

LEGAL NOTICE OF PUBLIC HEARING

PLEASE TAKE NOTICE that the Town Board of the Town of Poughkeepsie does hereby set the 11th day of July, 2018 at 7:00 P.M. at the Town Hall, Town of Poughkeepsie, One Overocker Road, Poughkeepsie, NY as the time date and place of a public hearing to afford all interested parties an opportunity to be heard and seek public comment concerning a proposed amendment to the Poughkeepsie Town Code, Chapter 210 of the Zoning Law specifically, Section 210-27, entitled "MacDonald Heights Center (MHC) District" to clarify some language unique to this zoning district.

AND PLEASE ALSO TAKE FURTHER NOTICE that said amendment is available to preview in the Town Clerk's Office located at One Overocker Road, Poughkeepsie, New York, between the hours of 8:00 A.M. - 4:00 P.M., Monday thru Friday and is also available to view on our website at www.townofpoughkeepsie.com on our public hearings page.

Felicia Salvatore, Town Clerk
Town of Poughkeepsie
June 12, 2018

RESOLUTION 6:6 - # 11 of 2018

WHEREAS, the Town Board has received a communication from the Director of Municipal Development recommending an amendment to Chapter 210, entitled “Zoning”, specifically Section 210-27 entitled “MacDonnell Heights Center (MHC) District”, and

WHEREAS, the proposed amendment is attached hereto and incorporated herein and the Town Board does hereby waive a verbatim reading of said amendment and does direct that said amendment be spread across the record as if they, in fact, had been read verbatim; and

WHEREAS, the action to amend the Zoning Law is a Type I Action under the New York State Environmental Quality Review Act; and

WHEREAS, the Town Board has determined that the proposed amendment must be referred to the Dutchess County Department of Planning and Economic Development and to the Town Planning Board for review and recommendation; and

WHEREAS, the amendment requires a public hearing.

NOW, THEREFORE BE IT RESOLVED THAT:

1. The Town Board hereby states that because only the Town Board can consider and adopt changes to the Town Code that it is the only involved agency, and the Board hereby declares that it is the Lead Agency for purposes of coordinating the environmental review of this matter pursuant to Article 8 of the Environmental Conservation Law; and
2. The Town Board hereby sets a public hearing on the proposed amendments for July 11, 2018, at 7:00 PM, or as soon thereafter as the matter may come to be heard, in the Town Hall, One Overocker Road, Poughkeepsie, New York; and

3. The Town Board refers this matter to the Dutchess County Department of Planning and Economic Development for a recommendation pursuant to GML 239-m; and
4. The Town Board refers this matter to the Planning Board for an advisory report pursuant to Town Code Sections 210-154.
5. The Town Board directs the Town Clerk to notify the Town Clerks of each of the surrounding municipalities of the public hearing pursuant to GML 239-nn.

Dated: June 6th 2018
 Moved: Ann Shershin
 Seconded: Jessica Lopez

Motion passes/ fails: Ayes 6 Nays 0

JEN/mem
 t-5/31/2018
 m-6/6/2018
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	AYE	NAY	ABSTAIN
<u>PRESENT</u> /ABSENT Councilman Renihan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>PRESENT</u> /ABSENT Councilman Carlos	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>PRESENT</u> /ABSENT Councilwoman Lopez	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>PRESENT</u> /ABSENT Councilman Cifone	<u>absent</u>	<input type="checkbox"/>	<input type="checkbox"/>
<u>PRESENT</u> /ABSENT Councilman Woolever	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>PRESENT</u> /ABSENT Councilwoman Shershin	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>PRESENT</u> /ABSENT Supervisor Baisley	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

BE IT ENACTED by the Town Board of the Town of Poughkeepsie as follows:

Article VIII, §210-27 of Chapter 210 of the Town of Poughkeepsie Zoning Code entitled "MacDonnell Heights Center (MHC) District" is hereby amended as follows:

NOTE: New text is shown as underline; deleted text is shown as ~~strikethrough~~.

§ 210-27. MacDonnell Heights Center (MHC) District.

