



STAFF REPORT - TOWN OF NORTH CASTLE PLANNING DEPARTMENT

August 9, 2024

APPLICATION NUMBER - NAME
#2024-025 – 60 Cox Ave – Breezemont Day Camp
Planning Board Site Plan Approval

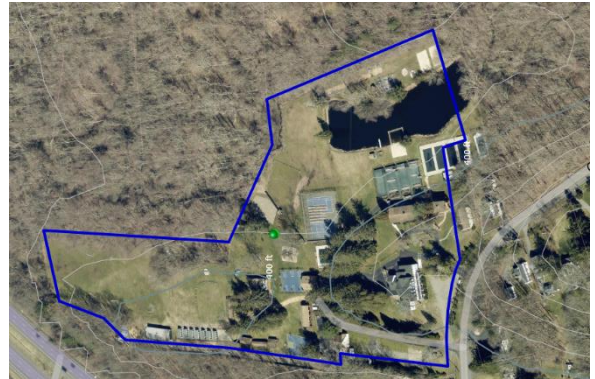
SBL
108.01-3-65

MEETING DATE
September 9, 2024

PROPERTY ADDRESS/LOCATION
60 Cox Avenue

BRIEF SUMMARY OF REQUEST

Proposed Site Plan for the Breezemont Day Camp.



PENDING ACTION: Plan Review Town Board Referral Preliminary Discussion

EXISTING ZONING	EXISTING LAND USE	SURROUNDING ZONING & LAND USE	SITE IMPROVEMENTS	SIZE OF PROPERTY
R-1A	Day Camp	Residential	None. Legalization of Day Camp	15.5 acres

PROPERTY HISTORY

1860s - The Armonk Hotel and bungalow colony.
1914 - J. Hobart Cox operated the boarding house as Summit View Farm.
1925 - Henry E. Tredwell owned a farm
1930s - Mr. Gelbaum owned the property.
1936 - Day camp. Camp Alysum then Breezemont Day Camp
1967 – Portion of property condemned for 684 and reduced in size to 15 acres.
1971 - Camp was sold to Michael Cannold and Jimmy Ross.
1986 - John (JR) Tesone purchased the camp from Michael Cannold.
2013 - Gordon Josey, Mark Newfield, and Tony Stein purchased the property from John Tesone and have operated the camp ever since.

COMPATIBILITY with the COMPREHENSIVE PLAN

The Comprehensive Plan does not specifically address the issue of day camps.

STAFF RECOMMENDATIONS

1. The Applicant should continue processing the special use permit application with the Town Board. The Town Board opened a public hearing but did not yet adopt a special use permit resolution.
2. The Planning Board should provide review and comment to the Town Board with respect to the requested special use permit.
3. The Applicant should be directed to address all staff and consultant's comments.

<p><u>Procedural Comments</u></p> <ol style="list-style-type: none"> 1. The Applicant will need to obtain a Town Board Special Use Permit for the day camp. 2. The Planning Board will need to schedule a Public Hearing regarding the proposed site plan. 3. The Proposed Action would be considered an Unlisted Action pursuant to SEQRA. 4. Pursuant to Section 7-3.A(6) of the Town Code, all site development plans submitted to the Planning Board are required to be referred to the Architectural Review Board (ARB) for review and comment. 5. The site plan will need to be forwarded to the Chief of Police, Fire Inspector and the Armonk Fire Chief so that they may make any pertinent recommendations to the Planning Board including, but not limited to, the designation of no-parking zones, emergency vehicle access or any other issued deemed important to providing emergency services. 6. The application for site plan approval will be required to be referred to the Westchester County The Westchester County Planning Board pursuant to § 239-m of New York State General Municipal Law (GML). 	<p><u>Staff Notes</u></p> <p>The Town Board has opened a public hearing on this matter, but has not concluded the review process.</p> <p>The Planning Board and/or Town Board should act as Lead Agency for the review of this project.</p>
<p><u>General Comments</u></p> <ol style="list-style-type: none"> 1. The Applicant should provide a narrative describing any facilities that are proposed that are not currently on the site. In addition, the Applicant should describe any structures that require legalization. Such described facilities should be labeled accordingly on the site plan. 2. Pursuant to Section 355-40.AA(2) of the Town Code, the site of a day camp shall physically relate to the scope of planned activities, shall front on an interstate highway and have a lot area of not less than 15 acres. 3. Pursuant to Section 355-40.AA(3) of the Town Code, there shall be no more than 65 campers per gross acre at one time. In any event, no one day camp shall be permitted to accommodate more than 1,000 campers at one time. 4. Pursuant to Section 355-40.AA(4) of the Town Code, building coverage, including accessory buildings, shall not exceed 15% of the site area. Gross land coverage shall not exceed 45% of the site area. 5. Pursuant to Section 355-40.AA(5) of the Town Code, no building or recreation facility, including swimming pools and tennis and racquetball courts, shall be located within 100 feet of any street or property line. No land within 50 feet of any street or property line shall be used for outdoor recreation, including grass athletic fields and picnic areas. Off-street parking shall not be located within 50 feet of any street or property line. The restrictions contained herein shall not prevent the continued use of any building, recreational facility, outdoor recreation area or off-street parking area which was used for such purpose at the time of adoption of this section. 6. Pursuant to Section 355-40.AA(6) of the Town Code, camp facilities shall be screened from any adjoining residential properties by landscaped strips not less than 15 feet wide. 7. Pursuant to Section 355-40.AA(7) of the Town Code, camp facilities shall be designed so as to be consistent with the character of the surrounding neighborhood and operated so as to reasonably safeguard the peace, welfare and comfort of neighboring residents and their places of residence. 	<p>The Applicant should address this previously identified comment.</p> <p>Breezemont Day Camp complies with this provision of the Town Code.</p> <p>The submitted operation plan states that 975 capers are on-site. The proposed number of campers complies with the Town Code.</p> <p>The submitted site plan depicts 11.7% building coverage and GLC of 21.76%. The proposed coverage complies with the Town Code.</p> <p>There are many structures that are located in the restricted areas, however, these structures were in existence prior to the adoption of the day camp regulations, and are, therefore, compliant with this provision in the Town Code.</p> <p>The site plan shall be revised to depict the minimum required screening. Specifically, the plan should depict the location of the required 15 foot buffer strip and demonstrate that the site is adequately screened within the buffer strip.</p> <p>In the past, the Planning Department has received complaints that Breezemont's public address system was being used to play music during camp operations and disturbed neighboring properties. The camp should refrain from using the public address system in this manner.</p> <p>The applicant has reported to the Town Board that the Public Address System will no longer be used for playing music.</p>

