

Application #36-2023 Micah Burgess Short Term Rental Residential Application:

Mr. Burgess owns a home at 120 Eldred Yulan Road. The home is two bedrooms and one bath.

Mr. Burgess has requested from the board that they schedule his public hearing for November because he is not available in October.

Motion to schedule a public hearing on application #36-2023 to be held on November 29, 2023 at 6PM:

Motion: JT Vogt Second: Tim McKenna All in favor

Chairman opens the regular meeting at 7PM

Pledge to the Flag

Chairman states the minutes are being recorded

Secretary takes attendance.

Attendance:	Norm Sutherland	Present
	JT Vogt (co-chairman)	Present
	Jeffrey Spitz	Present
	Steve Bott	Absent
	Tim McKenna	Present
	Laura Burrell (alternate)	Sitting for Steve Bott
Board Secretary	Monica McGill	Present
Town Attorney	Michael Davidoff	Present
Code Enforcement	BJ Gettel	Present

Motion to approve the September 27, 2023 meeting minutes:

Motion: Tim McKenna Second: JT Vogt All in favor

Chairman Norm Sutherland and the board motion for a resolution for a change in the meeting time from 7PM to 6PM . (Please see attached)

Motion: Jeff Spitz Second: JT Vogt All in favor

Application #9-2023 Shane Pearson & Courtney Crangi Special Use Permit Cannabis

The application #9-2023 Public Hearing was closed on October 25, 2025.

The board was awaiting the response from the NPS (National Park Service)

Chairman Norm Sutherland reads the results. (Please see attached)

The was also correspondence sent from the applicant’s attorney, and the chairman reads. (Please see attached)

Motion to make the Town of Highland Planning Board lead agency for SEQR Part (2):

Motion: Tim McKenna Second: Laura Burrell All in favor

SEQR Part (2) read by Michael Davidoff and completed by the board.
Motion for SEQR Part (2) will not result in any significant adverse environmental impacts:

Motion: Jeff Spitz Second: Tim McKenna All in favor

Michael Davidoff reads the resolution for Application #9-2023

Motion to approve Application #9-2023 Site Plan approval only:

Motion: Tim McKenna Second: Laura Burrell All in favor

Vote as follows:

Tim McKenna	Aye
Norm Sutherland	Aye
Jeff Spitz	Aye
JT Vogt	Aye
Laura Burrell	Aye

Application #5-2022 Camp Fimfo-Catskill Site Plan Review

Attending for Camp Fimfo are:

Daniel Rubin (applicants attorneys)

Caren Labruzzo (Engineer)

Chairman Norm Sutherland states again that applications that fall into the river corridor, and State Route 97 have a lengthy process, due to all the reporting to the UDC, NPS, DOH, DEC, and the county.

Chairman Norm Sutherland reads the report from Keystone Assoc. (Town of Highland's Engineer) Please see attached. The board and the public have huge concerns for the intersection in Barryville and the traffic on Saturday's from the Farmers Market that is in Keystone's report paragraph (2) #1.

Camp Fimfo-Catskill has presented the board with a Draft Environmental Impact Statement (Draft Scoping document) that will be posted in the River Reporter and the Sullivan County Democrat, and posted on the website.

Public Comment in regards to this document will open on November 3, 2023 and will close on November 23, 2023.

Michael Davidoff reads the resolution in regards to SEQR for the scoping document.

Motion to adopt the resolution:

Motion: Tim McKenna Second: JT Vogt All in favor

Vote as follows:

Tim McKenna	Aye
Norm Sutherland	Aye
Jeff Spitz	Aye
JT Vogt	Aye
Laura Burrell	Aye

Application #7-2023 211 Mail Road Site Plan Review/Special Use Permit

In attendance for the applicant is John Fuller (Engineer)

The new plans presented to the board show the following changes:

The removal of (4) dormitories @ 5200 square feet each and replaced by (2) 6800 square foot dormitories that will house 144 beds.

The septic to be moved to the lower end of the property.

Todd Maurrrzzio of Fusco Engineering representing the Planning Board presents their report, and is read into record by the chairman. (Please see attached)

Jeff Spitz gets clarification that the applicant is looking to change the existing special use of Hotel/Motel/Restaurant to a religious place of worship.

The board requires time to look at the new plans and states that the next steps would be that the applicant supply current perk tests that will need to be witnessed by Fusco Engineering, and that a traffic analysis be done and based on the busy season.

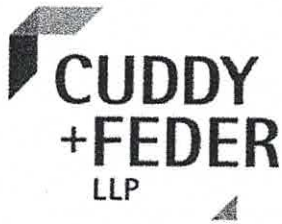
The applicant will be added to the November 29, 2023 Agenda for further discussion.

