

**Town of Marlborough Planning  
Board Site Plan Application**

**Application #**

Please refer to the Town of Marlborough Town Code Section 155-31 <https://www.ecode360.com/8667578#8667578> to review all relevant local legislation with regards to Site Plan Review.

Please refer to Town of Marlborough Route 9W Corridor Building and Site Design Guidelines for New Commercial Construction and Rehabilitation of Existing Buildings.

[<https://www.townofmarlboroughny.org/Search?searchPhrase=Route%209W%20Corridor%20Building%20and%20Site%20Design%20Guidelines> ]

Failure to accurately complete this application in its entirety may result in delays and additional review costs.

Date of Initial Submission and Latest Revision	
Name of Project	Vito Triolo
Address of Project	1326 Route 9W Marlboro, New York 12542
Tax Section, Block, and Lot Number	108.4-3-28
Zoning District	COM 1 - Commercial
Number of Acres	0.288
Square Footage of Each Building	9,576

Reason For Application: Mixed use: Add two apartments to an existing 3 story structure.

Description of Proposal 155-31 E (3) (a): Add two apartments to an existing 3 story structure.

CONTACT INFORMATION	
Name of Property Owner	Mr. Vito Triolo
Address of Property Owner	143 Willow Tree Road, Milton, NY 12547
Telephone Number of Property Owner:	845.527.5879
Email of Property Owner	Vito1000k@gmail.com
Name of Applicant	Mr. Vito Triolo
Address of Applicant	143 Willow Tree Road, Milton, NY 12547
Telephone Number of Applicant	845.527.5879
Email Address of Applicant	Vito1000k@gmail.com
Name of Surveyor	Darren J. Stridiron - CV Associates NY, PE LS, P.C
Address of Surveyor	148 Route 17M Suite 2, Harriman, NY 10926
Telephone Number of Surveyor	845.774.1075
Email Address of Surveyor	surveyingcva@cvassociatesny.com
Name of Engineer	n/a
Address of Engineer	n/a
Telephone Number of Engineer	n/a
Email Address of Engineer	n/a
Name of Attorney	n/a
Address of Attorney	n/a
Telephone Number of Attorney	n/a
Email Address of Attorney	n/a
Name & Profession of Other Involved Personnel	Minuta Architecture, PLLC./Joseph J. Minuta
Address of Other Involved Personnel	554 Temple Hill Rd. New Windsor, NY 12553
Telephone Number of Other Involved Personnel	845.565.0055
Email of Other Involved Personnel	info@minutaarchitecture.com

## Town of Marlborough Planning Board

### Checklist For Site Plan Application

The following items shall be submitted for a Planning Board Site Plan Application to be considered complete. Site plans and Checklist shall be prepared by a licensed professional engineer, architect, land surveyor or landscape architect. Additional Town Codes apply to all site plans. Please check each required item. Y for yes provided, N for not provided, or RW for Request Waiver. **Provide a written explanation for any requested waivers from the checklist.** After final approval is given by the Planning Board, the Building Department should be contacted for further guidance.

Y/N/RW	Required Items To Be Submitted
1    Y	Complete application with below information and 12 copies of plans. Site plans SHALL be prepared by licensed professional (155-31 E) and shall refer to specific data sources.
2    Y	Completed Site Plan Application form (Pages 1 and 2) 155-31 E (1).
3    Y	Site Plan Application Checklist Complete (Automatic application rejection without checklist) pages 3 to 6.
4    Y	Ethics code Town of Marlborough Disclosure of Interest (where applicable) Pages 8-10
5    Y	Application Fee Paid (Separate check from Escrow Fee) see page 11.
6    Y	Initial Escrow Fee Paid (Separate check from Application Fee) see page 11, also 155-31 J.
7    Y	Disclaimer Forms Provided See Page 12.
8    Y	Letter of Agent Statement Page 13.
9    Y	A location map, at a scale of 2,000 feet to the inch or larger, showing the applicant's entire property and all easements and streets and existing structures within 500 feet of the applicant's property as well as the Tax Map and section on of USGS (United States Geological Survey) mapping. 155-31 E (2).
10    Y	<p><b>Project Narrative.</b> Complete Brief document 155-31 E (3)</p> <p>(a) A description of proposed project (bottom of page 1 of Site Plan Application)</p> <p>(b) A description of whether the site design includes the possibility for interconnections with adjoining sites and, if no such interconnection is provided, a thorough narrative as to why an interconnection is not feasible.</p> <p>(c) An analysis of how the project complies with the requirements contained within this Chapter 15 5, Zoning, is included.</p> <p>(d) Any waivers or variances needed have been identified.</p> <p>155-31 F Waivers shall be discussed in the briefing document to be submitted by the applicant.</p>
11    Y	Title of the drawing, including the name and address of the owner of record, applicant, and licensed professional(s) responsible for the preparation of such drawing, including seal and signature. 155-31 E(4)(a).

