is serving as Lead Agency for this Unlisted Action, for an Uncoordinated review of this Unlisted Action.

Name of Project: Freda Home Professional Office/RLF Management, Inc.
Action Type: Unlisted Action; Uncoordinated Review
Location: Town of New Windsor, County of Orange
Location: Louise Drive
Zoning District: R-4
Tax Map Parcel: 47-1-35

Summary of Action:

The action involves a request for site plan and special use permit approval for a residential lot located in the R-4 District in the Town of New Windsor. Prior to this application, the applicant requested and received a special use permit in order to allow for the operation of a home professional office. The applicant now proposes to add four additional employees to the business run out of the previously approved home office, which requires an amended special permit.

Reasons Supporting the Negative Declaration:

Based on its consideration of the available information, the Planning Board finds there would be no significant adverse environmental effects associated with granting the site plan and special use permit approval.

The site plan layout is considered to comply with all currently existing zoning requirements and municipal plans for the Town of New Windsor, and is consistent with the community character. Neither solid waste generation, energy consumption, nor public service demands would be significant or excessive with the addition of four additional employees. No other potentially significant harmful environmental impacts are identified.

Date of Adoption of Negative Declaration: April 23, 2008
Agency Address: Town of New Windsor Planning Board
Town Hall – 555 Union Avenue
New Windsor, New York 12553
Tel. (845) 563-4615
Contact Person: Genaro Argenio, Planning Board Chairman

**RESOLUTION GRANTING SITE PLAN AND AMENDED SPECIAL USE PERMIT
APPROVAL FOR A HOME PROFESSIONAL OFFICE**

*Freda Home Professional Office/RLF Management, Inc.
PB # 07-25*

WHEREAS, an application was made to the Planning Board of the Town of New Windsor for approval of a site plan and an amended special use permit by Eve Freda (the "applicant") for a project described as the "Freda Home Professional Office/RLF Management, Inc.";

WHEREAS, the subject site consists of 0.37 acres of land and comprised of one tax map parcel in the Town of New Windsor identified on the tax map as section 47, block 1, and lot 35 (SBL 47-1-35); and

WHEREAS, the action involves a request for approval of a site plan and an amended special use permit to add four employees to a Professional Home Office; and

WHEREAS, the applicant has submitted a fully executed short form Environmental Assessment Form ("EAF") pursuant to the New York State Environmental Quality Review Act ("SEQRA"); and

WHEREAS, the Planning Board conducted an uncoordinated SEQRA review for this project; and

WHEREAS, during the course of the Planning Board's review of the Applicant's proposed site plan layout, the Planning Board received and considered correspondence from the public as well as the Town's consultants; and

WHEREAS, a duly advertised public hearing on the application for site plan and amended special use permit approval was held on April 23, 2008 at which time all those wishing to be heard were given the opportunity to heard; and

WHEREAS, on April 23, 2008 the public hearing on the application for site plan and amended special use permit approval was closed; and

WHEREAS, the application and related materials were submitted to the Orange County Planning Department ("OCDP") for its review on March 27, 2008 pursuant to the requirements of the General Municipal Law § 239-m, and OCDP responded recommending local determination; and

6. The applicant shall secure all necessary permits, approvals and authorizations required from any other agency, if required;

7. The applicant shall submit proof of satisfaction of the foregoing conditions and submit a plat for signature within six months of the date of this resolution.

Upon motion made by Member Van Leeuwen, seconded by Member Schlesinger, the foregoing resolution was adopted as follows:

Member, Daniel Gallagher Aye Nay Abstain Absent

Member, Howard Brown Aye Nay Abstain Absent

Member, Neil Schlesinger Aye Nay Abstain Absent

Member, Henry Vanleeuwen Aye Nay Abstain Absent

Chairman, Genaro Argenio Aye Nay Abstain Absent

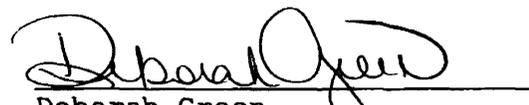
Alternate, Henry Schieble Aye Nay Abstain Absent

Dated: April 23, 2008
 New Windsor, New York


Genaro Argenio, Chairman

Filed in the Office of the Town Clerk on this 4th day of ~~April~~, 2008.

June


Deborah Green
Town Clerk

PLANNING BOARD
TOWN OF NEW WINDSOR

AS OF: 04/23/2008

PAGE: 1

LISTING OF PLANNING BOARD AGENCY APPROVALS

FOR PROJECT NUMBER: 7-25

NAME: RLF MEDICAL MANAGERS (FREDA) PA2007-292
APPLICANT: EVE FREDA

	DATE-SENT	AGENCY-----	DATE-RECD	RESPONSE-----
REV1	03/20/2008	MUNICIPAL HIGHWAY	/ /	
REV1	03/20/2008	MUNICIPAL WATER	/ /	
REV1	03/20/2008	MUNICIPAL SEWER	/ /	
REV1	03/20/2008	MUNICIPAL FIRE	03/20/2008	APPROVED
REV1	03/20/2008	NYS DOT	/ /	
REV1	03/20/2008	E911	/ /	
REV1	03/20/2008	O.C. PLANNING	/ /	
REV1	03/20/2008	O.C. HEALTH DEPT.	/ /	
REV1	03/20/2008	INFRASTRUCTURE COMM	/ /	
ORIG	09/06/2007	MUNICIPAL HIGHWAY	03/20/2008	SUPERSEDED BY REV1
ORIG	09/06/2007	MUNICIPAL WATER	03/20/2008	SUPERSEDED BY REV1
ORIG	09/06/2007	MUNICIPAL SEWER	03/20/2008	SUPERSEDED BY REV1
ORIG	09/06/2007	MUNICIPAL FIRE	03/20/2008	SUPERSEDED BY REV1
ORIG	09/06/2007	NYS DOT	03/20/2008	SUPERSEDED BY REV1

PLANNING BOARD
TOWN OF NEW WINDSOR

AS OF: 04/23/2008

PAGE: 1

LISTING OF PLANNING BOARD ACTIONS

STAGE:

STATUS [Open, Withd]
O [Disap, Appr]

FOR PROJECT NUMBER: 7-25

NAME: RLF MEDICAL MANAGERS (FREDA) PA2007-292
APPLICANT: EVE FREDA

--DATE--	MEETING-PURPOSE-----	ACTION-TAKEN-----
09/12/2007	P.B. APPEARANCE	REFER TO ZBA
07/19/2007	WORK SHOP	SUBMIT
05/02/2007	WORK SHOP	RET TO WS

PLANNING BOARD
TOWN OF NEW WINDSOR

AS OF: 04/23/2008

PAGE: 1

LISTING OF PLANNING BOARD SEQRA ACTIONS

FOR PROJECT NUMBER: 7-25

NAME: RLF MEDICAL MANAGERS (FREDA) PA2007-292

APPLICANT: EVE FREDA

	DATE-SENT	ACTION-----	DATE-RECD	RESPONSE-----
ORIG	09/06/2007	EAF SUBMITTED	09/06/2007	WITH APPLIC
ORIG	09/06/2007	CIRCULATE TO INVOLVED AGENCIES	/ /	
ORIG	09/06/2007	LEAD AGENCY DECLARED	/ /	
ORIG	09/06/2007	DECLARATION (POS/NEG)	/ /	
ORIG	09/06/2007	SCHEDULE PUBLIC HEARING	/ /	
ORIG	09/06/2007	PUBLIC HEARING HELD	/ /	
ORIG	09/06/2007	WAIVE PUBLIC HEARING	/ /	
ORIG	09/06/2007	FINAL PUBLIC HEARING	/ /	
ORIG	09/06/2007	PRELIMINARY APPROVAL	/ /	
ORIG	09/06/2007	LEAD AGENCY LETTER SENT	/ /	

LEGAL NOTICE

NOTICE IS HEREBY GIVEN that the PLANNING BOARD of the TOWN OF NEW WINDSOR, County of Orange, State of New York will hold a PUBLIC HEARING at Town Hall, 555 Union Avenue, New Windsor, New York on **APRIL 23RD, 2008** at 7:30 P.M. on the approval of the proposed

Site Plan and Special Permit for **Proposed Home Professional Office for RLF MANAGEMENT (FREDA)**

Located at **10 LOUISE DRIVE** (Tax Map #Section **47**, Block **1**, Lot **35**) .