Motion to close the meeting:

Motion: Jeff Spitz

Second: Tim McKenna

Meeting adjourned



445 Hamilton Avenue, 14th Floor
White Plains, New York 10601
T 914 761 1300
F 914 761 5372
cuddyfeder.com

Kristen Motel
KMotel@cuddyfeder.com

October 19, 2023

VIA E-MAIL: (info@ddelawoffice.com)

Michael Davidoff, Esq.
Attorney for the Town of Highland
PO Drawer 1040
Monticello, New York 12701

Re: Courtney Crangi/Shane Pearson - The Loosey Kit LLC
Planning Board Application # 9-2023
Cannabis Microbusiness
Premises: 3465 New York State Route 97, Highland, NY (S-B-L: 27.-9-14)

Dear Attorney Davidoff:

This letter is provided on behalf of our clients, Courtney Crangi and Shane Pearson, in response to your letter dated October 16, 2023, regarding our clients' proposed Microbusiness, The Loosey Kit LLC, at the captioned Premises.

As noted in our July 13, 2023, submission to the Planning Board, and discussed at both the July 26th and August 23rd Planning Board public meetings reviewing this matter, The Loosey Kit's operations will not include on-site retail sales to consumers. The proposed cannabis Microbusiness operations will solely involve the cultivation and processing of cannabis plants, as well as distribution to licensed distributors and retailers that will take possession of the product and coordinate for the product to be sold off-site.

Our clients fully understand that should The Loosey Kit LLC desire to amend its activities to include on-site retail sales in the future, they will have to apply for and obtain approval from the Town of Highland Planning Board.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Kristen Motel', is written over a horizontal line.

Kristen Motel, Esq.



United States Department of the Interior



NATIONAL PARK SERVICE
Interior Region 1
North Atlantic-Appalachian
1234 Market Street, 20th Floor
Philadelphia, PA 19107

October 24, 2023

Chairman Aaron Robinson
Upper Delaware Council
211 Bridge Street
Narrowsburg, NY 12764

Re: Substantial Conformance Review for UDC2023-10, The Loosey Kit LLC
Town of Highland, Sullivan County, New York

Dear Chairman Robinson,

Thank you for your transmittal of September 13, 2023, recommending the Site Plan Review application to the Town of Highland for the proposed The Loosey Kit cannabis microbusiness to be found in substantial conformance by the National Park Service Interior Region 1 Regional Director.

The National Park Service concurs with the Upper Delaware Council's recommendation that the project substantially conforms with the Secretary of the Interior's Land and Water Use Guidelines.

It should be noted that the application does not include a proposal for signage for the new business. The UDC should follow up with the Town to ensure that any subsequent application for business signage complies with Principle B, Objective 4 of the Land and Water Use Guidelines, to "prevent unnecessary sign proliferation."

If you have any questions, please contact Lindsey Kurnath, Superintendent, Upper Delaware Scenic and Recreational River, at Lindsey_Kurnath@nps.gov or (570) 729-8251 x 2225.

Sincerely,

Gay Vietzke
Regional Director



Kenneth D. Ellsworth, P.E.
Managing Member

Paul L. Bedford, AIA
Architect

Rodney L. Carey, L.S.
Land Surveyor

Kordian W. Wichtowski, R.A.
Architect

October 25, 2023

Mr. Norman Sutherland, Chairman
Town of Highland Planning Board
4 Proctor Road
Eldred, New York 12732

RE: Camp Fimfo
Draft Environmental Impact Statement
Draft Scoping Document

Dear Chairman Sutherland:

We have reviewed the Draft Scoping Document submitted by the applicant for the above project. It is our opinion that the document addresses the concerns identified in the Part 2 of the EAF as "Moderate" environmental impacts and follows the required items described in 6 NYCRR Part 617.8 (e) (1) through (7).

It is our recommendation that the following revisions are made by the applicant prior to the Planning Board accepting the document as final and proceeds to the next step of the SEQR process.

- I. Traffic, Transportation, Pedestrians and Transit,
 1. Existing Conditions, b (1), (2) c.
Collecting current traffic data to determine existing and proposed traffic volumes on Route 97 at the entrances to the project will not result in a change to the Levels of Service (LOS) of Route 97.

The applicant is requested to direct its focus to the intersection of Route 97 and Route 55, on weekends, during the operation of the Farmers Market. The applicant is to identify the issues and recommend solutions for the Town to pursue to mitigate the issues.

2. Traffic, Transportation, Pedestrians and Transit,
 3. Potential Impacts of the Proposed Project,
 - a. This section was left blank and is a typo. Please revise.

Should the Planning Board receive the above revisions prior to the meeting tonight, a vote to deem the scope as final, can be taken.

If you have any questions, please contact our office.

Respectfully,

Keystone Associates
Architects, Engineers and Surveyors, LLC


Kenneth D. Ellsworth, P.E.
Managing Member

KDE:las

Main Office
58 Exchange Street
Binghamton, New York 13901
Phone: 607.722.1100
Fax: 607.722.2515

Branch Office
165 South Main Street, Suite 6
Cortland, New York 13045
Phone: 607.753.8015

Branch Office
30 North Street, 2nd Floor
Monticello, New York 12701

E-mail: info@keyscomp.com
www.keyscomp.com

FUSCO

ENGINEERING &
LAND SURVEYING, D.P.C.



