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www.willinghamengineering.com

September 24, 2025

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

Re: **Summit Drive Properties LLC**
Summit Drive
Town of Marlborough, New York
Site Plan Application
SBL: 108.4-6-29.311

Dear Chair Brand and Planning Board Members:

Based upon feedback from the Board, the public, and at the workshop meeting on June 16th, we have reevaluated the project design and layout to reflect comments received as much as practical. This submittal is provided as a conceptual layout of the proposed project redesign knowing that additional detail will be required. We are hoping to use this plan to elicit feedback from the Board on the new layout, which can then be incorporated into the Site Plans.

As you may be aware, multiple dwellings are allowed in the 'R zoning District' with a Special Use Permit. Conditions of the special use permit are listed on the plan which include additional zoning requirements and require municipal water and sewer connection. The maximum allowable density for the site is 6 units per dwelling acre and the current layout proposes 2.6 units per dwelling acre, so less than half of what zoning allows is proposed. As you may recall, the site is currently within the Marlborough municipal water district. As part of the project, petition will be made to the Town Board to include the site in the Marlborough Sewer District #1.

Significant changes to the project involve reverting site access back to Summit Drive, as it was determined at the workshop meeting that the option to access the project from Grand Street is infeasible for various reasons. The other major change to the plan is changing the buildings from multifamily to townhomes. Four townhome buildings are proposed for construction, with each building containing four units (16 total units at the site). Each unit contains 2 bedrooms, for a total of 8 bedrooms per building, and 32 bedrooms total at the site. The previous multifamily plan proposed 24 units at 2 bedrooms each unit for a total of 48 bedrooms so the number of units and bedrooms are being reduced by 33% in the current proposal.

Additional changes to the plan include eliminating centralized refuse collection areas, with each dwelling unit proposed to have individual refuse cans to be stored within unit garages. Parking for the site includes one space in each garage, one space in each driveway (which provides access to each garage) and 16 additional spaces, for a total of 48 spaces being provided, well beyond the 24 spaces required by code. An emergency vehicle turnaround area is provided in accordance with NYS Fire Code.

Included in this submittal is a revised Site Plan incorporating the changes as indicated above, as well as a rendering of a Townhome unit.