12	Y	Map of the site includes North arrow, scale, and date. 155-31 E (4) (b).
13	Y	Map of the site depicts boundaries of the property with surveyed dimensions. 155-31 E (4) (c).
14	Y	Names of all owners of record adjacent to the applicant's property are indicated. 155-31 E (4) (d).
15	N	Existing school district (if applicable), zoning district, and overlay district boundaries (if applicable), within 500 feet of the site's perimeter is indicated. 155-31 E (4)(e).
16	Y	Map of the site depicts acreage of each distinct existing and proposed land use on the applicant's property, and the proposed density of each if residential uses are proposed. 155-31 E (4) (f).
17	N	Grading and drainage plan showing existing and proposed contours with intervals of two feet extending 50 feet beyond the tract. If any portion of the parcel is within a one-hundred-year floodplain as determined by the Federal Emergency Management Agency (FEMA), the area will be shown and base flood elevations given. 155-31 E (4) (g).
18	Y	Map of the site depicts location and boundaries of all existing natural land features on the property, including rock outcrops, isolated trees 12 inches or more in diameter at breast height (dbh) and all trees over 24 inches in dbh (whether isolated or in a forested area), existing vegetative and forest cover, orchards, hedgerows and other ornamental landscaping, stone walls, soil types and boundaries, active farmlands, visually prominent agricultural landscape features, such as fields, pastures, and meadows on knolls and hilltops, woodlands along roadways, property lines, and streams, steep slopes in excess of 15%, and water sources. Water sources include ponds, lakes, wetlands and watercourses, primary aquifers and primary aquifer recharge areas, floodplains, and drainage retention/detention areas. The plan shall show locally significant trees which include rare or unusual species, trees associated with historic events or persons, or trees that significantly contribute to a unique scenic viewshed. 155 E (4) (h).
19	Y	Location of all existing buildings, structures, signs, and agricultural lands, on adjacent property within 100 feet of the subject lot lines is shown. 155-31 E (4) (i).
20	Y	Map of the site depicts location, proposed use, height, and setback measurements of all existing and proposed buildings, structures and signs on the applicant's property, including floor plans, and plans for exterior elevations, at a scale of 1/4 inch equals one foot, showing the structure's mass and architectural features, and indicating the type and color of materials to be used. A table indicating square footage of building areas to be used for a particular use, such as retail operation, office use, warehousing, or other commercial activity; maximum number of employees; maximum seating capacity, where applicable; and number of parking spaces existing and required for the intended use. 155-31 E (4) (j).
21	N	Traffic flow patterns within the site, entrances and exits, the location of potential interconnections between the project site and adjoining sites, truck/commercial vehicle loading and service areas, curb cuts on the site and within 100 feet of the site, and all streets which are either proposed, mapped or built are indicated. 155-31 E (4) (k). The Town requires right-of-way of 25 feet from the center line of Town roads along the property frontage. See also 155-31 G (8).
22	Y	Any cross-access easements, walkways, and bicycle path opportunities associated with the project are indicated. 155-31 E (4) (l).

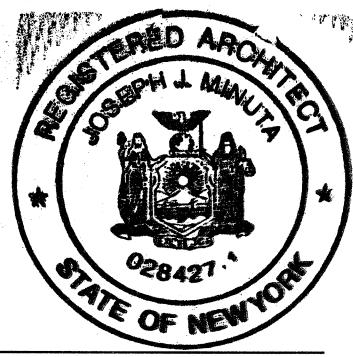
23 Y	The location, design (including size of spaces, and accessible parking information) and construction materials of all off-street parking areas (open and enclosed, if any), including the number of parking spaces required and to be provided is indicated. 155-31 E (4) (m) and 155-31 G (9) (c) Off-street parking spaces are a minimum of 162 square feet each. See 155-27 A (1) (a).
24 Y	The location, design and construction materials of all present and proposed walkways, bicycle paths and bicycle parking, benches, ramps, outdoor storage or display areas, retaining and/or landscaping walls and fences is indicated. 155-31 E (4) (n).
25 N	A general and conceptual landscape plan showing proposed changes to existing natural land features. Trees to be saved shall be noted on site plans, and appropriate measures shall be outlined to protect the tree stock from damage during construction. 155-31 E (4) (o). Native species are encouraged. 155-31 G (17) (b).
26 Y	Map of the site depicts the location, design and construction materials of all existing and proposed water supply system. 155-31 E (4) (p) [1].
27 Y	Map of the site depicts the location, design and construction materials of all existing and proposed sewage disposal system. 155-31 E (4) (p) [2].
28 Y	Map of the site depicts the location, design and construction materials of all existing and proposed telephone, cable and energy systems, including electric, oil, gas, solar, or other energy systems. 155-31 E (4) (p) [3].
29 N	Map of the site depicts the location, design and construction materials of all existing and proposed storm drainage system, including but not limited to existing and proposed drain lines, culverts, catch basins, headwalls, endwalls, manholes, and drainage swales. 155-31 E (4) (p) [4] Identify a distance off site to show drainage structures or a natural discharge location.
30 Y	The location of fire and emergency access ways and zones, including the location of fire hydrants or of the nearest alternative water supply for fire emergencies are indicated. 155-31 E 4 (q) Discussed lock box provision with fire department (see Milton or Marlboro Fire District) except on single family detached residential dwellings See also 155-31 G (13).
31 Y	The location, type, and screening details for solid waste disposal facilities and containers is indicated. 155-31 E (4) (r).
32 N	The proposed location, height, orientation, type of illuminating device, bulb type and wattage, and photometric data of all outdoor lighting fixtures is indicated. 155-31 E (4) (s). See also 155-31 G (14)
33 N	The location, height, size, materials, design, and illumination of all present and proposed signs and other advertising or instructional devices are indicated. 155-31 E (4) (t) See also 155-28.
34 N	Estimates of noise generation at the source and property line are provided. 155-31 E (4) (u). See also 155-31 G (16).
35 N	Inventory and quantity of hazardous materials anticipated for on-site storage and/or use, if applicable, are provided. 155-31 E (4) (v).
36 N	Plans for the disposal of construction and demolition, waste, whether on-site or at a New York State approved solid waste management facility are indicated. 155-31 E (4) (w).
37 N	A park or open space is being provided see 155-31 E (4) (x).
38 N	For projects involving more than one phase, a site plan showing each phase of the project is included. 155-31 E (4) (y)