- A. District purpose. This district defines the emerging mixed-use center along State Route 44 at and across from the former Frank Brothers Farm property. In addition, this district serves the following specific purposes:
- (1) Promote a mix of business, commercial, and residential uses in single-story and multistory buildings designed as an integrated community along the southeastern side of Route 44.
 - (2) Promote pedestrian activity through a safe and walkable environment, encourage a "park once and walk around" core and establish connections to adjacent residential neighborhoods.
 - (3) Minimize the visual impact of the automobile by managing the placement and screening/landscaping of parking areas.
 - (4) Create an interconnected street system for both pedestrian and vehicular traffic.
 - (5) Encourage the development of both on-street parking and shared parking areas between nearby uses.
 - (6) Promote a sufficient critical mass of employees, shoppers and residents within close proximity to a commercial and mixed-use core which encourages people to park once and walk because walking becomes more convenient than driving for short trips within the core.
 - (7) Promote a retail shopping and business environment that is not strip-retail oriented, where shoppers park once and walk between adjoining commercial uses where the buildings are primarily connected to each other or use zero lot lines.

- (8) Provide public gathering spaces such as central greens and centerpiece buildings.
- (9) Provide for a variety of housing options within walkable proximity to the commercial core including single-family, two-family homes, and multifamily units.
- (10) Preserve, enhance and incorporate natural and historic features in order to enhance a sense of place, greenway connections and natural edge conditions.

B. Permitted uses. Permitted uses shall be as follows (Note: "*" designates a use which is subject to site plan approval by the Planning Board):

- (1) *Adaptive reuse of existing residential structure for nonresidential use.
- (2) *Bank and financial services.
- (3) *Bakery.
- (4) *Bar, provided that food sales account for not less than 25% of gross sales and hours of operation shall be limited to 11:00 a.m. to 11:00 p.m.
- (5) *Boutiques with or without goods processed or assembled on site, subject to §210-57.
- (6) *Business park, subject to § 210-60.
- (7) *Clinics.
- (8) *Delicatessen.
- (9) *Dwelling, single-family.
- (10) *Dwelling, two-family.
- (11) *Health club.
- (12) *Inn, subject to § 210-77.
- (13) *Library, community center.
- (14) *Laundry, dry cleaner.
- (15) _____ *Office.
- ~~(15)~~(16) *Passive outdoor recreation and open space, excluding outdoor recreation facilities
- ~~(16)~~(17) *Personal service business, no drive-in or drive-through.
- ~~(17)~~(18) *Retail business, no drive-in or drive-through.

~~(18)~~(19) *Restaurants, no drive-in or drive-through.

~~(19)~~(20) *Service business, no drive-in or drive-through.

~~(20)~~(21) *Supermarket.

~~(21)~~(22) *Theater.

~~(22)~~(23) *Veterinarian, no kennel, no crematorium.

C. Special uses. Special permitted uses shall be as follows (Note: "*" designates a use which is subject to both special use permit and site plan approval by the Planning Board; "+" designates a use that is subject to special use permit approval by the Zoning Board of Appeals.):

(1) *Bed-and-breakfast, subject to § 210-55.

(2) *Commercial garages.

(3) *Commercial recreation, indoor only.

(4) *Day-care centers, subject to § 210-65.

(5) +Home occupations, subject to § 210-74.

(6) *Motor vehicle accessory sales facilities, subject to § 210-86.

(7) *Multi-family dwellings, and mixed use buildings with non-residential uses on the ground floor, and nonresidential uses within multistory structures as part of a unified development on lands that are or were part of a single site plan application across two or more parcels within the MHC District on a single lot.

(8) *Nursery schools, subject to § 210-65.

D. Accessory uses shall be as follows (Note: "*" designates a use which is also subject to site plan approval by the Planning Board.):

(1) *Accessory buildings and structures, subject to § 210-48.

(2) *Clubhouse as part of a common use area for a residential project.

(3) *Outdoor restaurant dining area.

(4) *Swimming pool (private), subject to § 210-107.

(5) *Temporary buildings for construction purposes, subject to § 210-109.

E. The area and bulk regulations for a detached single-family unit in the MHC District shall be as follows:

Minimum Lot Area (square feet)	Minimum Frontage (feet)	Minimum Front Yard (feet)	Minimum Side and Rear Yard (feet)	Usable Open Space Set-Aside (square feet) ^a	Maximum Lot Coverage (%)	Maximum Impervious Surface (%)	Maximum Height (feet)
4,000	40	15	6 feet side; 20 feet rear	1,000 per unit	45%	68%	28 feet or 2 stories

NOTE:

^a Shall be reserved outside of building lot area as usable open space for the development of public parks, commons, or small pedestrian plazas with amenities such as benches, landscaping and natural walking trails.