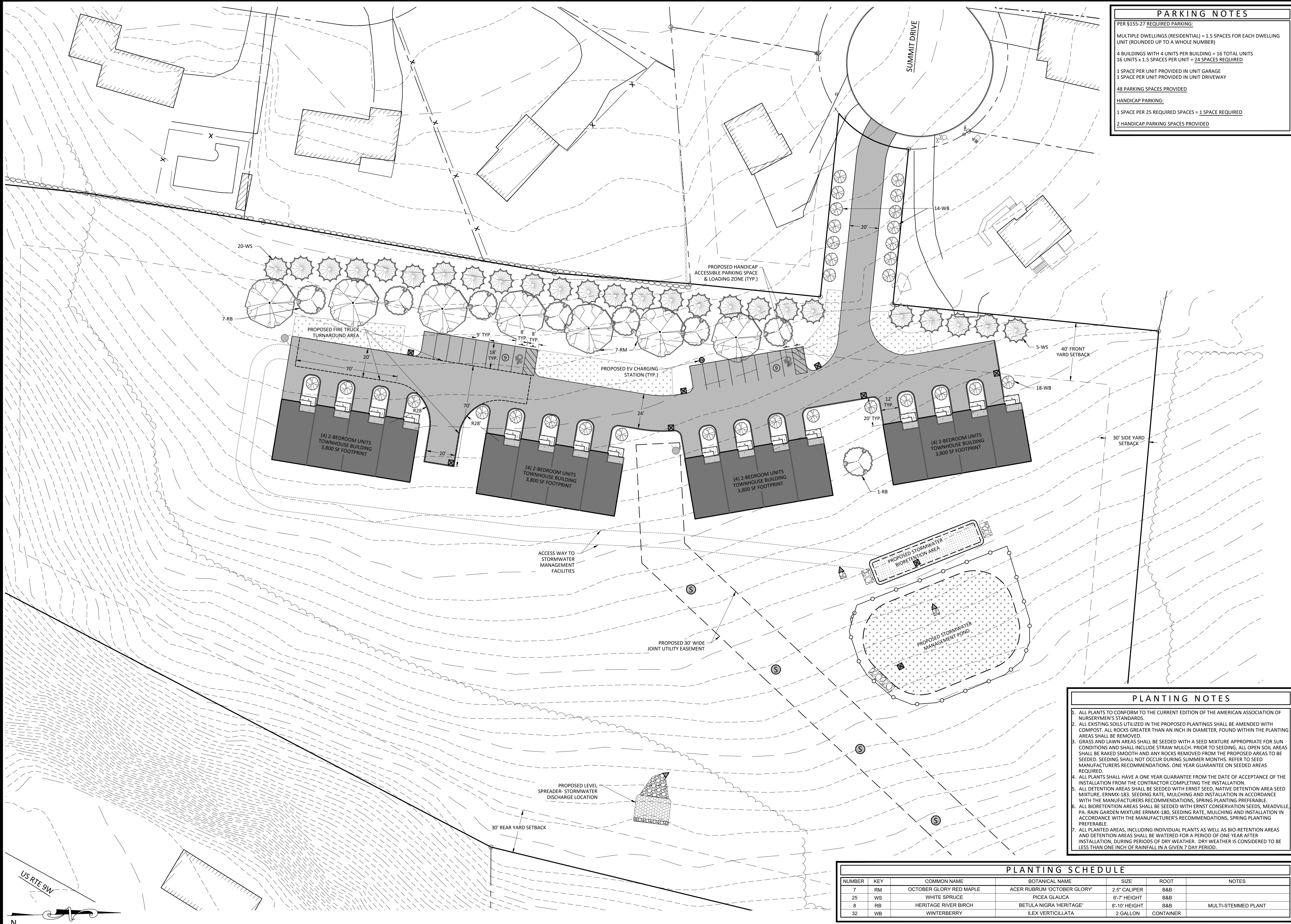
Thank you for your consideration of this matter. We look forward to meeting and discussing with the Board. Please feel free to contact me at your convenience with any questions.

Sincerely,
Willingham Engineering, PLLC

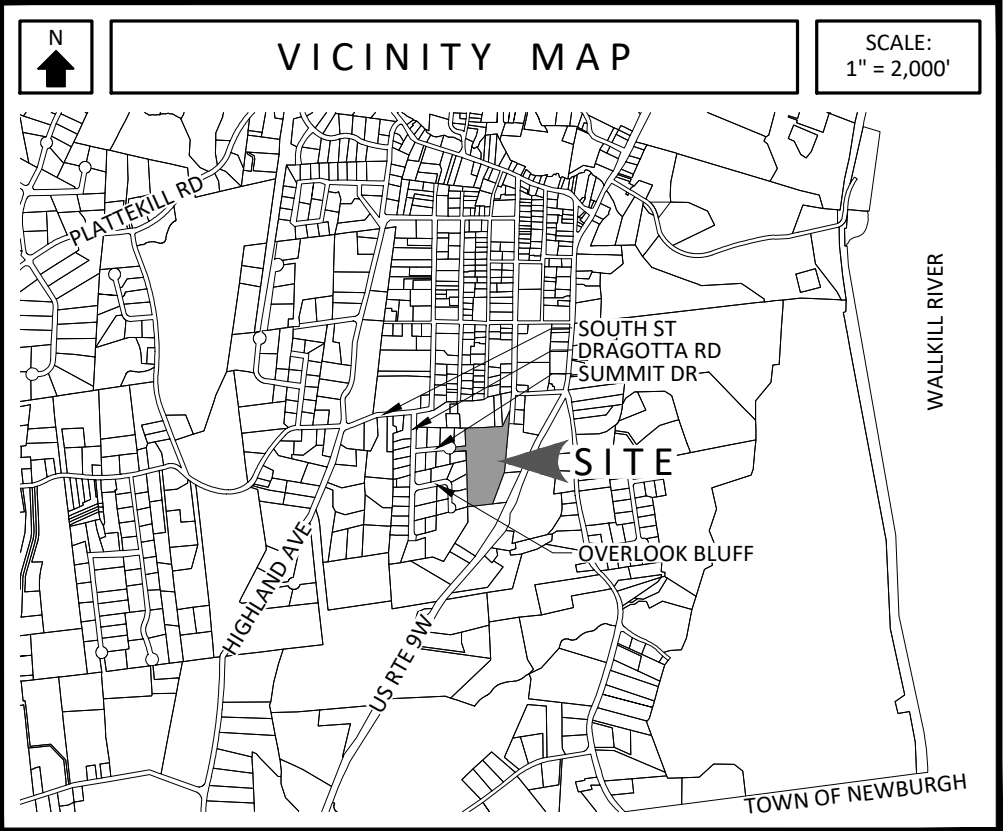
A handwritten signature in black ink, appearing to read 'Matthew Towne', with a stylized flourish at the end.