39	N	Proposed days and hours of operation are indicated. 155-31 E (4) (z).
40	Y	A copy of the deed to the property as most recently filed and/or a copy of the executed contract of sale is included 155-31 E (4) (aa) [1].
41	N	A copy of each covenant, easement or deed restriction in effect or intended to cover all or part of the tract is included 155-31 E (4) (aa) [2].
42	N	Enforceable map notes of stormwater drainage, utility rights-of-way, etc., are indicated 155-31 E (4) (aa) [3].
43	N	Identification, and submittal when available, of all necessary permits from federal, state, county or local agencies, approvals required from said agencies for the project's execution, and proof of special permit and/or variance approvals, if applicable, are included 155-31 E (4) (aa) [4].
44	Y	Short-unlisted actions or full EAF Type one action, as required by the lead agency under the Environmental Conservation Law, is complete and included. See 155-31 E (4) (aa) [6] Environmental Assessment Form. Applicants must use NYSDEC* web based system EAF mapper Application. <a href="https://www.dec.ny.gov/permits/6191.html">https://www.dec.ny.gov/permits/6191.html</a> Make sure to unblock popups.
45	Y	Twelve (12) copies of all maps, plans, reports, and a PDF file of all documentation submitted. Plan sets must be submitted in collated packages. (155 E, 155-31 E (5)). (See section 75-6 B. (6) regarding plan stamp requirements of licensed professional).
46	N	Agricultural Data Statement (If applicable). See also 155-52 Setbacks and buffers from active agricultural lands.

The plat for the proposed Site Plan has been prepared in accordance with this checklist. A waiver request must be submitted by design professional for any items which are not provided.

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

Licensed Professional



Stamp

10 | 27 | 23

Date

**Town of Marlborough Planning Board  
Legal Notices for Public Hearing**

***Procedure for Legal Notices:***

1. The Town of Marlborough Planning Board will schedule Public Hearings during a regularly scheduled meeting after approval for the Public Hearing has been granted.
2. Applicants are required to obtain surrounding property owner names and addresses from the Ulster County Parcel viewer for 500 feet from the parcel. See <https://ulstercountyny.gov/maps/parcel-viewer/>.
3. Applicants are required to send a Public Notice Letter, obtained from the Town of Marlborough Planning Board Office, via Certified Mail to property owners no less than 10 days prior to Public Hearing.
4. The Town of Marlborough Planning Board Office will send notification to the Town's official newspaper.
5. All Certified Mail receipts, in addition to a copy of the Ulster County Parcel viewer's listing of names and addresses, must be submitted at the Public Hearing.

**Any questions regarding procedures should be directed to The Town of Marlborough Planning Board Office.**

**Phone: 845-795-6167**

Email: [marlboroughplanning@marlboroughny.us](mailto:marlboroughplanning@marlboroughny.us)

# Ethics Code

## TOWN OF MARLBOROUGH NOTICE OF DISCLOSURE OF INTEREST

In accordance with the Town of Marlborough Code of Ethics, Article 13-3 (E) and Public Officers Law § 209, the following disclosure notice ("notice") must be completed and signed by any individual, including any officer or employee of the Town of Marlborough, who has an application, petition or request submitted for a variance, amendment, change of zoning, approval of a plat, special use permit, site plan, subdivision, exemption from a plat or official map, license or permit, pursuant to the provisions of the zoning and planning regulations of the Town of Marlborough before any Town of Marlborough Board, Agency or Department ("decision-making authority"), in which a Town officer or employee has an interest in the subject of the application. The purpose of the disclosure notice is to identify and disclose any potential or actual conflict of interest for the Town employee or officer, which may compromise his/her ability to make decisions solely in the public interest. Please refer to the Town of Marlborough Code of Ethics for further information.

Under the Town of Marlborough Code of Ethics, an interest is defined as participation in or involvement of any sort whether direct or indirect, pecuniary or non-pecuniary, personal or professional, which may result in a benefit. For the purposes of the Town of Marlborough Code of Ethics, the "interests" of a Town officer or employee shall be deemed to include the "interest" of:

- A. An immediate family member. Immediate family member is defined as: grandparents, spouse, significant other, children, grandchildren, brother, sister, dependent, or any member of a Town officer, Town Board member or employee.
- B. Any person other than a bank, trust company or other lending institution with whom he/ she has a substantial debtor-creditor or other financial relationship.
- C. Any person by whom he/she is employed or of which he/she is an officer, director or having a controlling interest in any business or enterprise in which the Town employee holds stock or has any other profit-bearing or beneficial relationship.
- D. An officer or employee shall also be deemed to have an interest in a matter if he/she is described in A through C above is a party to an agreement, expressed or implied, with any applicant before any Board of the Town, whereby he/she may receive any payment or benefit whether or not for services rendered, dependent or contingent upon the favorable outcome of any such application, petition or request by any Town body.

This notice must be completed and included with the application, petition or request to the appropriate Town of Marlborough Board, Agency or Department.

