

DAVID H. STOLMAN AICP, PP PRESIDENT

MICHAEL A. GALANTE EXECUTIVE VICE PRESIDENT

350 THEO. FREMD AVE. RYE, NEW YORK 10580 914 967-6540 FAX: 914 967-6615

CONNECTICUT 203 255-3100

HUDSON VALLEY 845 297-6056

LONG ISLAND 516 364-4544

www.fpclark.com

email@fpclark.com

FREDERICK P. CLARK ASSOCIATES, INC.

PLANNING, TRANSPORTATION, ENVIRONMENT AND DEVELOPMENT RYE, NEW YORK FAIRFIELD, CONNECTICUT

MEMORANDUM

To: George A. Weeks, Chairman, and the Town of Ossining

Planning Board

Date: March 13, 2014

Subject: Highview Farm Application – Next Steps

As requested, we have prepared this memorandum for the purpose of outlining the next steps in reviewing the Highview Farm application, which would be for the:

- 1. Planning board to give the applicant a theoretical maximum number of lots/dwelling units to use for the applicant's preparation of a cluster layout.
- 2. Applicant to prepare and submit a preliminary subdivision plat application which clusters the proposed lots, along with a *new* Department of Environmental Conservation Full Environmental Assessment Form (EAF) with appropriate attachments.
- 3. Planning Board to refer the application and EAF to the appropriate entities in accordance with the Town code and other laws.
- 4. Planning board to determine whether it will require that the applicant prepare a Draft Environmental Impact Statement (DEIS) in accordance with the requirements of the State Environmental Quality Review Act (SEQRA).
- 5. Planning board to continue processing the subject application in accordance with the Town Subdivision Regulations, SEQRA and other applicable regulations. Please see the SEQRA flowchart which accompanies this memo.

I look forward to discussing this memorandum with you.

David H. Stolman, AICP, PP President

cc: Wayne H. Spector, Esq.
John D. Hamilton
Dan Ciarcia, PE
Adam L. Wekstein, Esq.

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