Matthew Towne, PE
NYS Professional Engineer No. 088562





PARKING NOTES	
PER §155-27 REQUIRED PARKING:	
MULTIPLE DWELLINGS (RESIDENTIAL) = 1.5 SPACES FOR EACH DWELLING UNIT (ROUNDED UP TO A WHOLE NUMBER)	
4 BUILDINGS WITH 4 UNITS PER BUILDING = 16 TOTAL UNITS	
16 UNITS x 1.5 SPACES PER UNIT = 24 SPACES REQUIRED	
1 SPACE PER UNIT PROVIDED IN UNIT GARAGE	
1 SPACE PER UNIT PROVIDED IN UNIT DRIVEWAY	
48 PARKING SPACES PROVIDED	
HANDICAP PARKING:	
1 SPACE PER 25 REQUIRED SPACES = 1 SPACE REQUIRED	
2 HANDICAP PARKING SPACES PROVIDED	



PROPERTY INFORMATION	
SECTION-BLOCK-LOT:	108.4-6-29.311
PARCEL AREA:	7.32 ACRES
ZONING DISTRICT:	R - RESIDENTIAL DISTRICT
OWNER:	SUMMIT DRIVE PROPERTIES LLC 5121 ROUTE SW NEW WINDSOR, NEW YORK

ZONING INFORMATION		
ZONE:	R - RESIDENTIAL DISTRICT	
CURRENT USE:	VACANT	
PROPOSED USE:	MULTIPLE DWELLINGS / TOWNHOMES (RESIDENTIAL)	
ITEM	REQUIRED	PROVIDED
MINIMUM LOT AREA ¹	3 ACRES	6.24 ACRES ²
MAXIMUM DENSITY ¹	6 DU PER ACRE	2.6 DU PER ACRE
MINIMUM FRONT YARD ¹	40'	60'
MINIMUM REAR YARD ¹	30'	165'
MINIMUM SIDE YARD ¹	30'	79'
MINIMUM LOT WIDTH ¹	200'	813'
MINIMUM LOT DEPTH	100'	397'
MAXIMUM BUILDING COVERAGE	30%	4.8%
MAXIMUM LOT COVERAGE ¹	15%	12.3%
MAXIMUM BUILDING STORIES	2 1/2	≤2 1/2
MAXIMUM BUILDING HEIGHT	35'	27'
DWELLING UNITS PER ACRE	6 DU/AC MAX	<4 DU/AC

¹PER SPECIAL USE NOTES AS INDICATED BELOW
²ACREAGE OF LOT WITH SLOPES LESS THAN 25%
³LOT IS CURRENTLY WITHIN MARLBOROUGH WATER DISTRICT AND WILL PETITION TO BE ALLOWED IN MARLBOROUGH SEWER DISTRICT #1