F. The area and bulk regulations for attached residential units in the MHC District shall be as follows:

Minimum Lot Area (acres)	Minimum Frontage (feet)	Minimum Front Yard (feet)	Minimum Side and Rear Yard (feet)	Usable Open Space Set-Aside (square feet) ^a	Maximum Lot Coverage (%)	Maximum Impervious Surface ^b (%)	Maximum Height (feet)
8	70	25	15	1,000 per unit	70%	80%	50 feet or 3 1/2 stories

NOTE:

^a Shall be reserved outside of building lot area as usable open space for the development of public parks, commons, or small pedestrian plazas with amenities such as benches, landscaping and natural walking trails.

G. The area and bulk regulations for nonresidential or mixed residential/nonresidential use structures as attached units in the MHC District shall be as follows:

Minimum Lot Area (square feet)	Minimum Frontage (feet)	Minimum Front Yard (feet)	Minimum Side and Rear Yard (feet)	Usable Open Space Set-Aside (square feet) ^a	Maximum Lot Coverage (%)	Maximum Impervious Surface ^b (%)	Maximum Height (feet)
1,600	22	10	0	500 per 1,600 square feet of lot area	95%	100%	50 feet or 4 stories

NOTES:

- ^a Shall be reserved outside of building lot area as usable open space for the development of public parks, commons, or small pedestrian plazas with amenities such as benches, landscaping and natural walking trails.
- ^b Lot coverage % vs. impervious coverage % is designed to encourage parking within attached residential structures to minimize grade (ground) parking.

H. The area and bulk regulations for nonresidential or mixed residential/nonresidential use structures as detached units in the MHC District shall be as follows:

Minimum Lot Area (square feet)	Minimum Frontage (feet)	Minimum Front Yard (feet)	Minimum Side and Rear Yard (feet)	Usable Open Space Set-Aside (square feet) ^a	Maximum Lot Coverage (%)	Maximum Impervious Surface ^b (%)	Maximum Height (feet)
5,000	30	10	10 feet side; 25 feet rear	500 per 5,000 square feet of lot area	65%	80%	50 feet or 3 1/2 stories

NOTES:

- ^a Shall be reserved outside of building lot area as usable open space for the development of public parks, commons, or small pedestrian plazas with amenities such as benches, landscaping and natural walking trails.
- ^b Lot coverage percentage vs. impervious coverage percentage is designed to encourage parking within attached residential structures to minimize grade (ground) parking.

I. Additional area and bulk regulations. The following regulations are in addition to the area and bulk regulations of paragraphs "E", "F", "G", and "H" of this section:

- (1) With the exception of a supermarket/grocery store on a lot, no single retail use shall occupy ground-floor space in excess of 35,000 square feet. A supermarket/grocery store may occupy ground-floor space not to exceed 65,000 square feet.
- (2) The continuous ground-level frontage of a single commercial use building in excess of 60 feet in length along any frontage exposed to a street, public space or parking area and ground-level commercial uses larger than 15,000 square feet shall be contained in a mixed-use structure or be architecturally designed to appear as a streetscape composed of a variety of small buildings that helps to further prevent the visual dominance or appearance of a single, large commercial use.
- (3) Maximum residential dwelling unit density. For lands that are or were part of a single site plan application across two or more parcels within the MHC District, the overall residential density for the project shall not exceed six dwelling units per acre. In approving the maximum allowable density for such a project, the Planning Board may shall condition the approval of any site plan or other development plan on an agreement between the applicant and the Town in which that ensures the maximum residential density as agreed to between the applicant and the Town shall not be exceeded in the future. Notwithstanding, residential dwelling units located immediately above a ground-floor or second-floor nonresidential use shall not be counted against the maximum residential dwelling unit density, provided that sufficient parking is provided and usable the building meets applicable coverage and open space requirements, sufficient parking for the residential uses is provided, and open space is set aside for the such dwelling units within the overall project as provided required herein. ~~In approving the maximum allowable density, the Planning Board may condition the approval of any development plan on an agreement between the applicant and the Town in which the maximum residential density as agreed to between the applicant and the Town shall not be exceeded.~~
- (4) Maximum retail use density. For lands that are or were part a single projectsite plan application across two or more parcels within the MHC District Within the