233 East Main Street
Middletown, NY 10940

Phone: (845)344-5863
Fax: (845)956-5865

Consulting Engineers

Alfred A. Fusco, Jr.
P.E. Principal

Alfred A. Fusco, III
General Manager

October 23, 2023

Norman Sutherland, Planning Board Chairman
Town of Highland
4 Proctor Road
Eldred, New York 12732

RE: 211 Mail Road
Preliminary Review
Town of Highland
SBL 15-1-70.1 and 70.2
Our file # HL-004

Dear Chairman Sutherland,

We have reviewed the material submitted to us by John Fuller, P.E., and are providing this review as the Town of Highland Planning Board Consultant.

Project: Applicant – John D. Fuller, P.E. for Yeshiva Ohr Shraga Veretzky
Address: 211 Mail Road
SBL: 15-1-70.1 and 70.32
Zone: Agricultural – Residential – R2
Request: Special Use Permit – Change of Use

Project: Hotel site with two (2) 6,800 square foot dormitories, one 1,200 square foot Mikvah, a 9,500 square foot multi-purpose building and additional use as a place of worship. It is our understanding that the existing motel will be used for religious and educational purposes for the congregation and will not be open to the public.

Material Reviewed:

Site Plan – John Fuller, P.E. 10/13/23 and memo for response
Application
EAF and Narrative
Laberge Group memorandum
Memorandum of Law regarding case law for New York Law and (RLUIPA) Federal Religious Land Use and Institutionalized Persons Act of 2000

COMMENTS - SEAF:

1. Applicant to include a list of involved and interested parties. Town will mail.

COMMENTS – ZONING FOR BOND INFORMATION:

1. Under Chapter 190, Schedule 2, District Schedule of Use Regulations R2 District:
 - a. Hotel/Motel is listed as Special Use Permit and is required.

- b. Multi-Purpose building is not specifically listed in R2 but is part of Hotel/Motel and part of Special Use Permit (SUP).
 - c. Place of Worship is listed in R2 and requires a Special Use Permit from the Planning Board. This would also include the Mikvah, Religious Retreat, and religious education.
2. The above shows that this project can be considered by the Planning Board as a combination of Special Use Permits; mainly due to the Place of Worship designation and the New York State and Federal RLUIPA 2000 legislature. The Planning Board must determine carefully if the Place of Worship and religious education are the basis of the application.

COMMENTS – SITE PLAN REVIEW:

1. Soils testing to be witnessed by NYSDOH.
2. Our office had asked for additional percolation and deep soils within the design area during our review dated August of 2023, this new submission now indicates the movement of the proposed septic system to a new location, however the plan still reflects percolation testing results and location performed in 2016 now relocated to the new septic system location. We would like to see updated percolation testing, one percolation test on the lower end of the dormitory septic system, and two percolation tests in the 100% reserve area. This testing shall be provided prior to going to the NYS Health Department or NYS DEC.
3. The septic diversion swales shall be located at the toe of slope for the shallow trench system.
4. What is the purpose of the sewer manholes, it appears that there is gravity flow to the pump chambers.
5. Revise the typical shallow trench 3 S-11, it appears that there is more than 6” of sand below the lateral.
6. The shallow trench detail should be revised to show that the amount of fill to be placed is 24” from the original ground.
7. NYSDOH approval is required for water and sanitary systems.
8. NYSDEC SPEDES permit is required for sanitary systems.
9. Plans have been submitted by the applicants engineer to the local fire department, awaiting comments.
10. The Highway Superintendent should review the proposed driveway locations prior to approval; the driveways will need to be staked.
11. Fire truck turn-around for multi-purpose building required prior to building permits.
12. Escrow account required for inspections of public improvements.
13. Stormwater Pollution Prevention Plan (SWPPP) is required.
14. The National Wetland Inventory mapping service usually indicates existing ponds and streams, we would ask that a wetland specialist walk the area of disturbance and provide the board with a letter stating that there are no Army Corp Wetlands located within the area of disturbance.

233 East Main Street
Middletown, NY 10940
(845)344-5863



15. Building names should be revised for consistency throughout the plan for clarity, i.e., the parking calculations, site plan, sewer calculations, etc.

16. Board comments.

Action:

Pleasure of the Board.

Please advise if you have any questions.

Very truly yours,

A handwritten signature in black ink, appearing to read "Alfred A. Fusco, Jr.", written over the typed name.

Alfred A. Fusco, Jr., P.E.
Fusco Engineering &
Land Surveying, D.P.C.

Cc: Town Clerk
Building Department
Michael Davidoff
John Fuller, P.E.
Alfred A. Fusco, Jr., P.E.
BJ Gettel