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April 8, 2024

Town of Forestburgh  
Planning Board  
332 King Road  
Forestburgh, NY 12777

Attn: Richard Robbins, Chairman

Re: Trips 2 Win LLC  
Event Barn/Clubhouse Application  
Forestburgh Road, Fowlerville  
SBL #33-1-20

Dear Chairman Robbins,

I previously received review comments pertaining to the above project from town engineer Joseph Gottlieb, P.E., dated March 22, 2024, as well as a summary memorandum of the project's discussion at your March 27, 2024 meeting from project attorney Peter Ng, Esq.

With our intent to keep the process moving it would be appreciated if this matter could be scheduled for continued review at your April 23<sup>rd</sup> meeting. The following and attached materials are my responses to many of Tim Gottlieb's comments, while other items such as a new survey map and topographic plan; and area variances from the town zoning board, are being scheduled but will take a longer period of time.

My responses below follow their respective comments:

1. *The Application Packet includes the Application, Short Form EAF, and related documents.*

**Response:** Acknowledged.

2. *The Application should be revised to include the Site Plan & Lot Line Change.*

**Response:** See attached application for proposed Lot Improvement, dated April 5, 2024.

3. *Short Form EAF:*

- a. *The Short Form EAF should be prepared using the NYSDEC EAF Mapper website and re-submitted.*

**Response:** See attached Short EAF with DEC Mapper page attached.

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- b. *Item 2 of the Form should indicate that a 239GML Review by the Sullivan County Division of Planning, Community Development & Environmental Management is required.*

**Response:** GML 239 reference added to EAF.

- c. *A review by the Sullivan County DPW will also be required.*

**Response:** Acknowledged, the County DPW will review the project plans in conjunction with the Division of Planning 239 review. If a DPW drive entrance permit is required, application and plans will be submitted.

- d. *Our office downloaded a Short Form EAF, and it indicates that the site of the proposed action may impact a species (Bald Eagle) that is listed as threatened or endangered. The Applicant should provide documentation that addresses this concern.*

**Response:** Acknowledged. No eagle nesting sites or roosting trees are located on or in close proximity to the project parcels. This matter will be investigated further.

- e. *Item 3, should indicate the total area of the property after the Lot Line Change, and any acreage to be disturbed by the installation of the proposed overflow parking area.*

**Response:** Site disturbance area revised in EAF.

4. *A Survey Map of the Lot Line Change prepared by a duly licensed NYS Surveyor will be required.*

**Response:** To be provided.

5. *Site Plan:*

- a. *Dimensions for the proposed parking spaces should be provided for the parking area adjacent to the Event Barn, and the overflow parking area. Proposed grading of those areas should be provided as well.*

**Response:** See parking areas dimensions on sheet #1.

- b. *Appropriate parking details should be provided.*

**Response:** See Construction Details sheet #4.

- c. *The need for ADA accessible parking and building access should be provided.*

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**Response:** See Details sheet #4 and reference to ADA parking and access into the building on sheet #1.

*d. The name and address for the Applicant should be provided.*

**Response:** Added on sheet #1.

*e. Metes & bounds should be provided for the Lot Line Change.*

**Response:** The survey map noted in item #4 above will include that data.

*f. If signage is proposed, details should be provided.*

**Response:** Currently, no signage at the road frontage is proposed.

*g. Outdoor lighting, if proposed, should be detailed on the plans, and should be Dark Sky compliant.*

**Response:** See proposed light poles on sheet #1 and details on sheet #4.

*h. The Board should determine if building elevation plans will be required.*

**Response:** Acknowledged.

*i. Zoning setbacks should be provided on the Site Plan.*

**Response:** See setback dimensions on sheet #1.

*j. A detail for the overflow parking lot access drive should be provided.*

**Response:** See drive detail on sheet #4.

*k. Two-foot topography is required for the developable area of the site.*

**Response:** To be provided with survey map.

*6. The Applicant should consider adding a locked gate for the footbridge to prevent access onto the adjacent property (SBL 33-1-19).*

**Response:** A construction fence barrier has been shown at the footbridge entrance on sheet #1.

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7. *Landscaping in accordance with §180-14 & §180-17 of the Zoning Code should be addressed.*

**Response:** See plantings and a plant list table added to sheet #1.

8. *The existing sewage disposal system appears to be undersized for the proposed use. A new sewage disposal system designed in accordance with present day standards should be prepared and shown on the plans.*

**Response:** See "Septic System Plan" sheet #3.

9. *Area Variances will be required for Front Yard and Side Yard Setbacks after the Lot Line Change.*


**Response:** Acknowledged, will be pursued with town ZBA.

10. *The Board should review the Discussion of Findings*

**Response:** Acknowledged.

Upon receipt of a final survey map and topographic plan, the current site plans will be updated as necessary in conjunction with the final grading plan.

Thank you.

Very truly yours,  
  
Glenn L. Smith, P.E.

GLS/mdc  
Encl.

cc: Robert Sipos  
William Sipos  
Tim Gottlieb  
Peter Ng  
Christopher Ng  
Javid Afzali