



10 Main Street – Suite 321  
New Paltz, NY 12561  
T 845.255.0210 F 845.256.8110  
[www.willinghamengineering.com](http://www.willinghamengineering.com)

July 7, 2017

Mr. Chris Brand, Chairman and Board Members  
Town of Marlborough Planning Board  
21 Milton Turnpike  
Milton, NY 12547

Re: **Danskammer House**  
**Proposed Bed & Breakfast**  
5 West Street  
Town of Marlborough, New York  
**Site Plan / Special Use Permit Application**  
**SBL: 108-012-3-14**

Dear Chairman Brand and Planning Board Members:

We thank the Board for meeting with us in June to discuss the above project. In response to the Board's comments, we have revised the Site Plans and have provided additional information. To aid in the Board's understanding of the project, the Applicants have prepared a letter summarizing the property history, project restoration details and their vision for the bed and breakfast operation.

We have received comments provided by the Planning Board's engineering consultant McGoe, Hauser & Edsall dated June 5, 2017 and have revised the Site Plans accordingly. We have also received a copy of the letter from the Building Inspector Thomas Corcoran to the Planning Board dated June 23, 2017.

We have attached the following documents for the Board's review:

- Site Plan Sheet SP-1
- Letter from Linda and Kenneth Cool to the Planning Board dated 7/7/2017
- Floor Plans
- Calculations of Interior Square Footage

We have reviewed the June 5, 2017 comments from McGoe, Hauser & Edsall and offer the following point-by-point response to each of the comments.

## Responses

1. We have received the review letter from the Building Inspector regarding the use (dated June 23, 2017). We believe the project meets all criteria set forth in the Building Inspector's letter, as further discussed below.
2. The owners shall retain one family bedroom suite within the dwelling for their own use, and they shall be in residence whenever bed and breakfast operations are active and one or more guest room suites are occupied by visitors. The project Site Plan is currently under review by the Board.
3. Please see the attached floor plans which indicate the distribution of uses on each floor. The portions of the home considered "bed and breakfast" use are the bedroom suites and their private bathrooms. The remainder of the home, including the kitchen, dining areas, living room, family suite, hallways and 3<sup>rd</sup> floor multimedia lounge are considered part of the single-family home use and will be utilized as such by the owners. The Calculations of Interior Square Footage show that bed and breakfast spaces total 832 square feet of the total of 2,759 square feet, or 29% of the structure. The basement, although also part of the home use, was conservatively not considered in the calculations. The requirement of 50% or less of the structure used as bed and breakfast is met.
4. We believe gravel is the appropriate surface for this home occupation in this setting. Asphalt parking would not be consistent with the character of the historic property and its landscaping plan. Gravel is also preferred to allow more infiltration of stormwater and reduction in runoff.
5. We have added a note indicating the typical cross sectional requirements for new driveway areas.
6. Notes have been added to the plan as requested.
7. Although we do not believe the addition of a handicap ramp is a "structural alteration", the handicap ramp is no longer proposed since it is not required (see Building Inspector letter). However, a portable ramp will be provided to handicap guests, who will be loaded on and off their vehicles at the entrance to the bluestone path at West Street. No structural alterations are proposed to the structure. As noted in the Building Inspector's letter, the single-family home was renovated by the owners as part of the restoration efforts, for which a building permit was issued. The Building Inspector has issued an opinion on handicap accessibility in the June 23, 2017, with which the project complies.
8. Comment Noted.

Thank you for your consideration of this matter and we look forward to meeting with the Board. Please feel free to contact me at your convenience with any questions.

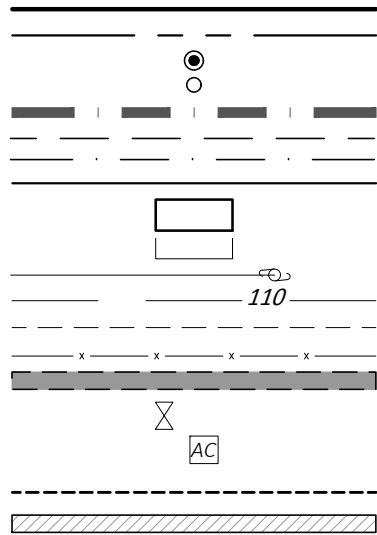
Sincerely,  
Willingham Engineering, PLLC

A handwritten signature in black ink, appearing to read 'Andrew Willingham', with a long horizontal flourish extending to the right.

