

**TOWN OF POUGHKEEPSIE TOWN BOARD MEETING  
FEBRUARY 18, 2026  
SUMMARY**

**CALL TO ORDER  
SALUTE TO THE FLAG  
ROLL CALL OF TOWN BOARD**

**PRESENT: Supervisor Edwards  
Councilman Reuter  
Councilwoman Laird  
Councilman Thangiah  
Councilwoman Watson  
Councilman Sharpe  
Councilwoman Shershin  
Town Clerk Salvatore  
Town Attorney Svenson**

02:18-01	Public Hearing (Legal)	Electrical Inspections, Chapter 91 <b>CARRIED</b>	<b>7-0</b>
02:18-02	Public Hearing (Director Welti)	Zoning Text Amendment-South Hills Center <b>CARRIED</b>	<b>7-0</b>
02:18-03A	Public Hearing (Legal)	Community Development Block Grant: ADA Compliance at 244 Boardman Road <b>CARRIED</b>	<b>7-0</b>
02:18-03B	Public Hearing (Legal)	Community Development Block Grant: Habitat for Humanity Infrastructure Installation Project <b>CARRIED</b>	<b>7-0</b>
02:18-04	Accept (Chief Cavaliere)	Retirement of Police Sergeant Corey Kilfoyle <b>CARRIED</b>	<b>7-0</b>
02:18-05	Promotion (Chief Cavaliere)	Jonathan Gouger as Police Sergeant for the Town of Poughkeepsie <b>CARRIED</b>	<b>7-0</b>
02:18-06	Set <b>3/4</b> for Public Hearing (Engineering)	MS4 Annual Report/SWMP <b>CARRIED</b>	<b>7-0</b>

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02:18-07	Set <b>3/18</b> Public Hearing (Director Welti)	Code Update Committee - Misc. Code Clean-Up Part 1 Local Law <b>CARRIED</b>	<b>7-0</b>
02:18-08	Accept (Town Clerk Salvatore)	Resignation from Kevin Etts from the Plumbing Board <b>CARRIED</b>	<b>7-0</b>
02:18-09	Adopt (Town Clerk Salvatore)	Fee Schedule <b>CARRIED</b>	<b>7-0</b>
02:18-10	Appoint (Assessor Gilmartin)	Board of Assessment Members <b>CARRIED</b>	<b>7-0</b>
02:18-11	Authorize Supervisor to Sign (Legal)	Tree Felling Security Agreement-Habitat for Humanity <b>CARRIED</b>	<b>7-0</b>
02:18-12	Resolution (Edwards/Laird)	Opposing Hudson Valley ICE Detention Facility in Chester, Orange County, NY <b>CARRIED</b>	<b>7-0</b>
02:18-13	Resolution (Edwards/Laird)	Supporting State Legislature to Require All Federal Agents to Meet Professional Standards <b>MOTION TO TABLE MADE TO BRING FORTH AT FIRST MARCH TOWN BOARD MEETING CARRIED</b>	<b>6-1</b>
<b>AYE: -6- Supervisor Edwards, Councilmen Reuter, Thangiah &amp; Sharpe -Councilwomen Laird, Watson NAY: -1- Councilwoman Shershin ABSTAIN: -0- ABSENT: -0-</b>			
02:18-14	Authorize Supervisor to Sign (Supervisor Edwards)	Agreement with Erica Bushell for Resident Services Guide <b>CARRIED</b>	<b>7-0</b>
02:18-15	Resolution (Building)	Pyramid, 1936 South Road-TCO <b>CARRIED</b>	<b>7-0</b>
02:18-16	Notification (Town Clerk Salvatore)	Town Clerk Events <b>NO EVENTS OR NOTIFICATIONS</b>	

**RESOLUTION 2:18 - # 1 OF 2026**

BE IT RESOLVED, that the Town Board of the Town of Poughkeepsie, pursuant to a duly noticed public hearing held on February 18, 2026 at 7:00 p.m. at the Town Hall, Town of Poughkeepsie, One Overocker Road, Poughkeepsie, New York, does hereby adopt by local law amendments to Town Code Chapter 91, entitled "Electrical Inspections", and

BE IT FURTHER RESOLVED, that the proposed local law is attached hereto and incorporated herein, and the Town Board does hereby waive a verbatim reading of said local law and does direct that it be spread across the record as if it, in fact, had been read verbatim; and

BE IT FURTHER RESOLVED, that the Legal Notice of Public Hearing was posted on January 27, 2026 and published in the Poughkeepsie Journal on February 5, 2026; and

BE IT FURTHER RESOLVED, that the Town Board of the Town of Poughkeepsie determined that this action is a Type II Action requiring no environmental review; and

BE IT FURTHER RESOLVED, that said local law shall take effect immediately upon filing with the Secretary of State.

Dated: February 18<sup>th</sup> 2026

Moved: Bill Reuter

Seconded: Barbara Laird

Motion passes/ fails: Ayes 7 Nays 0

ES/mem

t-2/11/2026

m-2/18/2026

	AYE	NAY	ABSTAIN
<u>PRESENT</u> /ABSENT Councilman Reuter	<u>✓</u>	___	___
<u>PRESENT</u> /ABSENT Councilwoman Laird	<u>✓</u>	___	___
<u>PRESENT</u> /ABSENT Councilman Thangiah	<u>✓</u>	___	___
<u>PRESENT</u> /ABSENT Councilwoman Watson	<u>✓</u>	___	___
<u>PRESENT</u> /ABSENT Councilman Sharpe	<u>✓</u>	___	___
<u>PRESENT</u> /ABSENT Councilwoman Shershin	<u>✓</u>	___	___
<u>PRESENT</u> /ABSENT Supervisor Edwards	<u>✓</u>	___	___

**A LOCAL LAW AMENDING CHAPTER 91 OF THE CODE OF THE TOWN OF  
POUGHKEEPSIE, ENTITLED "ELECTRICAL INSPECTIONS"**

**BE IT ENACTED** by the Town Board of the Town of Poughkeepsie as follows:

**SECTION 1. LEGISLATIVE INTENT**

This local law amends Chapter 91 of the Code of the Town of Poughkeepsie, entitled "Electrical Inspections," to improve the operation of the Town's electrical inspection procedures.

**SECTION 2. AUTHORITY AND SUPERSESSION**

This law is enacted pursuant to Section 10(1)(ii)(a)(6), (11) and (12) of the Municipal Home Rule Law and Section 64(10-b) and (24) of the Town Law. It is the intention of the Town Board to supersede any inconsistent terms in state law to the extent authorized by the Constitution and Municipal Home Rule Law.

**SECTION 3. FINDINGS AND PURPOSE**

The Town of Poughkeepsie desires to streamline and improve its procedures for the appointment of and enforcement of duties by certified electrical inspectors.

**SECTION 4. AMENDMENT TO CHAPTER 91 OF THE TOWN CODE**

Chapter 91 of the Town Code is hereby repealed and replaced as follows:

§ 91-1. Inspectors designated.

- A. At the reorganizational meeting held each January by the Town Board of the Town of Poughkeepsie, duly qualified electrical inspectors shall be appointed to act as agents of the Town to make any inspections and reinspections of all electrical installations, heretofore and hereinafter described, and to approve or disapprove the same. The Town shall appoint no less than three inspecting agencies and their individual inspectors for one-year terms. The list of nominations for the appointments shall be generated by recommendations of the Building Department of the Town of Poughkeepsie. The criteria for the appointments may include any state requirements for the certification of electrical inspectors as well as a minimum number of years of experience. Any inspector or inspecting agency may be removed from the list of appointed inspectors by resolution of the Town Board at any point during their term.
- B. The determination to engage an approved electrical inspector, as necessary, to perform a herein described electrical inspection shall be at the discretion of the Building Inspector.

§ 91-2. Duties of Electrical Inspector.

- A. It shall be the duty of the Inspector to report in writing to the Chief Building Inspector,

whose duty it shall be to enforce all provisions of this Code, all violations or deviations from or omissions of the electrical provisions of the Building Code applicable to the Town of Poughkeepsie and of all local laws, ordinances and the Building Code as referred to in this chapter insofar as any of the same apply to electrical wiring. The Inspector shall make inspections and reinspections of electrical installations in and on properties in the Town of Poughkeepsie upon the written request of an authorized official of the Town of Poughkeepsie or as herein provided. The Inspector is authorized to make inspections and reinspections of electrical wiring, installations, devices, appliances and equipment in or on properties within the Town of Poughkeepsie where he or she deems it necessary for the protection of life and property. In the event of an emergency, it is the duty of the Inspector to make electrical inspection upon the oral request of an official or officer of the Town of Poughkeepsie.

- B. It shall be the duty of the Inspector to furnish written reports to the proper officials of the Town of Poughkeepsie and owners and/or lessees of property where defective electrical installations and equipment are found upon inspection. He or she shall authorize the issuing of a certificate of compliance when electrical installations and equipment are in conformity with this chapter. He or she shall direct that a copy of the certificate of compliance be sent to the Town of Poughkeepsie to the attention of the Building Inspector.
- C. Upon conclusion of an inspection where the installation has failed to comply with applicable codes, a red sticker shall be placed on the service panel to indicate such failure. The electrical inspector shall also complete a report concerning said failure which shall be forwarded to the Town of Poughkeepsie Building Department within 48 hours of the inspection. A form indicating that corrections have been made and indicating the approval of the electrical inspector shall be submitted to the Town of Poughkeepsie Building Department within 48 hours of the inspection.
- D. Failure to follow the procedures outlined in this chapter and failure to follow any administrative procedures set by the Town of Poughkeepsie Building Department may be grounds for denial of a reappointment.

#### § 91-3. Penalties for offenses.

- A. It shall be a violation of this chapter for any person, firm or corporation to install or cause to be installed or to alter electrical wiring for light, heat or power in or on properties of the Town of Poughkeepsie until an application for electrical permit is approved by the Building Department. It shall be a violation of this chapter for a person, firm or corporation to connect or cause to be connected electrical wiring in or on properties for light, heat or power to any source of electrical energy supply, prior to the issuance of a temporary certificate or a certificate of compliance by the Town of Poughkeepsie. Violations of this chapter shall be punishable by a fine of up to \$1,000 or imprisonment for up to one year, or both.
- B. In addition to any other remedies set forth herein authorizing the Town to enforce the provisions of this chapter, establishing penalties, and setting forth additional remedies, the person charged with the responsibility to enforce the provisions of this chapter may impose a civil fine or agree to a civil fine not to exceed \$1,000 per day for each day of the violation. If said civil fine is imposed, then the alleged violator may appeal to the Town Board.

**SECTION 5. SUPERSESSION**

To the extent that any provision of this Chapter is inconsistent with Town Law or any other provision of New York State law, the provisions of this Chapter are expressly intended to and do hereby supersede any such inconsistent provision under the Town's municipal home rule powers.

**SECTION 6. SEVERABILITY**

If any clause, sentence, paragraph, section, article or part of this Local Law shall be adjudicated in any court of competent jurisdiction to be invalid, such judgement shall not affect, impair or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, paragraph, section, article or part thereof directly involved in the controversy in which such judgment shall have been rendered, and such invalidity shall not be deemed to affect the remaining portions thereof.

**SECTION 7. EFFECTIVE DATE**

This local law shall take effect immediately after it is filed with the Secretary of State.

Chapter 91

*red lined*

ELECTRICAL INSPECTIONS

§ 91-1.	Inspectors designated.	§ 91-2.	Duties of Electrical Inspector.
		§ 91-3.	Penalties for offenses.

~~HISTORY: Adopted by the Town Board of the Town of Poughkeepsie 12-6-1977 (Part II, Ch. 5, Art. III, of the 1964 Code). Amendments noted where applicable.~~

GENERAL REFERENCES

Building construction — See Ch. 68.

Fire prevention — See Ch. 110.

§ 91-1. Inspectors designated.

A. At the reorganizational meeting held each January by the Town Board of the Town of Poughkeepsie, duly qualified electrical inspectors shall be appointed to act as agents of the Town to make any inspections and reinspections of all electrical installations, heretofore and hereinafter described, and to approve or disapprove the same. The Town shall appoint no less than three inspectors and no more than five inspecting agencies and their individual inspectors for one-year terms. The list of nominations for the appointments shall be generated by recommendations of the Building Department of the Town of Poughkeepsie. The criteria for the appointments may include any state requirements for the certification of electrical inspectors as well as a minimum number of years of experience. Any inspector or inspecting agency may be removed from the list of appointed inspectors by resolution of the Town Board at any point during their term.

~~B. Once appointed, the agencies shall each provide within 48 hours to the Building Department of the Town of Poughkeepsie a list of inspectors employed by them who would be performing inspections within the Town of Poughkeepsie. This list shall also include original signatures of these inspectors. Any additions or deletions by the agency to this list will be sent immediately to the Building Department of the Town of Poughkeepsie. This list shall be updated in its entirety each time that the agency is reappointed.~~

~~C. B.~~ The determination to engage an approved electrical inspector, as necessary, to perform a herein described electrical inspection shall be at the discretion of the Building Inspector.

§ 91-2. Duties of Electrical Inspector.

A. It shall be the duty of the Inspector to report in writing to the Chief Building Inspector, whose duty it shall be to enforce all provisions of this Code, all violations or deviations from or omissions of the electrical provisions of the Building Code applicable to the Town of Poughkeepsie and of all local laws, ordinances and the Building Code as referred to in this chapter insofar as any of the same apply to electrical wiring. The Inspector shall make inspections and reinspections of electrical installations in and on properties in the Town of Poughkeepsie upon the written request of an authorized official

of the Town of Poughkeepsie or as herein provided. The Inspector is authorized to make inspections and reinspections of electrical wiring, installations, devices, appliances and equipment in or on properties within the Town of Poughkeepsie where he or she deems it necessary for the protection of life and property. In the event of an emergency, it is the duty of the Inspector to make electrical inspection upon the oral request of an official or officer of the Town of Poughkeepsie.

- B. It shall be the duty of the Inspector to furnish written reports to the proper officials of the Town of Poughkeepsie and owners and/or lessees of property where defective electrical installations and equipment are found upon inspection. He or she shall authorize the issuing of a certificate of compliance when electrical installations and equipment are in conformity with this chapter. He or she shall direct that a copy of the certificate of compliance be sent to the Town of Poughkeepsie to the attention of the Building Inspector.
- C. Upon conclusion of an inspection where the installation has failed to comply with applicable codes, a red sticker shall be placed on the service panel to indicate such failure. The electrical inspector shall also complete a report concerning said failure which shall be forwarded to the Town of Poughkeepsie Building Department within 48 hours of the inspection. ~~Upon inspection wherein a different electrical inspection agency finds the red sticker indicating a previous failure, the inspector shall contact the Town of Poughkeepsie Building Department to determine the reasons for such failure and shall not complete an inspection until the reasons for such failure are cured. A form indicating that corrections have been made and indicating the approval of the electrical inspector shall be submitted to the Town of Poughkeepsie Building Department within 48 hours of the inspection. A green sticker shall be used to indicate the compliance with applicable codes.~~
- D. Failure to follow the procedures outlined in this chapter and failure to follow any administrative procedures set by the Town of Poughkeepsie Building Department may be grounds for denial of a reappointment.

### § 91-3. Penalties for offenses.

- A. It shall be a violation of this chapter for any person, firm or corporation to install or cause to be installed or to alter electrical wiring for light, heat or power in or on properties of the Town of Poughkeepsie until an application for electrical permit is approved by the Building Department ~~the Building Department inspection has been filed with the New York Board of Fire Underwriters~~. It shall be a violation of this chapter for a person, firm or corporation to connect or cause to be connected electrical wiring in or on properties for light, heat or power to any source of electrical energy supply, prior to the issuance of a temporary certificate or a certificate of compliance by the Town of Poughkeepsie ~~New York Board of Fire Underwriters~~. Violations of this chapter shall be punishable by a fine of up to \$1,000 or imprisonment for up to one year, or both.
- B. In addition to any other remedies set forth herein authorizing the Town to enforce the provisions of this chapter, establishing penalties, and setting forth additional remedies, the person charged with the responsibility to enforce the provisions of this chapter may impose a civil fine or agree to a civil fine not to exceed \$1,000 per day for each day of the violation. If said civil fine is imposed, then the alleged violator may appeal to the Town Board.

**RESOLUTION 2:18- # 2 OF 2026**

BE IT RESOLVED, that the Town Board of the Town of Poughkeepsie, pursuant to a duly noticed public hearing held on February 18, 2026 at 7:00 pm at the Town Hall, Town of Poughkeepsie, One Overocker Road, Poughkeepsie, New York, does hereby adopt the proposed zoning text amendment to the South Hills Center (SHC) District related to the proposed re-use of the empty Burlington Coat Factory building at the Shoppes at South Hills as a Self-Storage Facility, tax parcel number 6158-01-297959-0000, located at 1875-1895 South Road, in the Town of Poughkeepsie consisting of approximately 72.62 acres; and

BE IT FURTHER RESOLVED, the proposed zoning text amendment (Exhibit B of the petition submitted with the application and revised by letter dated January 19, 2026) is attached hereto and incorporated herein and the Town Board does hereby waive a verbatim reading of said amendment and does direct that said amendment be spread across the record as if it, in fact, had been read verbatim; and

BE IT FURTHER RESOLVED, the proposed zoning text amendment was reviewed under the New York State Environmental Quality Review Act (SEQRA), and the Planning Board, as Lead Agency for the environmental review of the project, issued a negative declaration on January 15, 2026; and

BE IT FURTHER RESOLVED, that a written recommendation was received from the Dutchess County Department of Planning and Development dated October 16, 2025 stating that the proposed zoning amendment was a matter of local concern; and

BE IT FURTHER RESOLVED, that a written recommendation dated January 16, 2026 was received from the Town of Poughkeepsie Planning Board in which said Board conveyed a

neutral recommendation to the Town Board regarding adoption of the herein zoning amendment;  
and

BE IT FURTHER RESOLVED, that the Legal Notice of Public Hearing was posted on  
January 27, 2026 and published in the Poughkeepsie Journal on February 5, 2026; and

BE IT FURTHER RESOLVED, that the Town Clerk notified the Clerks of the  
surrounding municipalities of the public hearing pursuant to GML 239-nn; and

BE IT FURTHER RESOLVED, that said local law shall take effect immediately upon  
filing with the Secretary of State.

Dated: February 18<sup>th</sup> 2026

Moved: Barbara Laird

Seconded: Rebecca Edwards

Motion passes/ fails: Ayes 7 Nays 0

ES/mem  
t-2/11/2026  
m-2/18/2026

	AYE	NAY	ABSTAIN
<u>PRESENT</u> /ABSENT Councilman Reuter	<u>✓</u>	_____	_____
<u>PRESENT</u> /ABSENT Councilwoman Laird	<u>✓</u>	_____	_____
<u>PRESENT</u> /ABSENT Councilman Thangiah	<u>✓</u>	_____	_____
<u>PRESENT</u> /ABSENT Councilwoman Watson	<u>✓</u>	_____	_____
<u>PRESENT</u> /ABSENT Councilman Sharpe	<u>✓</u>	_____	_____
<u>PRESENT</u> /ABSENT Councilwoman Shershin	<u>✓</u>	_____	_____
<u>PRESENT</u> /ABSENT Supervisor Edwards	<u>✓</u>	_____	_____



# CATANIA, MAHON & RIDER, PLLC

## ATTORNEYS AT LAW

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THOMAS J. GUMMINGS  
MEAGHAN R. MCKAY  
MARY J. TAMBURRI (NJ)  
WADE RIACHI

HOBART J. SIMPSON (1975-2016)

(ALSO ADMITTED IN)  
\* Of Counsel  
\*\* Special Counsel

Writer's Direct No.  
(845) 569-4377

Writer's E-Mail  
[jfurst@cmrlaw.com](mailto:jfurst@cmrlaw.com)

September 10, 2025

**VIA E MAIL & OVERNIGHT MAIL [Ten (10) Sets]**

Town of Poughkeepsie  
Supervisor Edwards and Town Board Members  
1 Overocker Road  
Poughkeepsie, NY 12603

RE: Re-Zone to Allow Limited Self-Storage at the Shoppes at South Hills  
(a/k/a South Hills Mall)  
Our File No.: 15509-66879

Dear Supervisor Edwards and Members of the Town Board:

As you know, we represent the owner of the above-mentioned property, South Hills Owner LLC (the "Applicant"), in connection with its request for a minor modification of the Town's Zoning Code to permit self-storage as an adaptive re-use at the property. We originally appeared before the Town Board in the summer of 2023, but the matter was tabled in the Fall of 2023. As per our recent appearance before the Town Board on August 20, 2025, enclosed please find an updated Petition with a proposed local law asking the Town Board to allow self-storage as an adaptive reuse within the subject South Hills Center (SHC) zoning district.<sup>1</sup>

As you may recall, the Planning Board previously issued a Negative Declaration under the New York State Environmental Quality Review Act (SEQRA) on July 20, 2023. On July 25, 2023, the Planning Board also issued its Advisory Report to the Town Board.

<sup>1</sup> The original petition submitted in May of 2023 also requested to amend the SHC District's regulations to allow more flexible subdivision of the parent parcel; however, that request has been withdrawn.

*Original Submission*

CATANIA, MAHON & RIDER, PLLC

Town of Poughkeepsie  
Page 2

Since the Applicant no longer has a specific user lined up for self-storage use, it will not immediately be seeking the specific site plan approval and special use permit from the Planning Board in conjunction with this re-zone request. We believe that it makes more sense to have a specific self-storage user, which may have specific design and site plan requirements, before proceeding with the Planning Board's review of the site plan and special use permit approvals. In any event, regardless of the specific future self-storage use, it must be limited to an adaptive re-use of an existing building to qualify. The Applicant has previously provided design exhibits that demonstrate a possible design with the Burlington Coat Factory building converted to self-storage. Such example demonstrates that there will be no material changes to the property's common areas, site plan, or layout. The same would hold true for any adaptive re-use of an existing building at the Mall. The Applicant has already provided numerous examples of how self-storage facilities have been incorporated very effectively into existing retail developments. The Applicant is also willing to consider a maximum cap on the amount of self-storage space permitted in the SHC zone.

The Town's Comprehensive Plan calls for the expansion of non-residential/commercial uses within the SHC zone by promoting a mix of business and commercial uses. The proposed adaptive re-use of an existing abandoned building in the shopping center does NOT hinder the potential future development of the South Hills Center with more active, dynamic and walkable uses. Moreover, the proposal also meets the Comprehensive Plans' goals of promoting infill development, utilizing existing infrastructure, preserving open spaces, and reducing greenhouse gas emissions. Plus, the addition of self-storage as an adaptive re-use at the property dovetails nicely with any future multi-family residential projects at the property. Given the current capacity issues with the Tri-Municipal Sewer District, it is still unclear when the sewer district will have the necessary capacity for the residential development of the property.

Enclosed please find the following:

- (1) A copy of the updated Rezone Petition with a proposed local law reflecting the above-mentioned request;
- (2) The updated and signed Change of Zone forms;
- (3) Sample site plans of a potential adaptive re-use of the vacant Burlington Coat Factory building;
- (4) An updated copy of the Full Environmental Assessment Form under SEQRA as well as a copy of the Planning Board's Negative Declaration, dated July 20, 2023;
- (5) A copy of the Planning Board's Advisory Comments, dated July 25, 2023; and
- (6) Samples of self-storage facilities being incorporated into existing retail developments.

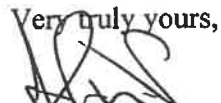
Please note a check for \$2,250, made payable to the Town of Poughkeepsie, representing the application fee is being overnighted separately to the Town. In addition, we have been advised that no further escrow submission is required since we have a balance of \$7,896.81 remaining from 2023. Kindly place this updated rezone request on the Town Board's next

CATANIA, MAHON & RIDER, PLLC

Town of Poughkeepsie  
Page 3

available agenda. In the interim, if you have any questions or comments, please feel free to contact me. Thank you.

Very truly yours,



JOHN W. FURST

JWF/2656310  
Cc: South Hills Owner LLC  
LRC Group

*Pursuant to IRS Regulations, any tax advice contained in this communication or attachments is not intended to be used and cannot be used for purposes of avoiding penalties imposed by the Internal Revenue Code or promoting, marketing or recommending to another person any tax related matter.*

TOWN BOARD OF THE TOWN OF POUGHKEEPSIE,  
DUTCHESS COUNTY, NEW YORK

-----X  
In the Application of

SOUTH HILLS OWNER LLC

For an Amendment to the §210-23 of the Town  
of Poughkeepsie's Zoning Code, pursuant to Article XIV  
of the Town's Zoning Code.

PETITION  
FOR ZONING TEXT  
AMENDMENT

-----X  
The undersigned South Hills Owner LLC ("Petitioner"), by its attorneys, Catania, Mahon & Rider, PLLC, 641 Broadway, Newburgh New York 12550, as per this Petition, request a text amendment to the §210-23 [South Hills Center (SHC) District], respectfully alleges as follows:

**INTRODUCTION**

1. Petitioner is a Delaware limited liability company with a mailing address of 565 Taxter Road, Suite 400, Elmsford, NY 10523 and submits this Petition pursuant to Section 210, Article XIV of the Town of Poughkeepsie's Zoning Code.
2. The Petitioner is owner of real property (the "Property") comprised of approximately 72.69 acres, located on the west side of South Road (NYS Route 9), near its intersection with NYS Route 9D, with a tax map designation of SBL 134689-6158-01-297959. An aerial photograph of the area with the Property highlighted is annexed hereto as **Exhibit A**.
3. The Property is located within the Town's South Hills Center (SHC) Zoning District and is the only property located entirely within the SHC District. The Property is better known as the South Hills Center (also referred to as The Shoppes at South Hills or the South Hills Mall), which contains a mix of retail uses at the Property.
4. The Petitioner is seeking a zoning text amendment to the current SHC regulations in order to assist with the infill redevelopment of the South Hills Center.
5. The Petitioner seeks a minor modification to the language for current SHC regulations (the "Amendment"):
  - (a) amend §210-23.D to add subsection - **"\*Self Storage as an adaptive re-use\*\*"** as an additional permitted use in the South Hills Center (SHC) District, subject to special use permit approval by the Planning Board wherein in the term "Self-storage" shall mean, "An enclosed structure used exclusively for the temporary

indoor storage of personal materials and goods. The structure(s) shall contain multiple individual mini-warehouse units that are rented or leased to the general public. Self-storage does not include contractor's storage or warehouse. Also referred to as self-service storage, private rental storage, or mini-storage"; and

A copy of the proposed local law reflecting the proposed Amendment is attached as **Exhibit B**.

**THE PROPOSED ZONING TEXT AMENDMENT AND CONSISTENCY WITH THE COMPREHENSIVE PLAN & ITS FURTHERANCE OF THE PURPOSES SET FORTH IN ARTICLE I OF THE ZONING CHAPTER**

6. The Town's Comprehensive Plan was recently updated in 2021, with the Town Board's adoption of the "Town of Poughkeepsie 2030 Comprehensive Plan Update" on October 6, 2021 (the "Comp Plan"). The Comp Plan recognizes the national trend in the decreasing amount of "brick and mortar" retail stores, and correspondingly the Comp Plan focuses on the revitalization and redevelopment of these already developed commercial areas that may be currently underutilized. This not only preserves open space, but also takes advantage of the existing infrastructure (roads, sewer, water, etc.). See Page 2 of the Town's Comp Plan.

7. Indeed, the Comp Plan identifies the South Hills Center as a specific "Opportunity Area" for an infill development that focuses on a potentially underutilized site. See Page 30 and 55 of the Comp Plan. Along those lines, the Comp Plan specifically recommends to expand the number of allowable non-residential uses within the SHC Zoning District. See Recommendation 2.2.5 at Page 62 of the Town's Comp Plan.

8. The zoning Amendment's request to add "self-storage as an adaptive reuse" use within the SHC Zoning District also promotes the purposes set forth in Article I of the Town's Zoning Chapter.

9. The current SHC Zoning District's character is commercial retail; thus, adding a use like a self-storage facility (as defined above) is consistent with the existing commercial uses within the district. The proposed zoning text Amendment also reflect the recent trends in economic activity as consumers gravitate away from the traditional "brick and mortar" retail stores. Thus, a proposed self-storage facility as an adaptive reuse would be the best use of the existing site and the most appropriate use of underutilized land.

10. The zoning text Amendment would also promote infill development of an existing

shopping mall that is already developed, as opposed to allowing for the development on vacant, undeveloped, land; thus, preserving open space and minimizing impacts to the Town's water resources.

11. The zoning Amendment will also help protect the character and the social economic stability of the Town by assisting in the redevelopment of an underutilized mall. The Planning Board's site plan review and special use permit process will ensure the re-development is orderly, properly designed and appropriate given the existing setting.

12. Allowing self-storage as an adaptive re-use at the South Hills Center along Route 9 will protect existing residential areas since there are no nearby residential uses. The Town's Comprehensive Plan not only promotes a mix of commercial uses at the Property, but also a mix of residential and commercial uses. The proposed re-development of an existing building within the Mall will not hinder residential development at the property. In fact, a self-storage facility would complement any multi-family residential development at the Property.

13. The proposed zoning Amendment will also encourage development where the infrastructure already exists. The existing roads, sewer and water systems can accommodate any development resulting from the Amendment.

14. Finally, the proposed Amendment, and the associated infill redevelopment, of the South Hills Center, will foster the re-use of existing asphalt areas, the preservation of open space and result in less greenhouse gas emissions than a traditional development on vacant land.

15. In short, the proposed zoning text Amendment will be consistent with the Town's Comp Plan and the purposes behind the Town's Zoning Chapter.

### **CONCLUSION**

16. The proposed zoning text Amendment should constitute is a Type I Action under the State Environmental Quality Review Act ("SEQRA") for which the Planning Board, as Lead Agency, has previously issued a Negative Declaration.

17. The Petitioner respectfully requests that the Town Board, pursuant to Article XIV of the Zoning Code:

- (a) Accept this updated Petition and immediately re-refer this matter to the Town's Planning Board for a report and recommendation;

- (b) Re-refer the updated Petition and associated materials to the Dutchess County Department of Planning;
- (c) Schedule, notice and conduct a public hearing on the Amended Petition at the earliest date; and
- (d) Adopt the minor zoning text Amendment annexed hereto as Exhibit B.

WHEREFORE, it is respectfully requested the instant matter be placed on the earliest possible agenda of the Town Board to begin the process and that the relief sought herein be eventually granted.