~~MHC District~~ the total gross square footage of building space devoted to retail uses shall not exceed 75% of the total gross square footage of all nonresidential building space, and Within the MHC District not less than 25% of the total gross square footage of all nonresidential building space shall be nonretail uses such as offices, restaurants, civic uses, etc. The Planning Board shall ensure that compliance with this provision is maintained by requiring the reduction or elimination of proposed retail space where the ~~maximum~~ gross square footage of retail space would exceed 75% of all nonresidential building space. Nothing herein shall be construed to prevent the development of a greater amount of nonretail commercial space than the minimum of 25%. In approving the maximum allowable percentage of retail space the Planning Board may condition the approval of any development plan on an agreement between the applicant and the Town in which the maximum allowable percentage of retail as agreed to between the applicant and the Town shall not be exceeded.

- (5) The development of mixed residential and nonresidential uses is required for each ~~application~~ proposal involving lands that are or were part of a single projectsite plan application across two or more parcels within the MHC District. The Planning Board shall reject any such application that does not include nonresidential uses providing services to residents of the MHC center-district and the community-residents. For any such application no less than ~~20~~15% of the total gross square footage of all structures shall be reserved for nonresidential business and institutional uses. The Zoning Board of Appeals shall have no authority to grant a variance from this requirement.
- (6) Location of open space. The open space set-aside is intended to be located in one or more designated areas for the use of MHC residents and/or the general public, the intention being that the open space that is set-aside be aggregated as a large parcel(s) and not be disbursed into small, less usable spaces.
- (7) Ingress and egress. Locations for ingress and egress to a lot shall be approved by the Planning Board and shall be so arranged as to connect with existing state, county or Town highways, or to a proposed Town highway that has been approved by the Town Board.

(8) Unless approved by the Planning Board, parking shall be located to the side or to the rear of principal structures.

(9) If an open development area in accordance with the Town Law §280-a(4) is approved by the Town Board for lands that are or were part of a single projectsite plan application across two or more parcels within the MHC District, then individual lots as approved for such an within the open development area are not required to have frontage on a public street, provided that appropriate reciprocal easements, to the satisfaction of the Planning Board, are provided for access between such lots and to public streets over common internal roadways and driveways to be constructed in accordance with the approved site plan.

(8)(10) Pursuant to §274-a(5) of the Town Law, the Town Board of the Town of Poughkeepsie hereby grants to the Planning Board of the Town of Poughkeepsie the authority to modify applicable area, yard, bulk, and design provisions of paragraphs "E", "F", "G", and "H" of this section 210-27 when, in the Planning Board's sole discretion, doing so would be consistent with the goals and objectives of the Town Plan and this Chapter pertaining to the intent and purposes of the MHC District. This grant of authority shall not be construed so as to permit the Planning Board to vary the minimum buffer setbacks required for proposed lots adjacent to existing residential uses in a residential district as set forth in this chapter except as otherwise expressly permitted. To the extent that any provisions of this authorization are inconsistent with §274-a of the Town Law, the Town Board of the Town of Poughkeepsie hereby declares its intent to supersede those sections of the Town Law, pursuant to its home rule powers under Municipal Home Rule Law §10(1)(ii)(d)(3) et seq.

f.J. Design standards. The following guidelines shall be applied during the site plan and subdivision review of any new development project involving undeveloped land in the MHC District. The Planning Board shall use its discretion as to the applicability of these guidelines to an adaptive reuse project. All redevelopment projects shall meet the standards set forth herein.

- (1) The use of traditional neighborhood development design is required. A mix of commercial uses and/or residential and commercial uses in all development projects is required. Further, the Planning Board shall require that a development be phased to ensure the required mix of uses is implemented.
- (2) New or in-fill construction should be designed so as to be compatible with the general character of buildings on the street frontage. The setback, height, bulk, gable and pitch of roofs, use of porches, shutters and other exterior design elements should result in an overall design that complements the existing character of the streetscape.
- (3) Shared parking facilities are encouraged. The Planning Board shall ensure that appropriate cross easements for use and ingress and egress to shared parking facilities are filed with the county clerk as part of development plan approval. Where appropriate the Planning Board may allow on-street parking provided the street width is adequate to safely accommodate on-street parking. Service alleys should access practicable, off-street parking spaces for residential uses.
- (4) The incorporation of small, landscaped, front yards is encouraged with any new residential or commercial use (if building is not built to the sidewalk edge).
- (5) The development of public parks, commons, or small pedestrian plazas with amenities such as benches and landscaping is encouraged.
- (6) Where practicable, existing tree rows and hedgerows, stonewalls, and similar features should be retained in the development of any new use or the expansion of any existing use.
- (7) Setbacks and landscaping for nonresidential and mixed-use ~~developments~~ structures shall be subject to the requirements of § 210-152A(2) of this chapter.
- (8) The construction of any blank, windowless facade facing a corridor that provides frontage for the lot on which the building is located is prohibited. All facades that face a street, parking lot or public area shall have windows.
- (9) The utilization of ribbon or continuous strip glazing in any building facade should be avoided.
- (10) Flat roofs shall be avoided, except where the size or type of the building requires a flat roof and facade variations and other architectural features can