SPECIAL USE NOTES	
PER §155-30 MULTIPLE DWELLINGS IN THE 'R' DISTRICT:	
1. MINIMUM LOT AREA SHALL BE THREE ACRES, WITH A MINIMUM LOT WIDTH OF 200 FEET	
2. MAXIMUM LOT COVERAGE SHALL BE 15%	
3. LOT SHALL BE SERVED BY AND UTILIZE PUBLIC WATER AND SEWER	
4. SETBACKS FOR FRONT YARD SHALL BE 40 FEET, EACH SIDE YARD 30 FEET AND REAR YARD 30 FEET	
5. MAXIMUM DENSITY SHALL BE SIX DWELLING UNITS PER ACRE	

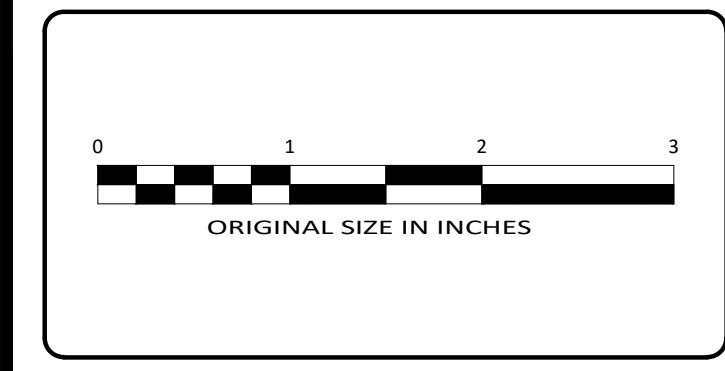
LEGEND	
	EXISTING PROPERTY LINE
	ADJACENT PROPERTY LINE
	BUILDING SETBACK
	EXISTING 10' CONTOUR (LIDAR)
	EXISTING 2' CONTOUR (LIDAR)
	EXISTING EDGE OF PAVEMENT
	EXISTING TREE LINE
	EXISTING SANITARY SEWER MANHOLE
	EXISTING SEWER MAIN
	EXISTING BUILDING
	EXISTING STONE WALL
	PROPOSED BUILDING
	PROPOSED ASPHALT PAVEMENT
	PROPOSED CONCRETE WALK
	PROPOSED SNOW STORAGE AREA
	PROPOSED SPLIT RAIL FENCE
	PROPOSED CHAIN LINK FENCE
	PROPOSED ELECTRIC VEHICLE CHARGING STATION
	PROPOSED HYDRANT
	PROPOSED WATER VALVE
	PROPOSED SANITARY SEWER MANHOLE
	PROPOSED CATCH BASIN
	PROPOSED END SECTION WITH RIP-RAP OUTLET PROTECTION
	PROPOSED OVERFLOW WEIR
	PROPOSED DOWNSPOUT
	PROPOSED LEVEL SPREADER

SURVEY NOTES	
1. PROPERTY LINES, STRUCTURE LOCATIONS AND OTHER SITE FEATURES ADDED FROM 'SURVEY AND LOT LINE CHANGE FOR R & A DEVELOPMENT CORP.' DATED JULY 19, 2020 AND PREPARED BY GARY R. RICH, LLS	
2. 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.	