I, Vito Tricolo, residing at 143 Willow Tree Rd Milton NY 12547, make the following statements about interests in the real property which is the subject of this

application, petition or request for a planning board approval (site plan)

before the Planning Board of The Town of Marlborough.

**PART I:** Except as otherwise set forth in Part II below:

**A. Individuals with an interest in the property.**

1. No individual, having an ownership interest in or has an interest in a contract to purchase the subject property is an officer or employee of the Town of Marlborough, Ulster County, New York.
2. No person having an ownership interest in or has an interest in a contract to purchase the subject property is a relative of any individual who is an officer or employee of the Town of Marlborough, Ulster County, New York.

**B. Corporations or other entities with an interest in the property.**

1. No officer, director, partner, or employee of any corporation, partnership, company, trust, association, or other legal entity, which has an ownership interest in or has an interest in a contract to purchase the subject property is an officer or employee of the Town of Marlborough, Ulster County, New York.
2. No officer, director, partner, or employee of any corporation, partnership, company, trust, association, or other legal entity which has an ownership interest in or has an interest in a contract to purchase the subject property is a relative of any individual who is an officer or employee of the Town of Marlborough, Ulster County, New York.

**C. Stockholder or controlling interest**

1. No person who has a legal or beneficial ownership or control stock of a corporate applicant or is a member of a partnership or association with the applicant for the subject property is an officer or employee of the Town of Marlborough, Ulster County, New York.
2. No person who has a legal or beneficial ownership or control stock of a corporate applicant or is a member of a partnership or association with the applicant for the subject property is a relative of any individual who is an officer or employee of the Town of Marlborough, Ulster County, New York.

**D. Party to an agreement with the applicant**

1. No person is a party to an agreement with an applicant, express or implied, or may receive any payment or other benefit, whether or not for services rendered, dependent or contingent upon the favorable approval of such application; petition or request for the subject property is an officer or employee of the Town of Marlborough, Ulster County, New York.
2. No person is a party to an agreement with an applicant, express or implied, or may receive any payment or other benefit, whether or not for services rendered, dependent, or contingent upon the favorable approval of such application, petition or request for the subject property is an immediate family member of any individual who is an officer or employee of the Town of Marlborough, Ulster County, New York.

**PART II:** If any of the statements under A through D above is not true, please explain and set forth the name and the relationship to the applicant and subject property of any Town employee or office involved:

這就是說，我們在研究社會問題時，不能只看社會的表面，而要深入到社會的內部，才能了解社會的真面目。這就是說，我們在研究社會問題時，不能只看社會的表面，而要深入到社會的內部，才能了解社會的真面目。

**PART III:** This completed notice is to be submitted to the Board, Agency or Department that is authorized to review and render a decision on the application, petition or request. Further, the submittal must be made prior to any review of the application, petition or request. This notice shall be made part of that decision-making authority's official record, disclosing the exact nature of the conflict in detail. If there is an actual or potential conflict, the Town officer or employee shall abstain from voting or otherwise acting on the application, petition or request so as to avoid an actual conflict.

ANY QUESTIONS REGARDING THIS DISCLOSURE NOTICE OR THE CODE OF ETHICS ARE TO BE DIRECTED TO THE TOWN SUPERVISOR AT (845) 795-6167.

**PLEASE TAKE NOTICE....A KNOWINGLY FALSE STATEMENT IS PUNISHABLE UNDER  
N.Y. GEN. MUN. LAW '809 AS A MISDEMEANOR.**

Signed: 

Date: 10/26/23

## ACKNOWLEDGMENT

State of New  
County of: Ulster

On 10/26/23, before me personally appeared Vito Trisko, personally known to me, or proved to me on the basis of satisfactory evidence to be the individual(s) whose, ...  
name(s) is/are subscribed to this instrument and acknowledged to me  
that [he/she/they] executed the same in [his/her/their] capacity(ies), and that by  
[his/her/their] signature(s) on the instrument, the individual(s), or the person upon  
behalf of which the individual(s) acted, executed the instrument.

KRISTY WERBA  
Notary Public, State of New York  
Qualified in Ulster County  
Registration No. 01WE6167582  
Commission Expires June 4, 20 27

# **PLANNING BOARD FEES**

**(ALL APPLICATIONS Subject To Escrow Fees)**

Please make checks payable to: Town of Marlborough

## **Application Fees:**

Residential Subdivision – Single Family or Town House	\$750.00, plus \$150.00 per Lot or Unit
Residential Site Plan – Multi Family Apartments or Condos	\$750.00, plus \$100.00 per Unit
Commercial Subdivision	\$600.00, plus \$200.00 per Lot or Unit
Commercial Site Plan	\$1,000.00, plus \$10.00 per 1,000 Sf of Bldg.
Minor Site Plan (Short Term Rental, Home Occupation, Bed & Breakfast)	\$350.00
All other Site Plans Reviews	\$550.00
Simple 2 Lot Line Revision	\$600.00
Recreation Fees (Residential Subdivision & Site Plans-Excludes parent parcel)	\$2,000.00 per Lot or Unit
Recreation Fees Adult Multiple Dwelling Affordable Housing (50 and over)	\$ 500.00 per Unit

