

**VIA HAND DELIVERED**

October 23, 2017

Planning Board  
Town of Ossining  
John-Paul Rodrigues Operations Center  
101 Route 9A  
P.O. Box 1166  
Ossining, New York 10562

Attn: Ching Wah Chin, Chairman

RE: ***William Butler Subdivision  
2 Hillcrest Drive  
Town of Ossining***

***Request for Preliminary and Final Subdivision Approval***

Dear Chairman Chin and Members of the Planning Board:

Enclosed, please find ten (10) full-scale partial sets of the following revised/new plans prepared by Kellard Sessions Consulting, P.C. in connection with the above-referenced subdivision. Please note that the pdf will contain the entire set of plans.

- ☐ Engineering Drawings, prepared by Kellard Sessions Consulting, D.P.C. dated (last revised) October 23, 2017, unless otherwise noted:

- Sheet 3/12            Grading, Drainage and Utility Plan
- Sheet 10/12        General Details
- Sheet 12/12        Aerial Plan
  
- Sheet 12A/12      Driveway Maintenance Plan dated October 23, 2017

- ☐ One (1) CD (pdf) of entire submission package

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We appeared before your Board on October 18, 2017 to discuss the recent ZBA approval of the required variance, as well as to receive any additional comments from your Board and members of the public. Your Board closed the Public Hearing on the subdivision application, but left the "written comment period" open for any remaining written comments from the public.

Below are responses to the comments issued at the October 18, 2017 Planning Board meeting, as well as responses to the October 18, 2017 Town Engineer memorandum:

- We have re-graded the proposed Lot 2 driveway embankment in the vicinity of Station 2 + 00 – 2 + 75 to allow for a reduced embankment grade and re-located guide rail. The re-located guide rail will no longer extend as far within the Hillcrest Drive right-of-way, thereby allowing a minimum of a 16' wide clear passage for property owners to the south in the event that future access to Hillcrest Drive is sought by the neighbors to the south.

As a result of the re-grading, one (1) additional Ash tree had to be removed within the Hillcrest Drive right-of-way. This tree has been identified on the "Trees to be Removed" table on Sheet 3/12.

- Eight (8) 8' - 10' Evergreen trees have been shown on Sheet 3/12 immediately south of the driveway embankment and immediately south of the SSDS primary leaching fields.

These Evergreen trees will help screen the proposed Lot 2 house from the neighbor to the south. The exact planting location of the trees will be determined in the field following construction of the Lot 2 driveway and dwelling.

- A note has been added to the Wood Guide Rail detail to "angle-cut tops of 6" x 6" posts to provide for adequate drainage".
- The words "single family" have been added to the house description on all relevant plans.
- A note has been added to Sheet 12/12 that states "Existing Stream Tributary to the Pocantico River".
- An additional sheet has been added to the package as Sheet 12A/12 entitled "Driveway Maintenance Plan" dated October 23, 2017. This plan reflects the applicant's attempt to

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allocate percentages of financial responsibility for the future maintenance of the common driveway portion of Hillcrest Drive, once completed. As shown, four (4) property owners currently utilize (or will utilize upon creation of the subdivision) the common portion of the driveway. The proposed allocation of responsibility has been calculated on Sheet 12A/12. The applicant is currently drafting a driveway maintenance agreement, which will be presented to the Planning Board at the November meeting. It is noted that, if any property owners to the south wish in the future to utilize the common driveway for vehicular access, the allocation of driveway maintenance responsibility will need to be modified to include the property owners to the south.

**Responses to Town Engineer's October 18, 2017 Memorandum**

1. DI #5 has a deep (36") sump. This is described on Sheet 3/12 and on the detail on Sheet 10/12.
2. Additional silt fence has been added to Sheet 3/12, as requested.
3. The proposed water service line has been correctly identified on Sheets 3/12 and 10/12 by material and size.
4. The applicant is in the process of obtaining direction from the Town Water Department on the configuration of domestic and fire service. We expect to have this finalized by the November, 2017 Planning Board Meeting.
5. The proposed grading of the Lot 2 driveway/common driveway has been clarified in the vicinity of Station 0 + 50.
6. The proposed guiderail posts have been increased in size to 6" x 6". Sheet 10/12 illustrates this change.

We look forward to discussing these plan changes at your Board's November 1, 2017 meeting. In addition, we are hopeful that the Planning Board will close the written comment period of the public hearing on November 1, 2017 and vote to issue conditional final subdivision approval.

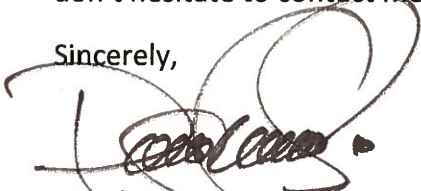
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Should you have any questions or require additional copies of the submitted materials, please don't hesitate to contact me.

Sincerely,

A handwritten signature in dark ink, appearing to read "David Sessions", with a large, stylized flourish extending from the end of the signature.

David Sessions, RLA, AICP

Kellard Sessions Consulting, P.C.

DS/pg

Enclosures

cc: Dennis Butler w/Enc.  
William Butler  
Gerald D. Reilly, Esq. w/Enc.  
Kathy Zalantis, Esq.

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