Andrew Willingham, PE  
NYS Professional Engineer No. 083984

cc: Kenneth and Linda Cool

## LEGEND



EXISTING PROPERTY LINE  
ADJACENT PROPERTY LINE  
EXISTING IRON PIPE  
PROPERTY BOUNDARY CORNER  
ZONING BOUNDARY  
BUILDING SETBACK  
ROAD BOUNDARY LINE  
EXISTING EDGE OF PAVEMENT  
EXISTING BUILDING  
EXISTING BUILDING DECK/OVERHANG  
UTILITY POLE & OVERHEAD LINE  
EXISTING MAJOR CONTOUR  
EXISTING MINOR CONTOUR  
EXISTING FENCE  
EXISTING RETAINING WALL  
EXISTING WATER VALVE  
EXISTING AC UNIT  
PROPOSED GRAVEL PARKING AREA  
PROPOSED PARKING AREA

## SITE NOTE

- EXISTING FOUR (4) BEDROOM SINGLE FAMILY HOME TO BE CONVERTED TO BED-AND-BREAKFAST WITH FOUR (4) BEDROOMS AVAILABLE FOR RENT AND ONE (1) BEDROOM WILL BE OWNER OCCUPIED.
- EXISTING TWO (2) CAR GARAGE WILL BE AVAILABLE FOR GUEST PARKING.
- STORAGE OF OTHER MATERIAL IN THE GARAGE PREVENTING PARKING IS PROHIBITED.

## ZONING INFORMATION

ZONE: R - RESIDENTIAL  
CURRENT USE: SINGLE FAMILY HOME  
PROPOSED USE: BED & BREAKFAST

ITEM	REQUIRED	PROPOSED
MINIMUM LOT AREA	10,000 SF	>10,000 SF
MINIMUM FRONT YARD	10'	>10'
MINIMUM REAR YARD	20'	>20'
MINIMUM SIDE YARD (ONE/BOTH) <sup>1</sup>	10'/25'	6.7'/23.1'
MINIMUM LOT WIDTH	75'	>75'
MINIMUM LOT DEPTH	100'	>100'
MAX. BUILDING COVERAGE	30%	<30%
MAX. BUILDING STORIES	2 ½	2 ½
MAX. BUILDING HEIGHT	35'	<35'

<sup>1</sup> PRE-EXISTING NON-CONFORMING

## SURVEY NOTES

- BOUNDARY AND EXISTING SITE FEATURES TAKEN FROM PLAN ENTITLED "'SURVEY PLAT FOR LANDS OF KENNETH E. COOL & LINDA E. COOL" PREPARED BY MARGARET M. HILLRIEGEL, LS DATED JANUARY 11, 2016 & LAST REVISED MAY 16, 2017.
- TOPOGRAPHY SHOWN IS LIDAR DERIVED, 2 FOOT INTERVAL CONTOURS AVAILABLE FROM ULSTER COUNTY. CONTOURS WERE PRODUCED FROM 2014 LIDAR DATASET AND 2015 TOPOGRAPHIC 1M DEM.

## PARKING DATA

PROPOSED PARKING WAS SIZED IN ACCORDANCE WITH THE TOWN OF MARLBOROUGH ZONING CODE FOR BED-AND-BREAKFAST USE:  
-2 PARKING SPACES PLUS 1 FOR EACH BEDROOM AVAILABLE FOR RENTAL  
-4 PROPOSED BEDROOM AVAILABLE FOR RENTAL  
-2 SPACES + 4 SPACES = 6 SPACES REQUIRED

## OWNERS ENDORSEMENT

I HEREBY CONSENT TO THE INFORMATION DEPICTED ON THIS SITE PLAN AND ALL CONDITIONS NOTED THEREON AND I AGREE TO THE FILING OF THIS PLAN.

OWNER (SIGNATURE) \_\_\_\_\_ DATE \_\_\_\_\_  
BY: \_\_\_\_\_ (PRINT NAME AND TITLE)

## LOCATION MAP

SCALE:  
1" = 2,000'



