



John Kellard, P.E.
David Sessions, RLA, AICP
Joseph M. Cermele, P.E., CFM
Jan K. Johannessen, AICP

MEMORANDUM

TO: North Castle Planning Board

CC: Adam Kaufman, AICP
Thomas Gibbons, Jr., R.L.A.
St. Christopher's Inc. (Sarah Ruback, CEO)

FROM: John Kellard, P.E. 
KSCJ Consulting
Consulting Town Engineers

DATE: October 20, 2023

RE: St. Christopher's Jennie Clarkson Campus Slope Remediation
1700 Old Orchard Street
Section 118.01, Block 1, Lot 22

As requested, KSCJ Consulting has reviewed the site plans submitted in conjunction with the above-referenced project. The applicant is proposing the remediation of a fill project, which was conducted without prior permitting. The Town became aware of the fill through a complaint received from the New York City Department of Environmental Protection (NYCDEP). Upon investigation, the Building Department determined that a portion of the fill was construction and demolition material. The work also included the installation of storm drainage within a wetland. A portion of the fill and storm drainage work was conducted within a prior delineated wetland and wetland buffer. The 31.84 acre parcel is located in the R-2A Zoning District.

The applicant has completed a review of the project with the Town Conservation Board. The project was recommended for approval by the Conservation Board with conditions as outlined within their memorandum of July 6, 2023. We have reviewed the amended site plans for the project and provide our comments which are outlined below.

GENERAL COMMENTS

1. The applicant proposes removal of the C & D Material imported and placed on-site. The applicant should prepare and submit to the Planning Board a protocol for the removal and disposal of the C & D Material. The protocol should outline the responsible party who will supervise the removal and certify to the Town that all C & D has been properly removed and disposed of, as well as documentation of the chain of custody of the material removed from the site.

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2. A bio-retention basin is proposed along the western property line which shall provide mitigation of the runoff prior to leaving the property. The applicant will need to perform soil testing within the area of the proposed basin. The applicant should contact our office to schedule our witnessing the soil testing.
3. The applicant should submit an erosion and sediment control plan for the construction phase of the project.
4. Disturbances greater than 5,000 s.f. within the New York City Watershed requires the preparation of a Stormwater Pollution Prevention Plan (SWPPP). A Notice of Intent (NOI) and SWPPP MS4 Acceptance Form will need to be filed with the New York State Department of Environmental Conservation (NYSDEC). The applicant should submit copies to the Town Engineer for review.
5. The applicant has submitted a Landscape Plan for the project, which will mitigate the disturbances to the wetland and its buffer. The Conservation Board has recommended that the applicant develop a long-term wetland mitigation maintenance and monitoring plan for the project (typically 5 years) to ensure that plantings will thrive. The applicant should prepare and submit a maintenance and monitoring program for the project.
6. The applicant should prepare a cost estimate for the proposed wetland mitigation and 5 year maintenance and monitoring program. The estimate will be used to establish a Bond to guarantee the completion of the wetland mitigation, bio-retention basin and wetland mitigation plantings and a separate Bond to guarantee the maintenance and monitoring program.
7. The applicant should specify the proposed drainage pipe improvements.
8. The applicant should provide construction details of the proposed site improvements and erosion and sediment control measures.

As additional information becomes available, we will continue our review. It is noted that an itemized response to all comments will facilitate completeness and efficiency of review.

PLANS REVIEWED, PREPARED BY LOCKWOOD, KESSLER AND BARTLETT, INC., DATED MAY, 2023:

- Cover Sheet
- Site Plan (EP-1)
- Notes (GN-1)
- Existing Conditions Plan – 1 (SC-1)

North Castle Planning Board

St. Christopher's Jennie Clarkson Campus Slope Remediation – 1700 Old Orchard Street

October 20, 2023

Page 3 of 3

- Site Removal Plan (SR-1)
- Tributary Area (TA-1)
- Proposed Site Plan (GP-1)
- Wetland Area (WA-1)
- Landscape Plan (LP-1)
- Landscape Table (LT-1)

JK/dc

https://kellardsessionsconsulti.sharepoint.com/sites/Kellard/Municipal/Northcastle/Corresp/018SitePlans/2023-10-20_NCPB_Jennie Clarkson Slope - 1700 Old Orchard_Review Memo.docx