Dated: September 16, 2025

Newburgh, New York

Respectfully Submitted,

CATANIA MAHON & RIDER, PLLC

By:  \_\_\_\_\_

John W. Furst

Attorneys for the Petitioner

South Hills Owner LLC

By:  \_\_\_\_\_

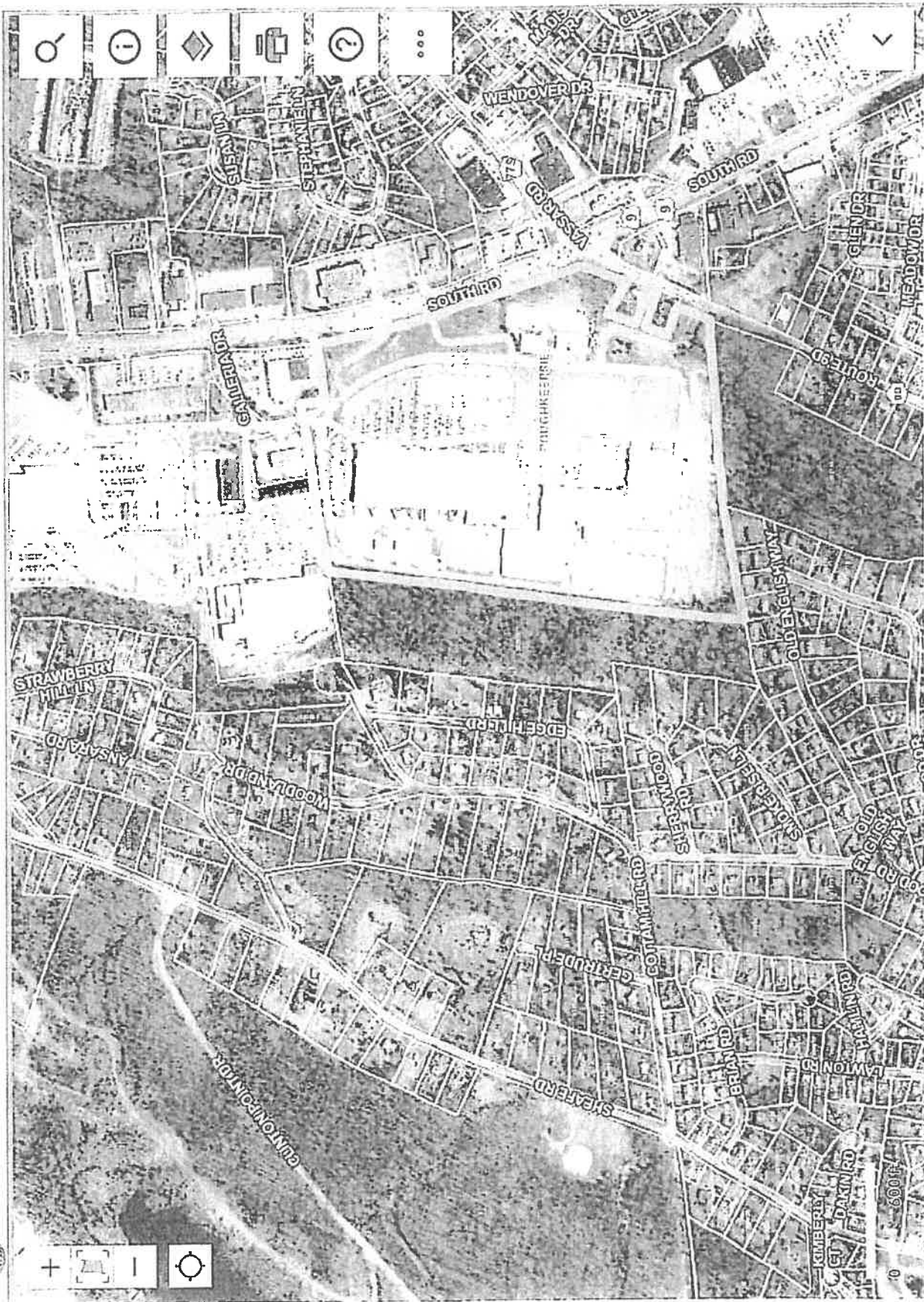
Name: Adam Ifshin

Title: Authorized Signatory

**Aerial Photograph**  
**EXHIBIT A**

FINAL ROLL

2025-01-01 10:00:00



**Proposed Local Law**  
**EXHIBIT B**

*see corrected  
Exh. B*

**LOCAL LAW NO. \_\_\_ OF 2025**

**A LOCAL LAW AMENDING § 210-23 [SOUTH HILLS CENTER (SHC) DISTRICT]  
OF THE TOWN OF POUGHKEEPSIE ZONING CODE**

A LOCAL LAW amending the text of § 210-23 of the Zoning Code of the Town of Poughkeepsie as set forth herein, to add self-storage as a permitted adaptive reuse.

**BE IT ENACTED:**

**Section 1. Title.**

This local law shall be known as “Amendments to § 210-23 [South Hills Center (SHC) District].”

**Section 2. Authority.**

This Local Law is enacted pursuant to the authority of Municipal Home Rule Law § 10, New York State Town Law, and in accordance with Chapter 210, Article XIV, entitled “Amendments,” of the Zoning Code of the Town of Poughkeepsie.

**Section 3. Purpose and Findings.**

The Town Board of the Town of Poughkeepsie has received an updated petition from South Hills Owner LLC for a zoning text amendment to § 210-23 of the Town Code, seeking to have the Town Board amend the Zoning Code for this Zoning District to allow for self-storage facilities as an adaptive reuse within the SHC District.

This SHC Zoning District basically consists of only one use: the South Hills Center (a/k/a The Shoppes at South Hills or the South Hills Mall). The petitioner asserts, and the Town Board agrees, that the proposed zoning text amendments will allow greater flexibility for the reuse of existing, currently vacant buildings within the shopping center. The Town’s Comprehensive Plan, adopted by the Town Board on October 6, 2021, identifies the location of The Shoppes at South Hills as an “opportunity area.” The Town Board is mindful that interim changes to the zoning provisions of this District should not impair the opportunities presented by this site, including its potential use for a mix of residential uses and supporting commercial uses. Accordingly, the proposed text amendment is limited to the adaptive reuse of existing structures and would not permit the construction of new buildings for self-storage facilities on the site.

The Town Board finds that this amendment also would foster development of this site consistent with the objectives of the Comprehensive Plan and in furtherance of the purposes set forth in Article I of the Town’s Zoning Code because it promotes infill redevelopment of an existing “opportunity area.”

**Section 4. Amendments.**

1. Section 210-23(C) of the Town of Poughkeepsie Zoning Code is hereby amended by adding a new subsection (10), and renumbering the current subsection (10) as (11), as follows:

(10) \*Self storage, as an adaptive reuse.<sup>1</sup>

(11) \*Service businesses, with drive-in or drive-through.

**Section 5. Repeal, Amendment, and Supersession of Other Laws.**

All other Resolutions, Ordinances or Local Laws of the Town of Poughkeepsie which conflict with the provisions of this Local Law are hereby superseded or repealed to the extent necessary to give this Local Law force and effect.

**Section 6. Severability.**

If any word, phrase, sentence, part, section, subsection, or other portion of this Law or any application thereof to any person or circumstance is declared void, unconstitutional, or invalid for any reason, then such word, phrase, sentence, part, section, subsection or other portion, or the proscribed application thereof, shall be severable, and the remaining provisions of this Law, and all applications thereof, not having been declared void, unconstitutional or invalid, shall remain in full force and effect.

**Section 7. Effective Date.**

This Law shall become effective upon filing with the New York State Secretary of State.

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<sup>1</sup> In this District, "self storage" shall mean "An enclosed structure used exclusively for the temporary indoor storage of personal materials and goods. The structure(s) shall contain multiple individual mini-warehouse units that are rented or leased to the general public. Self storage does not include contractor's storage or warehousing. Also referred to as self-service storage, private rental storage, or mini-storage."



# Town of Poughkeepsie

1 Overlook Plaza  
Poughkeepsie, NY 12603

845-485-3620 Phone  
845-485-3701 Fax

### Application for Change of Zone

Name of Applicant(s): South Hills Owner LLC

Address: 565 Taxter Road, Suite 400, Elmsford, NY 10523

Telephone: (914 )304-5673

Name, Address and Telephone of Record Owner(s): • South Hills Owner LLC  
• South Hills Owner LLC

1. Applicant is the: Owner  Contract Vendee

2. Tax Map Number of all parcels that are part of this application: \_\_\_\_\_  
134689-6158-01-297959

3. If Applicant is a Corporation, LLC, L.P., P.C., D/B/A, or Partnership, provide names of all shareholders, members, and partners as applicable: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. Date Corporation, LLC, L.P., P.C., D/B/A, or Partnership was formed or registered to do business in New York State: \_\_\_\_\_

5. Current Zoning District of affected parcels: South Hills Zoning Center

6. Proposed Zoning District of affected parcels: Same

7. Total Acreage involved in application: 72.62 acres

8. Total contiguous acreage controlled by applicant/owner<sup>1</sup>: None

1. Shall include lands owned by family members of the applicant, and any corporation(s), partnership(s), limited liability companies, or other entities or partnerships in which the applicant has an interest.

9. Describe the Project for which the Change of Zone is requested: Zoning text amendments  
to permit self-storage use as an adaptive re-use within the SHC zone

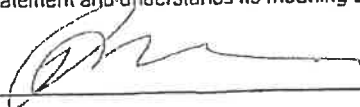
10. Will the Project require any of the following additional approvals? (Check all that apply)

Lot Line Revision	<input type="checkbox"/>	Subdivision	<input type="checkbox"/>
Site Plan	<input type="checkbox"/>	Land Contour Permit	<input type="checkbox"/>
Aquatic Resources Permit	<input type="checkbox"/>	Floodplain Development Permit	<input type="checkbox"/>
Area Variance	<input type="checkbox"/>	Use Variance	<input type="checkbox"/>

11. Attach a copy of the current deed for the property(ies).

12. Attach a copy of the executed Contract of Sale or Option to Purchase (if applicable).

By His/Her signature the Applicant avows that: 1) He/She has read this application and is familiar with its contents and that the information provided is complete and true to the best of the Applicant's knowledge; and 2) He/She has read, is familiar with, and understands the requirements of the Town Poughkeepsie Code provision(s) affecting or regulating the project for which this application is made; and 3) He/She agrees to comply with the requirements of the Town Poughkeepsie Code provision(s) affecting or regulating the project for which this application is made including any general or special conditions of any permits or approvals granted by any board, agency, or department of the Town of Poughkeepsie; and 4) He/She has read this statement and understands its meaning and its terms.

Applicant Signature: 

Print Name: South Hills Owner LLC

Date: 4/27/2023

OWNER AFFIDAVIT

State of New York }  
County of Westchester } ss:

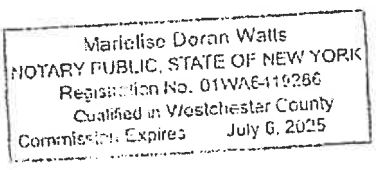
Adam Ifshin being duly sworn, deposes and says:

1. That I/we are the Owner(s) of the within property as described in the foregoing application and that the statements contained therein are true to the best of my/our knowledge and belief.
2. That I/we hereby authorize Catania, Mahon & Rider, PLLC, to act as my/our representative in all matters regarding said application and that I/we have the legal right to make or authorize the making of said application.
3. That I/we understand that by submitting this application that I/we expressly grant permission to the Town Board and its authorized representatives to enter upon the property, at all reasonable times, for the purpose of conducting inspections and becoming familiar with site conditions. I/we acknowledge that this grant of permission may only be revoked by the full withdrawal of said application from further Town Board action.
4. That I/we understand that by submitting this application that I/we shall be responsible for the payment of all application fees, review fees, and inspection fees incurred by the Town related to this application.
5. That I/we understand that the Town of Poughkeepsie Town Board intends to rely on the foregoing representations in making a determination to issue the requested applications and approvals and that under penalty of perjury I/we declare that I/we have examined this affidavit and that it is true and correct.

[Signature]  
Applicant/Owner

\_\_\_\_\_  
Applicant/Owner

Maricelise Doran Watts  
Notary Public



DISCLOSURE OF BUSINESS INTEREST

State of New York }  
County of Westchester } ss:

Adam Tfishin being duly sworn, deposes and says:

1. Pursuant to §803 of the General Municipal Law the following municipal officer(s) or employee(s), and any of their family members, outside employers, business associates, clients, or campaign contributors, have, or will later acquire, an ownership position, employment position, or other contractual interest in the application described herein: (Insert name, home address and municipal position held. Attach additional pages as necessary.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

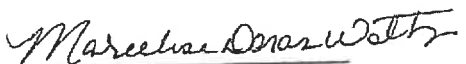
2. That the interest of said municipal officer(s) or employee(s) is: (Detail the nature and extent of the interest. Attach additional pages as necessary.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. That he/she understands that the Town of Poughkeepsie Town Board intends to rely on the foregoing representations in making a determination to issue the requested applications and approvals and that under penalty of perjury he/she declares that he/she has examined this affidavit and that it is true and correct.

  
Agent/Owner

\_\_\_\_\_  
Agent/Owner

  
Notary Public

Marie'see Doran Watts  
NOTARY PUBLIC, STATE OF NEW YORK  
Registration No. 01WA6410266  
Qualified in Westchester County  
Commission Expires July 6, 2025

# Dutchess County Department of Planning and Development

Fax Info Only	To	Date	#pgs
	Co./Dept.	From	
	Fax #	Phone #	

## 239 Planning/Zoning Referral - Exemption Communities

Municipality: **Town of Poughkeepsie**

Referring Agency: **Municipal Board**

Tax Parcel Number(s): **2979590000**

Project Name: **Zoning Text Amendment**

Applicant: **South Hills Mall LLC**

Address of Property: **1875-1895 South Rd, Poughkeepsie, NY 12601**

Please Fill in this section

<p><b>Exempt Actions:* 239 Review is NOT Required</b></p> <ul style="list-style-type: none"> <li>● Administrative Amendments (fees, procedures, penalties, etc.)</li> <li>● Special Permits for residential uses (accessory apts, home occupations, etc.)</li> <li>● Use Variances for residential uses</li> <li>● Area Variances for residential uses</li> <li>● Renewals/Extension of Site Plans or Special Permits that have no changes from previous approvals</li> </ul> <p><b>No Authority to review these Actions</b></p> <ul style="list-style-type: none"> <li>● Subdivisions / Lot Line Adjustments</li> <li>● Interpretations</li> </ul> <p><input type="checkbox"/> Exempt Action submitted for informal review</p>	<p><b>Actions Requiring 239 Review</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Comprehensive/Master Plans</li> <li><input checked="" type="checkbox"/> Zoning Amendments (standards, uses, definitions, district regulations, etc.)</li> <li><input type="checkbox"/> Other Local Laws associated with zoning (wetlands, historic preservation, affordable housing, architectural review, etc.)</li> <li><input type="checkbox"/> Rezoning involving all map changes</li> <li><input type="checkbox"/> Architectural Review</li> <li><input type="checkbox"/> Site Plans (all)</li> <li><input type="checkbox"/> Special Permits for all non-residential uses</li> <li><input type="checkbox"/> Use Variances for all non-residential uses</li> <li><input type="checkbox"/> Area Variances for all non-residential uses</li> <li><input type="checkbox"/> Other (Describe):</li> </ul>	<p><b>Parcels within 500 feet of:</b></p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> State Road:</li> <li><input checked="" type="checkbox"/> County Road:</li> <li><input type="checkbox"/> State Property (with recreation area or public building)</li> <li><input type="checkbox"/> County Property (with recreation area or public building)</li> <li><input type="checkbox"/> Municipal Boundary</li> <li><input type="checkbox"/> Farm operation in an Agricultural District</li> </ul>
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Date Response Requested:

Entered By: **Salvatore, Felicia**

\*These actions are only exempt in municipalities that signed an intermunicipal agreement with Dutchess County to that effect.\*

### For County Office Use Only

## Response From Dutchess County Department of Planning and Development

**No Comments:**

- Matter of Local Concern
- No Jurisdiction
- No Authority
- Withdrawn
- Incomplete - municipality must resubmit to County
- Exempt from 239 Review
- None

**Comments Attached:**

- Local Concern with Comments
- Conditional
- Denial
- Incomplete with Comments- municipality must resubmit to County
- Informal Comments Only (Action Exempt from 239 Review)

Date Submitted: **9/19/2025**

Notes:

Major Project

Date Received: **9/19/2025**

Date Requested:

Referral #: **ZR25-264**

Date Required: **10/17/2025**

Also mailed hard copy

Reviewer:



Date Transmitted: **10/16/2025**



# Town of Poughkeepsie Planning Department

1 Overocker Road  
Poughkeepsie, NY 12603

845-485-3657 Phone

January 16, 2026

Sent via email to: [jrosencrans@dlcmgmt.com](mailto:jrosencrans@dlcmgmt.com)

South Hills Owner, LLC  
DLC Management Corp.  
565 Taxter Drive, 4<sup>th</sup> Floor  
Elmsford, NY 10523

**RE: SELF-STORAGE AT THE SHOPPES AT SOUTH HILLS – 1875-1895 SOUTH ROAD**  
Grid # 6158-01-297959

Dear Mr. Rosencrans:

This letter is to inform you of the action taken by the Town of Poughkeepsie Planning Board at the meeting held on January 15, 2026, at which time you requested a SEQRA Review, Advisory Report to the Town Board for a Zoning District Text Amendment, Special Use Permit Review, Site Plan Review, and Architectural Review to repurpose the Burlington building, turning the existing ±80,275 square foot building into a self-storage facility. Proposed site improvements are limited to accessible parking and building access, a crosswalk, and signage. The proposed zoning text amendment is subject to Town Board review and adoption. South Hills Center (SHC) Zoning District; ±72.62 acres; Unlisted Action; *South Hills Owner LLC c/o DLC Management (Applicant and Owner)*.

A motion was made to open the public hearing.

Moved: Carl Whitehead  
Seconded: Nicole Gemmati  
Carried: 5-0

A motion was made to adjourn the public hearing to February 19, 2026.

Moved: Carl Whitehead  
Seconded: Nicole Gemmati  
Carried: 5-0

A motion was made that the Planning Board determine that the proposed application for Self-Storage at the Shoppes at South Hills – 1875-1895 South Road would not have a significant adverse impact on the environment for the reasons set forth in the SEQRA Negative Declaration for a Type I Action dated January 15, 2026.

Moved: Nicole Gemmati  
Seconded: Rocco Romeo  
Carried: 5-0

A motion was made that the Planning Board convey a neutral recommendation to the Town Board regarding the provisions of the proposed local law that would add *self-storage as an adaptive re-use* as a special permit use to the South Hills Center (SHC) Zoning District.

Moved: Nicole Gemmati  
Seconded: Rocco Romeo  
Carried: 5-0

A motion was made that the Planning Board defer further action on this application, and direct the applicant to respond to comments, in writing, of the Planning Board and those received from Town departments and agencies including, but not limited to, the following:

1. Town Planning Department comments dated January 9, 2026.
2. Town Building Department comments dated January 2, 2026.
3. Town Engineering Department comments dated December 30, 2025.
4. Town Zoning Department comments dated December 29, 2025.
5. Town Sewer Department comments dated December 23, 2025.
6. Fairview Fire Department comments dated December 22, 2025.
7. DC Department of Health comments dated November 24, 2025.
8. Planning Board comments.

Moved: Nicole Gemmati  
Seconded: Rocco Romeo  
Carried: 5-0

NOTE TO THE APPLICANT: In responding to the comments of the Planning Board, Planning Department Staff, any of the various Town Departments and Agencies, and any of the Town's consultants, it is the responsibility of the applicant to prepare appropriate and complete responses to each and every comment contained in the comment letter(s) and memoranda listed above. Failure to submit appropriate and complete responses to each and every comment as noted may result in the removal of the application from the Planning Board agenda, or may delay plan signatures pending a revised response.

Very truly yours,

*Carl Whitehead*

Carl Whitehead  
Planning Board Chairman

PRESENT	ABSENT
Chairman Whitehead	
Member Fanelli	
Member Gemmati	Member Levasseur
Member McSween	
Member Romeo	Member Siddam
	Member Simpson, Alt.
	Member Treybich, Alt.

CW:rlp  
cc: Lisa Cobb, Esq., The Law Offices of Lisa M. Cobb, Planning Board Attorney, via email  
Ken Casamento, LRC, via email



# Town of Poughkeepsie

## Planning Department

1 Overocker Road  
Poughkeepsie, NY 12603

845-485-3657 Phone

State Environmental Quality Review  
**NEGATIVE DECLARATION**  
Notice of Determination of Non-Significance  
January 15, 2026

This notice is issued pursuant to Part 617 of the implementing regulations pertaining to Article 8 (State Environmental Quality Review Act) of the Environmental Conservation Law.

The **TOWN OF POUGHKEEPSIE PLANNING BOARD**, as lead agency, has determined that the proposed action described below will not have a significant adverse environmental impact and therefore a Draft Environmental Impact Statement will not be prepared.

**Name of Action:** Self-Storage – Shoppes at South Hills 1875-1895 South Road

**SEQR Status:** Type 1   
Unlisted

**Coordinated SEQRA Review:**  Yes  
 No

**Conditioned Negative Declaration:**  Yes  
 No

**Location**

South Hills Center (SHC) Zoning District  
SHC Zoning District Text Amendments are proposed with this action  
±72.62 acres  
Grid #: 6158-01-297959

**Description of Action**

The action includes repurposing a building, turning the existing structure into a self-storage facility. Proposed site improvements are limited to accessible parking and building access, a crosswalk, and signage. The action also includes a zoning text amendment for the South Hills Center (SHC) zoning district to permit a self-storage use as an adaptive reuse. The zoning text amendment is subject to Town Board review and adoption.

The applicant appeared before the Town Board on September 17, 2025 to present their application. The Town Board referred the application to the Planning Board per Town Code §210-154 for an advisory report regarding the zoning text amendment change, consenting to the Planning Board being Lead Agency. Additionally, the application is subject to special use permit review, site plan review, and architectural review.

The applicant appeared before the Planning Board on November 20, 2025 and January 15, 2026. The public hearing was opened at the January 15, 2026 Planning Board meeting.

### Required Permits and Approvals

- Town Board: zoning district text amendment for the South Hills Center (SHC) Zoning District
- Town Planning Board: SEQRA review as Lead Agency, special use permit review, site plan review, and architectural review

### Documents, Studies, Materials and Comments Reviewed and Considered by the Lead Agency

A Site Plan application was submitted to the Town Planning Department for review, along with Part I of a Full Environmental Assessment Form for SEQRA review. A complete list of materials reviewed may be found at the end of this document.

### Reasons Supporting This Determination:

#### 1. Land

The total acreage involved in the proposed action is ±72.62 acres (due to the proposed text amendment) with ±0.01 acres being physically disturbed. Due to the fact that the proposed action will physically disturb less than one (1) acre of land, it is not subject to receipt of a State Pollutant Discharge Elimination System (SPDES) General Permit and therefore requiring no preparation of a project specific Stormwater Pollution Prevent Plan (SWPPP). The proposed action is subject to the applicable erosion and sediment controls and measures. These required controls and measures are anticipated to mitigate the limited proposed land disturbance. Prior to the commencement of any site work, the applicant's contractor and consulting engineer are required to meet with the Town's Planning Department, the Town's Building Department, and the Town Engineer. Upon meeting, erosion control measures will be discussed. There are no moderate to large-scale stormwater impacts anticipated as a result of this proposed action. No significant adverse environmental impacts are anticipated.

#### 2. Geologic Features

There are no unique or unusual land forms within the project site (*e.g.*, cliffs, dunes, minerals, fossils, caves). Therefore, no significant adverse environmental impacts are anticipated.

#### 3. Surface Water

The proposed action is not anticipated to affect one or more wetlands or other surface water bodies (streams, rivers, ponds, lakes) and therefore, no adverse environmental impacts are anticipated.

#### 4. Groundwater

The proposed action is not anticipated to result in new or additional use of groundwater, or have the potential to introduce contaminants to ground water or an aquifer. Therefore, no significant adverse environmental impacts are anticipated.

#### 5. Flooding

The proposed action site is not located within the 100-year or 500-year floodplain. Therefore, no significant adverse environmental impacts are anticipated.

#### 6. Air

The proposed action will not require a state regulated air emission source. Therefore, no significant adverse environmental impacts associated to air are anticipated.

#### 7. Plants and Animals

According to the United States Fish and Wildlife Services (USFWS) IPaC system, accessed on July 7, 2023, there are two (2) species listed as endangered in this region of New York State and they are the Indiana Bat (endangered) and the Northern Long-eared bat (endangered). Per USFWS, there are no critical habitats found on the proposed action site. The IPaC mapper also identified 16 migratory Birds of Conservation Concern (BCC). The 16 bird species are the Belted Kingfisher, Black-billed Cuckoo, Blue-winged Warbler, Bobolink, Canada Warbler, Cerulean Warbler, Chimney Swift, Eastern Meadowlark,

Evening Grosbeak, Lesser Yellowlegs, Pectoral Sandpiper, Prairie Warbler, Red-headed Woodpecker, Rose-breasted Grosbeak, and Wood Thrush. In addition, the Bald Eagle is listed, but is not a BCC in this area. There is no tree clearing proposed as a result of this proposed action, and therefore, no significant adverse environmental impacts are anticipated.

**8. Agricultural Resources**

The proposed action is not located in or adjacent to an Agricultural District. Therefore, no adverse environmental impacts are anticipated.

**9. Aesthetic Resources**

The proposed land use is not obviously different from, or in sharp contrast to, current land use patterns between the proposed project and a scenic or aesthetic resource. Therefore, no significant adverse environmental impacts are anticipated.

**10. Historic and Agricultural Resources**

The proposed action is not anticipated to occur in or adjacent to a historic or archeological resource. No adverse environmental impacts are anticipated.

**11. Open Space and Recreation**

There is no anticipated loss of recreational opportunities or a reduction of an open space resource as designated in any Town-adopted open space plan. No adverse environmental impacts are anticipated.

**12. Critical Environmental Areas**

The proposed action is not located in or adjacent to a Critical Environmental Area (CEA). Therefore, no significant adverse environmental impacts are anticipated.

**13. Transportation**

There are no anticipated moderate- to large-scale impacts as a result of the proposed action. Therefore, no significant adverse environmental impacts are anticipated.

**14. Energy**

The proposed action will utilize the local energy grid, electric and gas. The energy demand will increase locally for commercial uses only. Therefore, no significant adverse environmental impacts are anticipated.

**15. Noise, Odor, and Light**

The proposed action will not result in a permanent increase in noise. Construction related noise must adhere to Town Code requirements. The proposed action will not result in outdoor odors. Any lighting proposed as a result of the proposed action will be subject to the Town Code lighting regulations. Therefore, no significant adverse environmental impacts are anticipated.

**16. Human Health**

The proposed action will not result in the potential for exposure to contamination. Therefore, no significant adverse environmental impacts are anticipated.

**17. Consistency with Community Plans**

The following language has been found to be consistent with the Town's adopted land use plan. Final proposed language is subject to final review by the Town Board.

1. Amend §210-23(C) to add *\*Self-storage as an adaptive re-use*, subject to special use permit approval by the Planning Board
  - a. Wherein in the term *self-storage* shall mean, "An enclosed structure used exclusively for the temporary indoor storage of personal materials and goods. The structure(s) shall

contain multiple individual mini-warehouse units that are rented or leased to the general public. Self-storage does not include contractor's storage or warehouse. Also referred to as self-service storage, private rental storage, or mini-storage."

The Town's adopted land use plan, the *2030 Comprehensive Plan Update*, identifies this district as an "Opportunity Area," "focusing [infill] development where abandoned and underutilized sites exist." (Plan, p. 30.) The Plan notes that the "shifting economy means that there is less demand for large commercial buildings and a greater likelihood that existing commercial buildings will be underutilized or sit vacant. These infill areas are referred to as opportunity areas in the Plan Update." (*Id.*) Because the proposed text amendment is limited in scope to the adaptive reuse of existing buildings, and because the particular building has been vacant for a number of years, the Board finds that the proposal will not impede the future development of the site and is consistent with the Plan.

Therefore, no significant adverse environmental impacts are anticipated.

#### **18. Consistency with Community Character**

The proposed action does not alter, and therefore is not inconsistent with, the existing community character. No significant adverse environmental impacts are anticipated.

#### **Other Potential Impacts**

In addition to the discussion of impacts in the sections above, the Lead Agency has also considered, and hereby issues a determination, concerning the following:

1. The proposed action would not result in a substantial adverse change in existing air quality, ground water quality or quantity, or noise levels; a substantial increase in solid waste production; a substantial increase in potential for flooding, or leaching problems.
2. The proposed action would not result in the impairment or the environmental characteristics of a Critical Environmental Area.
3. The proposed action would not create a material conflict with the community's current plans or goals as officially approved or adopted.
4. The proposed activity would not impair the character or quality of important aesthetic resources.
5. The proposed action would not result in a major change in the use of either the quantity or type of energy.
6. The proposed action would not create a hazard to human health.
7. The proposed activity would not result in a substantial change in the use, or intensity of use, of land devoted to agricultural, open space, or recreational use.
8. The proposed action would not result in the creation of material demand for other actions that would result in one of the above consequences.
9. The proposed action would not result in changes in two or more elements of the environment, no one of which has a significant impact on the environment, but when considered together result in a substantial adverse impact on the environment.
10. When analyzed with two or more related actions, the proposed action would not have a significant impact on the environment and when considered cumulatively, would not meet one or more of the criteria under 6 NYCRR 617.7.

For Further Information:

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One Overocker Road  
Poughkeepsie, New York 12603  
Tele: 845-485-3657

**This negative declaration was authorized at a meeting by the Planning Board held on January 15, 2026.**

**MATERIALS REVIEWED**

- Project Cover Letter, as prepared by LRC Group
- Application to the Town Board for a Zoning Text Amendment Change, as prepared by LRC Group and Catania, Mahon, and Rider, PLLC
- Combined Application for Site Plan, Special Use, and Architectural Review, as prepared by LRC Group and Catania, Mahon, and Rider, PLLC
- Full Environmental Assessment Form Part 1, as prepared by LRC Group and Catania, Mahon, and Rider, PLLC
- Site Plan Set, as prepared by LRC Group and Design Haus Architecture
- Response to comments, as prepared by LRC Group and Catania, Mahon, and Rider, PLLC
- Public comment
- Town Consultant and staff reviews

**Full Environmental Assessment Form**  
**Part 2 - Identification of Potential Project Impacts**

Agency Use Only [If applicable]

Project :   
 Date :

**Part 2 is to be completed by the lead agency.** Part 2 is designed to help the lead agency inventory all potential resources that could be affected by a proposed project or action. We recognize that the lead agency's reviewer(s) will not necessarily be environmental professionals. So, the questions are designed to walk a reviewer through the assessment process by providing a series of questions that can be answered using the information found in Part 1. To further assist the lead agency in completing Part 2, the form identifies the most relevant questions in Part 1 that will provide the information needed to answer the Part 2 question. When Part 2 is completed, the lead agency will have identified the relevant environmental areas that may be impacted by the proposed activity.

If the lead agency is a state agency and the action is in any Coastal Area, complete the Coastal Assessment Form before proceeding with this assessment.

**Tips for completing Part 2:**

- Review all of the information provided in Part 1.
- Review any application, maps, supporting materials and the Full EAF Workbook.
- Answer each of the 18 questions in Part 2.
- If you answer "Yes" to a numbered question, please complete all the questions that follow in that section.
- If you answer "No" to a numbered question, move on to the next numbered question.
- Check appropriate column to indicate the anticipated size of the impact.
- Proposed projects that would exceed a numeric threshold contained in a question should result in the reviewing agency checking the box "Moderate to large impact may occur."
- The reviewer is not expected to be an expert in environmental analysis.
- If you are not sure or undecided about the size of an impact, it may help to review the sub-questions for the general question and consult the workbook.
- When answering a question consider all components of the proposed activity, that is, the "whole action".
- Consider the possibility for long-term and cumulative impacts as well as direct impacts.
- Answer the question in a reasonable manner considering the scale and context of the project.