## PROPERTY INFORMATION

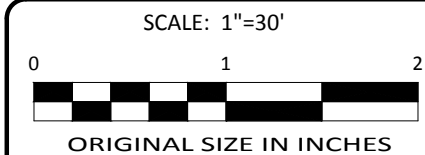
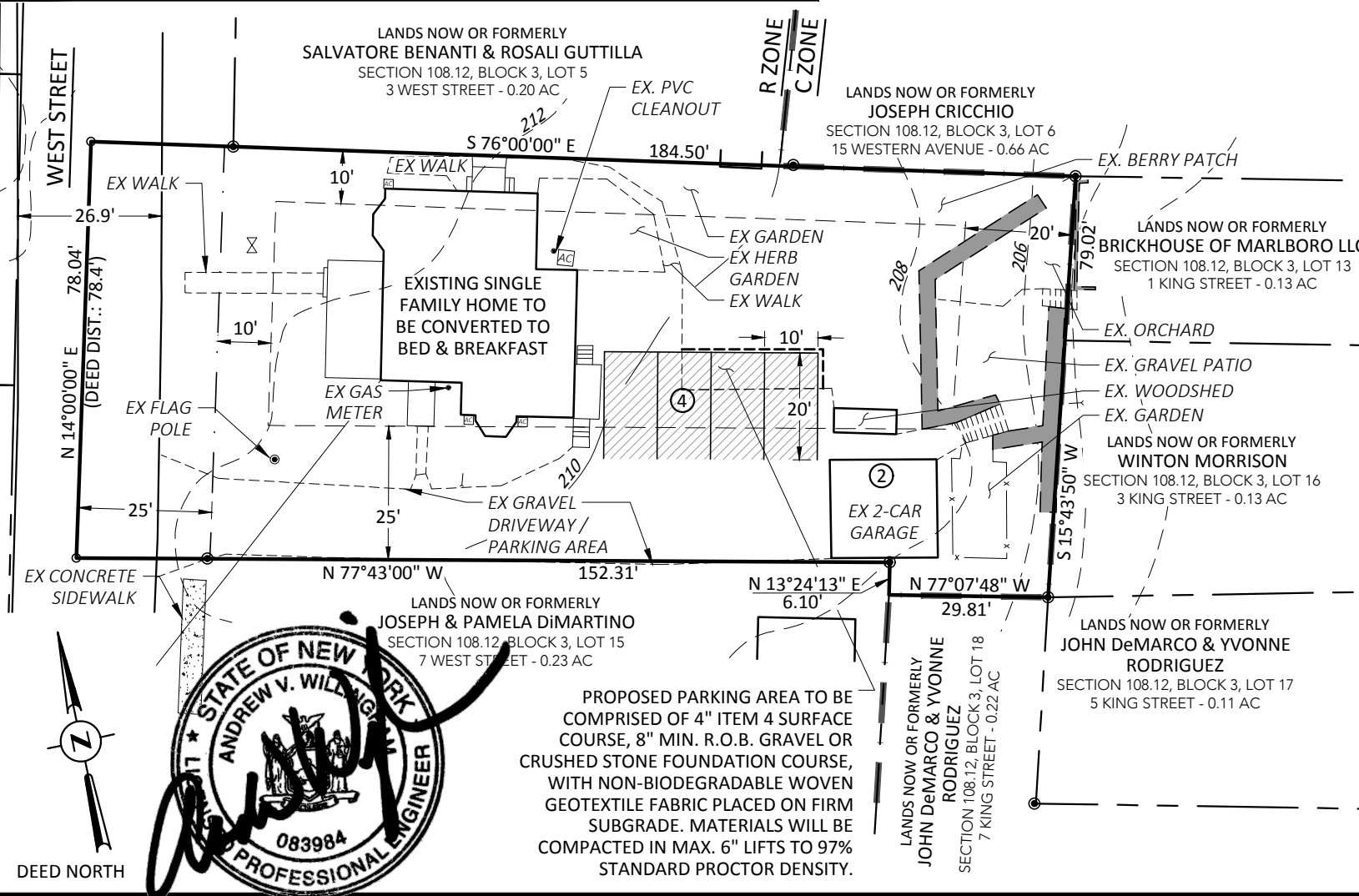
BOOK AND PAGE: L 5972 P 212  
SECTION-BLOCK-LOT: 108.012-3-14  
PARCEL AREA: 13,996 SF OR 0.321 ACRES  
ZONING DISTRICT: R-RESIDENTIAL  
OWNER: KENNETH & LINDA COOL  
P.O. BOX 553  
MARLBORO, NY 12542

## TOWN OF MARLBOROUGH PLANNING BOARD ENDORSEMENT

APPROVED BY RESOLUTION OF THE PLANNING BOARD OF THE TOWN OF MARLBOROUGH, SUBJECT TO THE CONDITIONS AND REQUIREMENTS OF SAID RESOLUTION.

ANY CHANGE, ERASURE, MODIFICATION OR REVISION OF THIS PLAN AS APPROVED SHALL VOID THIS APPROVAL.

CHAIRMAN - TOWN PLANNING BOARD \_\_\_\_\_ DATE \_\_\_\_\_



REV	DATE	DESCRIPTION
1	07/06/17	REVISED PER PLANNING BOARD COMMENTS



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## SITE PLAN

DANSKAMMER HOUSE

5 WEST STREET  
TOWN OF MARLBOROUGH, ULSTER COUNTY, NY

DATE	DRAWN BY
05/22/17	MLT
PROJECT NO.	
17013	
SHEET NO.	
SP-1	

July 7, 2017

Christopher Brand, Chairman and Board Members  
Town of Marlborough Planning Board  
21 Milton Turnpike  
Milton, New York 12547

RE: Danskammer House  
Proposed Bed & Breakfast  
5 West Street - Box 553  
Marlboro, NY 12542