Map of the proposed project is on file and may be inspected at the **Planning Board Office**, Town Hall, 555 Union Avenue, New Windsor, NY prior to the Public Hearing.

Date: March 27, 2008 _____

By Order of

TOWN OF NEW WINDSOR PLANNING BOARD



COUNTY OF ORANGE

EDWARD A. DIANA
COUNTY EXECUTIVE

P.B. #07-25 CC: D.C.
M.E.
4/11/08

DEPARTMENT OF PLANNING

124 MAIN STREET
GOSHEN, NEW YORK 10924-2124
TEL: (845)291-2318 FAX: (845)291-2533
www.orangecountygov.com/planning

DAVID CHURCH, A.I.C.P.
COMMISSIONER

GENERAL MUNICIPAL LAW 239 L, M OR N REPORT

Local File #:

Referred by:

Town of New Windsor

Reference/County ID No.: NWT08-08M

Applicant:

Eve Freda

County Tax ID: S: 4 B: 3 L: 2.21

Proposed Action:

Site Plan = painting new parking spots in existing parking lot; Special Use Permit for additional employees in an existing home office

Reason for Review:

Within 500 Ft of NYS Route 94

Date of Full Statement: March 31, 2008

Comments: The Department has received the above site plan and Special use Permit application and has found no evidence that intermunicipal or countywide impacts would result from its approval. We offer the following comments for your consideration:

1. The proposed site plan amendment appears to be consistent with the County Comprehensive Plan and local laws.
2. Having no further comments, from a County perspective, the department recommends that the Planning Board proceed with its review process

County Recommendation: **Local Determination**

Date: April 1, 2008



David Church, AICP
Commissioner of Planning

"IMPORTANT NOTE: As per NYS General Municipal Law 239-m(6), within 30 days of municipal final action on the above referred project, the referring board must file a report of the final action taken with the County Planning Department. A referring body which acts with a supermajority vote acts contrary to a recommendation of modification or disapproval must set forth the reasons for the contrary action in such report. For such filing, please use the final action report form attached to this review or available on-line at www.orangecountygov.com/planning."

Orange County Department of Planning
Application for Mandatory County Review of Local Planning Action
(Variances, Zone Changes, Special Permits, Subdivisions)

To be completed by Local Board having jurisdiction.
To be signed by Local Official.

MUNICIPALITY: T/New Windsor

TAX MAP ID: 47-1-35
(Section-Block-Lot)

Local File #: _____
Please refer to this number in any correspondence.

Project Name: RLF (Freda) Home Office

Applicant: Eve Freda
Address: 10 Louise Drive, New Windsor, NY 12553

Send Copy of Letter to Applicant: (check one)
Yes No

Attorney, Engineer, Architect: Minuta Architecture, New Windsor, NY 12553

Location of Site: Louise Drive (off NYS Route 94)
(Street, highway, nearest intersection)

Size of Parcel: 0.37 A Existing Lots: 1 Proposed Lots/Units: 1

Present Zoning District: R-4

TYPE OF REVIEW:

- Site Plan (SP): _____
- Special Use Permit* (SUP) _____
- Variance* USE (UV): _____
AREA (AV): _____
- Zoning District Change* From: _____ To: _____
- Zoning Amendment To Section: _____
- Subdivision: Major _____ Minor _____
 Sketch Preliminary Final (Please indicate stage)
- Other Comments: This project was previously referred to your department in connection with ZBA app.

Date: 3-27-08

Mark J. Edsall, P.E.
Signature

Mark J. Edsall, P.E., P.P.
Engineer for the Planning Board

* Cite Section of Zoning Regulations where pertinent.

FOR COUNTY USE ONLY

County ID# _____
GML 239 Referral Guide - 02/27/2007



REPORT OF FINAL LOCAL ACTION

**To: Orange County Department of Planning
124 Main Street
Goshen, NY 10924**

From:

Date:

**Subject: GML 239 Referral ID# NWT08-08M
Name of project: Freda Site Plan**

As stated in Section 239 of the General Municipal Law of the State of New York State, within thirty days of taking final action in regard to a required referral to the Orange County Planning Department, the local referring agency shall file a report as to the final action taken. In regard to the proposed action described above, the following final action was taken:

_____ Our local board **approved** this action on _____.

_____ Our local board **approved** this action **with modifications** on _____.
Briefly, the modifications consisted of:

_____ Our local board **disapproved** this action on _____.
Briefly, the reasons for disapproving this action were:

_____ The proposal was **withdrawn**.

Additional space for comments on actions:

PLANNING BOARD
TOWN OF NEW WINDSOR
555 UNION AVENUE
NEW WINDSOR, N.Y. 12553

Appl No: 7-25

File Date:09/06/2007

SEC-BLK-LOT:47-1-35-0

Project Name:RLF MEDICAL MANAGERS (FREDA) PA2007-292

Type:3&4

Owner's Name:EVE FREDA

Phone:(845) 562-7995

Address:10 LOUISE DRIVE - NEW WINDSOR, NY

Applicant's Name:EVE FREDA

Phone:(845) 562-7995

Address:10 LOUISE DRIVE - NEW WINDSOR, NY

Preparer's Name:MINUTA ARCHITECTURE

Phone:(845) 565-0055

Address:345 WINDSOR HIGHWAY SUITE 202 NEW WINDSOR, NY

Proxy/Attny's Name:N/A

Phone:

Address:

Notify:JOSEPH MINUTA, RA FAX 565-6622

Phone:(845) 565-0055

Location:10 LOUISE DRIVE

Acreage	Zoned	Prop-Class	Stage	Status
0.370	R-4	0		0
Printed-on	Schl-Dist	Sewr-Dist	Fire-Dist	Light-Dist
03/27/2008	NEWB			

Appl for:EXISTING SINGLE FAMILY RESIDENCE WITH EXISTING HOME PROF.
OFFICE (BY SPECIAL PERMIT) REQUIRES USE VARIANCE FOR FOUR
ADDITIONAL EMPLOYEES

Addl Municipal Services:

Streets:

Water:

Sewer:

Garbage:

PLANNING BOARD
TOWN OF NEW WINDSOR

AS OF: 04/23/2008

PAGE: 1

LISTING OF PLANNING BOARD ACTIONS

STAGE:

STATUS [Open, Withd]
O [Disap, Appr]

FOR PROJECT NUMBER: 7-25

NAME: RLF MEDICAL MANAGERS (FREDA) PA2007-292

APPLICANT: EVE FREDA

--DATE--	MEETING-PURPOSE-----	ACTION-TAKEN-----
09/12/2007	P.B. APPEARANCE	REFER TO ZBA
07/19/2007	WORK SHOP	SUBMIT
05/02/2007	WORK SHOP	RET TO WS

**FIRE INSPECTOR'S
INTER-OFFICE CORRESPONDENCE**

TO: Genaro Argenio, Planning Board Chairman

FROM: Francis Bedetti, Asst. Fire Inspector

**SUBJECT: PB-07-25
10 Louise Dr.
SBL: 47-1-35**

DATE: March 20, 2008

Fire Prevention Reference Number: FPS-08-014

A review of the above referenced site plan has been conducted and is acceptable.



TOWN OF NEW WINDSOR

ZONING BOARD OF APPEALS
Regular Session
Date: FEBRUARY 25, 2008

AGENDA

7:30 p.m. – Roll Call

Motion to accept minutes of JANUARY 14, 2008 meetings as written.