<b>1. Impact on Land</b> Proposed action may involve construction on, or physical alteration of, the land surface of the proposed site. (See Part 1. D.1) <i>If "Yes", answer questions a - j. If "No", move on to Section 2.</i>			
		<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may involve construction on land where depth to water table is less than 3 feet.	E2d	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may involve construction on slopes of 15% or greater.	E2f	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may involve construction on land where bedrock is exposed, or generally within 5 feet of existing ground surface.	E2a	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may involve the excavation and removal of more than 1,000 tons of natural material.	D2a	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may involve construction that continues for more than one year or in multiple phases.	D1e	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action may result in increased erosion, whether from physical disturbance or vegetation removal (including from treatment by herbicides).	D2e, D2q	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed action is, or may be, located within a Coastal Erosion hazard area.	B1i	<input type="checkbox"/>	<input type="checkbox"/>
h. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

**2. Impact on Geological Features**  
 The proposed action may result in the modification or destruction of, or inhibit access to, any unique or unusual land forms on the site (e.g., cliffs, dunes, minerals, fossils, caves). (See Part 1. E.2.g)  NO  YES  
*If "Yes", answer questions a - c. If "No", move on to Section 3.*

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. Identify the specific land form(s) attached: _____	E2g	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may affect or is adjacent to a geological feature listed as a registered National Natural Landmark. Specific feature: _____	E3c	<input type="checkbox"/>	<input type="checkbox"/>
c. Other impacts: _____		<input type="checkbox"/>	<input type="checkbox"/>

**3. Impacts on Surface Water**  
 The proposed action may affect one or more wetlands or other surface water bodies (e.g., streams, rivers, ponds or lakes). (See Part 1. D.2, E.2.h)  NO  YES  
*If "Yes", answer questions a - l. If "No", move on to Section 4.*

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may create a new water body.	D2b, D1h	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in an increase or decrease of over 10% or more than a 10 acre increase or decrease in the surface area of any body of water.	D2b	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may involve dredging more than 100 cubic yards of material from a wetland or water body.	D2a	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may involve construction within or adjoining a freshwater or tidal wetland, or in the bed or banks of any other water body.	E2h	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may create turbidity in a waterbody, either from upland erosion, runoff or by disturbing bottom sediments.	D2a, D2h	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action may include construction of one or more intake(s) for withdrawal of water from surface water.	D2c	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed action may include construction of one or more outfall(s) for discharge of wastewater to surface water(s).	D2d	<input type="checkbox"/>	<input type="checkbox"/>
h. The proposed action may cause soil erosion, or otherwise create a source of stormwater discharge that may lead to siltation or other degradation of receiving water bodies.	D2e	<input type="checkbox"/>	<input type="checkbox"/>
i. The proposed action may affect the water quality of any water bodies within or downstream of the site of the proposed action.	E2h	<input type="checkbox"/>	<input type="checkbox"/>
j. The proposed action may involve the application of pesticides or herbicides in or around any water body.	D2q, E2h	<input type="checkbox"/>	<input type="checkbox"/>
k. The proposed action may require the construction of new, or expansion of existing, wastewater treatment facilities.	D1a, D2d	<input type="checkbox"/>	<input type="checkbox"/>

I. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>
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<b>4. Impact on groundwater</b> The proposed action may result in new or additional use of ground water, or may have the potential to introduce contaminants to ground water or an aquifer. (See Part 1. D.2.a, D.2.c, D.2.d, D.2.p, D.2.q, D.2.t) <i>If "Yes", answer questions a - h. If "No", move on to Section 5.</i>			
		<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
	<b>Relevant Part I Question(s)</b>	<b>No, or small impact may occur</b>	<b>Moderate to large impact may occur</b>
a. The proposed action may require new water supply wells, or create additional demand on supplies from existing water supply wells.	D2c	<input type="checkbox"/>	<input type="checkbox"/>
b. Water supply demand from the proposed action may exceed safe and sustainable withdrawal capacity rate of the local supply or aquifer. Cite Source: _____	D2c	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may allow or result in residential uses in areas without water and sewer services.	D1a, D2c	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may include or require wastewater discharged to groundwater.	D2d, E2l	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may result in the construction of water supply wells in locations where groundwater is, or is suspected to be, contaminated.	D2c, E1f, E1g, E1h	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action may require the bulk storage of petroleum or chemical products over ground water or an aquifer.	D2p, E2l	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed action may involve the commercial application of pesticides within 100 feet of potable drinking water or irrigation sources.	E2h, D2q, E2l, D2c	<input type="checkbox"/>	<input type="checkbox"/>
h. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

<b>5. Impact on Flooding</b> The proposed action may result in development on lands subject to flooding. (See Part 1. E.2) <i>If "Yes", answer questions a - g. If "No", move on to Section 6.</i>			
		<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
	<b>Relevant Part I Question(s)</b>	<b>No, or small impact may occur</b>	<b>Moderate to large impact may occur</b>
a. The proposed action may result in development in a designated floodway.	E2i	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in development within a 100 year floodplain.	E2j	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may result in development within a 500 year floodplain.	E2k	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may result in, or require, modification of existing drainage patterns.	D2b, D2e	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may change flood water flows that contribute to flooding.	D2b, E2i, E2j, E2k	<input type="checkbox"/>	<input type="checkbox"/>
f. If there is a dam located on the site of the proposed action, is the dam in need of repair, or upgrade?	E1e	<input type="checkbox"/>	<input type="checkbox"/>

g. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>
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<b>6. Impacts on Air</b> The proposed action may include a state regulated air emission source. <span style="float: right;"><input checked="" type="checkbox"/> NO <input type="checkbox"/> YES</span> (See Part 1. D.2.f., D.2.h, D.2.g) <i>If "Yes", answer questions a - f. If "No", move on to Section 7.</i>			
	<b>Relevant Part I Question(s)</b>	<b>No, or small impact may occur</b>	<b>Moderate to large impact may occur</b>
a. If the proposed action requires federal or state air emission permits, the action may also emit one or more greenhouse gases at or above the following levels: i. More than 1000 tons/year of carbon dioxide (CO <sub>2</sub> ) ii. More than 3.5 tons/year of nitrous oxide (N <sub>2</sub> O) iii. More than 1000 tons/year of carbon equivalent of perfluorocarbons (PFCs) iv. More than .045 tons/year of sulfur hexafluoride (SF <sub>6</sub> ) v. More than 1000 tons/year of carbon dioxide equivalent of hydrochloroflourocarbons (HFCs) emissions vi. 43 tons/year or more of methane	D2g D2g D2g D2g D2g D2h	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
b. The proposed action may generate 10 tons/year or more of any one designated hazardous air pollutant, or 25 tons/year or more of any combination of such hazardous air pollutants.	D2g	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may require a state air registration, or may produce an emissions rate of total contaminants that may exceed 5 lbs. per hour, or may include a heat source capable of producing more than 10 million BTU's per hour.	D2f, D2g	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may reach 50% of any of the thresholds in "a" through "c", above.	D2g	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may result in the combustion or thermal treatment of more than 1 ton of refuse per hour.	D2s	<input type="checkbox"/>	<input type="checkbox"/>
f. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

<b>7. Impact on Plants and Animals</b> The proposed action may result in a loss of flora or fauna. (See Part 1. E.2. m.-q.) <span style="float: right;"><input checked="" type="checkbox"/> NO <input type="checkbox"/> YES</span> <i>If "Yes", answer questions a - j. If "No", move on to Section 8.</i>			
	<b>Relevant Part I Question(s)</b>	<b>No, or small impact may occur</b>	<b>Moderate to large impact may occur</b>
a. The proposed action may cause reduction in population or loss of individuals of any threatened or endangered species, as listed by New York State or the Federal government, that use the site, or are found on, over, or near the site.	E2o	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in a reduction or degradation of any habitat used by any rare, threatened or endangered species, as listed by New York State or the federal government.	E2o	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may cause reduction in population, or loss of individuals, of any species of special concern or conservation need, as listed by New York State or the Federal government, that use the site, or are found on, over, or near the site.	E2p	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may result in a reduction or degradation of any habitat used by any species of special concern and conservation need, as listed by New York State or the Federal government.	E2p	<input type="checkbox"/>	<input type="checkbox"/>

e. The proposed action may diminish the capacity of a registered National Natural Landmark to support the biological community it was established to protect.	E3c	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action may result in the removal of, or ground disturbance in, any portion of a designated significant natural community. Source: _____	E2n	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed action may substantially interfere with nesting/breeding, foraging, or over-wintering habitat for the predominant species that occupy or use the project site.	E2m	<input type="checkbox"/>	<input type="checkbox"/>
h. The proposed action requires the conversion of more than 10 acres of forest, grassland or any other regionally or locally important habitat. Habitat type & information source: _____	E1b	<input type="checkbox"/>	<input type="checkbox"/>
i. Proposed action (commercial, industrial or recreational projects, only) involves use of herbicides or pesticides.	D2q	<input type="checkbox"/>	<input type="checkbox"/>
j. Other impacts: _____		<input type="checkbox"/>	<input type="checkbox"/>

<b>8. Impact on Agricultural Resources</b>			
The proposed action may impact agricultural resources. (See Part 1. E.3.a. and b.)		<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
<i>If "Yes", answer questions a - h. If "No", move on to Section 9.</i>			
	<b>Relevant Part I Question(s)</b>	<b>No, or small impact may occur</b>	<b>Moderate to large impact may occur</b>
a. The proposed action may impact soil classified within soil group 1 through 4 of the NYS Land Classification System.	E2c, E3b	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may sever, cross or otherwise limit access to agricultural land (includes cropland, hayfields, pasture, vineyard, orchard, etc).	E1a, E1b	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may result in the excavation or compaction of the soil profile of active agricultural land.	E3b	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may irreversibly convert agricultural land to non-agricultural uses, either more than 2.5 acres if located in an Agricultural District, or more than 10 acres if not within an Agricultural District.	E1b, E3a	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may disrupt or prevent installation of an agricultural land management system.	E1 a, E1b	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action may result, directly or indirectly, in increased development potential or pressure on farmland.	C2c, C3, D2c, D2d	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed project is not consistent with the adopted municipal Farmland Protection Plan.	C2c	<input type="checkbox"/>	<input type="checkbox"/>
h. Other impacts: _____		<input type="checkbox"/>	<input type="checkbox"/>

<b>9. Impact on Aesthetic Resources</b> The land use of the proposed action are obviously different from, or are in sharp contrast to, current land use patterns between the proposed project and a scenic or aesthetic resource. (Part 1. E.1.a, E.1.b, E.3.h.) <i>If "Yes", answer questions a - g. If "No", go to Section 10.</i>				<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
	<b>Relevant Part I Question(s)</b>	<b>No, or small impact may occur</b>	<b>Moderate to large impact may occur</b>		
a. Proposed action may be visible from any officially designated federal, state, or local scenic or aesthetic resource.	E3h	<input type="checkbox"/>	<input type="checkbox"/>		
b. The proposed action may result in the obstruction, elimination or significant screening of one or more officially designated scenic views.	E3h, C2b	<input type="checkbox"/>	<input type="checkbox"/>		
c. The proposed action may be visible from publicly accessible vantage points: i. Seasonally (e.g., screened by summer foliage, but visible during other seasons) ii. Year round	E3h	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>		
d. The situation or activity in which viewers are engaged while viewing the proposed action is: i. Routine travel by residents, including travel to and from work ii. Recreational or tourism based activities	E3h E2q, E1c	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>		
e. The proposed action may cause a diminishment of the public enjoyment and appreciation of the designated aesthetic resource.	E3h	<input type="checkbox"/>	<input type="checkbox"/>		
f. There are similar projects visible within the following distance of the proposed project: 0-1/2 mile 1/2 -3 mile 3-5 mile 5+ mile	D1a, E1a, D1f, D1g	<input type="checkbox"/>	<input type="checkbox"/>		
g. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>		

<b>10. Impact on Historic and Archeological Resources</b> The proposed action may occur in or adjacent to a historic or archaeological resource. (Part 1. E.3.e, f. and g.) <i>If "Yes", answer questions a - e. If "No", go to Section 11.</i>				<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
	<b>Relevant Part I Question(s)</b>	<b>No, or small impact may occur</b>	<b>Moderate to large impact may occur</b>		
a. The proposed action may occur wholly or partially within, or substantially contiguous to, any buildings, archaeological site or district which is listed on the National or State Register of Historical Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places.	E3e	<input type="checkbox"/>	<input type="checkbox"/>		
b. The proposed action may occur wholly or partially within, or substantially contiguous to, an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory.	E3f	<input type="checkbox"/>	<input type="checkbox"/>		
c. The proposed action may occur wholly or partially within, or substantially contiguous to, an archaeological site not included on the NY SHPO inventory. Source: _____	E3g	<input type="checkbox"/>	<input type="checkbox"/>		

d. Other impacts: _____		<input type="checkbox"/>	<input type="checkbox"/>
e. If any of the above (a-d) are answered "Moderate to large impact may occur", continue with the following questions to help support conclusions in Part 3:			
i. The proposed action may result in the destruction or alteration of all or part of the site or property.	E3e, E3g, E3f	<input type="checkbox"/>	<input type="checkbox"/>
ii. The proposed action may result in the alteration of the property's setting or integrity.	E3e, E3f, E3g, E1a, E1b	<input type="checkbox"/>	<input type="checkbox"/>
iii. The proposed action may result in the introduction of visual elements which are out of character with the site or property, or may alter its setting.	E3e, E3f, E3g, E3h, C2, C3	<input type="checkbox"/>	<input type="checkbox"/>

<b>11. Impact on Open Space and Recreation</b> The proposed action may result in a loss of recreational opportunities or a reduction of an open space resource as designated in any adopted municipal open space plan. (See Part 1. C.2.c, E.1.c., E.2.q.) <i>If "Yes", answer questions a - e. If "No", go to Section 12.</i>			
		<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
	<b>Relevant Part I Question(s)</b>	<b>No, or small impact may occur</b>	<b>Moderate to large impact may occur</b>
a. The proposed action may result in an impairment of natural functions, or "ecosystem services", provided by an undeveloped area, including but not limited to stormwater storage, nutrient cycling, wildlife habitat.	D2e, E1b, E2h, E2m, E2o, E2n, E2p	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in the loss of a current or future recreational resource.	C2a, E1c, C2c, E2q	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may eliminate open space or recreational resource in an area with few such resources.	C2a, C2c, E1c, E2q	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may result in loss of an area now used informally by the community as an open space resource.	C2c, E1c	<input type="checkbox"/>	<input type="checkbox"/>
e. Other impacts: _____		<input type="checkbox"/>	<input type="checkbox"/>

<b>12. Impact on Critical Environmental Areas</b> The proposed action may be located within or adjacent to a critical environmental area (CEA). (See Part 1. E.3.d) <i>If "Yes", answer questions a - c. If "No", go to Section 13.</i>			
		<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
	<b>Relevant Part I Question(s)</b>	<b>No, or small impact may occur</b>	<b>Moderate to large impact may occur</b>
a. The proposed action may result in a reduction in the quantity of the resource or characteristic which was the basis for designation of the CEA.	E3d	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in a reduction in the quality of the resource or characteristic which was the basis for designation of the CEA.	E3d	<input type="checkbox"/>	<input type="checkbox"/>
c. Other impacts: _____		<input type="checkbox"/>	<input type="checkbox"/>

**13. Impact on Transportation**  
 The proposed action may result in a change to existing transportation systems.  NO  YES  
 (See Part 1. D.2.j)  
*If "Yes", answer questions a - f. If "No", go to Section 14.*

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. Projected traffic increase may exceed capacity of existing road network.	D2j	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in the construction of paved parking area for 500 or more vehicles.	D2j	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action will degrade existing transit access.	D2j	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action will degrade existing pedestrian or bicycle accommodations.	D2j	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may alter the present pattern of movement of people or goods.	D2j	<input type="checkbox"/>	<input type="checkbox"/>
f. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

**14. Impact on Energy**  
 The proposed action may cause an increase in the use of any form of energy.  NO  YES  
 (See Part 1. D.2.k)  
*If "Yes", answer questions a - e. If "No", go to Section 15.*

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action will require a new, or an upgrade to an existing, substation.	D2k	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action will require the creation or extension of an energy transmission or supply system to serve more than 50 single or two-family residences or to serve a commercial or industrial use.	D1f, D1q, D2k	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may utilize more than 2,500 MWhrs per year of electricity.	D2k	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may involve heating and/or cooling of more than 100,000 square feet of building area when completed.	D1g	<input type="checkbox"/>	<input type="checkbox"/>
e. Other Impacts: _____ _____			

**15. Impact on Noise, Odor, and Light**  
 The proposed action may result in an increase in noise, odors, or outdoor lighting.  NO  YES  
 (See Part 1. D.2.m., n., and o.)  
*If "Yes", answer questions a - f. If "No", go to Section 16.*

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may produce sound above noise levels established by local regulation.	D2m	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in blasting within 1,500 feet of any residence, hospital, school, licensed day care center, or nursing home.	D2m, E1d	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may result in routine odors for more than one hour per day.	D2o	<input type="checkbox"/>	<input type="checkbox"/>

d. The proposed action may result in light shining onto adjoining properties.	D2n	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may result in lighting creating sky-glow brighter than existing area conditions.	D2n, E1a	<input type="checkbox"/>	<input type="checkbox"/>
f. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

**16. Impact on Human Health**

The proposed action may have an impact on human health from exposure to new or existing sources of contaminants. (See Part 1.D.2.q., E.1. d. f. g. and h.)  NO  YES

*If "Yes", answer questions a - m. If "No", go to Section 17.*

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action is located within 1500 feet of a school, hospital, licensed day care center, group home, nursing home or retirement community.	E1d	<input type="checkbox"/>	<input type="checkbox"/>
b. The site of the proposed action is currently undergoing remediation.	E1g, E1h	<input type="checkbox"/>	<input type="checkbox"/>
c. There is a completed emergency spill remediation, or a completed environmental site remediation on, or adjacent to, the site of the proposed action.	E1g, E1h	<input type="checkbox"/>	<input type="checkbox"/>
d. The site of the action is subject to an institutional control limiting the use of the property (e.g., easement or deed restriction).	E1g, E1h	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may affect institutional control measures that were put in place to ensure that the site remains protective of the environment and human health.	E1g, E1h	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action has adequate control measures in place to ensure that future generation, treatment and/or disposal of hazardous wastes will be protective of the environment and human health.	D2t	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed action involves construction or modification of a solid waste management facility.	D2q, E1f	<input type="checkbox"/>	<input type="checkbox"/>
h. The proposed action may result in the unearthing of solid or hazardous waste.	D2q, E1f	<input type="checkbox"/>	<input type="checkbox"/>
i. The proposed action may result in an increase in the rate of disposal, or processing, of solid waste.	D2r, D2s	<input type="checkbox"/>	<input type="checkbox"/>
j. The proposed action may result in excavation or other disturbance within 2000 feet of a site used for the disposal of solid or hazardous waste.	E1f, E1g E1h	<input type="checkbox"/>	<input type="checkbox"/>
k. The proposed action may result in the migration of explosive gases from a landfill site to adjacent off site structures.	E1f, E1g	<input type="checkbox"/>	<input type="checkbox"/>
l. The proposed action may result in the release of contaminated leachate from the project site.	D2s, E1f, D2r	<input type="checkbox"/>	<input type="checkbox"/>
m. Other impacts: _____ _____			

<b>17. Consistency with Community Plans</b> The proposed action is not consistent with adopted land use plans. (See Part 1. C.1, C.2. and C.3.) <i>If "Yes", answer questions a - h. If "No", go to Section 18.</i>			
		<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action's land use components may be different from, or in sharp contrast to, current surrounding land use pattern(s).	C2, C3, D1a E1a, E1b	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action will cause the permanent population of the city, town or village in which the project is located to grow by more than 5%.	C2	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action is inconsistent with local land use plans or zoning regulations.	C2, C2, C3	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action is inconsistent with any County plans, or other regional land use plans.	C2, C2	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may cause a change in the density of development that is not supported by existing infrastructure or is distant from existing infrastructure.	C3, D1c, D1d, D1f, D1d, E1b	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action is located in an area characterized by low density development that will require new or expanded public infrastructure.	C4, D2c, D2d D2j	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed action may induce secondary development impacts (e.g., residential or commercial development not included in the proposed action)	C2a	<input type="checkbox"/>	<input type="checkbox"/>
h. Other: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

<b>18. Consistency with Community Character</b> The proposed project is inconsistent with the existing community character. (See Part 1. C.2, C.3, D.2, E.3) <i>If "Yes", answer questions a - g. If "No", proceed to Part 3.</i>			
		<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may replace or eliminate existing facilities, structures, or areas of historic importance to the community.	E3e, E3f, E3g	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may create a demand for additional community services (e.g. schools, police and fire)	C4	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may displace affordable or low-income housing in an area where there is a shortage of such housing.	C2, C3, D1f D1g, E1a	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may interfere with the use or enjoyment of officially recognized or designated public resources.	C2, E3	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action is inconsistent with the predominant architectural scale and character.	C2, C3	<input type="checkbox"/>	<input type="checkbox"/>
f. Proposed action is inconsistent with the character of the existing natural landscape.	C2, C3 E1a, E1b E2g, E2h	<input type="checkbox"/>	<input type="checkbox"/>
g. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

**PRINT FULL FORM**

Project : Date : 

**Full Environmental Assessment Form**  
**Part 3 - Evaluation of the Magnitude and Importance of Project Impacts**  
**and**  
**Determination of Significance**

Part 3 provides the reasons in support of the determination of significance. The lead agency must complete Part 3 for every question in Part 2 where the impact has been identified as potentially moderate to large or where there is a need to explain why a particular element of the proposed action will not, or may, result in a significant adverse environmental impact.

Based on the analysis in Part 3, the lead agency must decide whether to require an environmental impact statement to further assess the proposed action or whether available information is sufficient for the lead agency to conclude that the proposed action will not have a significant adverse environmental impact. By completing the certification on the next page, the lead agency can complete its determination of significance.

**Reasons Supporting This Determination:**

To complete this section:

- Identify the impact based on the Part 2 responses and describe its magnitude. Magnitude considers factors such as severity, size or extent of an impact.
- Assess the importance of the impact. Importance relates to the geographic scope, duration, probability of the impact occurring, number of people affected by the impact and any additional environmental consequences if the impact were to occur.
- The assessment should take into consideration any design element or project changes.
- Repeat this process for each Part 2 question where the impact has been identified as potentially moderate to large or where there is a need to explain why a particular element of the proposed action will not, or may, result in a significant adverse environmental impact.
- Provide the reason(s) why the impact may, or will not, result in a significant adverse environmental impact
- For Conditional Negative Declarations identify the specific condition(s) imposed that will modify the proposed action so that no significant adverse environmental impacts will result.
- Attach additional sheets, as needed.

The Town of Poughkeepsie Planning Board, as Lead Agency, has prepared a Negative Declaration for a Type I Action dated January 15, 2026.

**Determination of Significance - Type 1 and Unlisted Actions**

SEQR Status:

 Type 1 UnlistedIdentify portions of EAF completed for this Project:  Part 1 Part 2 Part 3

Upon review of the information recorded on this EAF, as noted, plus this additional support information

and considering both the magnitude and importance of each identified potential impact, it is the conclusion of the  
Town of Poughkeepsie Planning Board \_\_\_\_\_ as lead agency that:

A. This project will result in no significant adverse impacts on the environment, and, therefore, an environmental impact statement need not be prepared. Accordingly, this negative declaration is issued.

B. Although this project could have a significant adverse impact on the environment, that impact will be avoided or substantially mitigated because of the following conditions which will be required by the lead agency:

There will, therefore, be no significant adverse impacts from the project as conditioned, and, therefore, this conditioned negative declaration is issued. A conditioned negative declaration may be used only for UNLISTED actions (see 6 NYCRR 617.7(d)).

C. This Project may result in one or more significant adverse impacts on the environment, and an environmental impact statement must be prepared to further assess the impact(s) and possible mitigation and to explore alternatives to avoid or reduce those impacts. Accordingly, this positive declaration is issued.

Name of Action: Self-Storage at the Shoppes at South Hills - 1875-1895 South Road

Name of Lead Agency: Town of Poughkeepsie Planning Board

Name of Responsible Officer in Lead Agency: Carl H. Whitehead

Title of Responsible Officer: Planning Board Chairman

Signature of Responsible Officer in Lead Agency: Carl H. Whitehead

Date: January 15, 2026

Signature of Preparer (if different from Responsible Officer) Michael A. Welti

Date: January 15, 2026

**For Further Information:**

Contact Person: Michael Welti, AICP, Director of Municipal Development

Address: 1 Overocker Road Poughkeepsie, NY 12603

Telephone Number: (845) 485-3657

E-mail: mwelti@townofpoughkeepsie-ny.gov

**For Type 1 Actions and Conditioned Negative Declarations, a copy of this Notice is sent to:**

Chief Executive Officer of the political subdivision in which the action will be principally located (e.g., Town / City / Village of)

Other involved agencies (if any)

Applicant (if any)

Environmental Notice Bulletin: <http://www.dec.ny.gov/enb/enb.html>

#2



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\*\* Special Counsel

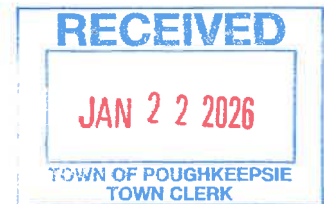
Writer's Direct No.  
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Writer's E-Mail  
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January 19, 2026

**VIA E-MAIL & OVERNIGHT MAIL [Ten (10) Sets]**

Town of Poughkeepsie  
Supervisor Edwards and Town Board Members  
1 Overocker Road  
Poughkeepsie, NY 12603



RE: Re-Zone to Allow Limited Self-Storage at the Shoppes at South Hills  
(a/k/a South Hills Mall)  
Our File No.: 15509-66879

Dear Supervisor Edwards and Members of the Town Board:

As you know, we represent the owner of the above-mentioned property, South Hills Owner LLC (the "Applicant"), in connection with its request for a minor modification of the Town's Zoning Code to permit self-storage as an adaptive re-use at the property.

We appeared before the Town Board last Fall where the matter was then referred to the Planning Board. At its January 15, 2026, meeting, the Planning Board adopted a Negative Declaration pursuant to SEQRA and issued its Decision Letter. The request was then sent back to the Town Board for its public hearing and eventual determination. It is my understanding the matter will be placed on the Town Board's agenda for January 21, 2026, so that it can set the public hearing for February 18, 2026.

In anticipation of the public hearing, I made a slight update to the proposed local law at the recommendation of Mr. Welti. Since we originally proposed this amendment back in 2023, the Town Board added other permitted uses to Section 210-23(C). Thus, the numbering in subsection (C) needed to be updated to reflect the current number of uses permitted.

CATANIA, MAHON & RIDER, PLLC

Town of Poughkeepsie

Page 2

Enclosed please find the updated proposed Local Law. If you have any questions or comments, please feel free to contact me. Thank you.

Very truly yours,



JOHN W. FURST

JWF//ch/2694305

Cc: South Hills Owner LLC  
LRC Group

*Pursuant to IRS Regulations, any tax advice contained in this communication or attachments is not intended to be used and cannot be used for purposes of avoiding penalties imposed by the Internal Revenue Code or promoting, marketing or recommending to another person any tax related matter.*

**LOCAL LAW NO. \_\_\_ OF 2026**

**A LOCAL LAW AMENDING § 210-23 [SOUTH HILLS CENTER (SHC) DISTRICT]  
OF THE TOWN OF POUGHKEEPSIE ZONING CODE**

A LOCAL LAW amending the text of § 210-23 of the Zoning Code of the Town of Poughkeepsie as set forth herein, to add self-storage as a permitted adaptive reuse.

**BE IT ENACTED:**

**Section 1. Title.**

This local law shall be known as “Amendments to § 210-23 [South Hills Center (SHC) District].”

**Section 2. Authority.**

This Local Law is enacted pursuant to the authority of Municipal Home Rule Law § 10, New York State Town Law, and in accordance with Chapter 210, Article XIV, entitled “Amendments,” of the Zoning Code of the Town of Poughkeepsie.

**Section 3. Purpose and Findings.**

The Town Board of the Town of Poughkeepsie has received an updated petition from South Hills Owner LLC for a zoning text amendment to § 210-23 of the Town Code, seeking to have the Town Board amend the Zoning Code for this Zoning District to allow for self-storage facilities as an adaptive reuse within the SHC District.

This SHC Zoning District basically consists of only one use: the South Hills Center (a/k/a The Shoppes at South Hills or the South Hills Mall). The petitioner asserts, and the Town Board agrees, that the proposed zoning text amendments will allow greater flexibility for the reuse of existing, currently vacant buildings within the shopping center. The Town’s Comprehensive Plan, adopted by the Town Board on October 6, 2021, identifies the location of The Shoppes at South Hills as an “opportunity area.” The Town Board is mindful that interim changes to the zoning provisions of this District should not impair the opportunities presented by this site, including its potential use for a mix of residential uses and supporting commercial uses. Accordingly, the proposed text amendment is limited to the adaptive reuse of existing structures and would not permit the construction of new buildings for self-storage facilities on the site.

The Town Board finds that this amendment also would foster development of this site consistent with the objectives of the Comprehensive Plan and in furtherance of the purposes set forth in Article I of the Town’s Zoning Code because it promotes infill redevelopment of an existing “opportunity area.”

#### **Section 4. Amendments.**

1. Section 210-23(C) of the Town of Poughkeepsie Zoning Code is hereby amended by adding a new subsection (11), and renumbering the current subsection (11) as (12) and current subsection (12) as (13), as follows:

- (11) \*Self storage, as an adaptive reuse.<sup>1</sup>
- (12) \*Service businesses, with drive-in or drive-through.
- (13) \*Tobacco store, subject to §210-111.1.

#### **Section 5. Repeal, Amendment, and Supersession of Other Laws.**

All other Resolutions, Ordinances or Local Laws of the Town of Poughkeepsie which conflict with the provisions of this Local Law are hereby superseded or repealed to the extent necessary to give this Local Law force and effect.

#### **Section 6. Severability.**

If any word, phrase, sentence, part, section, subsection, or other portion of this Law or any application thereof to any person or circumstance is declared void, unconstitutional, or invalid for any reason, then such word, phrase, sentence, part, section, subsection or other portion, or the proscribed application thereof, shall be severable, and the remaining provisions of this Law, and all applications thereof, not having been declared void, unconstitutional or invalid, shall remain in full force and effect.

#### **Section 7. Effective Date.**

This Law shall become effective upon filing with the New York State Secretary of State.

---

<sup>1</sup> In this District, "self storage" shall mean "An enclosed structure used exclusively for the temporary indoor storage of personal materials and goods. The structure(s) shall contain multiple individual mini-warehouse units that are rented or leased to the general public. Self storage does not include contractor's storage or warehousing. Also referred to as self-service storage, private rental storage, or mini-storage."

