



MEMORANDUM

TO: Carolyn Stevens, Chairman and the Town of Ossining Planning Board

FROM: Valerie Monastra, AICP
Brennan Duarte, Planning Analyst

CC: Kathy Zalantis, Esq., Town of Ossining Planning Board Attorney
Jon Turnquist, Town of Ossining Building Inspector
Dan Ciarcia, PE, Town of Ossining Planning Board Engineer

DATE: September 13, 2024

RE: 1 Old Albany Post Road

Crotonville Owner LLC (“Applicant”) is seeking an amendment to the Town’s Zoning chapter of the Town Code to modify the BE, Business Education, District regulations to facilitate the planned re-purposing of the former General Electric (“GE”) management-training facility, located at 1 Old Albany Post Rd (“Project Site”) by expanding the permitted uses of the site. The Applicant is also seeking Site Plan approval for the planned reuse of each of the 12 existing buildings at the Project Site. There are no new buildings, or expansion of existing buildings, planned or proposed at this time. The Applicant proposes to adaptively reuse the existing buildings.

GENERAL AND PROCEDURAL COMMENTS

- SEQR.** This project is categorized as a Type I action under SEQR because the project proposes “the adoption of changes in the allowable uses within any zoning district, affecting 25 or more acres of the district.” The Town Board is designated as the Lead Agency and the Planning Board is an involved agency. The Applicant submitted a Part 3 EAF and based on the information provided, there should not be a significant adverse impact on the project. The greatest impact is associated with parking and the Applicant has provided proposed mitigation for the parking of large events in the form of a parking mitigation plan. A final review of the traffic study and parking management plan is being conducted by the Town’s traffic engineering consultant for this project.
- Site Plan Approval.** This application requires a Site Plan approval from the Planning Board and a public hearing was opened on August 21, 2024.
- Planning Board Recommendation.** The Applicant is seeking a zoning text amendment for the uses of the site, and the Planning Board issued a recommendation at its July meeting.

4. **Zoning Amendment.** The Applicant provided revisions to the zoning based on input received from the Planning Board and Town Board. This item will be discussed at the September 18th meeting.

OUTSTANDING SITE PLAN COMMENTS

1. **Accessory Uses.** The Applicant has clarified which uses are proposed and which are existing. The narrative also clarifies that the Greenhouse may include a future use of a spa, pool, and personal service establishment.
2. **Parking.** The Applicant has provided a parking table based on the proposed uses and the anticipated need per §200-24(A)(2) for the BE District. A parking management plan (PMP) has been submitted to reflect the capacity of the current parking lots to sustain the proposed uses. As per §200-24(A)(2) of the Town Code, the Planning Board must make a determination as to whether the submitted PMP is suitable for the proposed uses on the site. The PMP is being reviewed by the Town's traffic consultant. However, the Applicant updated the parking demand based on the revised site plan and proposed uses and the PMP details mitigation for larger events in the form of valet parking.
3. **Traffic Study.** The Applicant provided a traffic impact study. Comments were provided by the Town's traffic consultant, and we are awaiting responses to those comments from the Applicant.

SUBMISSION MATERIALS

The following materials were submitted by the Applicant and examined by our office for the preparation of this review:

- Letter to the Planning Board dated September 3, 2024
- Response to Comments by Kimley-Horn dated September 3, 2024
- Updated narrative by Kimley-Horn last revised September 3, 2024
- Parking Management Plan by Kimley-Horn dated September 3, 2024
- Traffic Study last revised August 2024
- Part 3 EAF dated September 3, 2024
- Site Plan by Kimley Horn last revised August 26, 2024