



**Department of
Transportation**

ANDREW M. CUOMO
Governor

MATTHEW J. DRISCOLL
Commissioner

TODD WESTHUIS, P.E.
Regional Director

September 13, 2016

Neil Wilson, Esq.
Director of Municipal Development
Town of Poughkeepsie
One Overocker Rd.
Poughkeepsie, NY 12603

SEP 20 2016

Re: SEQRA 16-134
MacDonnell Heights Town Center
Route 44, Poughkeepsie
Dutchess County

Dear Mr. Wilson:

The New York State Department of Transportation (NYSDOT) is in receipt of a Positive Declaration and Draft Scoping Document for the above referenced project. Because of the project size it has been designated as a Major Commercial development. NYSDOT has a specific fee schedule and procedures for the review of Major Developments and Highway Work Permits. Please instruct the applicant to address the following requirements. Subsequent to the applicant's response, a Project Identification Number (PIN) will be generated and submissions will be accepted for review.

1. Please submit a HIGHWAY WORK PERMIT APPLICATION (PERM 33-COM). It must be signed by the applicant and the name/address provided. The new PERM form combines a three-stage application with an interactive checklist. The PERM 33-COM will replace use of the standard PERM 33 application for commercial work permit applications. The PERM 33-COM provides assistance in determining what studies may be required. It also provides links to standard details and clearly outlines what is to be shown on a plan submission. It is expected that with the use of this document, packages will be more complete and review time will ultimately be reduced. The Applicant may access the PERM 33-COM at www.dot.ny.gov/permits.
2. A check for \$2,000 made out to the New York State Department of Transportation to commence the review process.
3. Also required is a PERMIT AGREEMENT FOR HIGHWAY WORK PERMITS DESIGN REVIEW (PERM 51). The PERM 51 form must be completed by the applicant. The Application No. and PIN will be filled in by the Regional Traffic Engineering & Safety Group. The applicant should be aware that the \$2,000 fee referenced thereon shall be the minimum cost for the Department's review time and is non-refundable. Hereafter, all Department employees assigned the responsibility of reviewing any documents, plans, maps, etc., which are directly

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related to the subject proposal, shall charge their review time to this project. The applicant will then be billed periodically by the Department for the actual cost of our review and processing of the respective project. Such billings which exceed the minimum \$2,000 initial fee must be paid immediately upon receipt or the Highway Work Permit shall not be issued, or shall be revoked.

4. The items noted above shall be forwarded to the Regional Highway Work Permit (HWP) Coordinator (address below).

Once the PIN is established, the applicant may submit one complete set of the planning documents described below to each of the following:

Regional HWP Coordinator
NYS DOT
4 Burnett Blvd.
Poughkeepsie, NY 12603

Permit Engineer
NYS DOT
334 Violet Ave.
Poughkeepsie, NY 12601

Planning Documents:

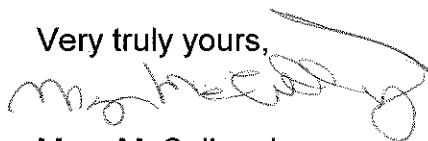
One set of site plans showing proposed access, and Highway Improvement plans (if available) in paper and PDF format, 1 copy of drainage shell/SWPPP in PDF format, 1 copy of Synchro analysis of affected intersections on disc (actual files), 1 copy of the Traffic Impact Study (TIS) in paper and PDF format.

Please note in addition to the paper copy, all future submissions must also include electronic PDF files on CD, DVD, or thumb drive.

This project will generate a large number of temporary construction jobs as well as permanent jobs and site generated traffic. Accordingly, the Traffic Impact Study must address both the temporary and permanent traffic/infrastructure impact/mitigation. The TIS needs to address the traffic, drainage, and other impacts to the NYS Highway System.

The aforementioned documents should be returned to the Regional Highway Work Permit Coordinator so that a project review may be authorized.

Very truly yours,



Mary McCullough
SEQR/HWP Unit

cc: Chuck Walter, Permit Engineer, Residency 8-2
Dutchess County Planning
Kirchoff Properties, LLC on behalf Meadow View Properties LLC