**AMENDED  
RESOLUTION 2:18- # 3A OF 2026**

**Authorizing the Submission of a 2026 Community Development Block Grant  
(CDBG) Application**

Activity Title: ADA Compliance at 244 Boardman Road, Poughkeepsie, New York

WHEREAS, the Town of Poughkeepsie is participating in the 2026 Dutchess County Community Development Block Grant Consortium; and

WHEREAS, an application is being prepared for the above referenced activity which, if funded, would utilize CDBG funds to bring ADA compliance to the proposed Town Hall and recreation facilities at 244 Boardman Road in the Town of Poughkeepsie; and

WHEREAS, that the Legal Notice of Public Hearing was posted on February 5, 2026 and published in the Poughkeepsie Journal on February 9, 2026; and

WHEREAS, input from citizens and groups has been received and considered at a duly noticed public hearing held on February 18, 2026 at Poughkeepsie Town Hall, One Overocker Road, Poughkeepsie, New York; and

WHEREAS, the application addresses our community's concerns;

NOW, THEREFORE BE IT RESOLVED, that the Town Board supports and approves the submission of a 2026 application to the Dutchess County Community Development Block Grant Program for the above referenced activity; and

BE IT FURTHER RESOLVED, that the Town Board authorizes the Supervisor or her designee to submit the application to the Dutchess County Department of Planning and Development and to execute all papers necessary and proper to effectuate the acceptance of this grant should it be awarded; and

BE IT FURTHER RESOLVED, that the ADA compliance project at 244 Boardman Road is a Type II Action under SEQR as it involves repairs and upgrades to an existing building, and no further environmental review is required.

Dated: February 18<sup>th</sup> 2026

Moved: Shantha Thangiah

Seconded: Bill Reuter

Motion passes/ fails: Ayes 7 Nays 0

ES/mem  
t-2/13/2026  
m-2/18/2026

	AYE	NAY	ABSTAIN
<u>PRESENT/ABSENT</u> Councilman Reuter	<u>✓</u>	_____	_____
<u>PRESENT/ABSENT</u> Councilwoman Laird	<u>✓</u>	_____	_____
<u>PRESENT/ABSENT</u> Councilman Thangiah	<u>✓</u>	_____	_____
<u>PRESENT/ABSENT</u> Councilwoman Watson	<u>✓</u>	_____	_____
<u>PRESENT/ABSENT</u> Councilman Sharpe	<u>✓</u>	_____	_____
<u>PRESENT/ABSENT</u> Councilwoman Shershin	<u>✓</u>	_____	_____
<u>PRESENT/ABSENT</u> Supervisor Edwards	<u>✓</u>	_____	_____

3A

**DRAFT**

**ADA COMPLIANCE  
-244 Boardman Road**

- Push button openers on 4 doors (2 at main entrance exterior & interior and 2 at gym entrance exterior and interior): \$25,000
- Toilet room stall ambulatory grab bars (for 2): \$7,000
- Toilet room sink modifications: \$17,000
- New high/low drinking fountains (for 2): \$18,000
- Gym-side entry ramp: \$46,000
- Plumbing faucet upgrades to sensor operated: \$10,500

Total = \$123,500

**RESOLUTION 2:18 - #3B OF 2026**

**Authorizing the Submission of a 2026 Community Development Block Grant (CDBG) Application**

Activity Title: Habitat for Humanity Infrastructure Installation Project

WHEREAS, the Town of Poughkeepsie is participating in the 2026 Dutchess County Community Development Block Grant Consortium; and

WHEREAS, an application is being prepared for the above referenced activity which, if funded, would utilize CDBG funds to construct certain infrastructure needed to serve Habitat for Humanity's proposed 5-lot subdivision off of Sunset Avenue; and

WHEREAS, input from citizens and groups has been received and considered at a duly noticed public hearing held on February 18, 2026 at Poughkeepsie Town Hall, One Overocker Road, Poughkeepsie, New York; and

WHEREAS, the application addresses our community's concerns;

NOW, THEREFORE BE IT RESOLVED, that the Town Board supports and approves the submission of a 2026 application to the Dutchess County Community Development Block Grant Program for the above referenced activity; and

BE IT FURTHER RESOLVED, that the Town Board authorizes the Supervisor or her designee to submit the application to the Dutchess County Department of Planning and Development and to execute all papers necessary and proper to effectuate the acceptance of this grant should it be awarded; and

BE IT FURTHER RESOLVED, that the Habitat for Humanity subdivision on Sunset Avenue is an Unlisted Action under SEQR, and the Town Planning Board as Lead Agency issued a determination of non-significance (Negative Declaration) on October 17, 2024.

Dated: February 18<sup>th</sup> 2026

Moved: Emily Watson

Seconded: Rebecca Edwards

Motion passes/ fails: Ayes 7 Nays 0

ES/mem  
t-2/18/2026  
m-2/18/2026

	AYE	NAY	ABSTAIN
<u>PRESENT/ABSENT</u> Councilman Reuter	<u>✓</u>	---	---
<u>PRESENT/ABSENT</u> Councilwoman Laird	<u>✓</u>	---	---
<u>PRESENT/ABSENT</u> Councilman Thangiah	<u>✓</u>	---	---
<u>PRESENT/ABSENT</u> Councilwoman Watson	<u>✓</u>	---	---
<u>PRESENT/ABSENT</u> Councilman Sharpe	<u>✓</u>	---	---
<u>PRESENT/ABSENT</u> Councilwoman Shershin	<u>✓</u>	---	---
<u>PRESENT/ABSENT</u> Supervisor Edwards	<u>✓</u>	---	---

RESOLUTION 2:18 - # 4 OF 2026

BE IT RESOLVED, that the Town Board of the Town of Poughkeepsie does hereby accept, with regret, the retirement of Corey Kilfoyle, Sergeant with the Town of Poughkeepsie Police Department, effective February 27, 2026.

Dated: February 18<sup>th</sup> 2026

Moved: Ryan Sharpe

Seconded: Emily Watson

Motion passes/ fails: Ayes 7 Nays 0

ES/aap  
t-2/10/2026  
m-2/18/2026

	AYE	NAY	ABSTAIN
<u>PRESENT</u> /ABSENT Councilman Reuter	<u>✓</u>	___	___
<u>PRESENT</u> /ABSENT Councilwoman Laird	<u>✓</u>	___	___
<u>PRESENT</u> /ABSENT Councilman Thangiah	<u>✓</u>	___	___
<u>PRESENT</u> /ABSENT Councilwoman Watson	<u>✓</u>	___	___
<u>PRESENT</u> /ABSENT Councilman Sharpe	<u>✓</u>	___	___
<u>PRESENT</u> /ABSENT Councilwoman Shershin	<u>✓</u>	___	___
<u>PRESENT</u> /ABSENT Supervisor Edwards	<u>✓</u>	___	___

RESOLUTION 2:18- # 5 OF 2026

BE IT RESOLVED, that the Town Board of the Town of Poughkeepsie does hereby authorize the promotion of Police Officer Jonathan Gouger to the position of Police Sergeant at the yearly salary of \$135,934.17, which promotion shall be subject to a probationary period as described by the Rules for the Classified Civil Service of Dutchess County, effective March 3, 2026, and

BE IT FURTHER RESOLVED, that the Town Supervisor is authorized to execute and file all documentation required by the Dutchess County Department of Human Resources in connection with this promotion.

Dated: February 18th 2026

Moved: Ann Shershin

Seconded: Barbara Laird

Motion passes/ fails: Ayes 7 Nays 0

ES/aap  
t-2/10/2026  
m-2/18/2026

	AYE	NAY	ABSTAIN
<u>PRESENT</u> /ABSENT Councilman Reuter	<u>✓</u>	___	___
<u>PRESENT</u> /ABSENT Councilwoman Laird	<u>✓</u>	___	___
<u>PRESENT</u> /ABSENT Councilman Thangiah	<u>✓</u>	___	___
<u>PRESENT</u> /ABSENT Councilwoman Watson	<u>✓</u>	___	___
<u>PRESENT</u> /ABSENT Councilman Sharpe	<u>✓</u>	___	___
<u>PRESENT</u> /ABSENT Councilwoman Shershin	<u>✓</u>	___	___
<u>PRESENT</u> /ABSENT Supervisor Edwards	<u>✓</u>	___	___

**RESOLUTION 2:18 #6 OF 2026**

BE IT RESOLVED, that the Town Board of the Town of Poughkeepsie does hereby set March 4, 2026 at 7:00 PM, or as soon thereafter as the matter may come to be heard, in the Town Hall, Town of Poughkeepsie, One Overocker Road, Poughkeepsie, New York as the date, time and place for a Public Hearing to accept public comment on a draft Storm Water Annual Report and Stormwater Management Program Plan; and

BE IT FURTHER RESOLVED, the draft Storm Water Annual Report and Stormwater Management Program Plan, prepared by the Town Engineer, shall be filed in the Town Clerk's Office and posted on the Town's website for review by any interested party on February 27, 2026; and

BE IT FURTHER RESOLVED, that the Town Board will accept public comment on the draft Storm Water Annual Report and Stormwater Management Program Plan commencing on March 4, 2026 and ending on March 13, 2026 at 4:00 p.m.; and

BE IT FURTHER RESOLVED, that the contact person for this report is Robert Bozek, Engineering Department, One Overocker Road, Poughkeepsie, New York, whose email is [rbozek@townofpoughkeepsie-ny.gov](mailto:rbozek@townofpoughkeepsie-ny.gov); and

BE IT FURTHER RESOLVED, that the Town Clerk is authorized and directed to immediately publish a notice of the Public Hearing and the comment period; and

BE IT FURTHER RESOLVED, the Town Board does direct the Director of Municipal Development to review any comments on the draft Storm Water Annual Report and Stormwater Management Program Plan and file the final report by April 1, 2026.

Dated: February 18<sup>th</sup> 2026

Moved: Rebecca Edwards

Seconded: Bill Reuter

Motion passes/ fails: Ayes 7 Nays 0

ES/mem  
t-2/12/2026  
m-2/18/2026

	AYE	NAY	ABSTAIN
<u>PRESENT</u> /ABSENT Councilman Reuter	<u>✓</u>	___	___
<u>PRESENT</u> /ABSENT Councilwoman Laird	<u>✓</u>	___	___
<u>PRESENT</u> /ABSENT Councilman Thangiah	<u>✓</u>	___	___
<u>PRESENT</u> /ABSENT Councilwoman Watson	<u>✓</u>	___	___
<u>PRESENT</u> /ABSENT Councilman Sharpe	<u>✓</u>	___	___
<u>PRESENT</u> /ABSENT Councilwoman Shershin	<u>✓</u>	___	___
<u>PRESENT</u> /ABSENT Supervisor Edwards	<u>✓</u>	___	___

**RESOLUTION 2:18 # 7 OF 2026**

WHEREAS, the Town Board finds that it is in the best interest of the Town of Poughkeepsie to amend the Town Code specifically Chapter 210 “Zoning”, Chapter 135 “Lot Line Revisions” and Chapter 177 “Subdivision of Land” to clarify existing regulations, correct minor errors, and revise time frames for extensions; now therefore

BE IT RESOLVED, that the Town Board of the Town of Poughkeepsie does hereby set the 18<sup>th</sup> day of March, 2026 at 7:00 p.m. at the Town Hall, Town of Poughkeepsie, One Overocker Road, Poughkeepsie, NY, as the time, date and place of a public hearing at which all parties in interest and citizens may be heard as to whether or not the Town Board of the Town of Poughkeepsie should adopt the proposed Local Law annexed hereto; and

BE IT FURTHER RESOLVED, that the Town Board of the Town of Poughkeepsie does hereby waive the verbatim reading of said proposed Local Law and does hereby direct the Town Clerk to spread the proposed Local Law across the record as if it had been read aloud; and

BE IT FURTHER RESOLVED, that pursuant to the provisions of SEQRA, the Town Board determines that the adoption of the proposed Local Law is a Type I action (see, 6 NYCRR 617.4[b][2]), and determines that the Town Board is the only involved agency, and therefore designates itself lead agency for the environmental review of the proposed Local Law; and

BE IT FURTHER RESOLVED, that the Town Board accepts the attached Full Environmental Assessment Form (FEAF) Part 1 to commence the SEQRA process; and

BE IT FURTHER RESOLVED, that the Town Clerk is hereby directed to post a Notice of Public Hearing in the Town's official newspaper, the Poughkeepsie Journal, and on the bulletin board maintained by the Town Clerk in the Town Hall not less than ten (10) days prior to said public hearing; and

BE IT FURTHER RESOLVED, to refer a copy of this resolution, the annexed proposed Local Law, and the Notice of Public Hearing to the municipal clerk of each abutting municipality not less than ten (10) days prior to the public hearing and to refer a copy of this resolution, the annexed proposed local law, the FEAF Part 1, and the Notice of Public Hearing to the Dutchess County Department of Planning and Economic Development for advisory review in accordance with §239-m of the General Municipal Law, and to the Town of Poughkeepsie Planning Board for its review and recommendation pursuant to Town Code §210-154.

Dated: February 18<sup>th</sup> 2026

Moved: Bill Reuter

Seconded: Barbara Laird

Motion passes/ fails: Ayes 7 Nays 0

ES/mem  
t-2/11/2026  
m-2/18/2026

		AYE	NAY	ABSTAIN
<u>PRESENT</u> /ABSENT	Councilman Reuter	<u>✓</u>	_____	_____
<u>PRESENT</u> /ABSENT	Councilwoman Laird	<u>✓</u>	_____	_____
<u>PRESENT</u> /ABSENT	Councilman Thangiah	<u>✓</u>	_____	_____
<u>PRESENT</u> /ABSENT	Councilwoman Watson	<u>✓</u>	_____	_____
<u>PRESENT</u> /ABSENT	Councilman Sharpe	<u>✓</u>	_____	_____
<u>PRESENT</u> /ABSENT	Councilwoman Shershin	<u>✓</u>	_____	_____
<u>PRESENT</u> /ABSENT	Supervisor Edwards	<u>✓</u>	_____	_____

*Local Law Filing*

New York State Department of State  
Division of Corporations, State Records and Uniform Commercial Code  
One Commerce Plaza, 99 Washington Avenue  
Albany, NY 12231-0001  
www.dos.ny.gov

(Use this form to file a local law with the Secretary of State.)

Text of law should be given as amended. Do not include matter being eliminated and do not use italics or underlining to indicate new matter.

**TOWN OF POUGHKEEPSIE**

**LOCAL LAW NO. \_\_ (PROPOSED) OF THE YEAR 2026**

**A LOCAL LAW TO AMEND CHAPTER 210 OF THE CODE OF THE TOWN OF POUGHKEEPSIE ENTITLED “ZONING” TO CLARIFY EXISTING REGULATIONS, CORRECT MINOR ERRORS, AND REVISE TIME FRAMES FOR EXTENSIONS; AND TO AMEND CHAPTER 135 ENTITLED “LOT LINE REVISIONS” AND CHAPTER 177 ENTITLED “SUBDIVISION OF LAND” TO REVISE TIME FRAMES FOR EXTENSIONS**

**BE IT ENACTED** by the Town Board of the Town of Poughkeepsie as follows:

**SECTION 1. LEGISLATIVE INTENT**

This Local Law amends Chapter 210 of the Town Code, entitled “Zoning,” to clarify existing provisions and correct minor errors. It also revises the time frames for extensions set forth in Chapter 210, as well as in Chapter 135 (“Lot Line Revisions”) and Chapter 177 (“Subdivision of Land”).

These amendments are intended to protect the public health, safety, and general welfare of Town residents and to ensure the consistent and efficient administration of the Town’s land use regulations. The amendments are consistent with *Greenway Connections: Greenway Compact Program and Guides for Dutchess County Communities* pursuant to Chapter 18 of the Town Code, and with the recommendations of the Town’s 2021 *Comprehensive Plan*.

**SECTION 2. APPLICATION**

This Local Law shall apply within the Town of Poughkeepsie.

**SECTION 3. SUPERSESSION**

The Poughkeepsie Town Board hereby exercises its home rule and police powers under Municipal Home Rule Law §§ 10 and 22 to supersede the provisions of New York State Town Law §§ 274-a, 274-b, and 276 relating to the duration and number of permitted extensions of site plan, special use permit, and subdivision approvals, to the extent that such state law is inconsistent with this Local Law.

#### **SECTION 4. SEVERABILITY**

The invalidity of any word, section, clause, paragraph, sentence, part, or provision of this Local Law shall not affect the validity of any other part of this Local Law which can be given effect without such part or parts.

#### **SECTION 5. AMENDMENTS TO CHAPTER 135 ENTITLED “LOT LINE REVISIONS”**

***§ 5.1. Section 135-5H of the Code is amended to delete it in its entirety and replace it with the following new § 135-5H:***

- H. If the approved survey map and deed are not filed in the Office of the Dutchess County Clerk within 120 days of the date of the Planning Board’s resolution of approval, or within such other period as the Planning Board may have granted, the lot line revision approval shall expire and be deemed null and void as if it had never been granted. Upon written request submitted prior to the expiration of the current approval or extension and for good cause shown, the Planning Board may, in its discretion, grant one or more extensions of the filing deadline.

#### **SECTION 6. AMENDMENTS TO CHAPTER 177 ENTITLED “SUBDIVISION OF LAND”**

***§ 6.1. Sections 177-10P and Q of the Code are amended to delete them in their entirety and replace them with the following new §§ 177-10P and Q:***

- P. Expiration of conditional approval. Conditional approval of a minor subdivision plat shall expire 180 days after the date of the Planning Board’s resolution of approval. Upon written request by the applicant submitted prior to the expiration of the approval and for good cause shown, the Planning Board may, in its discretion, extend the time within which a conditionally approved plat must be submitted for signature by additional periods of 90 days each, provided that no more than six (6) such extensions may be granted. Failure to satisfy the conditions of approval within the required time period(s) shall result in the approval becoming null and void.
- Q. Filing of minor subdivision plat; expiration of approval. The applicant shall file the approved minor subdivision plat in the Office of the Dutchess County Clerk within 62 days of final approval, or such approval shall expire. The signing of the plat by the Planning Board Chair, Vice-Chair, or other duly authorized Planning Board member, signifying completion of all conditions specified in the resolution granting conditional approval, shall constitute final approval.

***§ 6.2. Section 177-11P of the Code is amended to delete it in its entirety and replace it with the following new § 177-11P:***

- P. Expiration of approval. Approval of a preliminary plat shall expire 180 days after the date of the Planning Board’s resolution of approval. Upon written request by the applicant submitted prior to expiration and for good cause shown, the Planning Board may, in its discretion, grant extensions of the expiration date by additional periods of 90 days each, provided that no more than four (4) such extensions may be granted. Any extension shall be granted only if the proposed subdivision fully conforms to the zoning regulations in effect at the time such extension is sought.

***§ 6.3. Sections 177-12I and J of the Code are amended to delete them in their entirety and replace them with the following new §§ 177-12I and J:***

- I. Expiration of conditional approval of final plat. Conditional approval of a final plat shall expire 180 days after the date of the Planning Board’s resolution of approval. Upon written request by the applicant submitted prior to expiration and for good cause shown, the Planning Board may, in its discretion, extend the time within which a conditionally approved plat must be submitted for signature by additional periods of 90 days each, provided that no more than six (6) such extensions may be granted. Failure to satisfy the conditions of approval within the required time period(s) shall result in the approval becoming null and void.
- J. Filing of final plat; expiration of approval. The applicant shall file the approved final plat, or a section thereof, in the Office of the Dutchess County Clerk within 62 days of final approval, or such approval shall expire. If the applicant files only a section of the approved plat with the County Clerk, the entire approved plat shall be filed within 30 days of the filing of such section with the Town Clerk. Any filed section shall encompass at least 10% of the total number of lots shown on the approved plat. The approval of all remaining sections shall expire unless those sections are filed with the County Clerk within three (3) years of the date of filing of the first section. The signing of the plat by the Planning Board Chair, Vice-Chair, or other duly authorized Planning Board member, signifying completion of all conditions specified in the resolution granting conditional approval, shall constitute final approval.

**SECTION 7. AMENDMENTS TO ARTICLE II OF THE ZONING LAW ENTITLED “DEFINITIONS AND WORD USAGE”**

***§ 7.1. Section 210-9 of the Code is amended to delete the definition of “fence” in its entirety and replace it with the following new definition of “fence:”***

**FENCE**

A vertical, freestanding structure, typically of wood, vinyl, or wire, erected to enclose or define an area, establish a boundary, provide containment, or provide screening. Fences may be solid or partially open, such as picket, rail, or wire fences.

***§ 7.2. Section 210-9 of the Code is amended to add the following new definition:***

**MOTOR VEHICLE FUELING STATION**

See “vehicle fueling station.”

***§ 7.3. Section 210-9 of the Code is amended to delete the definition of “height” in its entirety.***

***§ 7.4. Section 210-9 of the Code is amended to add the following new definition of “structure height:”***

**STRUCTURE HEIGHT**

For structures other than buildings, the vertical distance from the average grade around the base of the structure to its highest point, unless otherwise specified in this chapter. Any berm, wall, platform, or other constructed feature that elevates the structure shall be counted as part of its height, unless otherwise authorized by the Planning Board.

**§ 7.5. Section 210-9 of the Code is amended to delete the definition of “wall” in its entirety and replace it with the following new definition of “wall, freestanding:”**

**WALL, FREESTANDING**

A vertical, freestanding, opaque structure made of substantial materials such as stone, concrete, or brick used to enclose or divide an area, provide security or screening, or serve as an architectural or landscape feature. A freestanding wall is not designed to support or retain earth or other materials and does not include the exterior walls of buildings or structures.

**§ 7.6. Section 210-9 of the Code is amended to add the following new definition:**

**WALL, RETAINING**

A vertical structure specifically designed and constructed to resist and hold back earth, stone, fill, or other materials at different elevations, thereby preventing the lateral movement of those materials. A retaining wall is distinct from fences and freestanding walls in that its primary function is structural support associated with grade changes.

**SECTION 8. AMENDMENTS TO ARTICLE III OF THE ZONING LAW ENTITLED “ZONING DISTRICTS; ZONING MAP”**

**§ 8.1. Section 210-13A is amended to delete it in its entirety and replace it with the following new § 210-13A:**

- A. The regulations shall govern the use of land or structures, height, bulk, building coverage, impervious coverage, and, where specified, the minimum habitable floor area of any dwelling unit.

**§ 8.2. Section 210-13J(2) is amended to delete it in its entirety and replace it with the following new § 210-13J(2):**

- (2) Any open or enclosed porch, deck, or carport shall be considered part of the building for purposes of determining required setbacks and building coverage, and shall meet the same setback requirements as the principal structure. Unroofed paved terraces shall not be considered part of the building.

**SECTION 9. AMENDMENTS TO ARTICLE IV OF THE ZONING LAW ENTITLED “RESIDENTIAL DISTRICT REGULATIONS”**

**§ 9.1. Section 210-14E is amended to delete the column heading “Maximum Lot Coverage (%)” in the seventh column of the table and replace it with the heading “Maximum Building Coverage (%)”**

**§ 9.2. Section 210-15E is amended to delete the column heading “Maximum Lot Coverage (%)” in the seventh column of the table and replace it with the heading “Maximum Building Coverage (%)”**

**§ 9.3. Section 210-15.1E is amended to delete the column heading “Maximum Lot Coverage (%)” in the seventh column of the table and replace it with the heading “Maximum Building Coverage (%)”**

**§ 9.4. Section 16E is amended to delete the column heading “Maximum Lot Coverage (%)” in the seventh column of the table and replace it with the heading “Maximum Building Coverage (%)”**

*§ 9.5. Section 210-17E is amended to delete the column heading “Maximum Lot Coverage (%)” in the eighth column of the table and replace it with the heading “Maximum Building Coverage (%)”*

*§ 9.6. Section 210-18E is amended to delete the column heading “Maximum Lot Coverage (%)” in the eighth column of the table and replace it with the heading “Maximum Building Coverage (%)”*

*§ 9.7. Section 210-20D(2) is amended to delete it in its entirety and replace it with the following new § 210-20D(2):*

- (2) Maximum building coverage and impervious coverage for any development on any lot shall be as follows:
  - (a) Maximum building coverage shall be 25%.
  - (b) Maximum impervious coverage shall be 75%.

*§ 9.8. Section 210-21I(4)(a) is amended to delete it in its entirety and replace it with the following new § 210-21I(4)(a):*

- (a) Maximum building coverage of non-open space area: 90%.

*§ 9.9. Section 210-21.1C(2) is amended to delete it in its entirety and replace it with the following new § 210-21.1C(2):*

- (2) Maximum building coverage. Maximum building coverage shall not exceed 70%.

**SECTION 10. AMENDMENTS TO ARTICLE V OF THE ZONING LAW ENTITLED “TOWN CENTER DISTRICT REGULATIONS”**

*§ 10.1. Section 210-22E is amended to delete the column heading “Maximum Lot Coverage (%)” in the seventh column of the table and replace it with the heading “Maximum Building Coverage (%)”*

*§ 10.2. Section 210-22E(2) is amended to delete it in its entirety and replace it with the following new § 210-22E(2):*

- (2) Maximum residential density.
  - (a) Residential density shall not exceed six dwelling units per acre. However, a density of up to eight dwelling units per acre may be allowed subject to special permit approval by the Planning Board.
  - (b) Dwelling unit(s) located on the story directly above a nonresidential use, where the majority of the unit floor area is situated over the nonresidential use, shall be excluded from the calculation of maximum residential density, provided that the lot complies with all applicable building coverage and impervious coverage requirements, and that sufficient off-street parking is provided for the residential units in accordance with this chapter.

*§ 10.3. Section 210-23E is amended to delete the column heading “Maximum Lot Coverage (%)” in the seventh column of the table and replace it with the heading “Maximum Building Coverage (%)”*

*§ 10.4. Sections 210-24C(3), 210-24C(4), and 210-24C(48) of the Code are amended to delete the asterisk preceding the terms “animal grooming,” “animal training,” and “veterinary office” in each respective subsection.*

*§ 10.5. Section 210-25E is amended to delete the column heading “Maximum Lot Coverage (%)” in the seventh column of the table and replace it with the heading “Maximum Building Coverage (%)”*

*§ 10.6. Section 210-26E is amended to delete the column heading “Maximum Lot Coverage (%)” in the seventh column of the table and replace it with the heading “Maximum Building Coverage (%)”*

*§ 10.7. Section 210-26F is amended to delete the column heading “Maximum Lot Coverage (%)” in the seventh column of the table and replace it with the heading “Maximum Building Coverage (%)”*

*§ 10.8. Section 210-26G is amended to delete the column heading “Maximum Lot Coverage (%)” in the seventh column of the table and replace it with the heading “Maximum Building Coverage (%)”*

*§ 10.9. Section 210-26G is amended to delete footnote b in its entirety and replace it with the following new footnote b:*

- b. Building coverage percentage versus impervious coverage percentage is designed to encourage parking within attached residential structures to minimize grade (ground) parking.

*§ 10.10. Section 210-26H is amended to delete the column heading “Maximum Lot Coverage (%)” in the seventh column of the table and replace it with the heading “Maximum Building Coverage (%)”*

*§ 10.11. Section 210-26H is amended to delete footnote b in its entirety and replace it with the following new footnote b:*

- b. Building coverage percentage versus impervious coverage percentage is designed to encourage parking within attached residential structures to minimize grade (ground) parking.

*§ 10.12. Section 210-27E is amended to delete the column heading “Maximum Lot Coverage (%)” in the sixth column of the table and replace it with the heading “Maximum Building Coverage (%)”*

*§ 10.13. Section 210-27F is amended to delete the column heading “Maximum Lot Coverage (%)” in the sixth column of the table and replace it with the heading “Maximum Building Coverage (%)”*

*§ 10.14. Section 210-27G is amended to delete the column heading “Maximum Lot Coverage (%)” in the sixth column of the table and replace it with the heading “Maximum Building Coverage (%)”*

*§ 10.15. Section 210-27G is amended to delete footnote b in its entirety and replace it with the following new footnote b:*

- b. Building coverage percentage versus impervious coverage percentage is designed to encourage parking within attached residential structures to minimize grade (ground) parking.

*§ 10.16. Section 210-27H is amended to delete the column heading “Maximum Lot Coverage (%)” in the sixth column of the table and replace it with the heading “Maximum Building Coverage (%)”*

*§ 10.17. Section 210-27H is amended to delete footnote b in its entirety and replace it with the following new footnote b:*

- b. Building coverage percentage versus impervious coverage percentage is designed to encourage parking within attached residential structures to minimize grade (ground) parking.

*§ 10.18. Section 210-28E is amended to delete the column heading “Maximum Lot Coverage (%)” in the seventh column of the table and replace it with the heading “Maximum Building Coverage (%)”*

*§ 10.19. Section 210-29E is amended to delete the column heading “Maximum Lot Coverage (%)” in the seventh column of the table and replace it with the heading “Maximum Building Coverage (%)”*

## **SECTION 11. AMENDMENTS TO ARTICLE VI OF THE ZONING LAW ENTITLED “BUSINESS AND COMMERCIAL DISTRICT REGULATIONS”**

*§ 11.1. Section 210-33C(1) is amended to delete it in its entirety and replace it with the following new § 210-33C(1):*

- (1)<sup>+</sup>Up to two accessory apartments not occupying any ground floor area, subject to § 210-46.

*§ 11.2. Section 210-33E is amended to delete the column heading “Maximum Lot Coverage (%)” in the seventh column of the table and replace it with the heading “Maximum Building Coverage (%)”*

*§ 11.3. Section 210-34C is amended to delete the introductory sentence in its entirety and replace it with the following new introductory sentence:*

- C. Special uses shall be as follows (Note: “\*” designates a use which is subject to both special use permit and site plan approval by the Planning Board; “+” designates a use that is subject to special use permit approval by the Zoning Board of Appeals; “^” designates a use that is subject to special use permit approval by the Town Board and site plan approval by the Planning Board):

*§ 11.4. Section 210-34E is amended to delete the column heading “Maximum Lot Coverage (%)” in the seventh column of the table and replace it with the heading “Maximum Building Coverage (%)”*

*§ 11.5. Section 210-35E is amended to delete the column heading “Maximum Lot Coverage (%)” in the eighth column of the table and replace it with the heading “Maximum Building Coverage (%)”*

*§ 11.6. Section 210-36E is amended to delete the column heading “Maximum Lot Coverage (%)” in the eighth column of the table and replace it with the heading “Maximum Building Coverage (%)”*

*§ 11.7. Section 210-37E is amended to delete the column heading “Maximum Lot Coverage (%)” in the eighth column of the table and replace it with the heading “Maximum Building Coverage (%)”*

*§ 11.8. Section 210-38E is amended to delete the column heading “Maximum Lot Coverage (%)” in the eighth column of the table and replace it with the heading “Maximum Building Coverage (%)”*

*§ 11.9. Section 210-39E is amended to delete the column heading “Maximum Lot Coverage (%)” in the eighth column of the table and replace it with the heading “Maximum Building Coverage (%)”*

*§ 11.10. Section 210-40B(11) is amended to delete it in its entirety and replace it with the following new § 210-40B(11):*

- (11) \*Manufacturing, including fabrication, converting, processing, altering, assembly or other handling of products, excluding prohibited uses under § 210-94.

*§ 11.11. Section 210-40E is amended to delete the column heading “Maximum Lot Coverage (%)” in the eighth column of the table and replace it with the heading “Maximum Building Coverage (%)”*

*§ 11.12. Section 210-41E is amended to delete the column heading “Maximum Lot Coverage (%)” in the eighth column of the table and replace it with the heading “Maximum Building Coverage (%)”*

*§ 11.13. Section 210-42C(3)(a) is amended to delete it in its entirety and replace it with the following new § 210-42C(3)(a):*

- (a) Building coverage. The maximum building coverage shall be that applicable in the underlying district.