## **Escrow Deposit: (To be replenished to 75% of the original escrow when level drops to 25% remaining in account.)**

Residential Subdivision – Single Family or Town House	\$1,500.00, plus \$150.00 per Lot or Unit
Residential Site Plan – Multi Family Apartments or Condos	\$1,500.00, plus \$100.00 per Unit
Commercial Subdivision	\$1,000.00 per lot (up to 4 lots) \$200.00 Per Lot Thereafter
Commercial Site Plan	\$2,000.00 Minimum
Minor Site Plan (Short Term Rental, Home Occupation, Bed & Breakfast)	\$750.00 Minimum
All other Site Plans Reviews	\$1,500.00 Minimum
Simple 2 Lot Line Revision	\$1,000.00 Minimum
Preliminary Conceptual Site Plan	\$300.00

## **Engineer Inspection Fees (All Town Roads Installation Inspections)**

Improvements as approved by Town Engineer	5% of the Estimated cost to construct
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## Disclaimer

The applicant is advised that the Town of Marlborough Town Code, which contains the Town Regulations, is subject to amendment. Submission of an application to the Planning Board does not grant the applicant any right to continued review under the code's current standards and requirements. It is possible that the applicant will be required to meet changed standards or code requirements made while the application is pending.

An approval by the Planning Board does not constitute permission, nor grant any right to connect to or use municipal services such as sewer or water. It is the applicant's responsibility to apply to obtain Town of Marlborough and other agency approvals not within this Board's authority to approve.

## **AFTER FINAL APPROVAL IS GIVEN BY THE PLANNING BOARD, THE BUILDING DEPARTMENT SHOULD BE CONTACTED FOR FURTHER GUIDANCE.**

The Town of Marlborough Town Board sets forth the schedule of fees for applications to the Board. The signing of this application indicates your acknowledgment of responsibility for payment of these fees to the Planning Board for review of this application including, but not limited to, fees for professional services (Planners/Consultants, Engineers, Attorneys,) public hearings and site inspections. Applicant's submissions and re-submissions that are not complete will not be considered by the Planning Board or placed upon its agenda unless all outstanding fees have been paid in full.

The undersigned applies for subdivision, site plan, or lot line approval as described above under the rules and procedures of the Town of Marlborough, New York as duly authorized by the Town of Marlborough, New York.

The undersigned also acknowledges receipt of the "Disclaimer" above.

Applicant's Name (Print): Vito Triolo

Applicant's Signature: 

Date: 10/26/23

**\*\*Application will not be accepted if not signed and filled out completely\*\***

**Town of Marlborough Planning Board**

**Letter of Agent**

I (We), Vito Triolo am (are) the owner(s) of a parcel of land located on 1326 Route 9W in the Town of Marlborough, Tax Map Designation: Section 108.4 Block 3 Lot 28.

I (We) hereby authorize Minuta Architecture, PLLC to act as my (our) agent to represent my (our) interest in applying to the Town of Marlborough Planning Board for a \_\_\_\_\_ Lot Subdivision, Site Plan, Minor Site Plan, or Lot Line Revision Application. (circle one)

  
Signature

10/26/23  
Date

Signature

Date

State Of New York

County of Ulster

On the 26<sup>th</sup> day of October in the year 2003 before me, the undersigned, a Notary Public in and for said State, personally appeared

Vito Triolo, personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity, and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

  
Notary Public

KRISTY WERBA  
Notary Public, State of New York  
Qualified in Ulster County  
Registration No. 01WE6167582  
Commission Expires June 4, 20 27

# ***Short Environmental Assessment Form***

## ***Part 1 - Project Information***

### **Instructions for Completing**

**Part 1 – Project Information.** The applicant or project sponsor is responsible for the completion of Part 1. 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.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

<b>Part 1 – Project and Sponsor Information</b>			
Name of Action or Project: Vito Triolo			
Project Location (describe, and attach a location map): 1326 Route 9W Marlboro, NY 12542			
Brief Description of Proposed Action: Add two apartments to a 3 story existing structure			
Name of Applicant or Sponsor: Vito Triolo		Telephone: 845.527.5879 E-Mail: vito1000k@gmail.com	
Address: 143 Willow Tree Road			
City/PO: Milton		State: New York	Zip Code: 12547
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation?			
If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			
2. Does the proposed action require a permit, approval or funding from any other government Agency?			
If Yes, list agency(s) name and permit or approval:			
3. a. Total acreage of the site of the proposed action? _____ 0.288 acres b. Total acreage to be physically disturbed? _____ 0 acres c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ 0.288 acres			
4. Check all land uses that occur on, are adjoining or near the proposed action:			
5. <input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input checked="" type="checkbox"/> Commercial <input checked="" type="checkbox"/> Residential (suburban) <input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other(Specify): <input type="checkbox"/> Parkland			

5. Is the proposed action,	NO	YES	N/A
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
a. A permitted use under the zoning regulations?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Consistent with the adopted comprehensive plan?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
If Yes, identify: _____			
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
b. Are public transportation services available at or near the site of the proposed action?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements?	NO	YES	
If the proposed action will exceed requirements, describe design features and technologies:			
<input type="checkbox"/>	<input checked="" type="checkbox"/>		
10. Will the proposed action connect to an existing public/private water supply?	NO	YES	
If No, describe method for providing potable water: _____	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities?	NO	YES	
If No, describe method for providing wastewater treatment: _____	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
12. a. 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?	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. 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?			
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody?			
If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____			
<input type="checkbox"/>	<input type="checkbox"/>		
<input type="checkbox"/>	<input type="checkbox"/>		

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply:

Shoreline  Forest  Agricultural/grasslands  Early mid-successional  
 Wetland  Urban  Suburban

15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?

Atlantic Sturgeon, Shortnose...