PRELIMINARY MEETINGS:

SET UP
FOR P/H

1. **HENRY VAN LEEUWEN (08-06)** Request for 25 ft. Side Yard Setback for proposed single family home at 340 Beattie Road in an R-1 Zone (55-1-146)

SET UP
FOR P/H

2. **DANIEL SPIES (08-07)** Request for 28 ft. Side Yard Setback for proposed addition to single family home at 209 Bethlehem Road in an R-1 Zone (54-1-37)

SET UP FOR
P/H

3. **ERIC & MICHELLE AZOFF (08-08)** Request for 1 ft. height for proposed 5 ft. fence between the building and the street at 100² Forest Glen in an R-4 Zone (89-4-10)

PUBLIC HEARINGS:

- APPROVED 4. **SEYMOUR BORDEN (Carpet Mill Outlet) (08-02)** Request for:

SIGN 9.4 ft. Height
 20 ft. Width
 1 – Additional wall sign

All at 294 Windsor Highway in a C Zone (35-1-54.12)

APPROVED

5. **IMPEL ASSOCIATES LLC. (for Minuteman Mall)** Request for 6 inch Height Variance for proposed wall sign at 179 Temple Hill Road in a C Zone (68-2-9.2)

CONTINUATION OF PUBLIC HEARING FROM JANUARY 28, 2008:

~~SET UP~~
~~FOR P/H~~
Approved

6. **EVE FREDA (dba Freda Home Professional Office/RLF Management Inc.) (07-55)** As referred by P. B. - Request for Variance to the provisions for Home Professional Offices which restricts the operation to employ no more than one person. Applicant proposes to employ five employees in the business. Applicant proposes a total of seven off-street parking spaces (Definitions - Section 300-89) in an R-4 Zone (47-1-35)

(NEXT MEETING MARCH 10, 2008)

RLF_MANAGEMENT,_INC._(07-25)

MR. ARGENIO: We'll get to see these again, the planning board will get to review the referrals again. Moving kind of quick because we don't have a full board. I'd like to have the other members have the benefit of seeing these which they will the second time they come in front of the planning board. This is RLF Management home professional office. This application proposes the subdivision of the 3.1 plus acre parcel into two single family residential lots. The plan was reviewed on a concept basis only.

MR. MINUTA: Mr. Chairman, Joseph Minuta representing RLF Management. What we have here is a home business, it's been a home business since 1988. There was a complaint filed with the Town of New Windsor by a Brian Gilliano (phonetic) who's an estranged relative of the applicant.

MR. ARGENIO: That's not a need to know, Joe.

MR. MINUTA: I just want you to know why we're here. So there have been no issues as far as the residents, there have been no complaints from the neighbors. The person complaining doesn't live within this area or vicinity. We're looking for a ZBA referral.

MR. ARGENIO: Mike, the complaint was made so your office is compelled to respond?

MR. BABCOCK: That's correct.

MR. ARGENIO: Okay.

MR. MINUTA: So we're here to officialize (sic.) this home occupation.

MR. ARGENIO: Joe, it's my understanding that the reason actually this is to Joe and Mike, the reason the

September 12, 2007

8

variance is needed is because the business employs more than five people?

MR. EDSALL: More than one.

MR. ARGENIO: I'm sorry, employs five people which is more than one.

MR. BABCOCK: That's correct.

MR. ARGENIO: Is that the only reason, Mike?

MR. BABCOCK: That's correct.

MR. ARGENIO: Oh my goodness.

MR. VAN LEEUWEN: That's ridiculous. So moved.

MR. ARGENIO: I'll accept a motion that we recommend that this application is incomplete at this time.

MR. VAN LEEUWEN: So moved.

MR. GALLAGHER: Second it.

MR. ARGENIO: Motion's been made and seconded that the Town of New Windsor Planning Board declare the RLF Management plan incomplete at this time. No further discussion from the members, roll call.

ROLL CALL

MR. GALLAGHER	AYE
MR. VAN LEEUWEN	AYE
MR. ARGENIO	AYE

MR. ARGENIO: Thank you for coming in.



**McGOEY, HAUSER and EDSALL
CONSULTING ENGINEERS P.C.**

RICHARD D. McGOEY, P.E. (NY & PA)
WILLIAM J. HAUSER, P.E. (NY & NJ)
MARK J. EDSALL, P.E. (NY, NJ & PA)
JAMES M. FARR, P.E. (NY & PA)

MAIN OFFICE
33 AIRPORT CENTER DRIVE
SUITE 202
NEW WINDSOR, NEW YORK 12553

(845) 567-3100
FAX: (845) 567-3232
E-MAIL: MHENY@MHEPC.COM

WRITER'S E-MAIL ADDRESS:
MJE@MHEPC.COM

TOWN OF NEW WINDSOR
PLANNING BOARD
REVIEW COMMENTS

PROJECT NAME: RLF MANAGEMENT (FREDA) HOME PROFESSIONAL OFFICE
PROJECT LOCATION: 10 LOUISE DRIVE
SECTION 47 – BLOCK 1 – LOT 35
PROJECT NUMBER: 07-25
DATE: 12 SEPTEMBER 2007
DESCRIPTION: THE APPLICATION IS FOR APPROVAL OF A HOME PROFESSIONAL OFFICE INVOLVING MEDICAL INSURANCE APPLICATIONS AND PROCESSING.

1. The proposed application is for a Home Professional Office (HPO). Such Use is a Special Permit Use and the same is subject to Section 300-87 of the Town Code, in addition to the Site Plan requirements. Also, a review of the HPO guidelines defines the following requirements and areas of compliance:
 - Use must clearly be secondary to use as dwelling.
 - Use must not change character of structure as residence.
 - Activity must not occupy more than ½ the ground floor area of the dwelling.
 - Use shall not employ more than one person.
 - Use shall not create a public nuisance.
2. Since the applicant has indicated that five (5) employees are involved in the operation, a variance will be required.
3. A referral to the Zoning Board of Appeals is necessary at this time. *It is my recommendation that the Board deem the application "incomplete"*, since the Board can take no action on this application until such time that all necessary variances are obtained.

Respectfully Submitted,

Mark J. Edsall, P.E., P.P.
Engineer for the Planning Board

MJE/st
NW07-25-12Sept07.doc

REGIONAL OFFICES

• 111 WHEATFIELD DRIVE – SUITE ONE • MILFORD, PENNSYLVANIA 18337 • 570-296-2765 •
• 540 BROADWAY • MONTICELLO, NEW YORK 12701 • 845-794-3399 •

● **Town of New Windsor** ●
555 Union Avenue
New Windsor, NY 12553
(845) 563-4611

RECEIPT
#676-2007

09/06/2007

RLF Medical Managers
10 Louise Dr
New Windsor, NY 12553

Received \$ 250.00 for Planning Board Fees, on 09/06/2007. Thank you for stopping by the Town Clerk's office.

As always, it is our pleasure to serve you.

Deborah Green
Town Clerk

PB# 07-25 Special Permit

Town of New Windsor
555 Union Avenue
New Windsor, NY 12553
(845) 563-4611

RECEIPT
#677-2007

09/06/2007

RLF Medical Managers

Received \$ 125.00 for Planning Board Fees, on 09/06/2007. Thank you for stopping by the Town Clerk's office.

As always, it is our pleasure to serve you.

Deborah Green
Town Clerk

PB# 07-25 application fee

OFFICE OF THE PLANNING BOARD
TOWN OF NEW WINDSOR
ORANGE COUNTY, NY

NOTICE OF DISAPPROVAL OF PLANNING BOARD APPLICATION

PLANNING BOARD FILE NUMBER: 07-25

DATE: 10-3-07

APPLICANT:

Eve Freda (dba Freda Home Professional Office/RLF Management Inc.
10 Louise Drive
New Windsor, New York 12553

PLEASE TAKE NOTICE THAT YOUR APPLICATION:

DATED: 8-6-07

FOR: SITE PLAN

LOCATED AT: 10 Louise Drive, New Windsor

ZONE: R-4

DESCRIPTION OF EXISTING SITE: SEC: 47 BLOCK: 1 LOT: 35

IS DISAPPROVED ON THE FOLLOWING GROUNDS:

Applicant is seeking a variance to the provisions for Home Professional Offices which restricts the operation to employ no more than one person. Applicant proposes to employ five employees in the business. Applicant proposes a total of seven off-street parking spaces.