<p>8. Pursuant to Section 355-40.AA(8) of the Town Code, the Applicant has submitted a preliminary operation plan identifying proposed operations, hours, capacity and staffing requirements, as well as the parking management plan referenced in Subsection A(10). A statement shall be included detailing the nature and extent of regulation to be provided by the State of New York and County of Westchester, with reference to statutes and laws as appropriate. The operator of the day camp shall be required to submit an update of the operation plan and regulatory statement on an annual basis to the Building Inspector as a condition of the special use permit.</p> <p>9. Pursuant to Section 355-40.AA(9) of the Town Code, the day camp operating season shall be established by the Town Board but shall in no event commence earlier than June 1 nor extend later than September 15. The hours of operation of the day camp, including ground and other maintenance activities, shall be established by the Town Board but shall in no event extend longer than 12 hours per day.</p> <p>10. Pursuant to Section 355-40.AA(10) of the Town Code, parking shall be provided pursuant to § 355-57 of the Town Code unless a greater or lesser number is found by the Town Board to be warranted based on review of the operation plan. Safe and adequate off-street loading and unloading areas shall be provided for buses and passenger cars. In addition, staff parking may be provided off-site, if deemed appropriate by the Town Board, and upon submission of an off-site parking management plan. The management plan shall identify shuttle transportation, hours of operation, number of vehicles parked and other operational parameters. A copy of the lease or similar arrangement for the parking off-premises shall be provided to the Town with the yearly operational plan.</p> <p>11. Pursuant to Section 355-40.AA(11) of the Town Code, exterior lighting shall be of such a nature as to minimize impact upon adjoining landowners.</p> <p>12. Pursuant to Section 355-40.AA(12) of the Town Code, the use of public address systems and sound amplification devices which are audible on adjacent parcels shall be prohibited except for reasonably necessary emergency and safety purposes, subject to terms and conditions pursuant to a plan preapproved by the granting authority. Such terms and conditions and plan shall be specified within the language of the permit; provided, however, that such plans seek to minimize the ability to hear such emergency and safety uses off the subject premises to the greatest extent practicable.</p> <p>13. The site plan should be revised to depict the location of emergency equipment/vehicle access.</p> <p>14. Pursuant to Section 355.15.O of the Town Code, the site plan shall be revised to depict adequate facilities for refuse and recycling.</p> <p>15. The site plan should be revised to demonstrate that the existing off-street parking layout meets the minimum size requirements identified in Section 355-56 of the Town Code with respect to parking stall size and aisle width.</p>	<p>The Operations Plan contains plans for off-site parking for staff. The Applicant should discuss whether this plan is in operation and, if not, describe when such plans will be put into place. The Board may wish to discuss how the arrangements will be guaranteed into the future.</p> <p>The Applicant is proposing to operate the camp from the end of June to the end of August between 7:30 am and 6 pm. The proposed duration and hours of operation comply with the Town Code.</p> <p>Section 355-57 of Town Code requires one space be provided for each employee. The site plan should be revised to clearly depict how the off-street parking requirement is being met.</p> <p>The site plan depicts a location for camper drop off, however, the plan does not depict the location of the 50 on-site staff parking spaces. Such spaces should be depicted on the site plan.</p> <p>The Applicant has stated that they wish to revise the plan to depict 30 on-site parking spaces and use off-street parking for the remainder of the off-street parking requirement.</p> <p>The site plan should clearly depict the proposed location of the 30 on-site parking spaces. It is recommended that these spaces be located interior to the site so not to be highly visible from Cox Avenue.</p> <p>The site plan should be revised to depict existing and proposed exterior lighting.</p> <p>In the past, the Planning Department has received complaints that Breezemont's public address system was being used to play music during camp operations and disturbed neighboring properties. The camp should refrain from using the public address system in this manner.</p> <p>The applicant has reported to the Town Board that the Public Address System will no longer be used for playing music.</p>
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16. Pursuant to Section 355-37 of the Town Code, the Town Board Board must determine that:

- The location and size of the use, the nature and intensity of the operations involved in it or conducted in connection with it, the size of the site in relation to it and the location of the site with respect to streets giving access to it are such that it will be in harmony with the appropriate and orderly development of the district in which it is located.
- The location, nature and height of buildings, walls, fences and the nature and extent of existing or proposed plantings on the site are such that the use will not hinder or discourage the appropriate development and use of adjacent land and buildings.
- Operations in connection with any special use will not be more objectionable to nearby properties by reason of noise, fumes, vibration or other characteristics than would be the operations of any permitted uses not requiring a special permit.
- Parking areas will be of adequate size for the particular use, properly located and suitably screened from adjoining residential uses, and the entrance and exit drives shall be laid out so as to achieve maximum convenience and safety.
- Where required, the provisions of the Town Flood Hazard Ordinance.
- The Board finds that the proposed special permit use will not have a significant adverse effect on the environment.