disguise the flatness of the roof. Pitched roofs shall be used on buildings in lieu of flat roofs to the extent feasible. If pitched roofs are not feasible or practical in a given situation, then, at a minimum, a pitched roof architectural feature shall be required as a detail element, i.e., entry way or tower element to break the horizontal facade.

- (11) Any large building facade and the sides visible from the transportation corridor should incorporate changes in plane and architectural features that give the appearance of several common-wall buildings.
- (12) All streets shall be designed to permit the installation of electric, water, sewer, gas and other utilities underground, either initially or at the time major improvements or upgrades are made to the street or the particular service.
- (13) Sidewalks of not less than five feet in width shall be provided along any street and shall, where practicable, link with existing and future potential sidewalks and pedestrian pathways. The sidewalks shall be separated from the street by a tree lawn at least five feet wide. In approving sidewalks the Planning Board shall ensure that a recorded instrument sets forth the responsibility of the applicant and the future owners of the lots for maintenance and repair of the new sidewalks and landscaping. Alternatively the Planning Board may request that the Town Board establish a special district for the purpose of sidewalk and landscaping maintenance and repair.
- (14) The number of off-street parking spaces provided should be the minimum necessary to adequately serve the intended use.
- (15) Where practicable, service alleys for deliveries and utility access should be established along rear property lines.
- (16) Drive-through facilities should be located at the side or rear of buildings and landscaping should be used to reduce the visibility of such facilities.
- (17) Pedestrian safety and internal vehicular circulation must be considered in the design of any drive-through facilities.
- (18) Cross-easements should be used to provide shared access to parking and driveways whenever possible.

- (19) Off-street parking lots and loading areas, accessory use structures or storage other than sheds should be screened from walkways and streets utilizing appropriate vegetation and/or fencing.



Town of Poughkeepsie

Planning Department

1 Overocker Road
Poughkeepsie, NY 12603

845-485-3657 Phone
845-486-7885 Fax

MEMORANDUM

TO: Jon J. Baisley, Town Supervisor
Town Board Members
Jim Nelson, Esq., Town Attorney

FROM: Michael Welti, AICP - Director of Municipal Development

DATE: May 31, 2018

RE: Proposed Zoning Amendment to §210-27 MacDonnell Heights Center (MHC) District

The proposed amendment to §210-27 MacDonnell Heights Center (MHC) District of the Town Code (attached) is intended to clarify some of the language that is unique to this zoning district and to address the future re-subdivision of portions of the Eastdale Village project for financial purposes.

The application for Eastdale Village (aka MacDonnell Heights Town Center) that is currently before the Planning Board for Site Plan, Special Use Permit, and Subdivision Review is generally conforming to the area and bulk requirements of the zoning code. However, it is anticipated that the developer will need to modify the internal lot lines within this project in the future to accommodate the needs of potential tenants and to meet construction financing requirements. Similar to how the Open Development Area (ODA) designation under consideration by the Town Board for the Eastdale Village project would provide flexibility in dealing with lot frontage requirements in such circumstances, an important purpose of the proposed zoning amendment would be to give the Planning Board flexibility in dealing with the area and bulk requirements when reviewing and approving lots to be created by future re-subdivisions within the project so long as the overall intent and purpose of the district and the approved site plan remains true.

Staff requests that the Town Board, at its meeting on June 6th, initiate the review and approval process for this proposed zoning amendment. To do so, the Town Board should consider adoption of a resolution to: refer the proposed amendment to the Town Planning Board for an advisory report pursuant to §210-154, refer the proposed amendment to the Dutchess County Department of Planning and to adjoining municipalities pursuant to §210-155, and to set a public hearing for July 11, 2018.