NO YES

<input type="checkbox"/>	<input checked="" type="checkbox"/>
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16. Is the project site located in the 100-year flood plan?

NO YES

<input checked="" type="checkbox"/>	<input type="checkbox"/>
-------------------------------------	--------------------------

17. Will the proposed action create storm water discharge, either from point or non-point sources?

If Yes,

NO YES

<input checked="" type="checkbox"/>	<input type="checkbox"/>
-------------------------------------	--------------------------

<input checked="" type="checkbox"/>	<input type="checkbox"/>
-------------------------------------	--------------------------

<input checked="" type="checkbox"/>	<input type="checkbox"/>
-------------------------------------	--------------------------

a. Will storm water discharges flow to adjacent properties?

b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)?

If Yes, briefly describe:

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

18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)?

If Yes, explain the purpose and size of the impoundment:

NO YES

<input checked="" type="checkbox"/>	<input type="checkbox"/>
-------------------------------------	--------------------------

19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility?

If Yes, describe:

NO YES

<input checked="" type="checkbox"/>	<input type="checkbox"/>
-------------------------------------	--------------------------

20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste?

If Yes, describe:

NO YES

<input checked="" type="checkbox"/>	<input type="checkbox"/>
-------------------------------------	--------------------------

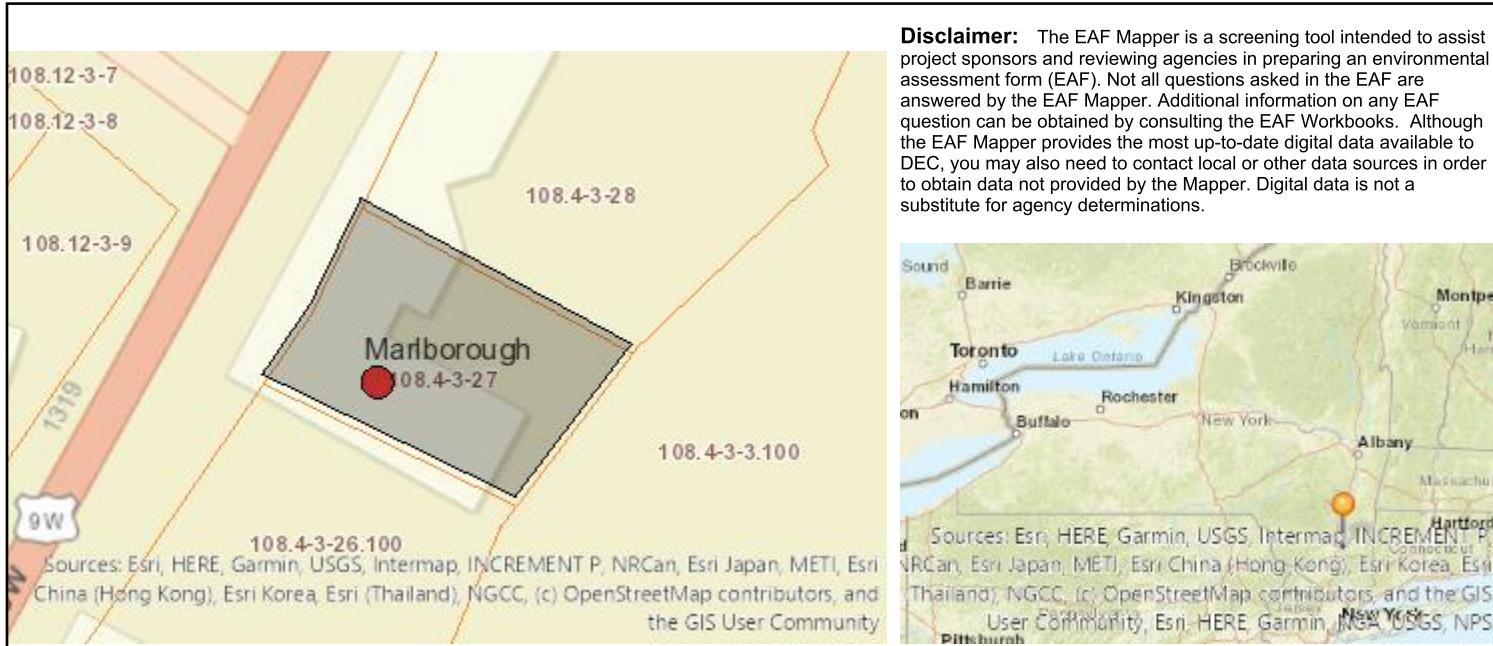
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE

Applicant/sponsor/name: Vito Tsiolo

Date: 10/26/23

Signature: Vito Tsiolo

Title: owner / manager



Part 1 / Question 7 [Critical Environmental Area]	No
Part 1 / Question 12a [National or State Register of Historic Places or State Eligible Sites]	Yes
Part 1 / Question 12b [Archeological Sites]	Yes
Part 1 / Question 13a [Wetlands or Other Regulated Waterbodies]	Yes - Digital mapping information on local and federal wetlands and waterbodies is known to be incomplete. Refer to EAF Workbook.
Part 1 / Question 15 [Threatened or Endangered Animal]	Yes
Part 1 / Question 15 [Threatened or Endangered Animal - Name]	Atlantic Sturgeon, Shortnose Sturgeon
Part 1 / Question 16 [100 Year Flood Plain]	No
Part 1 / Question 20 [Remediation Site]	No