TOWN OF NEW WINDSOR CODE: Definitions – Section 300-89

Mark J. Edsall, P.E., P.P.
Mark J. Edsall, P.E., P.P.
Engineer for the Planning Board

PLANNING BOARD
TOWN OF NEW WINDSOR

AS OF: 09/06/2007

PAGE: 1

LISTING OF PLANNING BOARD FEES
ESCROW

FOR PROJECT NUMBER: 7-25
NAME: RLF MEDICAL MANAGERS (FREDA) PA2007-292
APPLICANT: EVE FREDA

--DATE--	DESCRIPTION-----	TRANS	--AMT-CHG	-AMT-PAID	--BAL-DUE
09/06/2007	REC CK. #1156	PAID		750.00	
		TOTAL:	0.00	750.00	-750.00

*rec 9-6
of fredda*

P.B. #07-25 Escrow

RLF MEDICAL MANAGERS INC. 562-7995
10 LOUISE DR.
NEW WINDSOR, NY 12553-7712

1156

PAY TO THE ORDER OF Town of New Windsor DATE 8/6/07 $\frac{1-2}{210}$

Seven hundred fifty xx/100 \$ 750.-

CHASE 
Morgan Chase Bank, N.A.
New York, New York 10017
www.Chase.com

FOR Escrow Eve Fredda

⑈001156⑈ ⑆021000021⑆ 6809106428⑈



**McGOEY, HAUSER and EDSALL
CONSULTING ENGINEERS P.C.**

RICHARD D. McGOEY, P.E. (NY & PA)
WILLIAM J. HAUSER, P.E. (NY & NJ)
MARK J. EDSALL, P.E. (NY, NJ & PA)
JAMES M. FARR, P.E. (NY & PA)

Main Office
33 Airport Center Drive
Suite #202
New Windsor, New York 12553
(845) 567-3100
e-mail: mheny@mhepc.com

Regional Office
507 Broad Street
Milford, Pennsylvania 18337
(570) 296-2765
e-mail: mhepa@mhepc.com

Writer's E-mail Address:
mje@mhepc.com

**PLANNING BOARD WORK SESSION
RECORD OF APPEARANCE**

TOWN/VILLAGE OF: New Windsor P/B APP. NO.: 1003-07-25
WORK SESSION DATE: 2 May 07 PROJECT: NEW OLD
REAPPEARANCE AT W/S REQUESTED: Yes RESUB. REQ'D: later
PROJECT NAME: Freda Home Prof Office
REPRESENTATIVES PRESENT: Chris + Eve Freda

MUNICIPAL REPS PRESENT: BLDG INSP. _____
FIRE INSP. _____
MHE REP (MJE) (Other) _____ P/B CHMN _____
PB ATTY. _____
PLANNER _____
OTHER _____

ITEMS DISCUSSED: P-4

red claim processing - have employees
can't be H/O so => H/O
- will prep markers of survey
or prepare sketch re pgs
and access
- will need P/H due to
Special Permit
- will return to w/s so MJE
can ck plan.

STND CHECKLIST: PROJECT TYPE

DRAINAGE _____	<u>SITE PLAN</u>
DUMPSTER _____	<u>SPEC PERMIT</u>
SCREENING _____	L L CHG.
LIGHTING _____	SUBDIVISION
(Streetlights)	OTHER
LANDSCAPING _____	
BLACKTOP _____	
ROADWAYS _____	

APPROVAL BOX _____

PROJECT STATUS:
ZBA Referral: _____ Y N
Ready For Meeting _____ Y N
Recommended Mtg Date _____

TOWN OF NEW WINDSOR

555 UNION AVENUE
NEW WINDSOR, NEW YORK 12553
Telephone: (845) 563-4615
Fax: (845) 563-4695

PLANNING BOARD APPLICATION

TYPE OF APPLICATION (check appropriate item):

Subdivision Lot Line Change Site Plan Special Permit

Tax Map Designation: Sec. 47 Block 1 Lot 35

BUILDING DEPARTMENT PERMIT NUMBER PA 2007 - 292

1. Name of Project FREDA HOME PROFESSIONAL OFFICE/RLF MANAGEMENT INC.

2. Owner of Record EVE FREDA Phone (845) 562-7995

Address: 10 LOUISE DR., NEW WINDSOR, NY 12553
(Street Name & Number) (Post Office) (State) (Zip)

3. Name of Applicant MINUTA ARCHITECTURE PLLC Phone 845 565 0055

Address: 345 WINDSOR HWY SUITE 100 NEW WINDSOR NY 12553
(Street Name & Number) (Post Office) (State) (Zip)

4. Person Preparing Plan MINUTA ARCHITECTURE Phone (845) 565-0055

Address: 345 WINDSOR HIGHWAY, SUITE 202, NEW WINDSOR, NY 12553
(Street Name & Number) (Post Office) (State) (Zip)

5. Attorney _____ Phone _____

Address _____
(Street Name & Number) (Post Office) (State) (Zip)

6. Person to be notified to appear at Planning Board meeting:

JOSEPH MINUTA, RA (845) 565-0055 (845) 565-6622
(Name) (Phone) (fax)

7. Project Location: On the NORTH side of LOUISE DR.
(Direction) (Street)

8. Project Data: Acreage 0.37 Zone R-4 School Dist. NECSD

PAGE 1 OF 2

(PLEASE DO NOT COPY 1 & 2 AS ONE PAGE TWO-SIDED)

07-25

9. Is this property within an Agricultural District containing a farm operation or within 500 feet of a farm operation located in an Agricultural District? Yes _____ No

*This information can be verified in the Assessor's Office.

*If you answer yes to question 9, please complete the attached Agricultural Data Statement.

10. Detailed description of Project: (Use, Size, Number of Lots, etc.) EXISTING SINGLE FAMILY RESIDENCE WITH EXISTING HOME PROFESSIONAL OFFICE (BY SPECIAL PERMIT) REQUIRES USE VARIANCE FOR FOUR ADDITIONAL EMPLOYEES TO THAT WHICH IS ALLOTTED BY CODE. (SEE PLAN)

11. Has the Zoning Board of Appeals Granted any Variances for this property? yes _____ no

12. Has a Special Permit previously been granted for this property? yes _____ no

IF THIS APPLICATION IS SIGNED BY ANYONE OTHER THAN THE PROPERTY OWNER, A SEPARATE NOTARIZED STATEMENT OR PROXY STATEMENT FROM THE OWNER MUST BE SUBMITTED, AT THE TIME OF APPLICATION, AUTHORIZING THIS APPLICATION.

STATE OF NEW YORK)

SS.:

COUNTY OF ORANGE)

THE UNDERSIGNED APPLICANT, BEING DULY SWORN, DEPOSES AND STATES THAT THE INFORMATION, STATEMENTS AND REPRESENTATIONS CONTAINED IN THIS APPLICATION AND SUPPORTING DOCUMENTS AND DRAWINGS ARE TRUE AND ACCURATE TO THE BEST OF HIS/HER KNOWLEDGE AND/OR BELIEF. THE APPLICANT FURTHER ACKNOWLEDGES RESPONSIBILITY TO THE TOWN FOR ALL FEES AND COSTS ASSOCIATED WITH THE REVIEW OF THIS APPLICATION.