## **SECTION 12. AMENDMENTS TO ARTICLE VII OF THE ZONING LAW ENTITLED “WATERFRONT DISTRICT REGULATIONS”**

*§ 12.1. Section 210-43A is amended to delete it in its entirety and replace it with the following new § 210-43A:*

- A. Purpose. The Waterfront District 1 (WD1) covers the areas of waterfront adjacent to low-intensity uses. It is the purpose of the WD1 District to promote compatible, well-designed water-dependent uses; achieve public access to the coastal area; control development; protect and enhance the corridor's natural, scenic and cultural resources; provide opportunities for permanent public views and access to the Hudson River; and to implement the policies and purposes of the Town of Poughkeepsie's Local Waterfront Revitalization Program. Within the WD1 District, all of the underlying zoning district regulations remain in effect, except as they are specifically modified by the WD1 District regulations as applied to those uses set forth in Subsection B below.

*§ 12.2. Section 210-43E(3) is amended to delete it in its entirety and replace it with the following new § 210-43E(3):*

- (3) Maximum impervious coverage. Maximum impervious coverage on that portion of any lot located within the WD1 District shall not exceed 50%.

***§ 12.3. Section 210-44A is amended to delete it in its entirety and replace it with the following new § 210-44A:***

- A. Purpose. The Waterfront District 2 (WD2) covers the areas of waterfront adjacent to intensive industrial and commercial activity. It is the purpose of the WD2 District to promote well-designed water-dependent or rail-dependent or -enhanced commercial and industrial uses; promote revitalization and redevelopment of deteriorated and underutilized areas; ensure appropriate development; protect and enhance the corridor's natural, scenic and cultural resources; and to implement the policies and purposes of the Town of Poughkeepsie's Local Waterfront Revitalization Program (LWRP). Within the WD2 District, all of the underlying zoning district regulations remain in effect, except as they are specifically modified by the WD2 District regulations as applied to those uses set forth in Subsection B below.

***§ 12.4. Section 210-44D(3) of the Code is amended to delete it in its entirety and replace it with the following new § 210-44D(3)***

Maximum impervious coverage. Maximum impervious coverage on that portion of any lot located within the WD2 District shall not exceed 50%.

### **SECTION 13. AMENDMENTS TO ARTICLE VIII OF THE ZONING LAW ENTITLED "SUPPLEMENTARY REGULATIONS"**

***§ 13.1. Section 210-46B of the Code is amended to delete the introductory sentence in its entirety and replace it with the following new introductory sentence:***

- B. Standards. Where permitted, all accessory apartments in commercial districts require a special use permit from the Zoning Board of Appeals.

***§ 13.2. Section 210-69 of the Code is amended to delete it in its entirety and replace it with the following new § 210-69:***

#### **§ 210-69 Fences and walls.**

- A. Permit required. No fence shall be installed without first obtaining a fence permit from the Zoning Department.
- B. General standards. All fences shall comply with the following standards, unless otherwise approved by the Planning Board:
  - (1) Prohibited Materials. Electric fencing, barbed wire, razor wire, and other similar materials are prohibited.
  - (2) Orientation and design. The finished side of a fence shall face outward toward adjacent properties and public rights-of-way. For purposes of this section, the "finished side" means the side without visible structural supports, such as posts, rails, or cross-members.
- A. Residential Standards. In residential districts or on lots exclusively in residential use, fences and freestanding walls shall also comply with the following:

- (1) Fences and freestanding walls not exceeding eight (8) feet in height shall be permitted on any portion of a lot behind the front building line or the required front setback line, whichever is less restrictive.
- (2) Within required front yards, no hedge, fence, or freestanding wall shall exceed 42 inches in height. For all fences permitted under this subsection, fence posts may extend up to six (6) inches above the permitted height.

**§ 13.3. Sections 210-92K and L of the Code are amended to delete them in their entirety and replace them with the following new §§ 210-92K and L:**

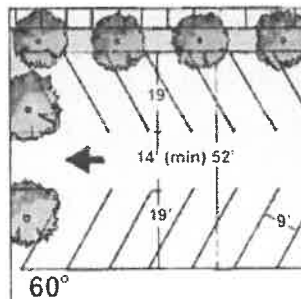
**K. Dimensions.**

- (a) Unenclosed parking spaces and access aisles shall comply with the minimum dimensions set forth in the table below, unless otherwise determined by the Planning Board. If the proposed parking angle is not listed, the Planning Board shall determine the required parking space dimensions and aisle widths. These dimensions do not apply to accessible parking spaces, which shall comply with the standards in subsection L.

Parking Angle	90°	60°	45°	Parallel
Parking Space Width	9'	9'	9'	8'
Parking Space Length	18'	19'	20'	20'
1-Way Aisle Width	22'	14'	12'	12'
2-Way Aisle Width	24'	24'	24'	20'

- (b) Parking spaces bordered by walls or columns on one or both sides shall be at least 10 feet wide and 18 feet long. This requirement does not apply to accessible parking spaces, which shall comply with the dimensional and clearance standards in subsection L.

- (c) Angled parking spaces shall be measured as shown in the illustration below.



- (d) All parking spaces shall be clearly delineated and so maintained.

- L. Accessible parking (ADA compliance). All parking facilities shall comply with the “2010 ADA Standards for Accessible Design” issued by the U.S. Department of Justice pursuant to the Americans with Disabilities Act, or such later standards as may be adopted, and the Uniform Code of New York State.

***§ 13.4. The introductory sentence to § 210-92O of the Code is amended to delete it in its entirety and replace it with the following new introductory sentence to § 210-92O:***

- O. Minimum off-street parking requirements shall be as set forth below. The most restrictive requirements shall apply. Where Planning Board approval is required, the Planning Board is authorized to modify these requirements as it deems necessary and appropriate based on the specific circumstances of the application:

***§ 13.5. Section 210-92Q(1) of the Code is amended to delete it in its entirety and replace it with the following new § 210-92Q(1):***

- (1) Parking or storage of motor vehicles in the front yard of any property located in a residential district is prohibited, unless said front yard is crossed by a duly constructed driveway extending through the front yard to a garage, carport, or properly surfaced parking area located beyond the front yard line. For uses requiring four or fewer parking spaces, said driveway shall not be less than eight feet nor more than 15 feet in width.

#### **SECTION 14. AMENDMENTS TO ARTICLE X OF THE ZONING LAW ENTITLED “NONCONFORMING BUILDINGS AND USES”**

***§ 14.1. Section 210-136A(5) of the Code is amended to delete it in its entirety and replace it with the following new § 210-136A(5):***

- (5) The development of the lot will maintain a minimum lot width of not less than 85 feet; a front yard of not less than 30 feet; a side yard of not less than 15 feet; a rear yard of not less than 30 feet; and a maximum building coverage of not more than 25%.

#### **SECTION 15. AMENDMENTS TO ARTICLE XII OF THE ZONING LAW ENTITLED “ZONING BOARD OF APPEALS”**

***§ 15.1. Section 210-148I of the Code is amended to delete it in its entirety and replace it with the following new § 210-148I:***

- I. Expiration of variance approvals.
  - (1) The area variance and/or use variance approval shall expire if construction or the use is not commenced within one year of the date of Zoning Board of Appeals’ approval, and completed within two years of the date of such approval.
  - (2) When an area variance or use variance is required in connection with a Planning Board application, the time period for expiration of the approval shall not commence until the date of the corresponding Planning Board approval.
  - (3) A use variance shall also expire if the approved use has ceased for a period of 12 consecutive months.

#### **SECTION 16. AMENDMENTS TO ARTICLE XIII OF THE ZONING LAW ENTITLED “PROCEDURES AND STANDARDS FOR SITE PLAN REVIEW”**

***§ 16.1. Section 210-151J of the Code is amended to delete it in its entirety and replace it with the following new § 210-151J:***

- J. Expiration of approval. The site plan approval shall expire unless construction is commenced within one year of the date of the Planning Board’s resolution of approval, and completed within two years of the date of such approval. Upon written request by the

applicant submitted prior to expiration and for good cause shown, the Planning Board may, in its discretion, extend the time for expiration of the approval by additional periods of 90 days each, provided that no more than six (6) such extensions may be granted.

***§ 16.2. Section 210-152A(5)(b) of the Code is amended to delete it in its entirety and replace it with the following new § 210-152A(5)(b).***

- (b) The Planning Board shall determine the appropriate dimensional requirements for access roads and internal driveways for the specific use proposed, and may modify the dimensional standards for access roads and internal driveways as otherwise established in the Town Code. To the extent practicable, driveways serving nonresidential uses shall be aligned with a street or driveway opposite the proposed use.

***§ 16.3. Section 210-152.1J of the Code is amended to delete it in its entirety and replace it with the following new § 210-152.1J:***

J. Expiration of approval.

- (a) The special use permit approval shall expire if construction or the use is not commenced within one year of the date of the Planning Board's or Zoning Board of Appeals' resolution of approval, as applicable. Upon written request by the applicant submitted prior to expiration and for good cause shown, the Planning Board or Zoning Board of Appeals may, in its discretion, extend the time for expiration of the special use permit by additional periods of 90 days each, provided that no more than six (6) such extensions may be granted.
- (b) A special use permit shall also expire if the use has ceased for a period of 12 consecutive months.

**SECTION 17. AMENDMENTS TO ARTICLE XV OF THE ZONING LAW ENTITLED "MISCELLANEOUS PROVISIONS"**

***§ 17.1. Section 210-158 of the Code is amended to delete it in its entirety and replace it with the following new § 210-158:***

Where this chapter requires a greater width or size of yards or other open spaces or a lower height of building or a fewer number of stories or a greater percentage of lot area to be left unoccupied or otherwise imposes greater restrictions than required by any other statute, bylaw, ordinance or regulation, the provisions of this chapter shall govern. Where the provisions of any other statute, bylaw, ordinance or regulation requires a greater width or size of yards or other open spaces or a lower height of building or a fewer number of stories or a greater percentage of lot area to be left unoccupied or otherwise imposes greater restrictions than are required by this chapter, the provisions of such statute, bylaw, ordinance or regulation shall govern. Where the provisions of this chapter provide conflicting restrictions or requirements, the provision which imposes the greater restriction shall govern.

**SECTION 18. EFFECTIVE DATE**

This Local Law shall take effect immediately after it is filed with the Secretary of State as provided in section twenty-seven of the Municipal Home Rule Law.

**Full Environmental Assessment Form**  
**Part 1 - Project and Setting**

**Instructions for Completing Part 1**

**Part 1 is to be completed by the applicant or project sponsor.** Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification.

Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information; indicate whether missing information does not exist, or is not reasonably available to the sponsor; and, when possible, generally describe work or studies which would be necessary to update or fully develop that information.

Applicants/sponsors must complete all items in Sections A & B. In Sections C, D & E, most items contain an initial question that must be answered either “Yes” or “No”. If the answer to the initial question is “Yes”, complete the sub-questions that follow. If the answer to the initial question is “No”, proceed to the next question. Section F allows the project sponsor to identify and attach any additional information. Section G requires the name and signature of the applicant or project sponsor to verify that the information contained in Part 1 is accurate and complete.

**A. Project and Applicant/Sponsor Information.**

Name of Action or Project: A Local Law to amend sections of Chapter 210 (Zoning), Chapter 135 (Lot Line Revisions) and Chapter 177 (Subdivision of Land).		
Project Location (describe, and attach a general location map): Town of Poughkeepsie, New York		
Brief Description of Proposed Action (include purpose or need): Adoption of a Local Law to amend Chapter 210 of the Town Code, entitled “Zoning,” to clarify existing provisions and correct minor errors. It also revises the time frames for extensions set forth in Chapter 210, as well as in Chapter 135 (“Lot Line Revisions”) and Chapter 177 (“Subdivision of Land”). These amendments are intended to protect the public health, safety, and general welfare of Town residents and to ensure the consistent and efficient administration of the Town’s land use regulations. The amendments are consistent with Greenway Connections: Greenway Compact Program and Guides for Dutchess County Communities pursuant to Chapter 18 of the Town Code, and with the recommendations of the Towns 2021 Comprehensive Plan.		
Name of Applicant/Sponsor: Town of Poughkeepsie Town Board	Telephone: (845) 485-3600	E-Mail: redwards@townofpoughkeepsie-ny.gov
Address: 1 Overocker Road		
City/PO: Poughkeepsie	State: New York	Zip Code: 12603
Project Contact (if not same as sponsor; give name and title/role): Michael Welti, AICP - Director of Municipal Development - Town of Poughkeepsie	Telephone: (845) 485-3657	E-Mail: mwelti@townofpoughkeepsie-ny.gov
Address: 1 Overocker Road		
City/PO: Poughkeepsie	State: NY	Zip Code: 12603
Property Owner (if not same as sponsor): N/A	Telephone: N/A	E-Mail: N/A
Address: N/A		
City/PO: N/A	State: N/A	Zip Code: N/A

**B. Government Approvals**

<b>B. Government Approvals, Funding, or Sponsorship.</b> (“Funding” includes grants, loans, tax relief, and any other forms of financial assistance.)		
<b>Government Entity</b>	<b>If Yes: Identify Agency and Approval(s) Required</b>	<b>Application Date (Actual or projected)</b>
a. City Counsel, Town Board, <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No or Village Board of Trustees	Town Board - Code Amendment	Proposed February 2026. Projected adoption in March or April 2026.
b. City, Town or Village Planning Board or Commission <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Planning Board - Zoning Text Amendment Recommendation	Projected recommendation by the Planning Board at February 2026 meeting
c. City, Town or Village Zoning Board of Appeals <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
d. Other local agencies <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
e. County agencies <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Dutchess County Planning (DCP) - GML 239	Projected response from the County Planning Department in March 2026
f. Regional agencies <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
g. State agencies <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
h. Federal agencies <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
i. Coastal Resources.		
i. Is the project site within a Coastal Area, or the waterfront area of a Designated Inland Waterway?		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
ii. Is the project site located in a community with an approved Local Waterfront Revitalization Program?		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
iii. Is the project site within a Coastal Erosion Hazard Area?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

**C. Planning and Zoning**

<b>C.1. Planning and zoning actions.</b>	
Will administrative or legislative adoption, or amendment of a plan, local law, ordinance, rule or regulation be the only approval(s) which must be granted to enable the proposed action to proceed?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<ul style="list-style-type: none"> <li>• If Yes, complete sections C, F and G.</li> <li>• If No, proceed to question C.2 and complete all remaining sections and questions in Part 1</li> </ul>	
<b>C.2. Adopted land use plans.</b>	
a. Do any municipally- adopted (city, town, village or county) comprehensive land use plan(s) include the site where the proposed action would be located?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, does the comprehensive plan include specific recommendations for the site where the proposed action would be located?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
b. Is the site of the proposed action within any local or regional special planning district (for example: Greenway; Brownfield Opportunity Area (BOA); designated State or Federal heritage area; watershed management plan; or other?)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, identify the plan(s):	
The Town of Poughkeepsie is a Hudson River Valley Greenway Compact Community and is within the Hudson River Valley National Heritage Area.	
_____	
_____	
c. Is the proposed action located wholly or partially within an area listed in an adopted municipal open space plan, or an adopted municipal farmland protection plan?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, identify the plan(s):	
The Town Board adopted the Natural Resource Inventory (NRI) and Open Space Plan on April 12, 2023.	
_____	
_____	

**C.3. Zoning**

a. Is the site of the proposed action located in a municipality with an adopted zoning law or ordinance.  Yes  No  
 If Yes, what is the zoning classification(s) including any applicable overlay district?  
 The proposed code amendments include miscellaneous code clean-up items that would effect all or most zoning districts in the Town. \_\_\_\_\_

b. Is the use permitted or allowed by a special or conditional use permit?  Yes  No

c. Is a zoning change requested as part of the proposed action?  Yes  No  
 If Yes,  
 i. What is the proposed new zoning for the site? Miscellaneous code text amendments

**C.4. Existing community services.**

a. In what school district is the project site located? Arlington CSD, Wappingers CSD, Spackenkill CSD, and Hyde Park CSD

b. What police or other public protection forces serve the project site?  
Town of Poughkeepsie Police Department

c. Which fire protection and emergency medical services serve the project site?  
Arlington Fire District, Fairview Fire District, and New Hamburg Fire District

d. What parks serve the project site?  
Town and County Parks

**D. Project Details**

**D.1. Proposed and Potential Development**

a. What is the general nature of the proposed action (e.g., residential, industrial, commercial, recreational; if mixed, include all components)?  
 \_\_\_\_\_

b. a. Total acreage of the site of the proposed action? \_\_\_\_\_ acres  
 b. Total acreage to be physically disturbed? \_\_\_\_\_ acres  
 c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? \_\_\_\_\_ acres

c. Is the proposed action an expansion of an existing project or use?  Yes  No  
 i. If Yes, what is the approximate percentage of the proposed expansion and identify the units (e.g., acres, miles, housing units, square feet)? % \_\_\_\_\_ Units: \_\_\_\_\_

d. Is the proposed action a subdivision, or does it include a subdivision?  Yes  No  
 If Yes,  
 i. Purpose or type of subdivision? (e.g., residential, industrial, commercial; if mixed, specify types)  
 \_\_\_\_\_  
 ii. Is a cluster/conservation layout proposed?  Yes  No  
 iii. Number of lots proposed? \_\_\_\_\_  
 iv. Minimum and maximum proposed lot sizes? Minimum \_\_\_\_\_ Maximum \_\_\_\_\_

e. Will the proposed action be constructed in multiple phases?  Yes  No  
 i. If No, anticipated period of construction: \_\_\_\_\_ months  
 ii. If Yes:  
 • Total number of phases anticipated \_\_\_\_\_  
 • Anticipated commencement date of phase I (including demolition) \_\_\_\_\_ month \_\_\_\_\_ year  
 • Anticipated completion date of final phase \_\_\_\_\_ month \_\_\_\_\_ year  
 • Generally describe connections or relationships among phases, including any contingencies where progress of one phase may determine timing or duration of future phases: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

f. Does the project include new residential uses?  Yes  No  
 If Yes, show numbers of units proposed.

	<u>One Family</u>	<u>Two Family</u>	<u>Three Family</u>	<u>Multiple Family (four or more)</u>
Initial Phase	_____	_____	_____	_____
At completion	_____	_____	_____	_____
of all phases	_____	_____	_____	_____

g. Does the proposed action include new non-residential construction (including expansions)?  Yes  No  
 If Yes,  
 i. Total number of structures \_\_\_\_\_  
 ii. Dimensions (in feet) of largest proposed structure: \_\_\_\_\_ height; \_\_\_\_\_ width; and \_\_\_\_\_ length  
 iii. Approximate extent of building space to be heated or cooled: \_\_\_\_\_ square feet

h. Does the proposed action include construction or other activities that will result in the impoundment of any liquids, such as creation of a water supply, reservoir, pond, lake, waste lagoon or other storage?  Yes  No  
 If Yes,  
 i. Purpose of the impoundment: \_\_\_\_\_  
 ii. If a water impoundment, the principal source of the water:  Ground water  Surface water streams  Other specify: \_\_\_\_\_  
 iii. If other than water, identify the type of impounded/contained liquids and their source. \_\_\_\_\_  
 iv. Approximate size of the proposed impoundment. Volume: \_\_\_\_\_ million gallons; surface area: \_\_\_\_\_ acres  
 v. Dimensions of the proposed dam or impounding structure: \_\_\_\_\_ height; \_\_\_\_\_ length  
 vi. Construction method/materials for the proposed dam or impounding structure (e.g., earth fill, rock, wood, concrete): \_\_\_\_\_

**D.2. Project Operations**

a. Does the proposed action include any excavation, mining, or dredging, during construction, operations, or both?  Yes  No  
 (Not including general site preparation, grading or installation of utilities or foundations where all excavated materials will remain onsite)  
 If Yes:  
 i. What is the purpose of the excavation or dredging? \_\_\_\_\_  
 ii. How much material (including rock, earth, sediments, etc.) is proposed to be removed from the site?  
 • Volume (specify tons or cubic yards): \_\_\_\_\_  
 • Over what duration of time? \_\_\_\_\_  
 iii. Describe nature and characteristics of materials to be excavated or dredged, and plans to use, manage or dispose of them. \_\_\_\_\_  
 \_\_\_\_\_  
 iv. Will there be onsite dewatering or processing of excavated materials?  Yes  No  
 If yes, describe. \_\_\_\_\_  
 \_\_\_\_\_  
 v. What is the total area to be dredged or excavated? \_\_\_\_\_ acres  
 vi. What is the maximum area to be worked at any one time? \_\_\_\_\_ acres  
 vii. What would be the maximum depth of excavation or dredging? \_\_\_\_\_ feet  
 viii. Will the excavation require blasting?  Yes  No  
 ix. Summarize site reclamation goals and plan: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

b. Would the proposed action cause or result in alteration of, increase or decrease in size of, or encroachment into any existing wetland, waterbody, shoreline, beach or adjacent area?  Yes  No  
 If Yes:  
 i. Identify the wetland or waterbody which would be affected (by name, water index number, wetland map number or geographic description): \_\_\_\_\_  
 \_\_\_\_\_

*ii.* Describe how the proposed action would affect that waterbody or wetland, e.g. excavation, fill, placement of structures, or alteration of channels, banks and shorelines. Indicate extent of activities, alterations and additions in square feet or acres:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*iii.* Will the proposed action cause or result in disturbance to bottom sediments?  Yes  No  
 If Yes, describe: \_\_\_\_\_

*iv.* Will the proposed action cause or result in the destruction or removal of aquatic vegetation?  Yes  No  
 If Yes:

- acres of aquatic vegetation proposed to be removed: \_\_\_\_\_
- expected acreage of aquatic vegetation remaining after project completion: \_\_\_\_\_
- purpose of proposed removal (e.g. beach clearing, invasive species control, boat access): \_\_\_\_\_
- \_\_\_\_\_
- proposed method of plant removal: \_\_\_\_\_
- if chemical/herbicide treatment will be used, specify product(s): \_\_\_\_\_

*v.* Describe any proposed reclamation/mitigation following disturbance: \_\_\_\_\_

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*c.* Will the proposed action use, or create a new demand for water?  Yes  No  
 If Yes:

*i.* Total anticipated water usage/demand per day: \_\_\_\_\_ gallons/day

*ii.* Will the proposed action obtain water from an existing public water supply?  Yes  No  
 If Yes:

- Name of district or service area: \_\_\_\_\_
- Does the existing public water supply have capacity to serve the proposal?  Yes  No
- Is the project site in the existing district?  Yes  No
- Is expansion of the district needed?  Yes  No
- Do existing lines serve the project site?  Yes  No

*iii.* Will line extension within an existing district be necessary to supply the project?  Yes  No  
 If Yes:

- Describe extensions or capacity expansions proposed to serve this project: \_\_\_\_\_
- Source(s) of supply for the district: \_\_\_\_\_

*iv.* Is a new water supply district or service area proposed to be formed to serve the project site?  Yes  No  
 If, Yes:

- Applicant/sponsor for new district: \_\_\_\_\_
- Date application submitted or anticipated: \_\_\_\_\_
- Proposed source(s) of supply for new district: \_\_\_\_\_

*v.* If a public water supply will not be used, describe plans to provide water supply for the project: \_\_\_\_\_

*vi.* If water supply will be from wells (public or private), what is the maximum pumping capacity: \_\_\_\_\_ gallons/minute.

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*d.* Will the proposed action generate liquid wastes?  Yes  No  
 If Yes:

*i.* Total anticipated liquid waste generation per day: \_\_\_\_\_ gallons/day

*ii.* Nature of liquid wastes to be generated (e.g., sanitary wastewater, industrial; if combination, describe all components and approximate volumes or proportions of each): \_\_\_\_\_

\_\_\_\_\_

*iii.* Will the proposed action use any existing public wastewater treatment facilities?  Yes  No  
 If Yes:

- Name of wastewater treatment plant to be used: \_\_\_\_\_
- Name of district: \_\_\_\_\_
- Does the existing wastewater treatment plant have capacity to serve the project?  Yes  No
- Is the project site in the existing district?  Yes  No
- Is expansion of the district needed?  Yes  No

• Do existing sewer lines serve the project site?  Yes  No  
 • Will a line extension within an existing district be necessary to serve the project?  Yes  No  
 If Yes:  
 • Describe extensions or capacity expansions proposed to serve this project: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

iv. Will a new wastewater (sewage) treatment district be formed to serve the project site?  Yes  No  
 If Yes:  
 • Applicant/sponsor for new district: \_\_\_\_\_  
 • Date application submitted or anticipated: \_\_\_\_\_  
 • What is the receiving water for the wastewater discharge? \_\_\_\_\_

v. If public facilities will not be used, describe plans to provide wastewater treatment for the project, including specifying proposed receiving water (name and classification if surface discharge or describe subsurface disposal plans):  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

vi. Describe any plans or designs to capture, recycle or reuse liquid waste: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

e. Will the proposed action disturb more than one acre and create stormwater runoff, either from new point sources (i.e. ditches, pipes, swales, curbs, gutters or other concentrated flows of stormwater) or non-point source (i.e. sheet flow) during construction or post construction?  Yes  No  
 If Yes:  
 i. How much impervious surface will the project create in relation to total size of project parcel?  
 \_\_\_\_\_ Square feet or \_\_\_\_\_ acres (impervious surface)  
 \_\_\_\_\_ Square feet or \_\_\_\_\_ acres (parcel size)  
 ii. Describe types of new point sources. \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

iii. Where will the stormwater runoff be directed (i.e. on-site stormwater management facility/structures, adjacent properties, groundwater, on-site surface water or off-site surface waters)?  
 \_\_\_\_\_  
 \_\_\_\_\_  
 • If to surface waters, identify receiving water bodies or wetlands: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 • Will stormwater runoff flow to adjacent properties?  Yes  No

iv. Does the proposed plan minimize impervious surfaces, use pervious materials or collect and re-use stormwater?  Yes  No

f. Does the proposed action include, or will it use on-site, one or more sources of air emissions, including fuel combustion, waste incineration, or other processes or operations?  Yes  No  
 If Yes, identify:  
 i. Mobile sources during project operations (e.g., heavy equipment, fleet or delivery vehicles)  
 \_\_\_\_\_  
 ii. Stationary sources during construction (e.g., power generation, structural heating, batch plant, crushers)  
 \_\_\_\_\_  
 iii. Stationary sources during operations (e.g., process emissions, large boilers, electric generation)  
 \_\_\_\_\_  
 \_\_\_\_\_

g. Will any air emission sources named in D.2.f (above), require a NY State Air Registration, Air Facility Permit, or Federal Clean Air Act Title IV or Title V Permit?  Yes  No  
 If Yes:  
 i. Is the project site located in an Air quality non-attainment area? (Area routinely or periodically fails to meet ambient air quality standards for all or some parts of the year)  Yes  No  
 ii. In addition to emissions as calculated in the application, the project will generate:  
 • \_\_\_\_\_ Tons/year (short tons) of Carbon Dioxide (CO<sub>2</sub>)  
 • \_\_\_\_\_ Tons/year (short tons) of Nitrous Oxide (N<sub>2</sub>O)  
 • \_\_\_\_\_ Tons/year (short tons) of Perfluorocarbons (PFCs)  
 • \_\_\_\_\_ Tons/year (short tons) of Sulfur Hexafluoride (SF<sub>6</sub>)  
 • \_\_\_\_\_ Tons/year (short tons) of Carbon Dioxide equivalent of Hydroflouorocarbons (HFCs)  
 • \_\_\_\_\_ Tons/year (short tons) of Hazardous Air Pollutants (HAPs)

h. Will the proposed action generate or emit methane (including, but not limited to, sewage treatment plants, landfills, composting facilities)?  Yes  No

If Yes:

i. Estimate methane generation in tons/year (metric): \_\_\_\_\_

ii. Describe any methane capture, control or elimination measures included in project design (e.g., combustion to generate heat or electricity, flaring): \_\_\_\_\_

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i. Will the proposed action result in the release of air pollutants from open-air operations or processes, such as quarry or landfill operations?  Yes  No

If Yes: Describe operations and nature of emissions (e.g., diesel exhaust, rock particulates/dust): \_\_\_\_\_

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j. Will the proposed action result in a substantial increase in traffic above present levels or generate substantial new demand for transportation facilities or services?  Yes  No

If Yes:

i. When is the peak traffic expected (Check all that apply):  Morning  Evening  Weekend  
 Randomly between hours of \_\_\_\_\_ to \_\_\_\_\_.

ii. For commercial activities only, projected number of truck trips/day and type (e.g., semi trailers and dump trucks): \_\_\_\_\_

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iii. Parking spaces: Existing \_\_\_\_\_ Proposed \_\_\_\_\_ Net increase/decrease \_\_\_\_\_

iv. Does the proposed action include any shared use parking?  Yes  No

v. If the proposed action includes any modification of existing roads, creation of new roads or change in existing access, describe: \_\_\_\_\_

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vi. Are public/private transportation service(s) or facilities available within ½ mile of the proposed site?  Yes  No

vii. Will the proposed action include access to public transportation or accommodations for use of hybrid, electric or other alternative fueled vehicles?  Yes  No

viii. Will the proposed action include plans for pedestrian or bicycle accommodations for connections to existing pedestrian or bicycle routes?  Yes  No

---

k. Will the proposed action (for commercial or industrial projects only) generate new or additional demand for energy?  Yes  No

If Yes:

i. Estimate annual electricity demand during operation of the proposed action: \_\_\_\_\_

ii. Anticipated sources/suppliers of electricity for the project (e.g., on-site combustion, on-site renewable, via grid/local utility, or other): \_\_\_\_\_

iii. Will the proposed action require a new, or an upgrade, to an existing substation?  Yes  No

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l. Hours of operation. Answer all items which apply.

