

Memo

PLANNING BOARD, TOWN OF SHELTER ISLAND

Project: Minor Subdivision Sketch Plan Crescent Beach Properties
From: Joe Lombardi @ The Raynor Group, P.E. & L.S. PLLC
Date: May 13, 2025

Our office has received a map titled 3 Lot Sketch Plan, prepared by Inter-Science Research Associates, Inc. dated April 8, 2025. This map replaces an identical map titled 3 Lot Conceptual Yield Plan and represents that subdivision that the project sponsor wishes to pursue.

The 3 Lot Sketch Plan includes one 172,304 sq. ft. lot that comprises all of the subject premises water frontage on Shelter Island Sound. The lot area excluding wetlands is 159,481 sq. ft. This lot will take access off of Shore Road (C.R. 42). A twenty foot wide utility easement over the northerly line of proposed Lot 2 will be used to extend public water, which is on Serpentine Drive, to Lot 1.

The tidal wetlands along Shelter Island Sound were flagged by Inter-Science Research Associates, Inc. on April 8, 2019. Freshwater wetlands associated with a pond on the southerly side of Shore Road were flagged by Inter-Science Research Associates, Inc. on May 21, 2020. Wetland buffers and setbacks are provided on Lot 1 from both wetland lines.

Lot 2, which has an area of 87,099 s.f. and Lot 3, which has an area of 86,247 s.f. are located on the easterly side of the property, where the slopes are less severe, and have frontage on Serpentine Drive.

The proposed building envelopes are located in the easterly portions of the lots to take advantage of the relatively flat areas. The building envelopes end before the areas of 25-45% slopes are encountered.

Should this map be approved, we would recommend that the metes and bounds of these building envelopes be shown on the final plat.

There is a Park Area of 38,475 s.f. which represents 10% of the overall tract, shown on the 3 Lot Sketch Plan. This Park Area is located along Shore Road and consists entirely of upland area.

Due to the topography on Lot 1, where slopes exceed 25% - 60%, there were some concerns raised regarding the whether or not a single family residence and typical anixillary structures could be constructed on the lot.

In addition to submitting the revised map, the project sponsor's representative submitted the following materials:

- New York State Department of Environmental Conservation Permit No. 1-4732-01050/0003 dated September 7, 2021 for construction of a single-family residence on Lot 1;
- Suffolk County Department of Health Services Permit for Approval of a single-family residence dated August 16, 2021;
- Town of Shelter Island Zoning Board of Appeals approval of a height variance for construction of a single-family residence on proposed Lot 1 dated February 24, 2021. The variance was valid for one year and will have to be renewed;

Please note that as a condition of approval, future subdivision of the property was limited to two additional lots with a total construction of no more than 6,000 SFLA for each lot.

- Construction Methodology Regarding the Proposed Construction of a Single-Family Residence and Related Improvements at 11 Serpentine Drive prepared by Bulgin & Associates Inc. dated November 10, 2020;
- Stormwater Pollution Prevention Plan (SWPPP) form and approved engineered plan prepared by Armus Engineering, PLLC last dated January 25, 2021 for construction of a single-family residence;
- MS4 Stormwater Pollution Prevention Plan (SWPPP) Acceptance Form approved on May 27, 2021 by Joseph Finora, P.E., Town Engineer;
- Acknowledgement of NOTICE OF INTENT for Coverage under SPDES General Permit for Storm Water Discharges from CONSTRUCTION ACTIVITY – General Permit No. GP-0-20-001 from the New York State Department of Environmental Conservation dated August 26, 2021.

It should be noted that the General Permit requirements of GP-0-20-001 have been revised. If it hasn't already been done, the project sponsor should submit a Letter of Continued Coverage (LOCC) for Coverage Under SPDES General Permit for Stormwater Discharges from Construction Activity (CGP) General Permit No. GP-0-25-001.

Conclusion:

The map labeled “3 Lot Sketch Plan” clarifies the concern that the Planning Board raised as to which map the project sponsor was interested in pursuing.

The additional materials that were submitted demonstrate that a single-family residence can be constructed on Lot 1 and permits for construction have been obtained from the NYSDEC (wetlands), SCDHS (Sanitary and water supply) Town of Shelter Island ZBA (height variance), Stormwater Pollution Prevention Plan (Town of Shelter Island Engineer and NYSDEC Division of Water).

The Construction Methodology prepared by Bulgin & Associates, Inc. provides a reasonable outline of the practices needed to construct a single-family residence on Lot 1.

The proposed subdivision complies with a condition of the Town of Shelter Island ZBA approval that no more than two additional lots be created on the site.

The ZBA approval has expired and will have to be updated.

A Letter of Continued Coverage (LOCC) for Coverage Under SPDES General Permit for Stormwater Discharges from Construction Activity (CGP) General Permit No. GP-0-25-001 will have to be obtained from the NYSDEC Division of Water.

The subdivision may require a Tidal Wetland Permit from the New York State Department of Environmental Conservation.

The subdivision is subject to approval from the Suffolk County Department of Health Services for water supplies and sanitary systems.

Based on the above, our office would recommend that the Planning Board consider granting Sketch Plan approval.

To preserve the more steeply sloping apportions of Lot 2 and 3, the final plat should include the metes and bounds of the proposed building envelopes.

The final plat should also include the metes and bounds of the proposed utility easement on Lot 2.

A notation that there shall be no more than 6,000 SFLA for both Lot 2 and Lot 3.

A public hearing will be required after an application for final subdivision approval has been submitted.