1400 816  
This Indenture,

Made the 2nd day of November Nineteen Hundred and  
Seventy-Eight

Between F.S.A. REALTY CORPORATION,

a corporation organized under the laws of State of New York, having its principal place of business at 144 Main Street, in the Village and Town of Marlborough, Ulster County, New York, New York,

party of the first part, and

GIOVANNI TRIOLO, residing at McLaughlin Drive, in the Town of Marlborough, Ulster County, New York, and DOMENICO ZITO, residing at 301 Stenhouse Street, Brooklyn, New York,

Witnesseth that the party of the first part, in consideration of parties of the second part,

TEN Dollars \$ 10.00 ) lawful money  
of the United States, and other good and valuable consideration  
paid by the parties of the second part, does hereby grant and release unto the parties of the  
second part, their distributees and assigns forever, all

ALL THAT CERTAIN HOUSE, STORE AND LOT OF LAND, situate in the Village of Marlborough, Town of Marlborough, Ulster County, New York, aforesaid, described and bounded as follows:

BEGINNING at the northwest corner of said lot on the east side of the highway leading from the City of Newburgh to the village of Milton, and running an easterly course about one hundred feet to lands formerly owned by Samuel Stilwell and thence southerly about forty feet, and from thence a westerly course about one hundred feet to the aforesaid highway, and thence northerly along the east side of said highway to the place of beginning. Containing all the lands within those bounds; it being the same premises that were conveyed to said Purdy by Nancy Soper and Charlotte Aml Clark by deed bearing date the first day of April, 1859.

And being the same premises conveyed to Charles A. Hartshorn by Samuel Corwin by deed dated the 6th day of July, 1897, and recorded Ulster County Clerk's Office on the 7th day of July, 1897, in Book 338 of Deeds, at page 226.

ALSO a strip of land three feet on the north side of the premises heretofore conveyed to E. B. Dexter which strip is on the south side of the brick building now standing on the premises heretofore described, and making the south line of said premises three feet and two inches South from the brick building standing on the premises heretofore described.

Being the lands and premises which were conveyed by John F. Wadlin, Referee, to Mabel E. L. Lent, by deed bearing date December 19, 1932 and recorded in Ulster County Clerk's Office on December 24, 1932, at 9 A.M. in Liber 562 of Deeds at page 325, excepting that portion known as the Ravine or Sucker Hole constituting a separate parcel in the rear of the premises conveyed.

Being the same premises conveyed by Harry Burros and Irving Burros to Frank A. Troncillo and Doris Troncillo, his wife, by deed dated December 10, 1951 and recorded in the Office of the County Clerk of Ulster County on December 11, 1951 in Liber 816 of Deeds at page 417.

BEING the same premises conveyed by Frank A. Troncillo and Doris Troncillo to F.S.A. Realty Corp., by deed dated the 2nd day of July, 1955 & recorded in the Ulster County Clerk's Office on the 18th day of July, 1955 in Liber 935 of Deeds at page 66.

ALSO ALL THAT CERTAIN LOT, PIECE OR PARCEL OF LAND known as "The Ravine" in the Town of Marlborough, Ulster County, N.Y., and bounded and described as follows, to wit:-

16

BOUNDED on the North by lands of Charles A. Hartshorn, on the East by lands formerly owned by Samuel Stilwell, now owned by D. B. Hunter, on the South by lands of Henry D. Holden, and on the West by lands of Harriet McNamee. Excepting a parcel of land from the foregoing description hereinbefore sold and conveyed to E. B. Dexter, by deed dated March 5th, 1904, made by Charles A. Hartshorn and George C. Hartshorn, recorded in the Ulster County Clerk's Office on the 5th day of March, 1904 in Liber 380 of Deeds, at page 339.

Being the same premises described in Quitclaim Deed, Harry Burros and Irving Burros to Frank A. Troncillito and Doris Troncillito his wife, dated December 10, 1951 and recorded in the Office of the County Clerk of Ulster County on December 11, 1951 in Liber 816 of Deeds at page 414.

BEING the same premises conveyed by Frank A. Troncillito and Doris Troncillito, his wife, to F.S.A. Realty Corp., by deed dated the 2nd day of July, 1955 and recorded in the Ulster County Clerk's Office on the 18th day of July, 1955 in Liber 935 of Deeds at page 69.

ALSO ALL THAT LOT OR PARCEL OF LAND situate in the Village of Marlborough, County of Ulster and State of New York, bounded and described as follows:

BEGINNING at the northwest corner of the lands formerly of Elmer E. Wygant, now Joseph Rossano, on Main Street in said Village of Marlborough, and running thence north along said Main Street twenty-six and one fourth (26-1/4) feet to the southwest corner of lands formerly of Sanford Baxter, now Virginia Postel; thence east along the lands of said Virginia Postel to the lands formerly of Anna McConnell or Anna DuBois, thence South along the lands formerly of said Anna McConnell twenty-seven and three fourths (27-3/4) feet to the lands of said Joseph Rossano; thence west along said Joseph Rossano's lands to the place of beginning.

PARCEL 2

ALL THAT TRACT OR PARCEL OF LAND, situate in the Village and Town of Marlborough, County of Ulster and State of New York, bounded and described as follows:

16

BEGINNING at the southwest corner of the lot hereby conveyed at a point opposite the center of the division wall between the property hereby conveyed and the property formerly owned by one Hinsdale, known as the Baxter property, and running thence easterly along the center of said division wall and the northerly line of said Hinsdale property to the lands heretofore purchased by said Charles A. Hartshorn from Harriet McNamee and Henry H. Holden; thence running northerly along said Hartshorn property 28 1/2 feet to a point opposite an iron pin drove in the ground about 3 feet and 1 1/2 inch southerly of the southeast corner of the brick building now owned by Charles Hartshorn; thence westerly in a direct line through said iron pin to the highway leading from Newburgh to Milton; thence southerly 28 1/2 feet to the place of beginning.