<p>i. During Construction:</p> <ul style="list-style-type: none"> <li>• Monday - Friday: _____</li> <li>• Saturday: _____</li> <li>• Sunday: _____</li> <li>• Holidays: _____</li> </ul>	<p>ii. During Operations:</p> <ul style="list-style-type: none"> <li>• Monday - Friday: _____</li> <li>• Saturday: _____</li> <li>• Sunday: _____</li> <li>• Holidays: _____</li> </ul>
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<p>m. Will the proposed action produce noise that will exceed existing ambient noise levels during construction, operation, or both? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If yes:</p> <p>i. Provide details including sources, time of day and duration:</p> <p>_____</p>
<p>ii. Will the proposed action remove existing natural barriers that could act as a noise barrier or screen? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>Describe: _____</p>
<p>n. Will the proposed action have outdoor lighting? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If yes:</p> <p>i. Describe source(s), location(s), height of fixture(s), direction/aim, and proximity to nearest occupied structures:</p> <p>_____</p>
<p>ii. Will proposed action remove existing natural barriers that could act as a light barrier or screen? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>Describe: _____</p>
<p>o. Does the proposed action have the potential to produce odors for more than one hour per day? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes, describe possible sources, potential frequency and duration of odor emissions, and proximity to nearest occupied structures: _____</p> <p>_____</p>
<p>p. Will the proposed action include any bulk storage of petroleum (combined capacity of over 1,100 gallons) or chemical products 185 gallons in above ground storage or any amount in underground storage? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes:</p> <p>i. Product(s) to be stored _____</p> <p>ii. Volume(s) _____ per unit time _____ (e.g., month, year)</p> <p>iii. Generally, describe the proposed storage facilities: _____</p>
<p>q. Will the proposed action (commercial, industrial and recreational projects only) use pesticides (i.e., herbicides, insecticides) during construction or operation? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes:</p> <p>i. Describe proposed treatment(s):</p> <p>_____</p> <p>_____</p>
<p>ii. Will the proposed action use Integrated Pest Management Practices? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p>
<p>r. Will the proposed action (commercial or industrial projects only) involve or require the management or disposal of solid waste (excluding hazardous materials)? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes:</p> <p>i. Describe any solid waste(s) to be generated during construction or operation of the facility:</p> <ul style="list-style-type: none"> <li>• Construction: _____ tons per _____ (unit of time)</li> <li>• Operation : _____ tons per _____ (unit of time)</li> </ul> <p>ii. Describe any proposals for on-site minimization, recycling or reuse of materials to avoid disposal as solid waste:</p> <ul style="list-style-type: none"> <li>• Construction: _____</li> <li>• Operation: _____</li> </ul> <p>iii. Proposed disposal methods/facilities for solid waste generated on-site:</p> <ul style="list-style-type: none"> <li>• Construction: _____</li> <li>• Operation: _____</li> </ul>

s. Does the proposed action include construction or modification of a solid waste management facility?  Yes  No

If Yes:

i. Type of management or handling of waste proposed for the site (e.g., recycling or transfer station, composting, landfill, or other disposal activities): \_\_\_\_\_

ii. Anticipated rate of disposal/processing:

- \_\_\_\_\_ Tons/month, if transfer or other non-combustion/thermal treatment, or
- \_\_\_\_\_ Tons/hour, if combustion or thermal treatment

iii. If landfill, anticipated site life: \_\_\_\_\_ years

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t. Will the proposed action at the site involve the commercial generation, treatment, storage, or disposal of hazardous waste?  Yes  No

If Yes:

i. Name(s) of all hazardous wastes or constituents to be generated, handled or managed at facility: \_\_\_\_\_

ii. Generally describe processes or activities involving hazardous wastes or constituents: \_\_\_\_\_

iii. Specify amount to be handled or generated \_\_\_\_\_ tons/month

iv. Describe any proposals for on-site minimization, recycling or reuse of hazardous constituents: \_\_\_\_\_

v. Will any hazardous wastes be disposed at an existing offsite hazardous waste facility?  Yes  No

If Yes: provide name and location of facility: \_\_\_\_\_

If No: describe proposed management of any hazardous wastes which will not be sent to a hazardous waste facility: \_\_\_\_\_

**E. Site and Setting of Proposed Action**

**E.1. Land uses on and surrounding the project site**

a. Existing land uses.

i. Check all uses that occur on, adjoining and near the project site.

Urban  Industrial  Commercial  Residential (suburban)  Rural (non-farm)

Forest  Agriculture  Aquatic  Other (specify): \_\_\_\_\_

ii. If mix of uses, generally describe: \_\_\_\_\_

---

b. Land uses and covertypes on the project site.

Land use or Covertypes	Current Acreage	Acreage After Project Completion	Change (Acres +/-)
• Roads, buildings, and other paved or impervious surfaces			
• Forested			
• Meadows, grasslands or brushlands (non-agricultural, including abandoned agricultural)			
• Agricultural (includes active orchards, field, greenhouse etc.)			
• Surface water features (lakes, ponds, streams, rivers, etc.)			
• Wetlands (freshwater or tidal)			
• Non-vegetated (bare rock, earth or fill)			
• Other Describe: _____			

c. Is the project site presently used by members of the community for public recreation?  Yes  No  
 i. If Yes: explain: \_\_\_\_\_

d. Are there any facilities serving children, the elderly, people with disabilities (e.g., schools, hospitals, licensed day care centers, or group homes) within 1500 feet of the project site?  Yes  No  
 If Yes,  
 i. Identify Facilities: \_\_\_\_\_  
 \_\_\_\_\_

e. Does the project site contain an existing dam?  Yes  No  
 If Yes:  
 i. Dimensions of the dam and impoundment:  
 • Dam height: \_\_\_\_\_ feet  
 • Dam length: \_\_\_\_\_ feet  
 • Surface area: \_\_\_\_\_ acres  
 • Volume impounded: \_\_\_\_\_ gallons OR acre-feet  
 ii. Dam's existing hazard classification: \_\_\_\_\_  
 iii. Provide date and summarize results of last inspection: \_\_\_\_\_  
 \_\_\_\_\_

f. Has the project site ever been used as a municipal, commercial or industrial solid waste management facility, or does the project site adjoin property which is now, or was at one time, used as a solid waste management facility?  Yes  No  
 If Yes:  
 i. Has the facility been formally closed?  Yes  No  
 • If yes, cite sources/documentation: \_\_\_\_\_  
 ii. Describe the location of the project site relative to the boundaries of the solid waste management facility: \_\_\_\_\_  
 \_\_\_\_\_  
 iii. Describe any development constraints due to the prior solid waste activities: \_\_\_\_\_  
 \_\_\_\_\_

g. Have hazardous wastes been generated, treated and/or disposed of at the site, or does the project site adjoin property which is now or was at one time used to commercially treat, store and/or dispose of hazardous waste?  Yes  No  
 If Yes:  
 i. Describe waste(s) handled and waste management activities, including approximate time when activities occurred: \_\_\_\_\_  
 \_\_\_\_\_

h. Potential contamination history. Has there been a reported spill at the proposed project site, or have any remedial actions been conducted at or adjacent to the proposed site?  Yes  No  
 If Yes:  
 i. Is any portion of the site listed on the NYSDEC Spills Incidents database or Environmental Site Remediation database? Check all that apply:  Yes  No  
 Yes – Spills Incidents database Provide DEC ID number(s): \_\_\_\_\_  
 Yes – Environmental Site Remediation database Provide DEC ID number(s): \_\_\_\_\_  
 Neither database  
 ii. If site has been subject of RCRA corrective activities, describe control measures: \_\_\_\_\_  
 \_\_\_\_\_  
 iii. Is the project within 2000 feet of any site in the NYSDEC Environmental Site Remediation database?  Yes  No  
 If yes, provide DEC ID number(s): \_\_\_\_\_  
 iv. If yes to (i), (ii) or (iii) above, describe current status of site(s): \_\_\_\_\_  
 \_\_\_\_\_

v. Is the project site subject to an institutional control limiting property uses?	<input type="checkbox"/> Yes <input type="checkbox"/> No
<ul style="list-style-type: none"> <li>• If yes, DEC site ID number: _____</li> <li>• Describe the type of institutional control (e.g., deed restriction or easement): _____</li> <li>• Describe any use limitations: _____</li> <li>• Describe any engineering controls: _____</li> <li>• Will the project affect the institutional or engineering controls in place? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></li> <li>• Explain: _____</li> </ul>	
<b>E.2. Natural Resources On or Near Project Site</b>	
a. What is the average depth to bedrock on the project site? _____ feet	
b. Are there bedrock outcroppings on the project site? If Yes, what proportion of the site is comprised of bedrock outcroppings? _____ %	<input type="checkbox"/> Yes <input type="checkbox"/> No
c. Predominant soil type(s) present on project site: _____ % _____ % _____ %	
d. What is the average depth to the water table on the project site? Average: _____ feet	
e. Drainage status of project site soils: <input type="checkbox"/> Well Drained: _____ % of site <input type="checkbox"/> Moderately Well Drained: _____ % of site <input type="checkbox"/> Poorly Drained: _____ % of site	
f. Approximate proportion of proposed action site with slopes: <input type="checkbox"/> 0-10%: _____ % of site <input type="checkbox"/> 10-15%: _____ % of site <input type="checkbox"/> 15% or greater: _____ % of site	
g. Are there any unique geologic features on the project site? If Yes, describe: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No
h. Surface water features.	
i. Does any portion of the project site contain wetlands or other waterbodies (including streams, rivers, ponds or lakes)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
ii. Do any wetlands or other waterbodies adjoin the project site? If Yes to either i or ii, continue. If No, skip to E.2.i.	<input type="checkbox"/> Yes <input type="checkbox"/> No
iii. Are any of the wetlands or waterbodies within or adjoining the project site regulated by any federal, state or local agency?	<input type="checkbox"/> Yes <input type="checkbox"/> No
iv. For each identified regulated wetland and waterbody on the project site, provide the following information:	
<ul style="list-style-type: none"> <li>• Streams: Name _____ Classification _____</li> <li>• Lakes or Ponds: Name _____ Classification _____</li> <li>• Wetlands: Name _____ Approximate Size _____</li> <li>• Wetland No. (if regulated by DEC) _____</li> </ul>	
v. Are any of the above water bodies listed in the most recent compilation of NYS water quality-impaired waterbodies? If yes, name of impaired water body/bodies and basis for listing as impaired: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No
i. Is the project site in a designated Floodway?	<input type="checkbox"/> Yes <input type="checkbox"/> No
j. Is the project site in the 100-year Floodplain?	<input type="checkbox"/> Yes <input type="checkbox"/> No
k. Is the project site in the 500-year Floodplain?	<input type="checkbox"/> Yes <input type="checkbox"/> No
l. Is the project site located over, or immediately adjoining, a primary, principal or sole source aquifer? If Yes: i. Name of aquifer: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No

m. Identify the predominant wildlife species that occupy or use the project site: \_\_\_\_\_  
 N/A \_\_\_\_\_  
 \_\_\_\_\_

n. Does the project site contain a designated significant natural community?  Yes  No  
 If Yes:  
 i. Describe the habitat/community (composition, function, and basis for designation): \_\_\_\_\_  
 \_\_\_\_\_  
 ii. Source(s) of description or evaluation: \_\_\_\_\_  
 iii. Extent of community/habitat:  
 • Currently: \_\_\_\_\_ acres  
 • Following completion of project as proposed: \_\_\_\_\_ acres  
 • Gain or loss (indicate + or -): \_\_\_\_\_ acres

o. Does project site contain any species of plant or animal that is listed by the federal government or NYS as endangered or threatened, or does it contain any areas identified as habitat for an endangered or threatened species?  Yes  No  
 If Yes:  
 i. Species and listing (endangered or threatened): \_\_\_\_\_  
 \_\_\_\_\_

p. Does the project site contain any species of plant or animal that is listed by NYS as rare, or as a species of special concern?  Yes  No  
 If Yes:  
 i. Species and listing: \_\_\_\_\_  
 \_\_\_\_\_

q. Is the project site or adjoining area currently used for hunting, trapping, fishing or shell fishing?  Yes  No  
 If yes, give a brief description of how the proposed action may affect that use: \_\_\_\_\_  
 \_\_\_\_\_

**E.3. Designated Public Resources On or Near Project Site**

a. Is the project site, or any portion of it, located in a designated agricultural district certified pursuant to Agriculture and Markets Law, Article 25-AA, Section 303 and 304?  Yes  No  
 If Yes, provide county plus district name/number: \_\_\_\_\_

b. Are agricultural lands consisting of highly productive soils present?  Yes  No  
 i. If Yes: acreage(s) on project site? \_\_\_\_\_  
 ii. Source(s) of soil rating(s): \_\_\_\_\_

c. Does the project site contain all or part of, or is it substantially contiguous to, a registered National Natural Landmark?  Yes  No  
 If Yes:  
 i. Nature of the natural landmark:  Biological Community  Geological Feature  
 ii. Provide brief description of landmark, including values behind designation and approximate size/extent: \_\_\_\_\_  
 \_\_\_\_\_

d. Is the project site located in or does it adjoin a state listed Critical Environmental Area?  Yes  No  
 If Yes:  
 i. CEA name: \_\_\_\_\_  
 ii. Basis for designation: \_\_\_\_\_  
 iii. Designating agency and date: \_\_\_\_\_

e. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes:	
<i>i.</i> Nature of historic/archaeological resource: <input type="checkbox"/> Archaeological Site <input type="checkbox"/> Historic Building or District	
<i>ii.</i> Name: _____	
<i>iii.</i> Brief description of attributes on which listing is based: _____	
f. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	<input type="checkbox"/> Yes <input type="checkbox"/> No
g. Have additional archaeological or historic site(s) or resources been identified on the project site?	
If Yes:	
<i>i.</i> Describe possible resource(s): _____	
<i>ii.</i> Basis for identification: _____	
h. Is the project site within five miles of any officially designated and publicly accessible federal, state, or local scenic or aesthetic resource?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes:	
<i>i.</i> Identify resource: _____	
<i>ii.</i> Nature of, or basis for, designation (e.g., established highway overlook, state or local park, state historic trail or scenic byway, etc.): _____	
<i>iii.</i> Distance between project and resource: _____ miles.	
i. Is the project site located within a designated river corridor under the Wild, Scenic and Recreational Rivers Program 6 NYCRR 666?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes:	
<i>i.</i> Identify the name of the river and its designation: _____	
<i>ii.</i> Is the activity consistent with development restrictions contained in 6NYCRR Part 666?	
<input type="checkbox"/> Yes <input type="checkbox"/> No	

**F. Additional Information**

Attach any additional information which may be needed to clarify your project.

If you have identified any adverse impacts which could be associated with your proposal, please describe those impacts plus any measures which you propose to avoid or minimize them.

**G. Verification**

I certify that the information provided is true to the best of my knowledge.

Applicant/Sponsor Name Town of Poughkeepsie Date February 10, 2026

Signature Michael A. Welti, AICP Title Dir./Municipal Development - Town of Poughkeepsie

RESOLUTION 2-18 # 8 OF 2026

BE IT RESOLVED, that the Town Board of the Town of Poughkeepsie does hereby accept, with regret, the resignation of Kevin Etts, from his position on the Plumbing Board of Examiners, effective January 1, 2026..

Dated: February 18<sup>th</sup> 2026

Moved: Barbara Laird

Seconded: Rebecca Edwards

Motion passes/ fails: Ayes 7 Nays 0

ES/aap  
t-2/10/26  
m-2/18/26

	AYE	NAY	ABSTAIN
<u>PRESENT</u> /ABSENT Councilman Reuter	<u>✓</u>	___	___
<u>PRESENT</u> /ABSENT Councilwoman Laird	<u>✓</u>	___	___
<u>PRESENT</u> /ABSENT Councilman Thangiah	<u>✓</u>	___	___
<u>PRESENT</u> /ABSENT Councilwoman Watson	<u>✓</u>	___	___
<u>PRESENT</u> /ABSENT Councilman Sharpe	<u>✓</u>	___	___
<u>PRESENT</u> /ABSENT Councilwoman Shershin	<u>✓</u>	___	___
<u>PRESENT</u> /ABSENT Supervisor Edwards	<u>✓</u>	___	___

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**RESOLUTION 2:18 - # 9 OF 2026**

BE IT RESOLVED, that the Town Board of the Town of Poughkeepsie does hereby adopt the annexed schedule of fees issued under Chapter 105, and

BE IT FURTHER RESOLVED, the Town Board authorizes the Recreation Director to set fees up to \$50 per person for various classes offered through the Recreation Department, and

BE IT FURTHER RESOLVED, these fees will be effective immediately until revised by the Town Board.

Dated: February 18<sup>th</sup> 2026  
 Moved: Shantha Thangiah  
 Seconded: Barbara Laird

Motion passes/ fails: Ayes 7 Nays 0

ES/mem  
 t-2/12/2026  
 m-2/18/2026

		AYE	NAY	ABSTAIN
<u>PRESENT</u> /ABSENT	Councilman Reuter	<u>✓</u>	_____	_____
<u>PRESENT</u> /ABSENT	Councilwoman Laird	<u>✓</u>	_____	_____
<u>PRESENT</u> /ABSENT	Councilman Thangiah	<u>✓</u>	_____	_____
<u>PRESENT</u> /ABSENT	Councilwoman Watson	<u>✓</u>	_____	_____
<u>PRESENT</u> /ABSENT	Councilman Sharpe	<u>✓</u>	_____	_____
<u>PRESENT</u> /ABSENT	Councilwoman Shershin	<u>✓</u>	_____	_____
<u>PRESENT</u> /ABSENT	Supervisor Edwards	<u>✓</u>	_____	_____

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## Town of Poughkeepsie Fee Schedule **REVISED 01/08/202502/18/2026**

### **Periodic review.**

The Town Board may periodically review the fee schedule set forth in this chapter and may, by resolution, amend the fees set forth therein.

**Chapter 57, Animals.**

**Chapter 60, Assemblies, Mass Public.**

**Chapter 68, Building Construction.**

**Chapter 76, Community Events**

**Chapter 97, Erosion and Sediment Control.**

**Chapter 100, Explosives.**

**Chapter 108, Filming**

**Chapter 110, Fire Prevention.**

**Chapter 113, Flood Damage Prevention.**

**Chapter 114 Food Trucks**

**Chapter 116, Aquatic Resource Protection.**

**Chapter 121, Games of Chance.**

- Chapter 135, Lot Line Revisions.
- Chapter 148, Parks and Recreation.
- Chapter 151, Peddling and Soliciting.
- Chapter 154, Plumbing.
- Chapter 159, Property Maintenance.
- Chapter 160, Records.
- Chapter 168, Sewer. (Reserved)
- Chapter 168A, Short-Term Rentals
- Chapter 174, Streets and Sidewalks
- Chapter 177, Subdivision of Land.
- Chapter 187, Tree Preservation.
- Chapter 198, Taxicabs and Vehicles for Hire. (Issued for Town by City of Poughkeepsie)
- ~~Chapter 199, Towing~~
- Chapter 203, Water. (Reserved)
- Chapter 210, Zoning.

## Chapter of Miscellaneous Fees.

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### Chapter 57, Animals.

#### (1) Dog licenses:

- (a) Spayed: \$10 as of January 1<sup>st</sup>, 2025
- (b) Unspayed: \$20 as of January 1<sup>st</sup>, 2025
- (2) Dog enumeration fee: \$20.
- (3) Seizures:
  - (a) First: \$75.
  - (b) Second: \$100.
  - (c) Third: \$125.
- (4) Intake:\* Determined by ~~Arlington Animal Hospital~~ Town designated shelter and ~~reimbursed by us to them~~ paid directly to them
- (5) Replacement tag: \$3.
- (6) Board per night: \*~~\$30.00~~50.00 per day including date of seizure and date of pick up. Dogs deemed dangerous up to \$45-65.00 a day
- (7) Fees and costs incurred for municipal shelter services as provided in § 115 of the Agriculture and Markets Law and other

services in relation to confined stray, sick, injured or unwanted dogs and other animals ordered confined pursuant to Part 2 of § 2.14 of the New York State Sanitary Code as contained in Chapter 1 of Title 10 (Health) NYCRR.

### **Chapter 60, Assemblies, Mass Public.**

- (1) Fees for approved licenses shall be as follows:

<b>Capacity</b>	<b>(Persons) Fee</b>	<b>Fee Per Year or Fraction Thereof</b>
50 to 100		\$100
101 to 300		\$125
301 to 600		\$200
601 to 1,000		\$250

- (2) An additional fee of \$25 shall be charged for each 100 persons or fraction thereof in excess of 1,000 persons.
- (3) The maximum fee shall not exceed \$400.
- (4) Where there is more than one place, room or area of assembly in the same building and the applicant is the same for all the places, rooms and areas of assembly therein, the fee shall be determined on the basis of the sum of the combined occupancies.

### **Chapter 68, Building Construction.**

- (1) Residential:
- | <b>Type</b>   | <b>Fee</b>                         |
|---|------------------------------------|
| New one- and two-family homes and additions (includes attached garages) | \$150, plus \$0.40 per square foot |
| Renewal of a permit for a new one- or two-family home and               | \$100, plus \$0.20 per square foot |

Type	Fee
additions	
Interior renovations/alterations	\$100 plus \$0.25 per square foot
Renewal of a permit for interior renovations/alterations	\$75 plus \$0.12 per square foot
Residential detached accessory buildings (see § 68-10 for exceptions)	\$50, plus \$0.10 per square foot over 100 square feet
Renewal of a permit for residential detached accessory buildings	\$30, plus \$0.05 per square foot over 100 square feet
Decks/porches	
Open	\$75, plus \$0.20 per square foot
Covered/enclosed unheated	\$75, plus \$0.30 per square foot
Pools (does not include decks, patios, etc.)	
Aboveground	\$75
Inground	\$100 <del>150</del>
Mobile and manufactured one- and two-family homes	\$150, plus \$0.30 per square foot
Renewal of a permit for mobile and manufactured one- and two-family homes	\$100, plus \$0.15 per square foot
Electrical permits, general	\$75 residential
	\$100 commercial
Fire alarm	\$75, plus \$2 per device
(2) Commercial:	
<b>Type</b>	<b>Fee</b>
New commercial buildings and additions (includes multiple dwellings)	\$400, plus \$0.40 per square foot up to 50,000 square feet plus \$0.30 per square foot over 50,000 square feet
Permit renewal	\$250 plus \$0.10 per square foot
Commercial solar energy public utility project	\$0.04 per square foot of solar panel fascia

Type	Fee
Renovations/alterations	
Level 1 alterations	Plus \$0.20 per square foot
Level 2 alterations	Plus \$0.25 per square foot
Level 3 alterations	Plus \$0.30 per square foot
Re-roofing not involving replacement or repair of subroof	Plus \$0.10 per square foot
Permit renewal renovation/alteration	\$175 plus \$0.05 per square foot
<hr/>	
(3) Demolition:	
(a) Residential: \$50.	
(b) Commercial: \$100.	
(4) Work started without a building permit fee:	
(a) Residential:	
<b>Construction cost</b>	<b>Surcharge</b>
\$0 to \$9,999	\$100
\$10,000 to \$20,000	\$200
\$20,001 to \$30,000	\$300
\$30,001 and up	\$500
(b) Commercial:	
<b>Construction cost</b>	<b>Surcharge</b>
\$0 to \$9,999	\$250
\$10,000 to \$25,000	\$500
\$25,001 to \$50,000	\$750
\$50,001 and up	\$1,000 plus 2% of cost of construction to a maximum of

**Construction cost**

**Surcharge**  
\$5,000

- (5) Temporary certificate of occupancy:
- (a) Residential: \$100 per each ninety-day period.
- (b) Commercial: \$250 per each thirty-day period.
- (6) Municipal violation search:

**Type**

**Fee**

One- and two-family dwellings  
Multiple dwellings  
Commercial

~~\$150~~175  
~~\$150~~200 plus \$15 per dwelling  
~~\$200~~250 per building plus \$25 per tenant space

- (7) Certificate of occupancy, existing buildings, when requested pursuant to municipal violation search:
  - (a) Residential: \$25.
  - (b) Commercial: \$50.
- (8) Revision to building permit:
  - (a) Residential: \$50.
  - (b) Commercial: \$100 plus 1% of building permit fee.
- (9) Operating permits where required by Chapter 68: \$250.
- (10) Fees for required fire inspections:

**Type**

**Fee**

Residential:  
Commercial:

\$25 per dwelling unit

\$125 per tenant space up to 10,000 square feet

\$250 per tenant space from 10,000 square feet to 50,000 square feet

\$500 per tenant space over 50,000 square feet

Food Truck

\$125 per truck

Short Term Rentals/ Accessory Apartments

\$75

Temporary tent permit 400 sf or larger each event

\$100

Additional temporary tent 400 sf or larger for same event

\$50

(11) Rescission of a stop-work order:

(a) First: \$150.

(b) Second: \$200.

(c) Third: \$250.

(d) More than three: \$300 each.

**Chapter 76, Community Events**

(1) Permit fee: \$50 per day, except that flea markets and circuses shall continue to be \$150 per day. *Any Event* where there are

more than 15 vendors shall be considered same as flea market and circus as it relates to fee per day. Any food truck selling to residents at town events, or on permitted private property from zoning other than personal private catered affairs on a specific residential private property must first have obtained a town food truck license to participate. ~~The Town Clerk may waive the fee for a Community Event with the proper copies of 501-3c paperwork listing the applicant who is actually running the event. Proper insurance certificates naming the Town as additional insured would still be required by the 501-3c.~~

- (2) Application fee: for Flea Market and Circus and events having more than 15 vendors \$75.
- (3) Seasonal and or Tent Sales / Food Truck permits to be located on a specific privately owned commercial locations location must see zoning for appropriate fees

### **Chapter 97, Erosion and Sediment Control.**

- (1) Permit application fee:
  - (a) For a new permit issued pursuant to § 97-7A (4), (5), (6), (7) or (8): \$100.
  - (b) For an amended permit not including an amendment to cure a violation: \$100.
  - (c) For an amended permit where work was not performed in accordance with a prior approved permit: \$200, plus \$250 per Planning Board meeting.
  - (d) For a permit where work was commenced without having first obtained a permit: \$400, plus \$250 per Planning Board meeting.
- (2) Rescission of a stop-work order:
  - (a) First: \$150.
  - (b) Second: \$200.

(c) Third: \$250.

(d) More than three: \$300 each.

### **Chapter 100, Explosives.**

(1) Blaster's license fee: \$50.

### **Chapter 108, Filming**

(1) Application Fee \$200

(2) Type I permit \$500 daily

(3) Type II permit \$1000 daily

(4) Any use of police department may require further contract or pricing

### **Chapter 110, Fire Prevention.**

(1) Application fee for permit for placing specific objects or materials at a specific location in or on a fire zone or fire lane: \$40.

(2) Application fee for placement of specific objects or materials in or on a fire zone or fire lane without having first obtained a permit: \$80.

(3) Rescission of a stop-work order:

(a) First: \$150.

(b) Second: \$200.

- (c) Third: \$250.
- (d) More than three: \$300 each.

### **Chapter 113, Flood Damage Prevention.**

- (1) For a new floodplain development permit: \$100.
- (2) For an amended permit not including an amendment to cure a violation: \$100.
- (3) For an amended permit where work was not performed in accordance with a prior approved permit: \$200, plus \$250 per Planning Board meeting if required.
- (4) For a permit where work was commenced without having first obtained a permit: \$400, plus \$250 per Planning Board meeting if required.
- (5) Rescission of a stop-work order:
  - (a) First: \$150.
  - (b) Second: \$200.
  - (c) Third: \$250.
  - (d) More than three: \$300 each.

### **Chapter 114, Food Trucks**

- (a) Fire Inspection \$125 –also listed in Building Construction, Fire Inspection
- (b) License Application Fee \$25

- (c) License Fee \$150
- (d) Permit Fee to be situated on a privately owned property please see Zoning, Chapter 210 (26) (d)

### **Chapter 116, Aquatic Resource Protection.**

- (1) For activity on a single-family, owner-occupied property:
  - (a) For a new permit: \$100.
  - (b) For an amended permit not including an amendment to cure a violation: \$100.
  - (c) For an amended permit where work was not performed in accordance with a prior approved permit: \$200, plus \$250 per Planning Board meeting.
  - (d) For a permit involving a regulated activity that was commenced without having first obtained a permit: \$300, plus \$250 per Planning Board meeting.
- (2) For activity on other than a single-family, owner-occupied property:
  - (a) For a new permit: \$300.
  - (b) For an amended permit not including an amendment to cure a violation: \$300.
  - (c) For an amended permit where work was not performed in accordance with a prior approved permit: \$400, plus \$250 per Planning Board meeting.
  - (d) For a permit involving a regulated activity commenced without having first obtained a permit: \$600, plus \$250 per Planning Board meeting.
- (3) Rescission of a stop-work order:

- (a) First: \$150.
- (b) Second: \$200.
- (c) Third: \$250.
- (d) More than three: \$300 each.

**Chapter 121, Games of Chance.**

- (1) License fee: \$25.
- (2) License fee for games of chance lessors: \$50.

**Chapter 135, Lot Line Revisions.**

- (1) Lot line revision application:
- (a) Single-family residential property: \$100 plus \$250 per Planning Board meeting.
- (b) For other than single-family residential property: \$300 plus \$250 per Planning Board meeting.

**Chapter 148, Parks and Recreation.**

**§§ 148-1 to 148-10** Use of recreation facilities.

- (a) All individuals or organizations (comprised of individuals over the age of 18 years) wishing to utilize the recreation facilities of the Town of Poughkeepsie shall, at the time of an application for a permit, pay the following fees:

**§ 148-2**—Athletic Facility Fees: Rental fees are proposed based on affiliation with the Town of Poughkeepsie; In addition to, the duration of time requested as well as the usage of optional lighted facilities. A “Town league” is defined as a league with

51% or more town residents registered and an active Field Use Agreement with the Town. Town Leagues are exempt from recreation field rental fees for league run activities. Town Leagues are not permitted to reserve fields for any other organization outside of the League.

(a) Field Rental Fees:

\*For all rentals, tournaments, camps, and special events, excluding Town Leagues, additional costs may be incurred, including but not limited to; dumpsters, porta-johns, etc. Rental fees at Greenvale Athletic Fields are based on 1/2 of the lower level complex area

- i. ~~Without Lights-Field Rental 3 Hours-\$110130, 4-7 Hours-\$165200, 8+ Hours-\$330~~ Exclusive use for the day \$400
- ii. ~~With Lights (Sheafe Road): 3 hours- \$165, 4-7 Hours- \$220, 8+ Hours- \$385~~ \$75
- iii. ~~Tournaments/Camps/Special Events: Up to 8 Hours- \$450~~ \$50, Up to 8 Hours with Lights- \$500 \*May incur additional costs. (Exclusive use for the day + event permit from Town Clerk)
  - a. ~~Lighting Surcharge- \$75 (Sheafe Road Only) (maximum of three (3) hours~~
  - ii. ~~May Incur additional costs based on the nature of the Tournament/Camp/Special Event~~
  - iii. ~~Senior citizen leagues receive a 35% reduction. All participants must be 55+ years of age to qualify for reduction~~

~~3124~~ Pavilion Rental: Fairview, Greenvale and Creekside pavilion rental fees are proposed based on Town residency. Rentals are up to 4 hours maximum including set-up and clean-up. Payment and security deposit must be received within 7 days of booking. For bookings made within 7 days, payment and security are due within one business day. Security deposits are cash or check only. Bookings are not guaranteed until paid.

(a) Pavillion Rentals:

- i. Morning Rental (9:00 AM-1:00 PM) Town of Poughkeepsie Residents: Up to 6 Hours- \$150-175+ \$100 Cash or check Security Deposit.