SWORN BEFORE ME THIS:

6th DAY OF August 2007

[Signature]
(OWNER'S SIGNATURE)

[Signature]
(AGENT'S SIGNATURE)

JOSEPH J. MINUTA

Please Print Agent's Name as Signed

[Signature]
NOTARY PUBLIC

DEBORAH GREEN
Notary Public, State of New York
Qualified in Orange County
#4984065
Commission Expires July 15, 2011

TOWN USE ONLY:

DATE APPLICATION RECEIVED

07-25
APPLICATION NUMBER

AGENT/OWNER PROXY STATEMENT
(for professional representation)

for submittal to the:
TOWN OF NEW WINDSOR PLANNING BOARD

EVE FREDA, deposes and says that ^{SHE} ~~he~~ resides
(OWNER)

at 10 LOUISE DR. in the County of ORANGE
(OWNER'S ADDRESS)

and State of NEW YORK and that he is the owner of property tax map

(Sec. _____ Block _____ Lot _____)
designation number (Sec. 47 Block 1 Lot 35) which is the premises described in
the foregoing application and that he designates:

MINUTA ARCHITECTURE PLLC. 345 WINDSOR HWY SUITE 100 NEW WINDSOR N.Y.
(Agent Name & Address) 12553

SAME AS ABOVE
(Name & Address of Professional Representative of Owner and/or Agent)

as his agent to make the attached application.

**THIS DESIGNATION SHALL BE EFFECTIVE UNTIL WITHDRAWN BY THE OWNER OR
UNTIL TWO (2) YEARS FROM THE DATE AGREED TO, WHICH EVER IS SOONER.**

SWORN BEFORE ME THIS:

6th DAY OF August 2007

** Eve Freda
Owner's Signature (MUST BE NOTARIZED)

Agent's Signature (If Applicable)

Professional Representative's Signature

DEBORAH GREEN
Notary Public, State of New York
Qualified in Orange County
#4984065
Commission Expires July 15, 2011

Deborah Green
NOTARY PUBLIC

** PLEASE NOTE: ONLY OWNER'S SIGNATURE MUST BE NOTARIZED.

THIS PROXY SHALL BE VOID TWO (2) YEARS AFTER AGREED TO BY THE OWNER

07-25

TOWN OF NEW WINDSOR PLANNING BOARD

SITE PLAN CHECKLIST

ITEM

- 1. Site Plan Title
- 2. Provide 4" wide X 2" high box **(IN THE LOWEST RIGHT CORNER OF THE PLAN)** for use by Planning Board in affixing Stamp of Approval. (ON ALL PAGES OF SITE PLAN).

SAMPLE:



- 3. Applicant's Name(s)
- 4. Applicant's Address
- 5. Site Plan Preparer's Name
- 6. Site Plan Preparer's Address
- 7. Drawing Date
- 8. N/A Revision Dates
- 9. Area Map Inset and Site Designation
- 10. _____ Properties within 500' of site
- 11. _____ Property Owners (Item #10)
- 12. Plot Plan
- 13. Scale (1" = 50' or lesser)
- 14. Metes and Bounds
- 15. Zoning Designation
- 16. North Arrow
- 17. Abutting Property Owners
- 18. Existing Building Locations
- 19. Existing Paved Areas
- 20. Existing Vegetation
- 21. Existing Access & Egress

PROPOSED IMPROVEMENTS

- | | | |
|-----|-------------------------------------|-------------------------------------|
| 22. | <input checked="" type="checkbox"/> | Landscaping |
| 23. | <input type="checkbox"/> N/A | Exterior Lighting |
| 24. | <input checked="" type="checkbox"/> | Screening |
| 25. | <input checked="" type="checkbox"/> | Access & Egress |
| 26. | <input checked="" type="checkbox"/> | Parking Areas |
| 27. | <input type="checkbox"/> N/A | Loading Areas |
| 28. | <input type="checkbox"/> N/A | Paving Details (Items 25 - 27) |
| 29. | <input type="checkbox"/> N/A | Curbing Locations |
| 30. | <input type="checkbox"/> N/A | Curbing through section |
| 31. | <input type="checkbox"/> N/A | Catch Basin Locations |
| 32. | <input type="checkbox"/> N/A | Catch Basin Through Section |
| 33. | <input type="checkbox"/> N/A | Storm Drainage |
| 34. | <input type="checkbox"/> N/A | Refuse Storage |
| 35. | <input checked="" type="checkbox"/> | Other Outdoor Storage |
| 36. | <input type="checkbox"/> N/A | Water Supply |
| 37. | <input type="checkbox"/> N/A | Sanitary Disposal System |
| 38. | <input checked="" type="checkbox"/> | Fire Hydrants |
| 39. | <input checked="" type="checkbox"/> | Building Locations |
| 40. | <input checked="" type="checkbox"/> | Building Setbacks |
| 41. | <input type="checkbox"/> N/A | Front Building Elevations |
| 42. | <input checked="" type="checkbox"/> | Divisions of Occupancy |
| 43. | <input type="checkbox"/> N/A | Sign Details |
| 44. | <input checked="" type="checkbox"/> | Bulk Table Inset |
| 45. | <input checked="" type="checkbox"/> | Property Area (Nearest 100 sq. ft.) |
| 46. | <input checked="" type="checkbox"/> | Building Coverage (sq. ft.) |
| 47. | <input checked="" type="checkbox"/> | Building Coverage (% of total area) |
| 48. | <input checked="" type="checkbox"/> | Pavement Coverage (sq. ft.) |
| 49. | <input checked="" type="checkbox"/> | Pavement Coverage (% of total area) |
| 50. | <input checked="" type="checkbox"/> | Open Space (sq. ft.) |
| 51. | <input checked="" type="checkbox"/> | Open Space (% of total area) |
| 52. | <input checked="" type="checkbox"/> | No. of parking spaces proposed |
| 53. | <input checked="" type="checkbox"/> | No. of parking spaces required |

REFERRING TO QUESTION 9 ON THE APPLICATION FORM, AIS THIS PROPERTY WITHIN AN AGRICULTURAL DISTRICT CONTAINING A FARM OPERATION OR WITHIN 500 FEET OF A FARM OPERATION LOCATED IN AN AGRICULTURAL DISTRICT, PLEASE NOTE THE FOLLOWING:

54. N/A

Referral to Orange County Planning Dept. is required for all applicants filing AD Statement.

55. N/A

A disclosure Statement, in the form set below, must be inscribed on all site plan maps prior to the affixing of a stamp of approval, whether or not the Planning Board specifically requires such a statement as a condition of approval.

APrior to the sale, lease, purchase, or exchange of property on this site which is wholly or partially within or immediately adjacent to or within 500 feet of a farm operation, the purchaser or leasee shall be notified of such farm operation with a copy of the following notification.

It is the policy of this State and this community to conserve, protect and encourage the development and improvement of agricultural land for the production of food, and other products, and also for its natural and ecological value. This notice is to inform prospective residents that the property they are about to acquire lies partially or wholly within an agricultural district or within 500 feet of such a district and that farming activities occur within the district. Such farming activities may include, but not be limited to, activities that cause noise, dust and odors.

This list is provided as a guide only and is for the convenience of the Applicant. The Town of New Windsor Planning Board may require additional notes or revisions prior to granting approval.

PREPARER'S ACKNOWLEDGMENT:

THE PLAT FOR THE PROPOSED SITE PLAN HAS BEEN PREPARED IN ACCORDANCE WITH THIS CHECKLIST AND THE TOWN OF NEW WINDSOR ORDINANCES, TO THE BEST OF MY KNOWLEDGE.

BY: JOSEPH MINUTA, RA [Signature] 8/6/07
Licensed Professional Date

⌘ ⌘ ⌘ ⌘ ⌘ ⌘ **PLEASE NOTE:** ⌘ ⌘ ⌘ ⌘ ⌘ ⌘

THE APPLICANT OR THEIR REPRESENTATIVE IS RESPONSIBLE TO KEEP TRACK OF ALL EXPIRATION DATES FOR ANY AND ALL APPROVALS GRANTED TO A PROJECT. EXTENSIONS MUST BE APPLIED FOR PRIOR TO EXPIRATION DATE.