ALSO all that certain piece or lot of land situate in what is known as the Ravine in the Village & Town of Marlborough, Ulster County, New York, bounded and described as follows:-

16

BEGINNING at the southeast corner of the lot of land conveyed by Charles Hartshorn to Edward B. Dexter on the 2nd day of March, 1904 being the lot of land hereinbefore described formerly known as the McNamee Drug Store property and running thence easterly along the north line of the property owned by formerly Henry H. Holden to the lands formerly owned by C. I. Purdy; thence northerly along the property of formerly said Purdy about 28 feet and 6 inches to a point in direct line with the north line of said property conveyed to the said Edward B. Dexter, March 2nd, 1904, thence westerly to the northeast corner of said Dexter's lot; and thence along the east line of said Dexter's lot to the place of beginning.

PARCEL 3

ALL THAT TRACT OR PARCEL OF LAND, situate on the east side of State Highway Route U. S. 9-W in the Town of Marlborough, County of Ulster and State of New York, being bounded and described as follows:

BOUNDED on the north by lands formerly of Dennis H. Doyle and Max Petker, now Joseph Rossano; on the east by lands of Anna DuBois; on the south by lands of Howland Henry Baxter and on the west by State Highway Route U. S. 9-W.

The above described three parcels being the same premises conveyed by Barbrat Realty Corporation to F.S.A. Realty Corp., by deed dated the 16th day of July, 1966 and recorded in the Ulster County Clerk's Office on September 29, 1966 in Liber 1188 of Deeds at page 703.

The herein described premises are also described in a more recent survey made by A. R. Sparaco, Jr., P.L.S. under date of October 30th, 1978, as follows:

CONTINUED ON ADDITIONAL SHEET

L 1000 848

SURVEY DESCRIPTION  
DESCRIPTION CONTINUED!!!---

ALL THAT CERTAIN PLOT, PIECE OR PARCEL OF LAND with the buildings and improvements thereon erected, situate, lying and being in the Town of Marlborough, County of Ulster, State of New York, bounded and described as follows:

BEGINNING at a point in the assumed easterly line of Route 9W, also known as Main Street (30 feet more or less from the centerline of pavement), where the same is intersected by the northerly line of lands now or formerly of Amodeo, formerly of Rossano, as originally described in Liber 384 of deeds on page 224. Said point being in range with, and 0.6 feet distant northwesterly from the northwesterly corner of the existing brick building located on the Amodeo parcel; and running thence, 1) N 42° 30' 00" E 120.00' along the easterly line of Route 9W to a point; thence, 2) S 51° 12' 00" E 100.00' along lands now or formerly of Truesdell and along a line approximately 0.4 feet north of the north face of the existing building on the premises herein described to a point; thence, 3) S 42° 30' 00" W 40.00' along lands formerly of Stillwell to a point; thence, 4) S 51° 12' 00" E 14.04' continuing along the same to a point; thence, 5) S 60° 15' 00" W 98.34' continuing along the same, and along or near the remains of a stone wall to a point; thence, 6) N 43° 12' 00" W 84.06' along lands now or formerly of Amodeo, and along the northerly face of the building on said lands to the point or place of beginning.

Containing 0.288 acres of land more or less.

Subject to any easements or right of ways of record.

This Transaction is made in the regular course of business of F.S.A. Realty Corporation and is not the sale of all or substantially all of the assets of the corporation.

# MINUTA|ARCHITECTURE

554 Temple Hill Road, New Windsor, New York 12553 P: 845.565.0055 F: 845.565.6622 E: info@minutaarchitecture.com

## PROJECT NARRATIVE

10/23/23

ARCHITECTS PROJECT # 23125

Chris Brand, Planning Board Chairman  
Town of Marlborough, New York  
Town Hall 21 Milton Turnpike  
Milton, NY 12547  
PH: (845) 795-6167 ext. 118  
Fax: (845) 795-2031  
E-mail: cbrand@marlboroughny.us  
marlboroughplanning@marlboroughny.us

RE: Project Narrative for Triolo Building, 1326 State Rte. 9W, Town of Marlborough, NY 12542

Dear Chris,

### Buildings Description & SF:

- The original construction date is approximately 1960 according to the Municipal records.
- The structure is approximately 14,840 SF in area, and 3 story, of type III (ordinary) construction.
- The current use of this structure is a mixed use including a pizzeria (B-occupancy) and 3 Apartments (R-2 occupancy). One dwelling unit is a multi-story unit on the sub-basement, basement and the first floors and two dwelling units on the second floor.
- An existing parking area and off-street parking to accommodate 18 cars.

### Proposed Application & Description:

Seeking a site plan review & approval for a 2 Apartment addition

- The client is proposing to finish the existing top floor to include two additional dwelling units.
- A new stairway between the second and third floor will be constructed in compliance with the requirements for a dwelling unit exit.

Please do not hesitate to call me to discuss or answer any question or concerns, we look forward to presenting this to the Planning Board at the next available meeting.

Sincerely,

A handwritten signature in blue ink, appearing to read "JM".

Joseph Minuta, RA