~~ii. Afternoon Rental (1:30-5:30 PM) (b) Non-Residents: Up to 6 Hours - \$299-150 + \$100 Cash or check Security Deposit.~~

~~iii. Non-resident surcharge \$25.00~~

~~(c) The Town Board may waive these fees by granting a group a revocable license allowing special use of the park.~~

~~[3]4] Summer programs: Program fees are proposed based on Town residency. The Recreation Department provides a variety of programs. These programs may include basketball, pickleball, tennis, dance classes, etc. To find the price of these programs please use the Rec Department website: [www.poughkeepsie.ny.ny/rec.com](http://www.poughkeepsie.ny.ny/rec.com)~~

~~(a) Tennis lessons (Town Residents): \$80 per session~~

~~(b) Tennis lessons (Non-Residents): \$90 per session~~

~~[4]5] Day-camp program: Program fees are proposed based on Town residency. Day-camp is purchased on a weekly basis early bird registration available until May 15<sup>th</sup> with late fees incurring after May 20<sup>th</sup>. Extended camp is available at an additional cost per week. Families with multiple children attending camp will receive a \$10 discount per additional child; Second, third, fourth, and fifth child must be immediate member of the same family.~~

~~(a) Town of Poughkeepsie Residents:~~

~~i. Weekly - \$205-235~~

~~ii. Additional Child Weekly - \$184-50-211.50~~

~~iii. Weekly Early Bird Registration - \$175-210.00~~

~~iv. Additional Child Weekly Early Bird Registration - \$160-185.50~~

- v. Weekly Extended Camp-\$80.90
- vi. Weekly Extended Camp Early Bird -\$75.00-85.00

(b) Non-Residents:

- i. Weekly-\$230-265.00
- ii. Additional Child Weekly-\$207-238.50
- iii. Weekly Early Bird Registration-\$205-245.00
- iv. Additional Child Weekly Early Bird Registration-\$184-50216.00
- v. Weekly Extended Camp-\$100-115.00
- vi. Weekly Extended Camp Early Bird \$80.00-105.00

§116 Senior Center:

Membership:

Town Residents-\$0.00

Non-Residents-\$50.00 a year

Programming:

The Rec department provides a variety of programs specifically for seniors. These programs may include yoga, tai chi, art classes, special events, etc. Nonresidents are welcome to utilize programming for a surcharge. To find the pricing of these programs please use the department website at [www.poughkeepsie.ny.vrec.com](http://www.poughkeepsie.ny.vrec.com) or visit the Senior Center located at [14 Abe's Way, Poughkeepsie NY](http://14 Abe's Way, Poughkeepsie NY)

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Rentals:

The Town of Poughkeepsie Senior Center Rental fees are proposed based on Town residency. The Senior Center may be booked for parties/events or meetings by individuals or organizations. Non-profit organizations will receive a discounted rental rate and must provide a copy of their 501c3. Rentals are up to 6 hours maximum including set-up and clean-up and may be scheduled no later than 9:00 p.m. daily. Payment and security deposit must be received within 7 days of booking. For bookings made within 7 days, payment and security are due within one business day. Security deposits are cash-only. Bookings are not guaranteed until paid. ~~There is a no-show fee of \$50 for organizations who reserve and do not cancel. This covers personnel for cleaning, plowing, sanding, and salting, etc. Organizations who reserve and do not cancel will forfeit their deposit to cover staffing~~

(a) Town of Poughkeepsie Residents:

- i. Parties/Events Up to 6 Hours- ~~\$250-450~~ + ~~\$200-250~~ Cash Security Deposit; Additional Hours- \$75 per hour;
- ii. Meetings/Organizations: Non-Profit- ~~\$35-50~~ per hour; Profit/Private- ~~\$55-75~~ per hour;

(b) Non-Residents:

- i. Parties/Events Up to 6 Hours- ~~\$300-600~~ + ~~\$200-250~~ Cash Security Deposit; Additional Hours- ~~\$75-100~~ per hour;
- ii. Meetings/Organizations: Non-Profit- ~~\$45-75~~ per hour; Profit/Private- ~~\$65-100~~ per hour;

~~(c) Senior Center use by Town-based, youth-serving, nonprofit organization: fee may be waived by the Recreation Committee.~~

## Chapter 151, Peddling and Soliciting.

- (1) Application Fee: \$25
- (2) Peddler's license fee: \$125 per calendar year.

- (3) Replacement peddler's license: \$15.

### **Chapter 154, Plumbing.**

- (1) Inspection fee: \$50.
- (2) Plumber's examination fee: \$100 payable to examining company.
- (3) Plumber's license renewal: \$350.
- (4) Shelving of plumbing license: \$75.
- (5) Reinstatement of plumbing license: \$75.
- (6) Class A plumbing permit fee for fixtures: a base, administrative, nonrefundable fee of \$50 plus \$10 per fixture.
- (7) Class B plumbing permit fee: nonrefundable administrative permit fee of \$50 plus a fee per appurtenance of \$25.
- (8) Reduced pressure zone (RPZ) device annual inspection:
  - (a) Commercial properties: \$100 per device.
  - (b) Residential (one- and two-family) properties: \$75 per device.
  - (c) Should the inspection be requested for a holiday or outside of normal business hours, Monday through Friday, then the property owner will also be responsible for overtime costs.
- (9) Working without a permit:
  - (a) First offense: \$250 plus the plumbing permit fee schedule.
  - (b) Second offense: \$500 plus plumbing permit fee schedule.

(10) Rescission of a stop-work order:

(a) First: \$150.

(b) Second: \$200.

(c) Third: \$250.

(d) More than three: \$300 each.

(11) Plumbing photo I.D.: \$25.

(12) Violation of § 154-26E: \$50.

### **Chapter 159, Property Maintenance.**

(1) Rescission of a stop-work order:

(a) First: \$150.

(b) Second: \$200.

(c) Third: \$250.

(d) More than three: \$300 each.

### **Chapter 160, Records.**

(1) Twenty-five cents per page for photocopies not exceeding nine inches by 14 inches; for all other, the actual cost of reproduction.

**Chapter 168, Sewer. (Must first meet with Infrastructure)**

**Chapter 168A, Short-Term Rentals**

- (1) Unhosted short-term rental, accessory residential use. An unhosted short-term rental in a primary residence.
  - (a) 1 Bedroom \$600 each additional bedroom \$300
- (2) Unhosted short-term rental, principal commercial use. An unhosted short-term rental that is not a primary residence.
  - (a) 1 Bedroom \$2000 each additional bedroom \$500 (Requires Town Board Approval)
- (3) Hosted short-term rental. A short-term rental where a primary resident is present in the dwelling overnight with their guest(s) or, in the case of accessory dwelling units or a two family dwelling, where a primary resident is present on the property overnight with their guests.
  - (a) 1 Bedroom \$300 each additional bedroom \$50 Present in Dwelling
  - (b) 1 Bedroom \$600 Additional bedroom

Existing Violation of Short-Term Rental 50% more.

**Chapter 174, Streets and Sidewalks**

- (1) Excavation permit: \$50.

**2022 Highway Work Permit Fee Schedule Below**

**FEEES**

**2022 Highway Work Permit Fee Schedule**

	<b>Permit Fee</b>	<b>Security Deposit</b>	<b>Insurance</b>
<b>Residential Driveways</b>			
Single dwelling (new construction)	\$30	\$500 <sup>1</sup>	Not required
2-3 lot common driveway (new construction)	\$300	\$2,000	Not required
Existing driveway (improvements/paving/repaving)	\$30	\$500 <sup>1</sup>	Not required
Temporary construction access	\$30	\$500 <sup>1</sup>	Not required
<b>Commercial Driveways</b>			
Minor commercial driveway (new construction)	\$500	\$3,000	\$500,000
Major commercial driveway (new construction)	\$800	\$4,000	\$500,000
Minor commercial driveway (improvement/repaving)	\$200	\$2,000	\$500,000
Major commercial driveway (improvement/repaving)	\$400	\$3,000	\$500,000
Temporary construction access (logging, mining, etc.)	\$200	\$2,000	\$500,000
<b>Subdivision and Local Roads</b>			
Subdivision Road (4 or more lots, new construction)	\$625	\$5,000 <sup>3</sup>	\$1,000,000
Local road (new construction)	\$400	\$10,000 <sup>2</sup>	\$1,000,000
<b>Traffic Control Device</b>			
Regulatory sign (required for access permit)	\$250	N/C	Not required
Information/Guide sign (commercial)	\$45	\$200 per sign	Not required
Information/Guide sign (nonprofit)	\$25	N/C	Not required
Temporary construction signs	\$100	\$200	\$500,000
Traffic signal	\$1,500	\$2,000 <sup>3</sup>	\$1,000,000

NOTES:

<sup>1</sup> Highway Superintendent or his designee may raise or lower security deposit based on project complexity.

<sup>2</sup> Minimum security deposit. Superintendent of Highways or his designee may increase security deposit due to project complexity.

<sup>3</sup> Insurance required from entity performing work within right-of-way. General liability, automobile liability and worker's compensation coverage required. Town of Poughkeepsie shall be the certificate holder or named as additional insured.

Insurance not required from residential property owners.

<sup>4</sup> Insurance is required

Miscellaneous Improvements <sup>1,3</sup>	Permit Fee	Security Deposit	Insurance D
Occupying right-of-way (work crew, equipment, special events, etc.)	\$100	\$1,000 <sup>2</sup>	\$500,000
Misc work, including grading/sight line clearing/tree removal	\$200	\$2,000	\$500,000
Remove/install fences, walls, plantings	\$200	\$2,000	\$500,000
Test borings/test pits	\$100	\$2,000 <sup>2</sup>	\$1,000,000
Adopt-a-highway	N/C	Adopt-a-highway agreement required	
Annual maintenance operations	\$250	agreement required	\$500,000 <sup>4</sup>
<b>Underground Utility Work<sup>1,3</sup></b>			
Service connection (water, sewer, gas, elec/comm.)	\$200	\$1,500	\$500,000
Utility main (new construction)	\$200+\$0.50 per foot	\$2,000 <sup>2</sup>	\$1,000,000
Utility main (repair/replacement)	\$100+\$0.50 per foot	\$1,500 <sup>2</sup>	\$1,000,000
Utility bore/jack (new construction)	\$375+\$5 per foot	\$5,000 <sup>2</sup>	\$1,000,000
<b>Drainage Work<sup>1,3</sup></b>			
Drainage parallel to edge of pavement (new construction)	\$250+\$0.50 per foot	\$5,000 <sup>2</sup>	\$1,000,000
Drainage parallel to edge of pavement (repair)	\$250+\$0.50 per foot	\$2,500 <sup>2</sup>	\$1,000,000
Drainage open cut across pavement (new construction)	\$375+\$5 per foot	\$5,000 <sup>2</sup>	\$1,000,000
Drainage open cut across pavement (repair)	\$250+\$5 per foot	\$2,500 <sup>2</sup>	\$1,000,000
Drainage structure (manhole, catch basin, etc.)	\$150	\$1,500 <sup>2</sup>	\$1,000,000
Drainage bore/jack (new construction)	\$375+\$5 per foot	\$5,000	\$1,000,000
<b>Overhead Utility Work<sup>1,3</sup></b>			
New utility pole and lines (up to 3 poles)	\$125	\$2,500	\$500,000
New utility pole and lines (more than 3 poles)	\$200	\$4,500	\$500,000
Utility pole relocation/replacement	N/C	\$2,500	\$500,000

NOTES:

<sup>1</sup> Highway Superintendent or his designee may raise or lower security deposit based on project complexity.

<sup>2</sup> Minimum security deposit. Superintendent of Highways or his designee may increase security deposit due to project complexity.

<sup>3</sup> Insurance required from entity performing work within right-of-way. General liability, automobile liability and worker's compensation coverage required. Town of Poughkeepsie shall be the certificate holder or named as additional insured. Insurance not required from residential property owners.

<sup>4</sup> Insurance is required.

## Chapter 177, Subdivision of Land.

- (1) Subdivision application:
  - (a) Preapplication/sketch discussion: \$250 per Planning Board meeting.
  - (b) Minor (two lots) subdivision: \$750 plus \$250 per Planning Board meeting.
  - (c) Major (three lots or more) subdivision, preliminary approval: \$750, plus \$300 per new lot (i.e., no fee for the first lot). [Example for a ten-lot subdivision: \$750 plus \$300 times nine lots = \$3,450.] Plus \$250 per Planning Board meeting.
  - (d) Major (three lots or more) sub division, final approval: \$400, plus \$200 per new lot (i.e., no fee for the first lot). [Example for a ten-lot subdivision: \$400 plus \$200 times nine lots = \$2,200.] Plus \$250 per Planning Board meeting.
  - (e) Reapproval of a minor subdivision, a major preliminary subdivision or a major final subdivision application where the time limit to extend approval of such application has expired; and the application for reapproval is identical to the application originally approved by the Planning Board; and there are no current violations of the Town Code involving the property that is the subject of the reapproval application; and the expiration of the original approval has occurred less than 180 days before the date on which the application for reapproval is received by the Planning Board: 10% of the amount of the original application fee plus \$250 per Planning Board meeting.
- (2) Amended subdivision applications:
  - (a) For review of a previously approved plat but not including an amendment required to cure a violation: \$200 per lot in the subdivision, plus \$250 per Planning Board meeting.
  - (b) For review of a previously approved plat required to cure a violation where work was not performed in accordance with a prior approved plat: \$500 per lot in the subdivision, plus \$250 per Planning Board meeting.
- (3) Rescission of a stop-work order:
  - (a) First: \$150.

- (b) Second: \$200.
- (c) Third: \$250.
- (d) More than three: \$300 each.
- (4) Downstream drainage assessment fee: \$500 per lot.
- (5) Recreation fees in lieu of land: \$5,000 per each new residential lot intended for single family residential use, or \$1,250 per bedroom for any multifamily and two-family dwelling.

**Chapter 187, Tree Preservation.**

- (1) Application for tree removal permit: \$250, plus \$250 per Planning Board meeting if required.

**Chapter 198, Taxicabs and Vehicles for Hire. (Issued for Town by City of Poughkeepsie)**

- (1) Drivers, Town fees below:
  - (a) Taxicab driver: \$50.
  - (b) For-hire-livery driver: \$50.
  - (c) Dual taxi/for-hire-livery: \$75.
- (2) Vehicles, Town fee:
  - (a) Taxicab vehicle: \$250.
  - (b) For-hire-livery vehicle: \$300.

## Chapter 199, Towing

- H. Annual Fees will be paid to the Town of Poughkeepsie by the tow truck company.
- (1) The first such payment will be attached to the application for a position on the Town's Rotational Tow List. Hereafter, on the anniversary date of the acceptance of their application or the annual inspection to be on the Town's Rotational Tow List, Payment is due upon receiving an invoice from the Town of Poughkeepsie Comptroller's Office, in the following fee schedule:
- (a) A yearly fee of \$150 per tow company.
  - (b) A yearly fee of \$55 per tow truck.
  - (c) A yearly fee of \$77 per heavy duty tow truck.
  - (d) A yearly fee of \$55 per driver/operator.
  - (e) A yearly fee of \$150 per site visit (vehicle storage facility) including travel time.
- (2) These fees are to cover the costs to the Town of Poughkeepsie for the use of our police officers to do the required inspections and personnel checks of the tow companies on the Town's Rotational Tow List.
- I. A reinspection fee of \$75 shall be paid to the Town of Poughkeepsie by the tow truck company upon receiving an invoice from the Town of Poughkeepsie Comptroller's Office for each reinspection.
- J. Failure to pay any fees within 30 days of the invoice date will result in the immediate suspension of the towing agency from the Rotational Tow List.
- K. A tow truck company may have its suspension lifted due to nonpayment of fee(s), after the company pays the original fee (as noted above), plus any reinspection fees, plus a late payment charge of \$75 in full to the Town of Poughkeepsie. These fees must be paid within 30 days or the tow company will be removed from the rotational tow list and a full application process and application fees will be required.
- L. The amount of the annual fees shall be determined and set by the Town of Poughkeepsie Town Board at their annual reorganizational meeting. If

the Town of Poughkeepsie Town Board does not make any change(s) to the annual fees at their annual reorganization Town Board meeting, the current fee schedule remains in full force and effect.

## Chapter 203, Water.

### **TO BE IN EFFECT January 1, 2024 Proposed Fee Schedule**

Water measurement, billing and rates are expressed in units of 100 cubic feet (cf). Approximately 1 cubic feet is equivalent to 7.48 gallons; approx. 100 cubic feet is equivalent to 748 gallons of water.

Water Rate: \$3.00 per unit (minimum \$22.50 for 0-7 units used)

Sewer rates are based off of water consumption: \$3.00 per unit (minimum \$22.50 for 0-7 units used)

Out of district residential water rate: \$ 4.00 per unit (minimum \$30.00 for 0 – 7 units used)

Water Service Installation: \$100.00

Water Service Repair: \$75.00

Valve Replacement (before meter): \$75.00

Administrative Review: \$50.00

Same Day Non-Emergency Repair/Service Installation Inspections: \$50 Administrative Fee

Meters:

1.  $\frac{3}{4}$ " meter: ~~\$240.00~~274.00
2. 1" meter: ~~\$340.20~~350.00
3. MXU (exterior radio): ~~\$225.75~~259.00
4. Initial Meter Install (new construction): \$75.00
5. Final water reads: \$50.00 per appointment. (Reading to be taken by Water Department personnel)

Meter Testing: (Upon Owner Request)

1.  $\frac{3}{4}$ " meter: \$225.00
2. 1" meter: \$225.00

Fire Hydrants:

1. Flow Tests: \$350.00
2. Repair: Time & Materials
3. Replacement: Time & Materials

Fire Hydrant Meter and Backflow (Construction):

1. Rental: \$500.
2. Deposit: \$500.00
3. Water will be metered and charged monthly at \$20.00 per 1,000 gallons

**Bulk Water – fill station tucker drive:**

1. \$25.00 per 1000 gallons

**Fire Service/Sprinkler (Annual):**

1. 3" service or less: \$185.00
2. 4" service: \$300.00
3. 6" service: \$550.00
4. 8" service: \$730.00
5. Over 8" service: \$1,100.00

**Infrastructure Contractor Annual license fee: \$300.00**

**Water Tapping Fees (Includes brass):**

1. ¾": \$500.00
2. 1": \$600.00
3. 1 1/2": \$700.00
4. 2": \$800.00

**Large Water Tapping (Includes Installation of tapping sleeve, valve, pressure test and cutting main):** The owner shall provide excavation, tapping sleeve, valve, and valve box acceptable to the Town of Poughkeepsie water department specs.

1. 4" to 6": \$1,000.00
2. 8" to 12": \$ 1,500.00

**Infrastructure Permits for Town Approved Contractors (4" and larger for Water and sewer Appurtenances):**

1. Hydrants, Fittings, Valves, Repair Clamps/ Sleeves: \$50.00 Each
2. Water Meters: \$100.00
3. Backflow: \$100.00
4. Meter Vault: \$150.00
5. Water Mains: \$0.50 per foot
6. Pressure Reducing Station: \$100.00
7. Pump stations: \$300.00
8. Water Main Testing: \$400.00

9. 4" residential sewer lateral new installation \$100.00
10. 4" residential sewer lateral repair ~~\$50.00~~75.00
11. Cost for sewer department to cut and tap main \$1,500.00 (Excavation not included.)
12. 6" commercial sewer lateral new installation \$200.00
13. 6" commercial sewer lateral repair \$100.00
14. Force mains \$0.50 / per foot
15. Sewer mains \$0.50/ per foot
16. Sanitary manhole structure, including sample manhole \$50.00 Each
17. Grease Traps \$150.00
18. Wet wells \$150.00
19. Pump stations \$300.00
20. Testing (low air pressure, hydrostatic & vacuum) \$400.00

**Administrative Review for Infrastructure Permits: \$50.00**

**After Hour's Emergency Infrastructure Permit and Inspection: \$260.00 plus cost of permit.**

**Penalties/Fees:**

1. Frozen meter replacement: Customer will be charged for the cost of new meter, for the size currently in place.
2. Missing Water Meter: \$1,000.00 plus actual cost and of parts and labor
3. Unauthorized Tampering with Meter: \$1,000.00 plus cost of parts and labor
4. Noncompliance with 3/4" & 1" meter upgrades : \$100.00 per quarter
5. Noncompliance with 1 1/4" & 1 1/2" & 2" meter upgrades \$100.00 per quarter
6. Noncompliance 4" & larger meters upgrades \$500.00 per quarter
7. Unauthorized Operation of Curb Valve: \$500.00
8. Backflow Prevention (All meter and Backflow fees will be added directly to water bill)
  - a. Late Filing of Annual Back Flow Renewal: \$100.00 per quarter
9. Theft of Service Charge: \$1,000.00 plus value of service stolen.
  - a. Will be assessed to property owners who receives water that is not recorded by the meter. This includes tampering with the meter and/or bypassing the meter.
10. Unauthorized Fire Hydrant Use: \$1,000.00
11. Dewatering Meter Pit: \$250.00

**Other:** Charges for labor, equipment and material, for work performed on private property pursuant to a signed consent form, will be billed by the water department at cost plus a 30% overhead fee.

All unpaid water rents, charges, and penalties which are in arrears for 30 days or longer shall be subject to a penalty of 10% of the amount due.  
**Note:** All fees will be in the Fee Schedule maintained in Town Clerks Office, which may be amended time to time by Town Board Resolution.

## Chapter 210, Zoning.

- (1) Pre-application discussion: \$250 per Planning Board meeting.
- (2) Site plan application for a nonresidential project, or the nonresidential portion of a mixed-use project: \$500, plus \$250 per 1,000 square feet of gross building area, plus \$250 per Planning Board meeting.
- (3) Site plan application for a residential project, or the residential portion of a mixed-use project: \$500, plus \$200 per dwelling unit plus \$250 per Planning Board meeting.
- (4) Site plan application for a commercial solar energy public utility project: \$500 plus \$250 per 10,000 square feet, or part thereof, based on the total square footage of the solar panel fascia proposed for such project, plus \$250 per Planning Board meeting.
- (5) Reapproval of a site plan application for a residential, a nonresidential, and a mixed-use project where the time limit to extend approval of such application has expired; and the application for reapproval is identical to the application originally approved by the Planning Board; and there are no current violations of the Town Code involving the property that is the subject of the reapproval application; and the expiration of the original approval has occurred less than one year before the date on which the application for reapproval is received by the Planning Board: 10% of the amount of the original application fee plus \$250 per Planning Board meeting.
- (6) Amended site plan applications:
  - (a) For review of a previously approved plan but not including an amendment required to cure a violation: \$250, plus \$150 per 1,000 square feet of gross building area for a nonresidential project, or the nonresidential portion of a mixed-use project; plus \$150 per dwelling unit for a residential project, or the residential portion of a mixed-use project; plus \$250 per Planning Board meeting.
  - (b) For review of a previously approved plan required to cure a violation where work was not performed in accordance with a prior approved plan: \$500 plus \$150 per 1,000 square feet of gross building area for a nonresidential project, or the nonresidential portion of a mixed-use project; plus \$150 per dwelling unit for a residential project, or the residential portion of a mixed-use project; plus \$250 per Planning Board meeting.

- (c) For review of a plan where work was commenced without having first obtained site plan approval: \$750 plus \$250 per 1,000 square feet of gross building area for a nonresidential project, or the nonresidential portion of a mixed-use project; plus \$250 per dwelling unit for a residential project, or the residential portion of a mixed-use project; plus \$250 per Planning Board meeting.
- (7) Recreation fees in lieu of land: \$5,000 per each new single family residential dwelling, or \$1,250 per bedroom for any multi-family and two-family dwelling.
- (8) Accessory Dwelling Unit: \$500 Existing Violation \$1000
- (9) Home occupation subject to registration only: \$200
- (10) Home occupation subject to special permit approval only: \$300. Existing Violation \$400
- (11) All other special use permits for uses proposed for a residential premises: \$300
- (12) All other special use permits for uses proposed for a nonresidential premises: \$500. Existing Violation \$600
- (13) Architectural review not a part of site plan review: \$150 plus \$250 per Planning Board meeting.
- (14) Special meeting of the Planning Board: \$250 per meeting.
- (15) Special meeting of the Zoning Board of Appeals: \$250 per meeting.
- (16) Special meeting of the Town Board: \$250.
- (17) Business park application: \$500.
- (18) Zoning Map amendment application: \$2,000, plus \$250 per Town Board meeting.
- (19) Zoning code text amendment application: \$2,000, plus \$250 per Town Board meeting.
- (20) Overlay district application: \$2,000, plus \$250 per Town Board meeting.

- (21) Land contour permit application:
- (a) Minor:
- [1] New application: \$800.
  - [2] For review of a previously approved plan but not including an amendment required to cure a violation: \$500.
  - [3] For review of a previously approved plan required to cure a violation where work was not performed in accordance with a prior approved plan: \$500, plus \$50 per 1,000 square feet of land surface area, plus \$250 per Planning Board meeting (where required).
  - [4] For review of an application where work was commenced without a permit: \$500, plus \$100 per 1,000 square feet of land surface area, plus \$250 per Planning Board meeting (where required).
- (b) Major:
- [1] New application: \$800, plus \$75 per 1,000 square feet of land surface area plus \$250 per Planning Board meeting.
  - [2] For review of a previously approved plan but not including an amendment required to cure a violation: \$500, plus \$100 per 1,000 square feet of land surface area plus \$250 per Planning Board meeting.
  - [3] For review of a previously approved plan required to cure a violation where work was not performed in accordance with a prior approved plan: \$600, plus \$150 per 1,000 square feet of land surface area, plus \$250 per Planning Board meeting.
  - [4] For review of an application where work was commenced without a permit: \$800, plus \$200 per 1,000 square feet of land surface area, plus \$250 per Planning Board meeting.
- (22) Area variance for a single-family residential premises: \$300. Existing Violation \$ 500
- (23) Area variance for other than a single-family residential premises: \$500. Existing Violation \$ 1000
- (24) Use variance: \$8001000.

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(25) Interpretation: \$8001000.

(26) Permits of use:

(a) Garage sale permits: \$10.

(b) Fence permits: \$75.

(c) Tent sale/ Seasonal Sales permit: \$50 per day, \$1,000 a month, \$5,000 a year or land owner may apply for site plan to avoid this fee

(d) Food Truck Permit (not to be confused with License) on private commercial property for sale to public: \$50 per day, \$1,000500 a month, \$5,0002,000 a year or land owner may apply for site plan to avoid this fee

(27) Sign permits:

(a) Temporary signs: \$3 per square foot; \$75-100 minimum fee. Existing Violation 50% Additional

(b) Permanent freestanding sign, hanging sign: \$5 per square foot per side; \$100 minimum fee. Existing Violation 50% Additional

(c) Permanent wall (building-mounted) sign: \$5 per square foot; \$75 minimum fee. Existing Violation 50% Additional

(28) Sign erector's license: \$50.

(29) Zoning Code: \$0.25 per page.

(30) Zoning Map: \$50.

(31) Zoning compliance letter:

(a) Residential: \$150200. Plus \$25 additional dwelling

(b) Nonresidential: \$300. Plus \$50 per additional tenant

(32) Rebuild letter:

- (a) For single-family residential premises: ~~\$100.200~~
- (b) For other than single-family residential premises: ~~\$250.300~~

(33) Determination of legal nonconformity:

- (a) For Zoning Administrator determination: ~~\$150.200~~
- (b) For application to Zoning Board of Appeals: \$500.

(34) Biannual inspection of accessory apartments:

- (a) Residential: \$50.
- (b) Commercial: \$100.

(35) Rescission of a stop-work order:

- (a) First: \$150.
- (b) Second: \$200.
- (c) Third: \$250.
- (d) More than three: \$300 each.

(36) Section 210-62.1, Chickens, keeping of. Chicken keeping permit fee: \$50. Existing Violation \$75.00

**Miscellaneous Fees:**

- (1) Oil license: \$75.

(2) Gas license: \$75.

(3) LPG gas license: \$75.

(4) Heating permit for installation of:

Type	Residential	Commercial
Furnaces and boilers	\$75	\$100
Oil tanks	\$75	\$100
Water heaters	\$75	\$100
Gas pipe	\$75	\$100

(5) Reinspection fee (building, fire or plumbing):

(a) Residential: \$50.

(b) Commercial: \$100.

(6) Inspections requested outside normal business hours: \$250 per inspector.

(7) Application for a sewer use agreement: \$300.

(8) Application for a water service agreement: \$300.

(9) Application for approval of a stormwater easement and maintenance agreement: \$500.

(10) Application for approval of an offer of cession: \$500.

(11) Application for approval of a stormwater pollution prevention plan not part of a site plan or subdivision approval: \$500.

(12) Police Department fees:

- (a) Evidentiary photograph, each photo: \$10.
  - (b) Fingerprints: \$10.
  - (c) Accident reports: \$5.
- (13) Marriages:
- (a) Licenses: \$40.
  - (b) Transcripts: \$10.
- (14) Sale of Code book; supplementation.
- (a) Available on our website electronically or through purchase directly with E Code
- (15) Births:
- (a) Original / Transcripts: \$10.
- (16) Deaths:
- (a) Death certificate: \$10.
  - (b) Transcripts: \$10.
- (17) Genealogy:
- (a) Genealogy transcript search: ~~\$22.22~~ per 3 year search-
- 
- (18) Inspection of primary cable (minimum): \$165.
  - (19) Assessing Department:

- (a) Copies of parcel property card: \$1.
  - (b) Copies of Tax Parcel Map: \$2.
  - (c) Copies of Atlas Map, detailed: \$3.
- (20) Tax Department
- (a) Memo Bill: \$5.00
- (21) Electric Vehicle Charging Stations at Town Hall:
- (a) Electric Vehicle charging fee - \$0.21 per kWh

RESOLUTION 2:18 # 10 OF 2026

BE IT RESOLVED, the Town Board of the Town of Poughkeepsie does hereby re-appoint Catrina Dolores Rocco and Andrea Balga for a (5) years term expiring on September 30, 2030 to the Board of Assessment Review.

Dated: February 18<sup>th</sup> 2026

Moved: Emily Watson

Seconded: Rebecca Edwards

Motion passes/ fails: Ayes 7 Nays 0

ES/mem

t-2/12/2026

m-2/18/2026

		AYE	NAY	ABSTAIN
<u>PRESENT</u> /ABSENT	Councilman Reuter	<u>✓</u>	___	___
<u>PRESENT</u> /ABSENT	Councilwoman Laird	<u>✓</u>	___	___
<u>PRESENT</u> /ABSENT	Councilman Thangiah	<u>✓</u>	___	___
<u>PRESENT</u> /ABSENT	Councilwoman Watson	<u>✓</u>	___	___
<u>PRESENT</u> /ABSENT	Councilman Sharpe	<u>✓</u>	___	___
<u>PRESENT</u> /ABSENT	Councilwoman Shershin	<u>✓</u>	___	___
<u>PRESENT</u> /ABSENT	Supervisor Edwards	<u>✓</u>	___	___

**RESOLUTION 2:18 - #    OF 2026**

WHEREAS, in connection with Planning Board approval received by Habitat for Humanity of Dutchess County, Inc. (“Habitat”) to allow for the subdivision of a parcel and the construction of five single-family homes thereon, Habitat has requested permission from the Planning Board to cut trees prior to the signing of its site plan by the Chair of the Planning Board; and

WHEREAS, on February 20, 2025, the Planning Board granted such permission, subject to the condition, among others, that Habitat enter into an agreement with the Town to stabilize and restore the site if the project does not proceed, which agreement must be secured by an undertaking in the form of a letter of credit or a cash deposit (the “Undertaking”); and

WHEREAS, the 2025 permission contained certain limitations, including that the work be completed in 2025, which limitations are no longer applicable, such that the Planning Board is being requested to grant revised permission at its meeting on February 19, 2026, subject to the same conditions concerning the execution of the agreement and the posting of an Undertaking; and

WHEREAS, the Town Engineer has indicated that \$65,090.00 is a sufficient Undertaking to guarantee the restoration required, and this amount has been reviewed and found acceptable by the Director of Municipal Development, now therefore

BE IT RESOLVED, that the Supervisor and the Director of Municipal Development are authorized to receive and execute the annexed Secured Undertaking For Site Restoration in substantially the form annexed and the security required thereunder, on behalf of the Town of Poughkeepsie, following the granting of revised permission by the Planning Board.