SBL: 108-012-3-14

Dear Chairman and Planning Board Members:

As owners of the property at 5 West Street, we have viewed, and continue to view, the creation of a bed and breakfast in the hamlet of Marlboro as a "win-win-win" situation for the owners, for the immediate neighborhood, for hamlet shop keepers, and for the Town's future development. The closing arguments of the recently drafted Marlborough Comprehensive Plan (May 2017) are fully congruent with the vision we have articulated for the proposed Danskammer House Bed & Breakfast:

*Agricultural tourism or agritourism has emerged as a major contributor to the economic base and tourism base for the Town of Marlborough. Farm stands, u-pick operations, and winery tours are among the major draws for visitors from near and far. An opportunity that is missed (for visitors and for agritourism) ... is the ability to lodge them overnight. Expanding lodging options in the Town, particularly in the hamlet center areas, where guests could walk to services and amenities, would increase the attraction for far-away visitors and increase the income distribution by visitors throughout more of the Town (page 31, all underscoring by the authors of this letter).*

Located at the boundary of the commercial and residential districts of Marlboro, the 5 West Street property is well positioned to encourage bed and breakfast guests to seek out amenities in the village center. An informal walkway at the rear of the property has already been factored into the overall landscape plan.

The owners have expended considerable time, effort, and resources to restore the 5 West Street property to its former glory as one of the prominent single family residences in the village. We have spent considerable time in the Marlboro Library archives and in the Ulster County Real Property archives to locate historic data and old pictures of the dwelling from earlier decades. We have interviewed surviving relatives of former residents of the property. With preservation of the house's distinctive architectural features in mind, we have retained the original footprint and the exterior shell of the building. All house repairs requiring building inspection were included in a building



permit submitted in February 2016 and in subsequent amendments. The 1870 colonial revival family residence is nearly back to its original condition. Many townspeople have stopped the owners in the street and commented on the attractive restoration and its positive impact on the village viewshed.

A home occupation has been part and parcel of the 5 West Street property throughout its 150-year history. Families resided there, and they conducted family businesses there as well. It should be noted that, from the limited documentation available, our current interior floor plans are largely faithful to earlier footprints of the dwelling during the eras of the J.S. Carpenter family and the J.B. Scott family, although family and business needs changed with successive generations of homeowners. The Carpenter family (owners from 1870 to 1946) maintained business offices for J.S. Carpenter's mercantile business and orchard operations for many years. The Scott family (owners from 1946 to 1998) maintained Dr. J.B. Scott's medical clinic on site for several decades. The present owners are proposing to renew that tradition with a new form of home occupation, a bed & breakfast operation, which offers a new entrepreneurial purpose for a different time in the hamlet's history when agricultural tourism is becoming a prominent component of the Town's economic activities.

In our view, guest use of a bed & breakfast property revolves around the rental of a sleeping suite for the guests' exclusive, private enjoyment during the length of their stay. In the specific instance of Danskammer House, we propose to offer four guestroom suites on the first and second floors, each composed of a private bedroom, private bathroom, and private closet, all situated behind a lockable entry door for the "exclusive use" of guests in residence.

The owners shall retain one family bedroom suite within the dwelling for their own use, and they shall be in residence whenever bed and breakfast operations are active and one or more guestroom suites are occupied by visitors.

In accordance with the attached drawings, the owners shall make four parking spaces available in conformity with the proposed four guestroom suites. The owners shall exercise their right to park any personal vehicles in the two-bay, unattached garage. The guest parking spaces will be located behind the house, largely out of sight from street view, and new plantings have been made on the north and south boundaries of the property to create future visual buffers for the neighbors.

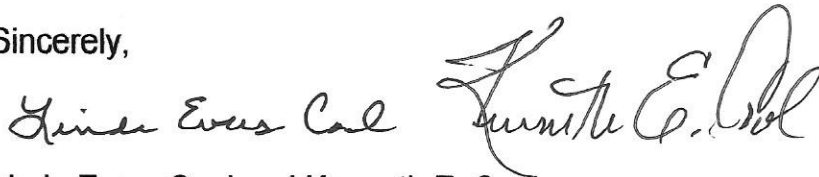
It is our view that the gravel driveway is not only historically accurate, but environmentally appropriate. In our memory, the driveway at 5 West Street has always been gravel-based. The current owners are of the view that a well-graded gravel road bed provides an environmentally friendly way to reduce run-off to other properties and to encourage in-ground seepage, thereby retaining moisture for the benefit of our landscaped gardens, orchards, and lawns. The current owners have chosen to expand the gravel concept to include patios, walkways, and terraces and have selected native bluestone crush from local quarries.