PROJECT ID NUMBER

617.20
APPENDIX C

SEQR

STATE ENVIRONMENTAL QUALITY REVIEW

SHORT ENVIRONMENTAL ASSESSMENT FORM

for UNLISTED ACTIONS Only

PART 1 - PROJECT INFORMATION (To be completed by Applicant or Project Sponsor)

1. APPLICANT / SPONSOR Minuta Architecture, PLLC	2. PROJECT NAME RLF Medical Managers, Inc.
3. PROJECT LOCATION: Town of New Windsor Municipality	Orange County
4. PRECISE LOCATION: Street Address and Road Intersections. Prominent landmarks etc - or provide map 10 Louise Drive, New Windsor, NY 12553; S-B-L: 47-1-35	
5. IS PROPOSED ACTION : <input type="checkbox"/> New <input type="checkbox"/> Expansion <input checked="" type="checkbox"/> Modification / alteration	
6. DESCRIBE PROJECT BRIEFLY: Residence constructed 1966 predates C of O issuances. Owner seeks site plan approval of an existing Home Occupation in existence since 1988. Owner occupies residence. C of O issued in 1989 for alterations to house changing garage to a family room.	
7. AMOUNT OF LAND AFFECTED: Initially 0.37 acres Ultimately 0.37 acres	
8. WILL PROPOSED ACTION COMPLY WITH EXISTING ZONING OR OTHER RESTRICTIONS? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If no, describe briefly: Does not meet current Zoning Yard requirements IE setbacks, lot area, lot width, parking spaces and occupancy use. Predates Zoning and C of O issuance	
9. WHAT IS PRESENT LAND USE IN VICINITY OF PROJECT? (Choose as many as apply.) <input checked="" type="checkbox"/> Residential <input type="checkbox"/> Industrial <input checked="" type="checkbox"/> Commercial <input type="checkbox"/> Agriculture <input type="checkbox"/> Park / Forest / Open Space <input type="checkbox"/> Other (describe)	
10. DOES ACTION INVOLVE A PERMIT APPROVAL, OR FUNDING, NOW OR ULTIMATELY FROM ANY OTHER GOVERNMENTAL AGENCY (Federal, State or Local) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, list agency name and permit / approval:	
11. DOES ANY ASPECT OF THE ACTION HAVE A CURRENTLY VALID PERMIT OR APPROVAL? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, list agency name and permit / approval:	
12. AS A RESULT OF PROPOSED ACTION WILL EXISTING PERMIT / APPROVAL REQUIRE MODIFICATION? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE TO THE BEST OF MY KNOWLEDGE Applicant / Sponsor Name _____ Date: _____ Signature _____	

If the action is a Coastal Area, and you are a state agency, complete the Coastal Assessment Form before proceeding with this assessment

07-25

PART II—ENVIRONMENTAL ASSESSMENT (To be completed by Agency)

A. DOES ACTION EXCEED ANY TYPE I THRESHOLD IN 6 NYCRR, PART 617.12? If yes, coordinate the review process and use the FULL EAF.
 Yes No

B. WILL ACTION RECEIVE COORDINATED REVIEW AS PROVIDED FOR UNLISTED ACTIONS IN 6 NYCRR, PART 617.6? If No, a negative declaration may be superseded by another involved agency.
 Yes No

C. COULD ACTION RESULT IN ANY ADVERSE EFFECTS ASSOCIATED WITH THE FOLLOWING: (Answers may be handwritten, if legible)

C1. Existing air quality, surface or groundwater quality or quantity, noise levels, existing traffic patterns, solid waste production or disposal, potential for erosion, drainage or flooding problems? Explain briefly:

C2. Aesthetic, agricultural, archaeological, historic, or other natural or cultural resources; or community or neighborhood character? Explain briefly:

C3. Vegetation or fauna, fish, shellfish or wildlife species, significant habitats, or threatened or endangered species? Explain briefly:

C4. A community's existing plans or goals as officially adopted, or a change in use or intensity of use of land or other natural resources? Explain briefly:

C5. Growth, subsequent development, or related activities likely to be induced by the proposed action? Explain briefly:

C6. Long term, short term, cumulative, or other effects not identified in C1-C5? Explain briefly:

C7. Other impacts (including changes in use of either quantity or type of energy)? Explain briefly:

D. IS THERE, OR IS THERE LIKELY TO BE, CONTROVERSY RELATED TO POTENTIAL ADVERSE ENVIRONMENTAL IMPACTS?
 Yes No If Yes, explain briefly

PART III—DETERMINATION OF SIGNIFICANCE (To be completed by Agency)

INSTRUCTIONS: For each adverse effect identified above, determine whether it is substantial, large, important or otherwise significant. Each effect should be assessed in connection with its (a) setting (i.e. urban or rural); (b) probability of occurring; (c) duration; (d) irreversibility; (e) geographic scope; and (f) magnitude. If necessary, add attachments or reference supporting materials. Ensure that explanations contain sufficient detail to show that all relevant adverse impacts have been identified and adequately addressed.

Check this box if you have identified one or more potentially large or significant adverse impacts which **MAY** occur. Then proceed directly to the FULL EAF and/or prepare a positive declaration.

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 **AND** provide on attachments as necessary, the reasons supporting this determination:

Name of Lead Agency

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)

Date

REC'D BY
"XX"

ATTACHMENTS

- A. Flood Hazard Area Development Permit Application Form.
- B. Certificate of Compliance N/A PREDATES COFO.

PLEASE NOTE: IF PROPERTY IS NOT IN A FLOOD ZONE, PLEASE INDICATE THAT ON THIS FORM AND SIGN YOUR NAME. RETURN FORM WITH PLANNING BOARD APPLICATION.

IF PROPERTY IS LOCATED IN A FLOOD ZONE, PLEASE COMPLETE THE ATTACHED (LEGAL SIZE) PAPERS AND RETURN WITH PLANNING BOARD APPLICATION.

07-25

BEARING BASIS:

NORTH ORIENTATION IS BASED ON DATUM ESTABLISHED FROM FILED MAP OR DEED OF RECORD.

DEED OF RECORD:

BEING LIBER 2860 PAGE 251, FILED WITH OFFICE OF THE ORANGE COUNTY CLERK.

TAX LOT DESIGNATION:

SECTION 47, BLOCK 1, LOT 35, AS SHOWN ON THE TOWN OF NEW WINDSOR TAX MAPS.

GENERAL MAP NOTES:

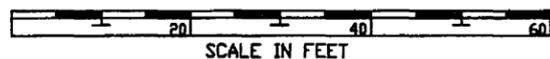
1. THIS SURVEY IS SUBJECT TO ANY RECORDED AND/OR UNRECORDED COVENANTS, RESTRICTIONS, EASEMENTS, RIGHT-OF-WAYS, AND AGREEMENTS, IF ANY.
2. UNLESS ILLUSTRATED AND NOTED BY A POINT OF REFERENCE, UNDERGROUND IMPROVEMENTS OR ENCROACHMENTS, IF ANY, ARE NOT SHOWN HEREON.
3. ALL BUILDING AND IMPROVEMENT OFFSETS SHOWN ARE AT RIGHT ANGLES TO PROPERTY LINES.
4. ALL HEDGES AND GROUND COVER ON THE SITE MAY NOT BE SHOWN ON THIS SURVEY.



LAND SURVEY PREPARED FOR

FREDA

LOCATED IN THE TOWN OF NEW WINDSOR
ORANGE COUNTY NEW YORK
SCALE: 1" = 20'
JULY 3, 2007



REVISIONS:

RADIUS= 50.00'
LENGTH= 76.33'
(MAP= 76.41')

MAP REFERENCES:

'MAP OF LANDS OF MOODNA HEIGHTS' FILED IN THE ORANGE COUNTY CLERK'S OFFICE ON AUGUST 25, 1959 AS MAP NUMBER 1820.