Dated: February 18<sup>th</sup> 2026

Moved: Ryan Sharpe

Seconded: Ann Shershin

Motion passes/ fails: Ayes 7 Nays 0

ES/mem  
t-2/12/2026  
m-2/18/2026

		AYE	NAY	ABSTAIN
<u>PRESENT</u> /ABSENT	Councilman Reuter	<input checked="" type="checkbox"/>	___	___
<u>PRESENT</u> /ABSENT	Councilwoman Laird	<input checked="" type="checkbox"/>	___	___
<u>PRESENT</u> /ABSENT	Councilman Thangiah	<input checked="" type="checkbox"/>	___	___
<u>PRESENT</u> /ABSENT	Councilwoman Watson	<input checked="" type="checkbox"/>	___	___
<u>PRESENT</u> /ABSENT	Councilman Sharpe	<input checked="" type="checkbox"/>	___	___
<u>PRESENT</u> /ABSENT	Councilwoman Shershin	<input checked="" type="checkbox"/>	___	___
<u>PRESENT</u> /ABSENT	Supervisor Edwards	<input checked="" type="checkbox"/>	___	___

SUNSET AVENUE SUBDIVISION

TREE REMOVAL RESTORATION  
 SURETY ESTIMATE  
 TOWN OF POUGHKEEPSIE  
 CPL # R23.00012.13  
**February 7, 2025**

ITEM	RESTORATION QUANTITY	UNIT	UNIT PRICE	VALUE	COMPLETED QUANTITY	COST TO COMPLETE
Tree and log removal	1.9	Acre	\$16,000.00	\$29,760	0.0	\$29,760
Rake Topsoil-Seed-Mulch	2,967	S.Y.	\$7.00	\$20,769	0.0	\$20,769
Erosion Controls	1.9	Acre	\$3,200.00	\$6,080	0.0	\$6,080
TOTAL CONST. COST				\$56,600		\$56,600
CONTINGENCY	20%			\$11,320		\$11,320
BOND, INSPECTION, CONSTRUCTION ADMIN, LEGAL COSTS	15%			\$8,490		\$8,490
				<b>ORIGINAL</b>	<b>\$65,090</b>	

## SECURED UNDERTAKING FOR RESTORATION

This Undertaking is executed this \_\_\_\_ day of \_\_\_\_\_, 2026 by **HABITAT FOR HUMANITY DUTCHESS COUNTY, INC.**, with an address of 1830 South Road, Suite 109, Wappingers Falls, NY 12590 (“Owner”), in favor of the Town of Poughkeepsie, a municipal corporation with offices located at the Town of Poughkeepsie Town Hall, 1 Overocker Road, Poughkeepsie, New York, 12603 (the “Town”).

WHEREAS, Habitat is the current fee owner of two parcels of real property located in the Town of Poughkeepsie, County of Dutchess and State of New York, having addresses of [no number] Sunset Avenue and [no number] Sunset Avenue-rear, Grid Nos. 6162-05-085925-0000 and 6162-05-92918-0000, each as more particularly legally described collectively in **Schedule A**, attached hereto and made a part hereof (collectively, the “Property”); and

WHEREAS, conditional final major subdivision approval (the “Town Approval”) has been granted by the Town of Poughkeepsie Planning Board by resolution dated February 20, 2025, for the set of plans entitled “Habitat for Humanity Subdivision and Site Plan” prepared by Day|Stokosa Engineering P.C., and reviewed and approved, as required, by Robert V. Oswald, L.S., dated June 26, 2023, and last revised on January 22, 2026, consisting of 14 sheets, which sheets are listed in Schedule B hereto, as the same may hereafter be amended with Town approval (hereinafter collectively the “Plan Set”), that would allow for the subdivision of the Property into five lots to allow for the construction of five single-family homes (the construction of which in accordance with the aforementioned plans shall hereinafter be referred to as the “Project”); and

WHEREAS, as part of the approval process, the Planning Board adopted a Resolution pursuant to the State Environmental Quality Review Act (“SEQRA”) determining that no significant adverse environmental impact would be caused by the Project and thereafter issued a Negative Declaration; and

WHEREAS, during the SEQRA review process, Owner provided evidence that there was potential habitat on the site for rare, threatened or endangered species; and

WHEREAS, §210-151(H) of the Poughkeepsie Town Code provides that no site preparation or disturbance, including the removal of trees, shall occur prior to the signing of the Plan Set by the Chair of the Planning Board; and

WHEREAS, all of the conditions set forth in the resolution of approval have not yet been fulfilled and the Plan Set has not yet been signed by the Chair of the Planning Board; and

WHEREAS, Owner requested permission to allow the cutting of trees on the Property, prior to the signing of the Plan Set by the Chair of the Planning Board because New York State Department of Environmental Conservation (“NYSDEC”) and United States Fish

& Wildlife Service (“USF&W”) regulations allow the unrestricted cutting of trees only between October 15<sup>th</sup> and March 31<sup>st</sup> of any year to minimize the possibility of disturbing the migration and habitats of Indiana bats (*Myotis sodalis*), an endangered species, and Northern long-eared bats (*Myotis septentrionalis*), a threatened species, and provide protocols for tree clearing during the rest of the year; and

**WHEREAS**, Chapter 187 of the Poughkeepsie Town Code provides a mechanism for granting permission for certain tree removal, and §187.4(C) thereof vests authority with the Planning Board for the approval of such tree-clearing requests; and

**WHEREAS**, Owner provided plans to the Planning Board showing the area of disturbance, which plans were satisfactory to the Town Engineer; and

**WHEREAS**, on February 20, 2025, the Planning Board approved Owner’s request for permission to undertake tree felling activity consistent with approved bat mitigation prior to the Chairman’s signature on the approved Plan Set, but such approval was expressly limited to certain conditions which are no longer applicable, including that the tree felling be complete prior to March 2025 and that no heavy equipment be utilized; and

**WHEREAS**, Owner has indicated a desire to be able to use heavy equipment for the tree felling, and the Town Engineer has indicated a willingness to allow this to occur, subject to Owner receiving approval of its SWPPP and obtaining coverage under the SPDES General Permit for Construction Activity; and

**WHEREAS**, Owner is requesting that the Planning Board modify the prohibition that no heavy machinery be utilized, subject to the Town Engineer’s conditions, which request will be considered by the Planning Board at its meeting held on February 19, 2026; and

**WHEREAS**, the amount of the Undertaking is intended to be sufficient to allow the Town to remove and dispose of felled trees and to stabilize and restore disturbed land areas by raking, seeding, mulching and installing any necessary erosion controls (such activities collectively referred to herein as “Reclamation”) in the event that the Project is not built as set forth in the Plan Set; and

**WHEREAS**, the Town Engineer provided an estimate as support for the amount of the Undertaking, in the amount of sixty-five thousand ninety dollars (\$65,090.00), which amount was reviewed and accepted by the Director of Municipal Development.

**NOW, THEREFORE**, Owner hereby agrees as follows:

1. The foregoing paragraphs are incorporated herein by reference as if fully set forth hereat.

2. Owner hereby executes and delivers this Undertaking to guarantee to the Town of Poughkeepsie that if Owner fails to satisfy the conditions of the Town Approval and obtain the Chair's signature on the Plan Set, Owner shall plant replacement trees on the Project site in a location and of the amount and species acceptable to the Director of Municipal Development and the Engineer to the Town, within 120 days of the receipt of a written demand from the Town to do so, weather permitting.

3. If Owner fails to plant the replacement trees and restore the site grades by such date as set forth above, or such extended date as the Town may approve, then the Town shall have the right to draw upon the security posted and undertake the Reclamation described above. The Town shall provide an accounting to Owner for the expenditure of such sums. Any and all amounts remaining on deposit with the Town after the work has been completed shall be returned to Owner. In the event that the cost to the Town of obtaining and planting the replacement trees and restoring the site grades exceeds the amount of the Undertaking, the Town shall demand the additional sums from Owner in writing. If Owner fails to make the Town whole within 120 days from the date of the written demand, the Town shall have the right to place the additional amount as a lien on the Property. Nothing herein shall be construed as a limitation on the Town's ability to recover any and all costs associated with completing the Reclamation in the event that the amount the Town must pay to complete the Reclamation exceeds the amount of the Security.

4. As security for this obligation, Owner delivers herewith to Town of Poughkeepsie the following security for faithful performance of this obligation: a cash deposit /letter of credit from a bank or other entity satisfactory to the Director of Municipal Development, or other security acceptable to the Director of Municipal Development in the amount of sixty-five thousand ninety dollars (\$65,090.00) in favor of the Town of Poughkeepsie, said amount being the amount determined by the Town Engineer sufficient to cover the cost of the Reclamation.

5. At such time as Owner has cleared the felled trees from the property, as confirmed by the Town Engineer, the security for the Undertaking shall be released to Owner.

6. Owner hereby grants an irrevocable license to the Town, its officials, employees, agents and contractors (the "Town Parties") to enter the Project Site, upon reasonable three (3) day prior notice to Owner, to conduct any Reclamation in accordance with this Agreement. This license authorizes the Town Parties to access the Project Site for all purposes deemed necessary by the Town Parties to carry out the Reclamation including, without limitation, the use of heavy construction machinery and equipment. The license granted by this Agreement shall expire and become null and void upon the date of certification by the Town Engineer to the Director of Municipal Development that Reclamation by the Town has been completed, or upon the return of the security obligation identified in paragraph 4.

7. Owner agrees to indemnify and hold harmless the Town Parties for any claims, injury or damage (including, but not limited to, reasonable attorneys' fees) resulting from

Owner's performance (or failure to perform) its obligations hereunder and/or the Town undertaking any Reclamation or exercising the Town's rights under this Agreement, except for any damage caused by any negligent acts of the Town Parties. The amount of Owner's indemnity to the Town shall not be limited by the amount of the Security. Owner shall include the Town as an "Additional Insured" on any insurance policy obtained by Owner to cover its performance of its obligations hereunder.

8. Tree-felling activity shall be restricted to the area of disturbance as shown on the Plan Set.

9. If approval of the SWPPP has been obtained and coverage has been received under the SPDES General Permit for Construction Activity, and if the Planning Board has amended its prior grant of permission to include the additional items in this paragraph, then, subject to approval by the Town Engineer, the use of heavy equipment, and ground disturbance on-site or in the adjoining right-of-way (such as removing trees or stumps), may be permitted. In the absence of any of the foregoing requirements, permission is granted only for the felling of the trees. Such trees shall be dropped in place. The removal of stumps shall not be permitted, and the relocation or removal of trees or brush is prohibited prior to the signing of the Plan Set by the Chair.

10. This Agreement shall become effective only upon the happening of the later of the following two events: (1) the receipt and approval of this Agreement by the Director of Municipal Development; (2) the receipt and approval of the form of the Undertaking by the Director of Municipal Development. No tree clearing or land disturbance may occur prior to the commencement of this Agreement.

11. All of the terms and provisions of this Agreement shall be binding upon Owner, any future owner(s), and any successors, agents, legal representatives, or assigns thereof.

12. This document represents the entire agreement between Owner and the Town. Neither this Agreement nor any of the terms, provisions, conditions, representations, or covenants contained in this Agreement can be modified, changed, terminated, amended, superseded, waived, or extended except by a written instrument specifically referencing this provision duly executed by Owner and the Town.

13. This Agreement is for the sole benefit of Owner and the Town and their respective legal representatives, successors, and permitted assigns, and no other person or entity shall be entitled to rely upon or receive any benefit from this Agreement.

14. The individual executing the Agreement represents and warrants that he has the permission and authority of Owner to effectuate this Agreement and bind Owner to the terms set forth herein.



**RESOLUTION 2:18- # 12 OF 2026**

**OPPOSING PROPOSED HUDSON VALLEY ICE  
DETENTION FACILITY IN CHESTER, ORANGE COUNTY, NY**

WHEREAS, the Town of Poughkeepsie is a diverse Hudson Valley community with a long history of welcoming immigrants and fostering public safety, civic trust, and respect for constitutional rights; and

WHEREAS, the United States Department of Homeland Security, through U.S. Immigration and Customs Enforcement (“ICE”), has proposed the use of a vacant warehouse in the Town of Chester, Orange County, New York, as a detention facility to house persons arrested in the Hudson Valley and nearby areas, as part of a broader national detention expansion, and

WHEREAS, the federal proposal for the Chester facility has been advanced without consultation with local governments, residents, or regional stakeholders, and

WHEREAS, detention facilities of this scale may have region-wide impacts and raises serious concerns regarding community safety, transparency, infrastructure impacts, emergency services capacity, due process protections, and the erosion of trust between immigrant communities and local governments, and

WHEREAS, Congressman Pat Ryan has publicly opposed the proposed Chester ICE facility and is submitting evidence of public opposition to the U.S. Department of Homeland Security, while advocating for greater transparency and accountability in federal immigration enforcement, and

WHEREAS, local elected officials and residents across Orange, Dutchess, Ulster, and surrounding counties have expressed opposition to the proposed facility as part of this initiative;

NOW THEREFORE BE IT RESOLVED, that the Town Board of the Town of Poughkeepsie joins Congressman Pat Ryan and other Hudson Valley municipal and community leaders in opposing the proposed ICE detention facility in Chester, New York, and

BE IT FURTHER RESOLVED, that the Town Board calls upon the United States Department of Homeland Security and Immigration and Customs enforcement to halt the proposed facility, engage in transparent dialogue with local governments and residents, and fully assess the regional and community impacts of the proposal; and

BE IT FURTHER RESOLVED, that the Town Board requests the Town Clerk to transmit copies of this resolution to Congressman Pat Ryan, Governor Kathy Hochul, Senator Rob Rolison, Assemblymember Didi Barrett, Dutchess County Executive Sue Serino, Chair of the Dutchess County Legislature Yvette Valdes Smith, and all members of the Dutchess County Legislature who represent portions of the Town of Poughkeepsie.

Dated: February 18th 2016

Moved: Ann Shershin

Seconded: Barbara Laird

Motion passes/ fails: Ayes 7 Nays 0

ES/mem  
t-2/13/2026  
m-2/18/2026

	AYE	NAY	ABSTAIN
<u>PRESENT</u> /ABSENT Councilman Reuter	<u>✓</u>	_____	_____
<u>PRESENT</u> /ABSENT Councilwoman Laird	<u>✓</u>	_____	_____
<u>PRESENT</u> /ABSENT Councilman Thangiah	<u>✓</u>	_____	_____
<u>PRESENT</u> /ABSENT Councilwoman Watson	<u>✓</u>	_____	_____
<u>PRESENT</u> /ABSENT Councilman Sharpe	<u>✓</u>	_____	_____
<u>PRESENT</u> /ABSENT Councilwoman Shershin	<u>✓</u>	_____	_____
<u>PRESENT</u> /ABSENT Supervisor Edwards	<u>✓</u>	_____	_____

RESOLUTION 2:18 # B OF 2026

**SUPPORTING STATE LEGISLATION TO REQUIRE ALL FEDERAL AGENTS TO MEET PROFESSIONAL STANDARDS FOR IDENTIFICATION AND ACCOUNTABILITY**

WHEREAS, the high standards of professional training and procedures of the Town of Poughkeepsie Police Department and other cooperating county and state law enforcement agencies are essential to ensure public safety in the Town, one of our highest municipal priorities; and

WHEREAS, those standards include the requirement that, unless engaged in undercover operations, officers identify themselves by name and badge number and explain, when stopping any member of the public, why the person is being stopped, questioned, or detained; and

WHEREAS, some of the current procedures and tactics of federal Border Patrol and Immigration and Customs Enforcement officials depart from those standards and have a demonstrated tendency to diminish public safety and increase residents' distrust of law enforcement, resulting in reluctance to report crimes; and

WHEREAS, the New York State Legislature is now considering legislation (A08908 / S08462, "MELT" Act) that would prohibit Border Patrol, ICE, or any other federal agents from concealing their identities in regular operations, while allowing exceptions for medical grade masks, respirators, or other masks or gear needed to protect from exposure to airborne diseases, smoke, or chemical agents or required for water rescue operations; and

WHEREAS, this legislation would require that all agents wear badges indicating their name and/or badge number and identify themselves to members of the public;

NOW THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Poughkeepsie asks our representatives in the New York State Senate and Assembly to support this legislation, as an important measure to strengthen community safety and sustain local public trust in law enforcement.

Dated: February 18<sup>th</sup> 2026

Moved: Rebecca Edwards

Seconded: Ryan Shanpe

Motion passes/ fails: Ayes \_\_\_\_\_ Nays \_\_\_\_\_

*Rebecca makes a motion to table to the 1st meeting in March  
second by ShanThe Thangian  
6-1*

ES/mem  
t-2/13/2026  
m-2/18/2026

MOTION TO TABLE VOTE ↓

		AYE	NAY	ABSTAIN
<u>PRESENT</u> /ABSENT	Councilman Reuter	<u>✓</u>	---	---
<u>PRESENT</u> /ABSENT	Councilwoman Laird	<u>✓</u>	---	---
<u>PRESENT</u> /ABSENT	Councilman Thangiah	<u>✓</u>	---	---
<u>PRESENT</u> /ABSENT	Councilwoman Watson	<u>✓</u>	---	---
<u>PRESENT</u> /ABSENT	Councilman Sharpe	<u>✓</u>	---	---
<u>PRESENT</u> /ABSENT	Councilwoman Shershin	---	<u>✓</u>	---
<u>PRESENT</u> /ABSENT	Supervisor Edwards	<u>✓</u>	---	---

**RESOLUTION 2:18 # 14 OF 2026**

BE IT RESOLVED, that the Town Board of the Town of Poughkeepsie does hereby authorize the Supervisor to execute a Agreement For Professional Services for the production of a "Resident Services Guide" (RSG) with Erica Bushell at the rate of \$30.00 per hour for up to 75 hours to be paid on rolling basis until the completion of the project, in substantially the form annexed, for such work in form acceptable to the Supervisor and the Attorney to the Town, and

BE IT FURTHER RESOLVED, that the Town Board does hereby determine that the execution of this Agreement, which will involve no physical development, is a Type II Action requiring no environmental review.

Dated: February 18<sup>th</sup> 2026

Moved: Bill Reuter

Seconded: Ann Shershin

Motion passes/ fails: Ayes 7 Nays 0

ES/aap  
t-2/10/26  
m-2/18/26

	AYE	NAY	ABSTAIN
<u>PRESENT</u> /ABSENT Councilman Reuter	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>PRESENT</u> /ABSENT Councilwoman Laird	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>PRESENT</u> /ABSENT Councilman Thangiah	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>PRESENT</u> /ABSENT Councilwoman Watson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>PRESENT</u> /ABSENT Councilman Sharpe	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>PRESENT</u> /ABSENT Councilwoman Shershin	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>PRESENT</u> /ABSENT Supervisor Edwards	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## AGREEMENT FOR PROFESSIONAL SERVICES

This Agreement, entered into and effective as of the date signed below by both parties, by and between the Town of Poughkeepsie (“Town”), a municipal corporation with offices at 1 Overocker Road, Poughkeepsie, NY 12603 and Erica Bushell (“Bushell” or “Contractor”), with an address of 44 Briarcliff Avenue, Poughkeepsie, NY 12603.

1. Purpose: Bushell is being contracted by the Town to produce a “Resident Services Guide” (RSG), a 24-30 page document detailing information from Town Departments, Town-wide initiatives and programs for the year of 2026. Contractor will liaise with town departments and Supervisor to collect and compile the information and then complete the graphic design in a format suitable for print. Final document will be subject to sign-off by Supervisor prior to submission to printer.
2. Scope of Services: Services under this contract may include:
  - a. Collect and compile information for the 2026 Resident Services Guide
  - b. Complete the design and layout of the Residents Services
  - c. Arrange for the printing of the Resident Services Guide

All work and services provided by the Contractor shall be of the highest professional quality. All public postings shall be made under the supervision of the Town Supervisor and shall comply with the Town’s social media policy.

3. Term: This Agreement shall take effect upon execution of this Agreement and shall remain in effect through December 31, 2026 unless otherwise sooner terminated. It may be renewed upon written agreement of both parties.

4. Compensation: The Town will pay to the Contractor \$30.00 per hour for up to 75 hours, billed on a rolling basis until the completion of the project.
5. Independent Contractor: The parties agree and Contractor acknowledges that she is an independent contractor and not a Town employee. The Town shall not directly or indirectly control the manner, methods, or means by which the Contractor performs his services under this Agreement. The Town shall not withhold taxes, insurance premiums or any other customary employee deductions. Contractor accepts the compensation set forth in section three (3) above as fair and full payment for any and all services to be rendered hereunder.
6. Termination: Either party may cancel this Agreement upon 60 days written notice to the other party. Upon termination, the Town shall pay to the Contractor all amounts justly due to her for services performed through the date of termination pursuant to paragraph 4.
7. Changes: The Town of Poughkeepsie may, from time to time, request changes in the Scope of Service of the Contractor to be performed hereunder. Such changes, including any changes to the amount of the compensation, which shall be mutually agreed upon between the Town and the Contractor shall be incorporated in written amendments to this Agreement.
8. Personnel: All the services required hereunder will be performed by Erica Bushell personally. Bushell may engage other individuals on notice to and consent from the Town to perform services on her behalf. Any such contracts shall be at the expense of Bushell, and such personnel shall not have any contractual relationship with the Town. If Contractor hires employees, proof of Workers Compensation insurance shall be required.

9. **Equipment:** The Contractor shall provide all disposables and equipment necessary to perform the services required hereunder. She shall also provide her own work space.
10. **Compliance with Local Laws:** The Contractor shall comply with all applicable codes, laws, ordinances, and regulations of the State and local Governments, and shall commit no trespass on any public and private property in performing any of the work embraced by this Agreement.
11. **Indemnification and Insurance:** Contractor shall indemnify, defend and hold harmless the Town of Poughkeepsie, its officers, employees, agents and contractors from all loss, cost, expense and suits which may be brought against them arising from or relating to the Contractor's, her employees or subcontractor's performance or non-performance of this Agreement by or for Contractor. Contractor shall provide to the Town proof of Commercial General Liability insurance with limits not less than \$1,000,000 per occurrence, \$2,000,000 general aggregate, and \$2,000,000 products-completed operations aggregate. The Town of Poughkeepsie shall be named as an additional insured on a primary and non-contributory basis. Such insurance shall be maintained throughout the term of this Agreement.
12. **Intellectual Property:** All photographs, written material, video, graphic design or other works in any format produced under this Agreement shall be and remain the exclusive property of the Town of Poughkeepsie.

13. Non-assignment: This Agreement shall not be assigned or subcontracted by either party without the express written consent of the other except as provided herein.

TOWN OF POUGHKEEPSIE

ERICA BUSHELL

By: \_\_\_\_\_  
Rebecca Edwards, Supervisor

\_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**RESOLUTION 2:18 - # 15 OF 2026**

WHEREAS, on October 17, 2025, Pyramid Construction Group ("Pyramid") applied for a building permit to divide space for a new tenant at its property located at 1936 South Road in the Town of Poughkeepsie, and

WHEREAS, Pyramid was found to have an outstanding Temporary Certificate of Occupancy ("TCO") for a new facade on the front of the building dated March 19, 2013 that had expired on June 19, 2013 and before any further permits are issued the permittee may not have any outstanding violations, and

WHEREAS, for each month that the 2013 TCO was not closed out a \$250 fee would apply for each month thereafter; and

WHEREAS, Building Inspector Bruce Flower reviewed the documents, inspected the facade, conducted research, and confirmed that the facade was completed as of September 2014, and taking that into consideration as the date of completion, the total amount owed to the Town would be \$3,750 (memo from Building Inspector Flower annexed hereto), now therefore

BE IT RESOLVED, that the Town Board of the Town of Poughkeepsie does hereby direct and authorizes Building Inspector Bruce Flower to negotiate and settle the TCO violation and amount owed to the Town relating to the property located at 1936 South Road in the amount of \$3,750.

Dated: February 18<sup>th</sup> 2026

Moved: Barbara Laird

Seconded: Bill Reuten

Motion passes/ fails: Ayes 7 Nays 0

ES/mem  
t-2/12/2026  
m-2/18/2026

PRESENT/ABSENT  
PRESENT/ABSENT  
PRESENT/ABSENT  
PRESENT/ABSENT  
PRESENT/ABSENT  
PRESENT/ABSENT  
PRESENT/ABSENT

Councilman Reuter  
Councilwoman Laird  
Councilman Thangiah  
Councilwoman Watson  
Councilman Sharpe  
Councilwoman Shershin  
Supervisor Edwards

AYE	NAY	ABSTAIN
<u>✓</u>	_____	_____
<u>✓</u>	_____	_____
<u>✓</u>	_____	_____
<u>✓</u>	_____	_____
<u>✓</u>	_____	_____
<u>✓</u>	_____	_____
<u>✓</u>	_____	_____

BUILDING DEPARTMENT

# TOWN OF POUGHKEEPSIE

ONE OVERROCKER ROAD

POUGHKEEPSIE, NY 12603

Phone: (845) 485-3655

Fax: (845) 486-7881

Date: December 30, 2025

To: Rebeca Edwards, Town Supervisor and Town Board Members

From: Bruce Flower, Building Inspector

Cc: Emily Svenson, Town Attorney

Re: 1936 South Road TCO History

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Jeff Litke from Pyramid Construction Group, the Director of Property Management and Leasing, has advised me that he will be asking the Town Board for a reduction of the outstanding Temporary Certificate of Occupancy fee. This memo is to provide the Town Board with a history regarding the TCO issued for the interior tenant fit up for the A.T&T Store located at 1936 South Road.

While the A.T&T Store was being constructed, the property owner had approval from the Planning Board and a building permit to install a new façade on the front of the building. When the interior work on the store was complete, a request was made for a TCO to be issued while the façade work was being completed since the Planning Department would not sign off on the issuance of a Certificate of Occupancy without the completed façade improvements.

The original TCO which was issued on 3/19/2013 was granted for 3 months, a \$750 fee (3 x \$250/month) was paid when the certificate was issued. At that time the owner felt 3 months would be sufficient time to complete the work and on 6/19/2013 the TCO expired. Once the work was completed the owner did not contact Building Department or the Planning Department for a final inspection of the work which would have started the process of closing out the permit for the façade renovation.

Since 2016 the Building Department has sent letters to the owner requesting them to renew the TCO and inform them of what would be needed to obtain a final Certificate of Occupancy. Letters were sent on the following dates:

December 7, 2016

March 10, 2020, Amnesty program letter

July 23, 2020

June 25, 2025

On October 17, 2025, the owner had applied for a building permit to divide the space in the building to allow for a new tenant. As per the Code of the Town of Poughkeepsie section 68-15 A. (2) the owner was advised the permit could not be issued due to the expired TCO on the property. The fee to bring the TCO up to date at \$250/month from expiration was \$37,000, as of September 2025 when I received the sign-off from Erick Hollman from the Planning Department.

§ 68-15 Issuance or denial of permit.

A. The Building Inspector shall examine or cause to be examined all applications for building permits required by this article and the plans, specifications and documents filed therewith; he or she shall approve or disapprove the application within a reasonable time.

2) Violations. No building permit shall be issued for any intended work where there is on the subject property an existing violation of any chapter of the Town Code of the Town of Poughkeepsie or the New York State Building Code. Further, upon written report or receipt of a notice of violation or order to cease and desist from the Zoning Administrator or his or her designee, or the issuance of same by the Building Inspector, the Building Inspector shall not review or take action regarding an application for a building permit until such violation has been cured or ceased and/or the Building Inspector is notified by the Zoning Administrator or his or her designee of same. However, the Building Inspector may, upon his or her own determination or upon written recommendation of the Zoning Administrator, review and act on an application for a building permit involving property upon which there is a violation where such application is a plan to cure the violation and bring the property or use of the property into compliance.

[Added 10-5-2011 by L.L. No. 26-2011]

After some discussion with Jeff Litke, they needed to start work on dividing the space for the new tenant and didn't want to miss their deadline to turn the new space over to them. I agreed to issue the permit with the understanding the outstanding TCO would either be paid in full or he could seek a reduction in the fee from the Town Board prior to the issuance of a Certificate of Occupancy for the new space.

In terms of a recommendation for a reduced amount for the board to consider, I have used the date of when the final inspection was completed or some correspondence from the department that stated they were satisfied and approved the CO to be issued. In this case we do not have either, but since it was an exterior improvement and only applied to the change of the facade, a review of Google Street View shows the new facade complete as of September 2014. If this date were to be used, the fee would have been at that time \$3,750 and since the permit for the facade has expired I will require the owner to renew the permit prior to issuing the CO.

# 16

Town Clerk-Notifications

no events @  
this time except  
Keep your eye out for  
the Polar Plunge  
@ Marist and  
Eastdale

Marist 2/27/2026  
(Friday)  
Sunday 3/1/2026  
@ Eastdale

Town of Pughkeepsie Board Meeting  
February 18, 2026 @7PM

given to Clerk. —  
by Resident  
2/18/2026

Mary A. Mulligan, Resident Ward 6

My name is Mary Mulligan, for more than 20 years I have been a resident of Ward 6. I am the eldest daughter of immigrant parents. My/our Mother came to America from the Occupied North of Ireland. My/our Father was born in Dublin, in "the Liberties" – a place ungoverned by Lord or Crown.

ICE -US Immigration Customs and Enforcement is a paramilitary police force engaged in: human rights violations, murder, racial profiling, abduction of children, kidnapping, family separation, disappearing those they have abducted, and numerous acts of state violence.

I come before you to share my lived experience. Flashback to 1978 when a gallon of milk cost between: 89-97 cents, when a loaf of bread cost about 35 cents and the price of a dozen eggs cost 79cents. Our family moved back to Ireland to my Mother's parents, our grandparents, to the Occupied North of Ireland during "the Troubles" to a tempest, and into a culture of intimidation and violence.

The RUC - Royal Ulster Constabulary was a militarized police force. The UDA(Ulster Defense Association) and the UVF(Ulster Volunteer Force) were paramilitary forces. English Troops had been deployed (in 1969) for almost a decade when we arrived in 1978.

Policing in Ireland of the North left a legacy of abuse. There was a history of human rights violations carried out by security forces. Search and seizure and detention without cause, detention without trial, and special powers of arrest and detention. Amnesty International investigations and evidence determined that security force personnel deliberately killed people as opposed to arresting them. Disputed killings were not fully investigated.

I am vehemently opposed to any ICE detention centers in the Hudson Valley or in New York.

These rogue paramilitary agents of state violence must be identifiable and unmasked. It is a bare minimum towards accountability.

U.S. Customs and Border Protection (CBP), U.S. Immigration and Customs Enforcement (ICE) are paramilitary forces without legitimate or professional status. CBP and ICE normalize violence, racial hatred, political repression, ethnic cleansing, crimes against humanity - and have **No Place** in our community.

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References:

UNITED KINGDOM Action for Human Rights Protection in Northern Ireland April 1999

Amnesty International AI Index: EUR 45/024/1999

<https://www.amnesty.org/ar/wp-content/uploads/2022/02/EUR450241999ENGLISH.pdf>

Dickerson, Caitlin (August 7, 2022). [""We need to take away children."": The secret history of the U.S. government's family-separation policy". \*The Atlantic\*. Archived](#)

Little-used ICE agreements with local police have exploded under Trump February 17, 2026

NPR All Things Considered By Jaclyn Diaz , Connie Hanzhang Jin

<https://www.npr.org/2026/02/17/nx-s1-5707449/local-police-immigration-cooperation-287g>