The owners have had a limited area sprinkler system installed by a licensed New York State contractor on all interior stairways and hallways serving as a means of egress in the case of emergency. A home security system has also been installed. Further, all

bedrooms and all hallways will be equipped with linked smoke detectors and carbon monoxide detectors. A discussion has already occurred with the Marlboro fire chief regarding the installation of a rapid entry system.

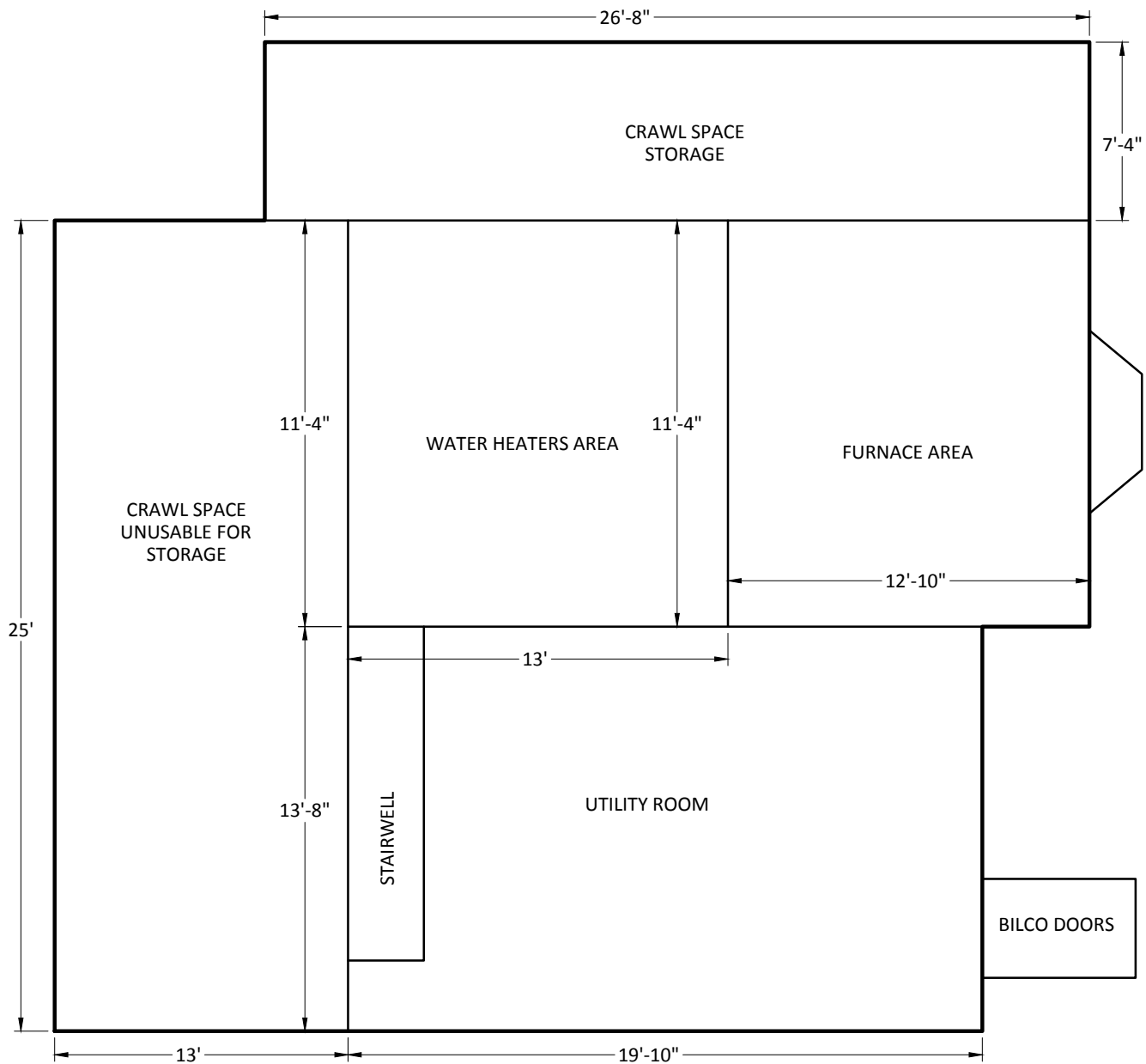
Thank you for taking into consideration our perspectives with respect to discussions at the June 5th sketch plan meeting. We look forward to a productive final meeting with the Planning Board on July 17th.

Sincerely,

Handwritten signatures of Linda Evers Cool and Kenneth E. Cool. The signature for Linda Evers Cool is on the left, and the signature for Kenneth E. Cool is on the right.

Linda Evers Cool and Kenneth E. Cool  
Owners, 5 West Street, Marlboro

cc: Andrew Willingham, Principal, Willingham Engineering  
Richard Cantor, Of Counsel, Teahan and Constantino LLP



## NOT TO SCALE

NOTE - MEASUREMENTS  
WERE TAKEN BY  
PROPERTY OWNER.