PLANTING NOTES						
1. ALL PLANTS TO CONFORM TO THE CURRENT EDITION OF THE AMERICAN ASSOCIATION OF NURSERYMEN'S STANDARDS.						
2. ALL EXISTING SOILS UTILIZED IN THE PROPOSED PLANTINGS SHALL BE AMENDED WITH COMPOST. ALL ROCKS GREATER THAN AN INCH IN DIAMETER, FOUND WITHIN THE PLANTING AREAS SHALL BE REMOVED.						
3. GRASS AND LAWN AREAS SHALL BE SEEDED WITH A SEED MIXTURE APPROPRIATE FOR SUN CONDITIONS AND SHALL INCLUDE STRAW MULCH. PRIOR TO SEEING, ALL OPEN SOIL AREAS SHALL BE RAKED SMOOTH AND ANY ROCKS REMOVED FROM THE PROPOSED AREAS TO BE SEEDED. SEEING SHALL NOT OCCUR DURING SUMMER MONTHS. REFER TO SEED MANUFACTURERS RECOMMENDATIONS. ONE YEAR GUARANTEE ON SEEDED AREAS REQUIRED.						
4. ALL PLANTS SHALL HAVE A ONE YEAR GUARANTEE FROM THE DATE OF ACCEPTANCE OF THE INSTALLATION FROM THE CONTRACTOR COMPLETING THE INSTALLATION.						
5. ALL DETENTION AREAS SHALL BE SEEDED WITH ERNST SEED, NATIVE DETENTION AREA SEED MIXTURE, ERNM-183, SEEDING RATE, MULCHING AND INSTALLATION IN ACCORDANCE WITH THE MANUFACTURERS RECOMMENDATIONS, SPRING PLANTING PREFERABLE.						
6. ALL BIOTENTION AREAS SHALL BE SEEDED WITH ERNST CONSERVATION SEEDS, MEADVILLE, PA. RAIN GARDEN MIXTURE ERNM-180, SEEDING RATE, MULCHING AND INSTALLATION IN ACCORDANCE WITH THE MANUFACTURER'S RECOMMENDATIONS, SPRING PLANTING PREFERABLE.						
7. ALL PLANTED AREAS, INCLUDING INDIVIDUAL PLANTS AS WELL AS BIO-RETENTION AREAS AND DETENTION AREAS SHALL BE WATERED FOR A PERIOD OF ONE YEAR AFTER INSTALLATION, DURING PERIODS OF DRY WEATHER. DRY WEATHER IS CONSIDERED TO BE LESS THAN ONE INCH OF RAINFALL IN A GIVEN 7 DAY PERIOD.						

PLANTING SCHEDULE						
NUMBER	KEY	COMMON NAME	BOTANICAL NAME	SIZE	ROOT	NOTES
7	RM	OCTOBER GLORY RED MAPLE	ACER RUBRUM 'OCTOBER GLORY'	2.5" CALIPER	B&B	
25	WS	WHITE SPRUCE	PICEA GLAUCA	6-7' HEIGHT	B&B	
8	RB	HERITAGE RIVER BIRCH	BETULA NIGRA 'HERITAGE'	8'-10' HEIGHT	B&B	MULTI-STEMMED PLANT
32	WB	WINTERBERRY	ILEX VERTICILLATA	2 GALLON	CONTAINER	

NOTE: ALL PLANTS TO BE NATIVE.



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UNDER ARTICLE 145 (ENGINEERING), SECTION 2209 (2) OF THE NEW YORK STATE EDUCATION LAW, IT IS UNLAWFUL FOR ANY PERSON TO ALTER ANY ITEM ON THIS DRAWING, UNLESS ACTING UNDER THE DIRECTION OF A LICENSED PROFESSIONAL ENGINEER OR LICENSED SURVEYOR. IF ANY ITEM IS ALTERED, THE ALTERING ENGINEER AND/OR SURVEYOR SHALL AFFIX TO THE ITEM HIS SEAL AND THE NOTATION "ALTERED BY" FOLLOWED BY HIS SIGNATURE AND THE DATE OF SUCH ALTERATION, AND A SPECIFIC DESCRIPTION OF THE ALTERATION.

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REV	DATE	DESCRIPTION
4	09/24/25	GENERAL REVISIONS
3	09/18/24	REVISIONS PER PLANNING BOARD
2	09/05/24	REVISIONS PER PLANNING BOARD
1	02/23/24	REVISIONS PER PLANNING BOARD

SITE PLAN

SUMMIT DRIVE PROPERTIES LLC

SUMMIT DRIVE

TOWN OF MARLBOROUGH, ULSTER COUNTY, NEW YORK

DRAWN BY	CHECKED BY
MLT	
DATE	SCALE
09/22/23	1"=30'
PROJECT NO.	
23006	
SHEET NO.	
SP-1	