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Town of Marlborough Planning Board  
21 Milton Turnpike  
Milton, NY 12547  
Attn: Chris Brand, Chairman  
[marlboroughplanning@marlborough.us](mailto:marlboroughplanning@marlborough.us)

Re: Buttermilk Falls Resort Site Plan Review

Dear Chairman and Planning Board Members,

Please find enclosed 11 copies of the revised site plan for consideration at the next planning board meeting.

The plans were revised to relocate the connecting driveway from the proposed hotel to Van Orden Road.

The driveway relocation was made to avoid a sensitive archaeological area that was discovered by our archaeologist in response to NYS Office of Parks Recreation and Historic Preservation requirements for an onsite study. The Archaeological Sensitive Avoidance plan is included in the site plans as sheet 19.

In addition, the applicant's consultant "Stephen A Maffia, P.E" prepared the attached response to items 1 thru 17 of Creighton Manning's January 26, 2024, review letter of the project traffic report.

Response to Items 18 through 31 of Creighton Manning's review are as follows.

18. The existing parking spaces in front of building #22 on Mahoney Road will only be used if necessary after the other parking is at capacity. This building is a garage and is just used for storage. Access to the garage will not be required when parking is used. No special signage is proposed and any guest parking in this area will only occur when directed by staff.

19. A bus movement diagram is now provided in the site plan with the Fire Truck Movements, Bus Movement and Small Truck Deliveries to the Banquet Hall. See Sheet 18 of the Site Plans.

20. Slight distances for the three driveways along Norh Road and on Mahoney Road and one on VanOrder road are shown in the site plan sheets 5 and 7.

21. The access to VanOrder Road is for Fire Access only and will be gated. This driveway width has been increased from 12' to 15' as requested by the Town Fire Department. This driveway was also realigned to avoid the Archeological Sensitive Area. This 15' driveway will be predominantly used by golf carts and other onsite small vehicles.

22.- 23. We agree that the predominate parking arrangement will be valet parking and large events may require self-parking. Therefore, we are providing crosswalks and pedestrian ways as recommended from the central parking lot across North Road to the gate house. We also moved the gate house further from the main driveway to allow for greater stacking of vehicles waiting for valet to park.

24. Truck movement for service to building E, "Event Space" for small truck deliveries is shown on sheet 18. Large truck deliveries will only occur at the Mahoney Road parking lot storage buildings and then shuttled to the facility in smaller vehicles as needed.

25. Six garbage dumpsters enclosure are proposed adjacent to building #10 in the main parking lot. Details are provided on sheet 11.

26. We agree that all proposed 402 parking spaces will only be used during "worst case/rare conditions" and we have therefore converted 83 spaces in the main parking to overflow parking that will be constructed with the gravel base and a layer on top to support grass referred to as Green Parking. This will also help with stormwater management.

27. No other projects or facilities other than shown on the proposed site plan are planned or being considered.

28. Comment acknowledged that the left turn lane along Route 9 West is not required.

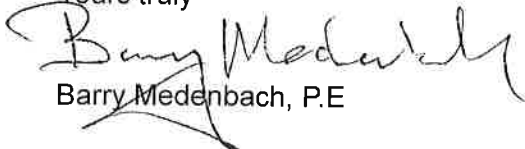
29. As discussed with the Owner and Manager, the facility will not operate with all uses at capacity at the same time. Only one of the Banquet Hall, Outside Event Space, or Banquet Barn would be used at capacity at any time. This is due to a limited staff and management. Guests would also have use of and access to the entire site. Multiple uses at the same time would create overuse of the site outside facilities. Often the Barn would be used as a reception area before entering the larger banquet hall for wedding events. Smaller gatherings may occur at the barn and banquet hall at the same time. The use of all 402 parking spaces would be a rare occurrence.

30. Acknowledged.

31. Directional signage is proposed along North Road as shown on Sheet 5 to direct vehicles to Milton Turnpike with traffic light for vehicles heading south on Route 9W and signage directing vehicles to Mahoney Road and South on North Road for Vehicles heading south on Route 9 W.

Please let us know if you need additional copies or have any questions on the above.

Yours truly



Barry Medenbach, P.E

Copy: Patrick Hines, P.E-MHE  
Michael Moriello Attorney  
Ken Wersted, P.E - CM  
Robert Pollock – Buttermilk Falls