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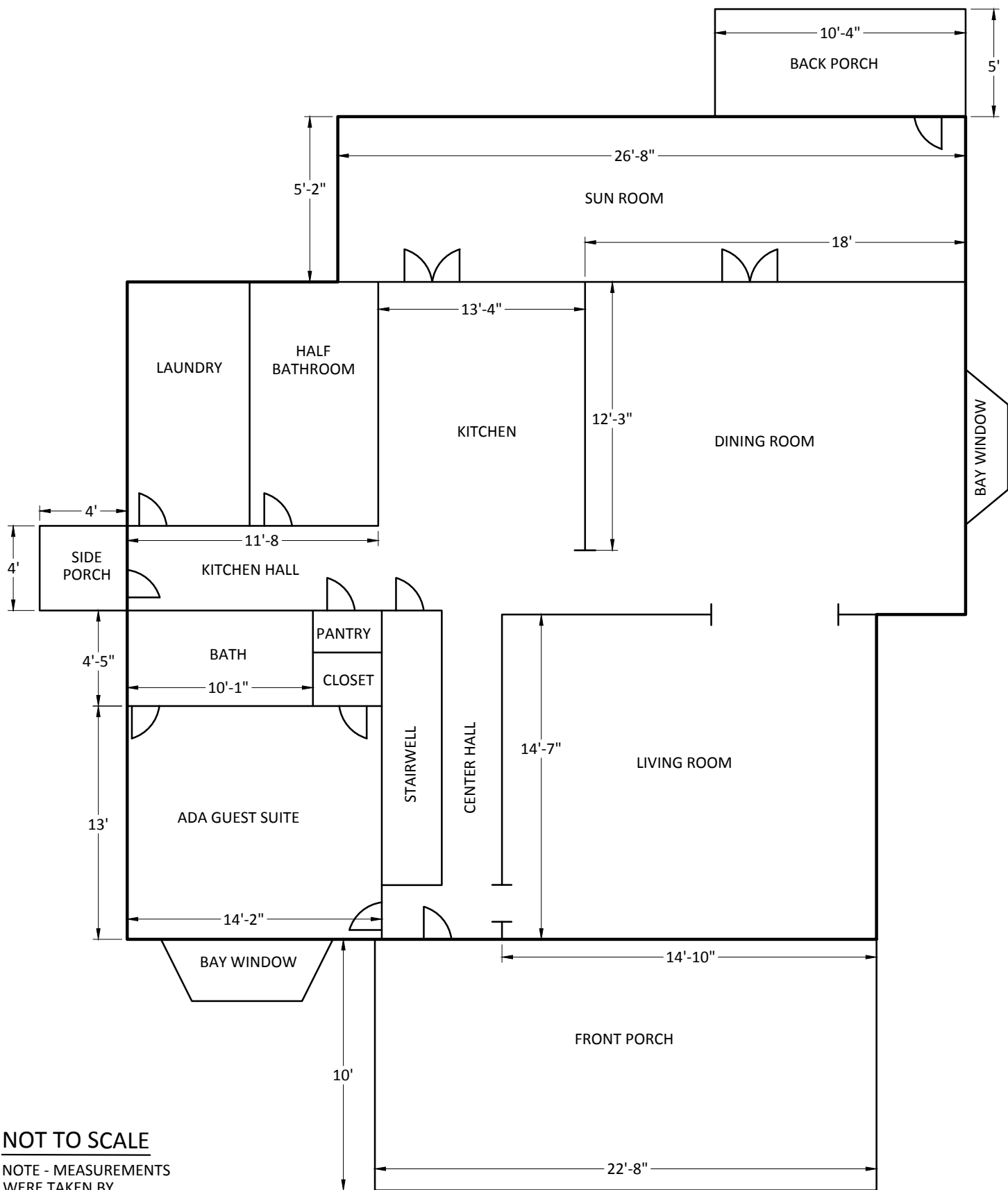
## BASEMENT LAYOUT