Town of Poughkeepsie

FELICIA SALVATORE
TOWN CLERK

PHONE (845) 485-3620



ONE OVEROCKER ROAD
POUGHKEEPSIE, N.Y. 12603

FAX (845) 485-8583

June 12, 2018

Dutchess County Planning

Via Email:

Town of Poughkeepsie Planning Board
Town Clerk, Town of Pleasant Valley
City Clerk, Poughkeepsie, New York
Town Clerk, Town of Lagrange
Town Clerk, Town of Hyde Park
Town Clerk, Town of Wappinger
Town Clerk, Village of Wappingers Falls
Town Clerk, Town of Marlborough
Town Clerk, Town of Lloyd

NOTICE IS HEREBY GIVEN, pursuant to Section 239 of the General Municipal Law that the Town Board, Town of Poughkeepsie does hereby set **Wednesday, July 11th, 2018 at 7:00 p.m.** as and for the time, date and place of a public hearing to consider an amendment to the Town Code, Chapter 210, entitled "Zoning", specifically section 210-27 entitled "MacDonald Heights Center (MHC) District" to clarify some language unique to this zoning district.

Please find copies of Resolution 6:06-# 11 of 2018 and also the Public Hearing notice for your review and recommendation.

Sincerely,

Felicia Salvatore
Town Clerk
Town of Poughkeepsie

Dutchess County Department of Planning and Development

Fax Info	To	Felicia Salvatore, Town Clerk	Date	# pgs
	Dept	Town Clerk	From	
	Fax #	845-485-8583	Phone #	

239 Planning/Zoning Referral – Exemption Communities

Municipality: TOWN OF POUGHKEEPISE sent 6/12/18 B

Referring Agency: Planning Board Zoning Board of Appeals Municipal Board

Tax Parcel Number(s):

Project Name: MacDonald Heights Center

Applicant: Town Board

Address of Property: Us Route 44 Poughkeepsie, New York

Please fill in this section

Parcel(s) within 500 feet of:

State Road US RT 44

County Road _____

State Property (w/public building or recreation area)

County Property (w/public building or recreation area)

Municipal Boundary

Farm operation in an Agricultural District

Actions Requiring 239 Review

Comprehensive/Master Plans

Zoning Amendments (standards, uses, definitions, district regulations, etc.)

Rezoning involving all map changes

Other Local Laws associated with zoning (wetlands, historic preservation, affordable housing, architectural review, etc.)

Site Plans (all)

Special Permits for all non-residential uses

Use Variances for all non-residential uses

Area Variances for all non-residential uses

Exempt Actions:*

239 Review is NOT Required

- Administrative Amendments (fees, procedures, penalties, etc.)
- Special Permits for residential uses (accessory apts, home occupations, etc.)
- Use Variances for residential uses
- Area Variances for residential uses
- Renewals/Extension of Site Plans or Special Permits that have no changes from previous approvals
- Subdivisions / Lot Line Adjustments
- Interpretations

Exempt Action submitted for informal review

Date Response Requested (if less than 30 days): July 11, 2018

If subject of a previous referral, please note County referral number(s):

* These actions are only exempt in municipalities that signed an intermunicipal agreement with Dutchess County to that effect.

FOR COUNTY OFFICE USE ONLY

Response from Dutchess County Department of Planning and Development

<p>No Comments:</p> <p><input type="checkbox"/> Matter of Local Concern</p> <p><input type="checkbox"/> No Jurisdiction</p> <p><input type="checkbox"/> No Authority</p> <p><input type="checkbox"/> Project Withdrawn</p> <p><input type="checkbox"/> Exempt from 239 Review</p>	<p>Comments Attached:</p> <p><input type="checkbox"/> Local Concern with Comments</p> <p><input type="checkbox"/> Conditional</p> <p><input type="checkbox"/> Denial</p> <p><input type="checkbox"/> Incomplete — <i>municipality must resubmit to County</i></p> <p><input type="checkbox"/> Incomplete with Comments — <i>municipality must resubmit to County</i></p> <p><input type="checkbox"/> Informal Comments Only (Action Exempt from 239 Review)</p>
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Date Submitted:	Notes:	<input type="checkbox"/> Major Project
Date Received:		
Date Requested:		Referral #:
Date Required:	<input type="checkbox"/> Also mailed hard copy	Reviewer: _____
Date Response Faxed:		