CERTIFICATION:

I, ANTHONY A. SORACE, P.L.S., DO HEREBY CERTIFY IN MY PROFESSIONAL OPINION, ONLY TO PARTIES LISTED BELOW THAT THIS SURVEY IS THE RESULT OF AN ACTUAL FIELD SURVEY COMPLETED ON JULY 3, 2007 AND COMPLIES WITH EXISTING CODE OF PRACTICE FOR LAND SURVEYS ADOPTED BY THE NEW YORK STATE ASSOCIATION OF LAND SURVEYORS. THIS CERTIFICATION DOESN'T RUN WITH TITLE TO THE LAND AND IS NOT TRANSFERABLE TO ADDITIONAL INDIVIDUALS, LENDING INSTITUTIONS, THEIR SUCCESSORS AND/OR ASSIGNS, OR SUBSEQUENT OWNERS;

• EVE FREDA

LICENCE TO USE SURVEY:

THIS SURVEY WAS PERFORMED EXCLUSIVELY FOR THE ABOVE MENTIONED PARTIES. THIS SURVEY IS LICENSED FOR A SINGLE USE ONLY AND THE LICENSED MATERIAL REMAINS THE PROPERTY OF THE SURVEYOR. USE, COPYING OR DISTRIBUTION WITHOUT THE EXPRESSED CONSENT OF THE SURVEYOR IS PROHIBITED.

SURVEY No. 0757

SURVEYOR

Anthony A. Sorace
ANTHONY A. SORACE, P.L.S. LIC. No. 50187

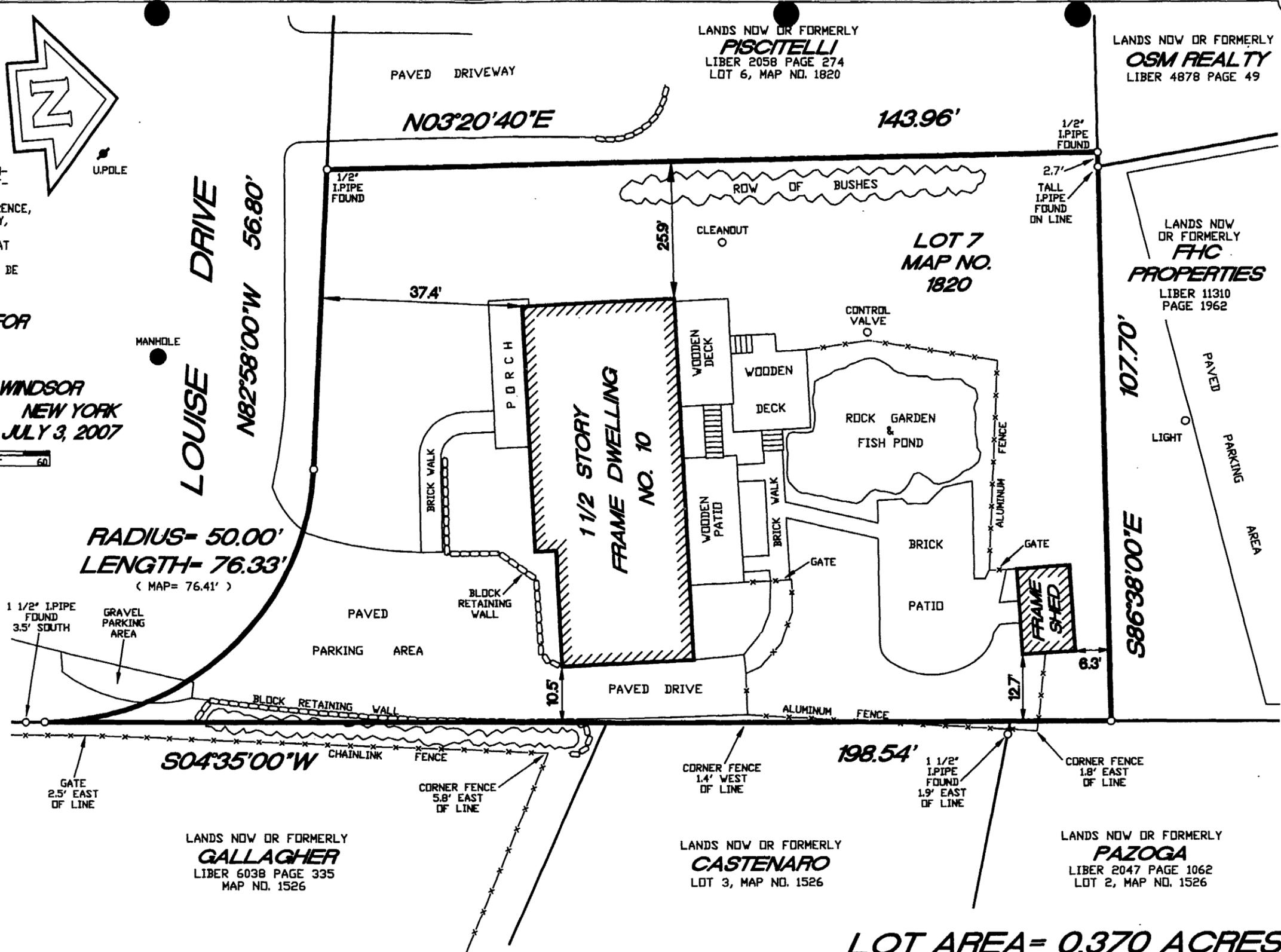
SURVEY IS VOID WITHOUT MY RAISED IMPRESSION SEAL.

ONLY COPIES FROM THE ORIGINAL OF THIS SURVEY, MARKED WITH AN ORIGINAL LAND SURVEYOR'S RAISED EMBOSSED SEAL SHALL BE CONSIDERED TO BE VALID TRUE COPIES.

LOT AREA = 0.370 ACRES

(945) 496-3367

ANTHONY A. SORACE, P.L.S.
PROFESSIONAL LAND SURVEYOR
ROCK TOWN, NEW YORK - 12575
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LANDS NOW OR FORMERLY
PISCITELLI
LIBER 2058 PAGE 274
LOT 6, MAP NO. 1820