DANSKAMMER HOUSE

5 WEST STREET  
TOWN OF MARLBOROUGH, ULSTER COUNTY

DATE	DRAWN BY
07/07/17	MLT
PROJECT NO.	
17013	
SHEET NO.	
B-1	





**NOT TO SCALE**

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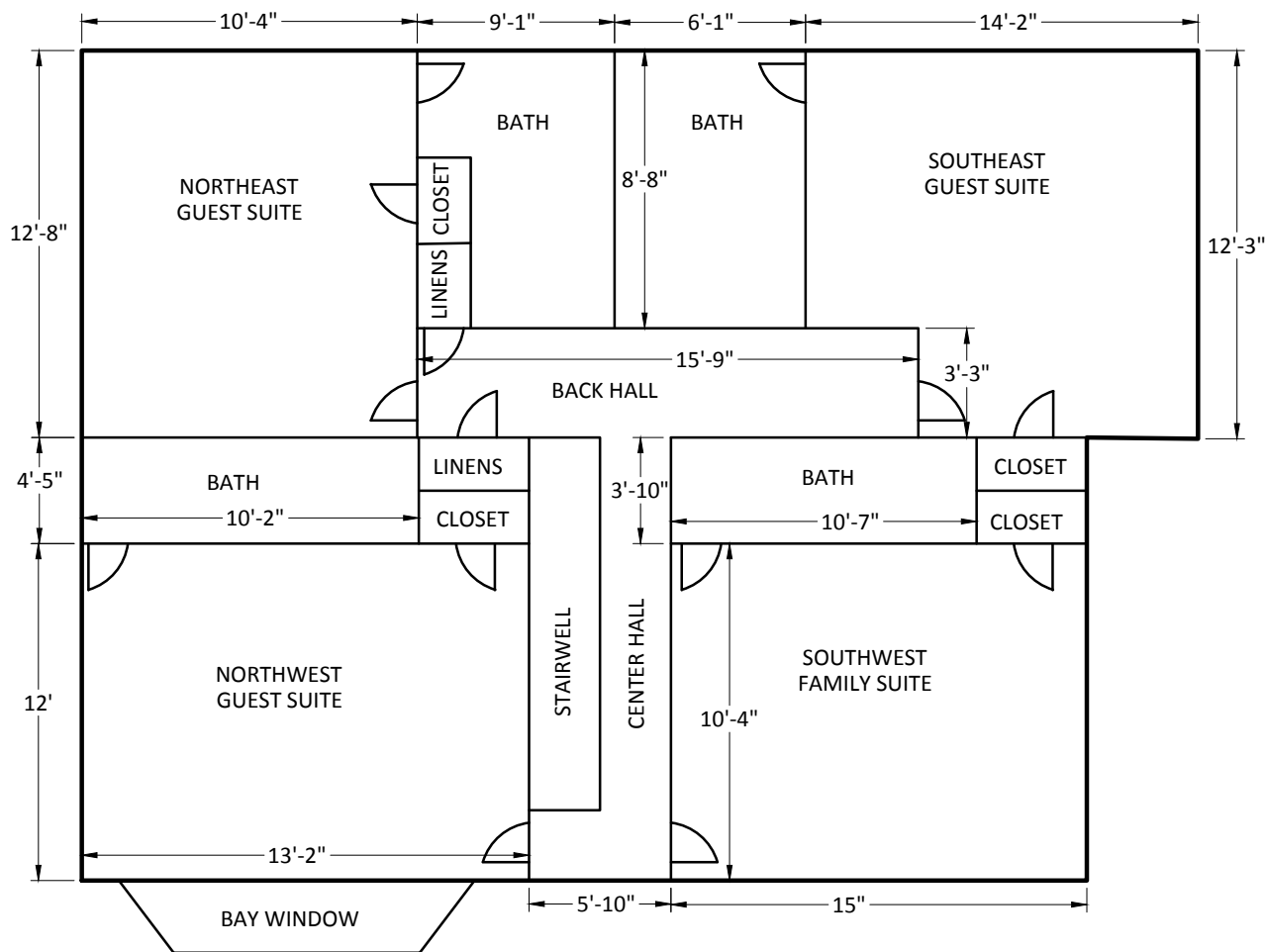
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## FIRST FLOOR LAYOUT