LANDS NOW OR FORMERLY
OSM REALTY
LIBER 4878 PAGE 49

LANDS NOW OR FORMERLY
FHC PROPERTIES
LIBER 11310
PAGE 1962

LANDS NOW OR FORMERLY
GALLAGHER
LIBER 6038 PAGE 335
MAP NO. 1526

LANDS NOW OR FORMERLY
CASTENARO
LOT 3, MAP NO. 1526

LANDS NOW OR FORMERLY
PAZOGA
LIBER 2047 PAGE 1062
LOT 2, MAP NO. 1526

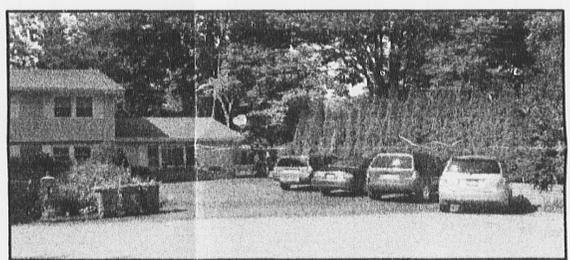
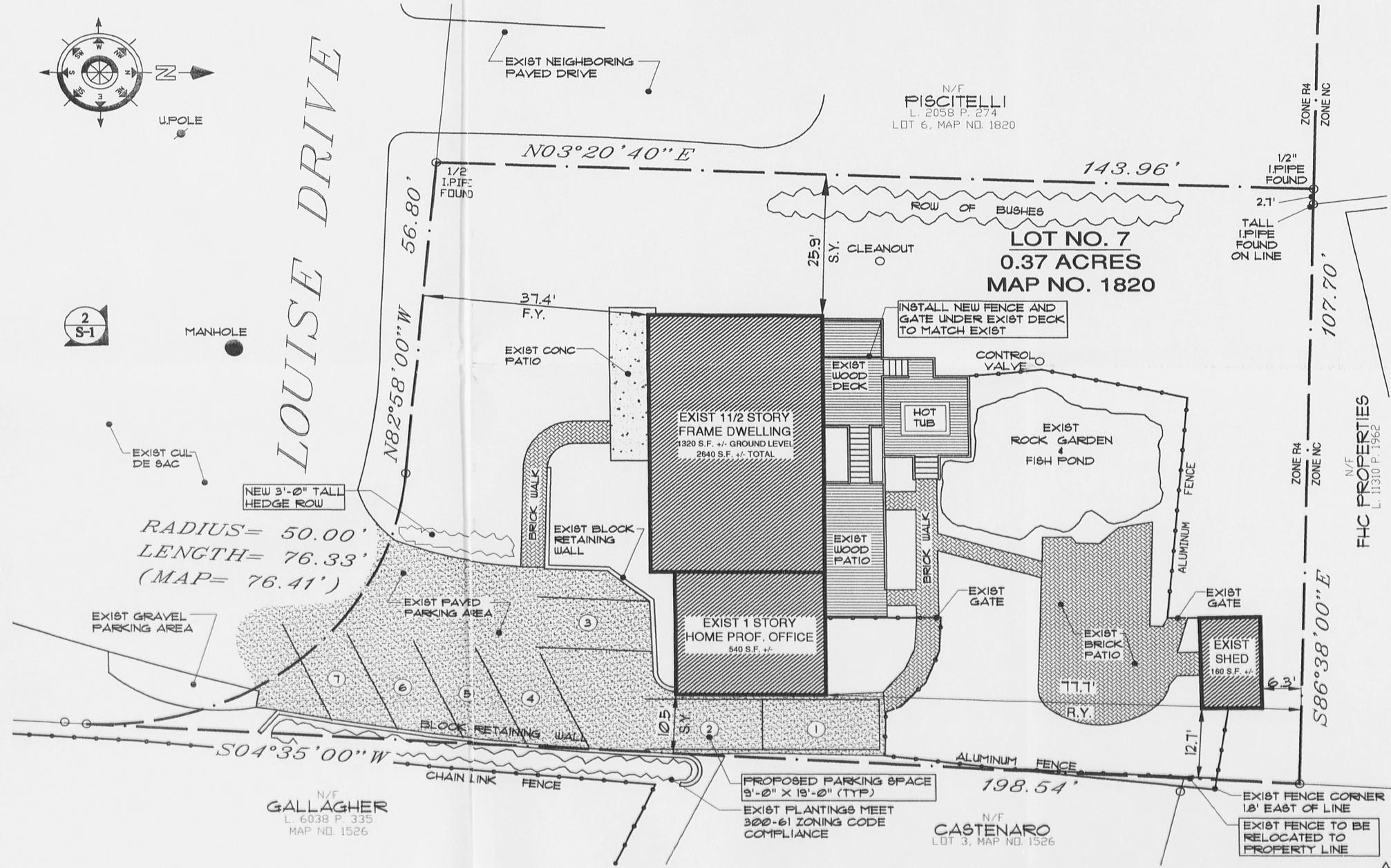
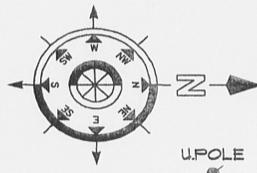
LEGEND	
	PROPERTY LINE
	ALUM FENCE
	HEDGES/PLANTINGS
	EXIST PAVED SURFACE
	EXIST MASONRY SURFACE
	EXIST STRUCTURE
	EXIST CONC SURFACE

NOTE: A USE VARIANCE FOR A HOME PROFESSIONAL OFFICE IS REQUIRED PER TOWN OF NEW WINDSOR ZONING CODE (300-89). THE EXISTING PROPERTY HAS BEEN IN USE AS PROPOSED SINCE 1988. A TOTAL OF FIVE (5) EMPLOYEES ARE CURRENTLY EMPLOYED AT RLF MANAGEMENT WHICH IS FOUR (4) IN EXCESS TO THE NUMBER ALLOTTED BY CODE. SEVEN (7) PARKING SPACES ARE PROPOSED TO ALLOW FOR THE TWO (2) REQ'D BY CODE FOR A RESIDENCE, FOUR (4) ADDITIONAL FOR EMPLOYEE PARKING AND ONE (1) ADDITIONAL SPARE SPACE.

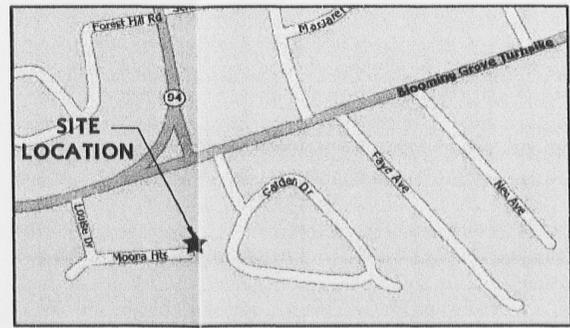
NOTE: VARIANCE GRANTED BY TOWN OF NEW WINDSOR ZONING BOARD OF APPEALS ON 2/25/2008 FOR THE MAXIMUM NUMBER OF EMPLOYEES ALLOWED (1) AS A HOME PROFESSIONAL OFFICE USE GRANTED THE FOLLOWING STIPULATIONS ARE ADHERED TO:
 1. NO MORE THAN 5 EMPLOYEES WILL BE EMPLOYED AT ANY ONE TIME.
 2. BUSINESS HOURS OF OPERATION WILL NOT EXCEED 7AM-5PM MONDAY-FRIDAY.

BULK TABLE REQUIREMENTS		
ZONING INFORMATION	ZONE : R-4 Residential	
	Proposed Use : Home Professional Office	
	Permitted with: By Special Permit	
MINIMUM REQUIREMENTS		
	Required	Provided
Lot Area	43,560 S.F.	16,120 S.F. *
Lot Width	125 FT.	125 FT. *
Street Frontage	70 FT.	125 FT.
Min. Livable SF	1200 S.F.	3100 +/- S.F.
YARD SETBACKS		
	Required	Provided
Front	40 FT.	37.4 FT. *
Rear	50 FT.	77.1 FT.
Side	20 FT.	125 FT. *
Both	40 FT.	30.4 FT. *
MAXIMUM PERMITTED		
	Permitted	Provided
F.A.R.	N/A	N/A
Developmental Coverage	20% / 3224 S.F.	12.5% / 2020 S.F. +/-
Height	35 FT	22'-0" +/-
MAXIMUM PERMITTED		
	Permitted	Provided
Spaces	3	1 *
Size	9'-0" X 19'-0"	9'-0" X 19'-0"

* INDICATES PRE-EXISTING NONCONFORMING CONDITION



2 S-1 Photograph of Existing Conditions
Scale: N.T.S.



3 S-1 Site Location Map
Scale: N.T.S.

1 S-1 Site Plan
Scale: 1" = 20'-0"

NOTE: INFORMATION ON THIS PLAN HAS BEEN TAKEN FROM A PROPERTY SURVEY PREPARED BY ANTHONY A. SORACE P.L.S., NYS LIC. # 50181 FOR MRS. EVE FREDA DATED: JULY 3, 2007

THE OWNER HAS REVIEWED AND IS IN CONCURRENCE WITH THE PLAT:

SIGNATURE _____
DATE _____

APPROVAL GRANTED BY TOWN OF NEW WINDSOR

JUL 2 - 2008

[Signature]
TOWN ENGINEER

PLANNING BOARD APPROVAL

MINUTA ARCHITECTURE
CONSULTING ARCHITECTURAL, INTERIOR, EDUCATIONAL ARCHITECTURE & PLANNING FOR BUILDINGS

345 WINDSOR HIGHWAY, SUITE #100
NEW WINDSOR, NEW YORK 12553
PH: 845-965-0995 FX: 845-965-6602
EM: info@minutaarchitecture.com



Freda Home Professional Office Site Plan
RLF Medical Management, Inc. - Mrs. Eve Freda, Owner
Sec. 47, Block 1, Lot 35
10 Louise Dr.
New Windsor, NY 12553

Code Compliance Documents
for Planning Board Approval

Date: 10.8.2007
Revisions: 3.4.2008 ZBA Approval
Drawn By: M.J. SS & JT

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