DANSKAMMER HOUSE

5 WEST STREET  
TOWN OF MARLBOROUGH, ULSTER COUNTY

DATE	DRAWN BY
07/07/17	MLT
PROJECT NO.	
17013	
SHEET NO.	
FL-1	



## NOT TO SCALE

NOTE - MEASUREMENTS  
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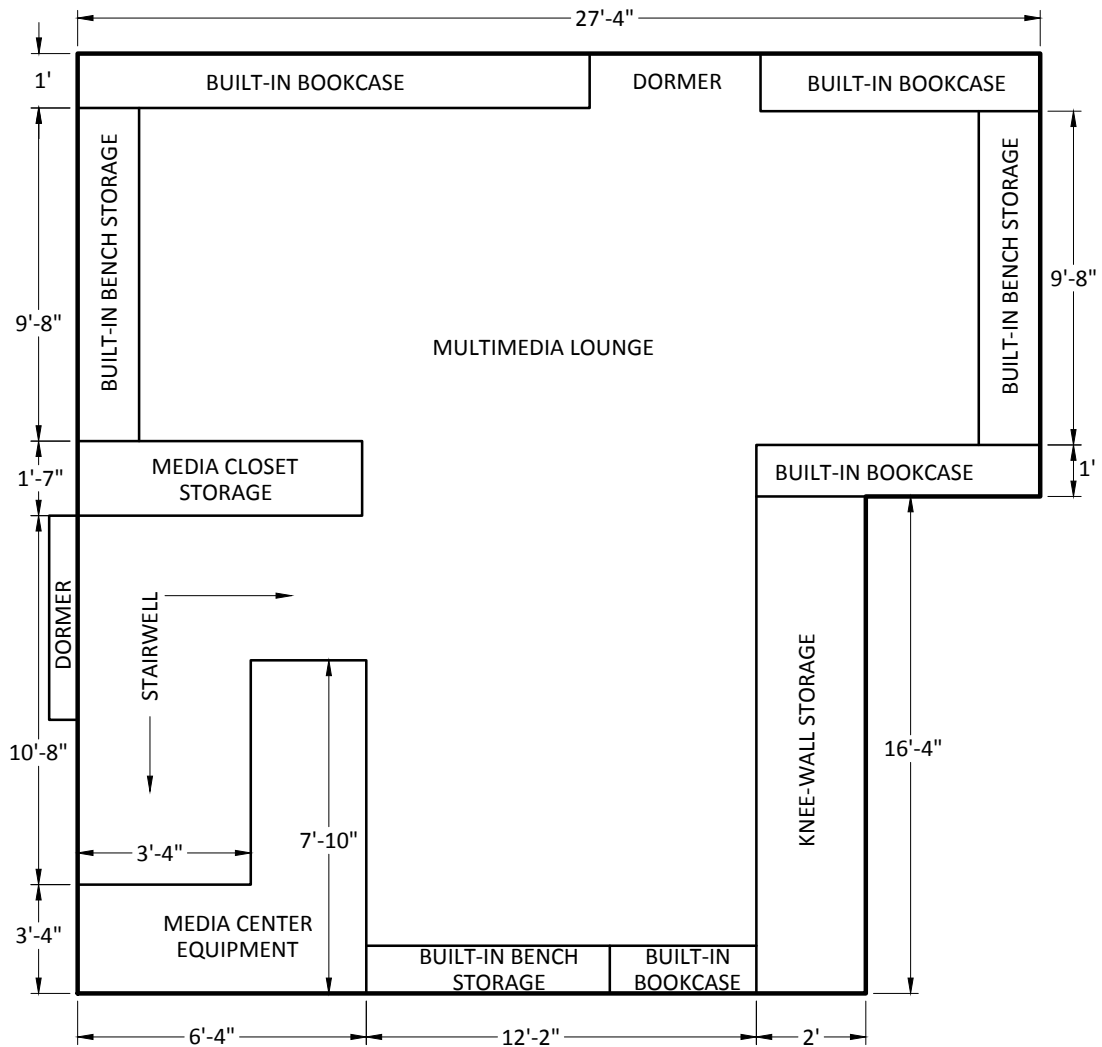
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## SECOND FLOOR LAYOUT

DANSKAMMER HOUSE  
5 WEST STREET  
TOWN OF MARLBOROUGH, ULSTER COUNTY

DATE	DRAWN BY
07/07/17	MLT
PROJECT NO.	
17013	
SHEET NO.	
FL-2	



## NOT TO SCALE

NOTE - MEASUREMENTS  
WERE TAKEN BY  
PROPERTY OWNER.



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## THIRD FLOOR LAYOUT

DANSKAMMER HOUSE  
5 WEST STREET  
TOWN OF MARLBOROUGH, ULSTER COUNTY

DATE	DRAWN BY
07/07/17	MLT
PROJECT NO.	
17013	
SHEET NO.	
FL-3	

**CALCULATIONS OF INTERIOR SQUARE FOOTAGE**  
**5 West Street – Marlboro Property**

<b>FLOOR</b>	<b>TOTAL NET SQ FT</b>	<b>FAMILY SPACES</b>	<b>GUEST SPACES **</b>
Third Floor	570	570	0
Second Floor	998	387	611
First Floor	1191	1007	220
Basement	556	556	0
TOTALS w/ basement	3315	2520	831
TOTALS w/o basement	2759	1964	831
RATIO w/ basement	100%	76%	24%
RATIO w/o basement	100%	71%	29%

Nota Bene: All bedroom suites are comprised of a private bedroom, a private bathroom, and a private closet. Each suite is situated behind a lockable entry door.

One bedroom suite on the first floor is ADA-compatible and is specifically designed for guests with limited mobility. The ADA bedroom suite offers 220 net square feet.

Four bedroom suites are on the second floor, including the family bedroom quarters. The northwest bedroom suite offers 205 net square feet. The northeast bedroom suite offers 201 net square feet. The southeast bedroom suite offers 205 net square feet, and the southwest bedroom suite offers 205 net square feet.