

TOWN OF PUTNAM VALLEY
Town Board Work Session

①

Town of Putnam Valley

Neighborhood Business Committee

January 30, 2025

To: Town Board

Re: Modifications to CN zoning district

Dear Supervisor Annabi and Members of the Town Board,

On January 28, 2025, the Neighborhood Business Committee (NBC) reviewed the proposed changes to the CN zoning district. Specific changes include adding specific parcels that are presently zoned residential to CN (Commercial Neighborhood) zoning district. These parcels are identified in the 2007 Comprehensive Plan and Zoning map as well as on a map prepared by the Town Planner and include the following:

Parcel located at the corner of Oscawana Lake Road and Dunderberg Road (front section of parcel)

Parcel located at the corner of Oscawana Lake Road and Cedar Drive

Parcels located at the four corners of Church, Oscawana Lake Drive and Canopus Hollow Road

Parcels located at the four corners of Mill Street and Peekskill Hollow Road

Parcels located at the Tompkins Corners hamlet-Peekskill Hollow Road and Wiccopee Road.

The NBC members were polled and voted unanimously to recommend the zoning changes to these parcels.

In addition, the NBC reviewed the existing permitted uses and uses allowed by special use permit in the CN zoning district and recommends the Town Board consider removing the uses below that are underlined and in bold. These uses do not appear to comport with the intent of the code to allow small businesses which can blend with the surrounding residential neighborhoods.

CN Neighborhood Commercial Districts.

(1)

Purpose and intent. The purpose and intent of the CN District is to:

(a)

Encourage the integration of the small-scale shopping area into the neighborhood which it serves.

(b)

As the name implies, these districts would provide limited services to the small business districts. These areas are designed to serve the adjacent residential community and should not compete with the general commercial uses and services found in the CC-1 and CC-2 Districts.

(2)

Permitted uses.

(a)

Residences above commercial stores. Note: Residences/bedrooms should be quantified.

(b)

Libraries or museums.

(c)

Municipal buildings.

(d)

United States Government Post Offices.

(e)

Utility services, regional.

(f)

Administrative and business offices.

(g)

Apparel and accessory stores.

(h)

Bakery shops, retail.

(i)

Convenience stores with gas pumps

(j)

Convenience stores without gas pumps

(k)

Delicatessens.

(l)

Florists.

(m)

Liquor sales, retail.

(n)

Medical offices.

(o)

Nurseries, retail.

(p)

Personal convenience services.

(q)

Professional offices and services.

(r)

Retail stores, individual/general.

(s)

(t)

Hardware stores.

(u)

Dance/artistic studios, galleries.

[Added 6-14-2017 by L.L. No. 2-2017]

(v)

Data processing and computer-related services.

[Added 6-14-2017 by L.L. No. 2-2017]

(w)

Dry-cleaning services; dropoff.

[Added 6-14-2017 by L.L. No. 2-2017]

(x)

Financial services.

[Added 6-14-2017 by L.L. No. 2-2017]

(y)

Photography, digital.

[Added 6-14-2017 by L.L. No. 2-2017]

(z)

Delivery/messenger service.

[Added 6-14-2017 by L.L. No. 2-2017]

(aa)

Printing establishments.

[Added 6-14-2017 by L.L. No. 2-2017]

(3)

Special permit uses. The following special permit uses may be permitted as provided for in Article **IX** of this chapter.

(a)

Child day care, nursery schools or family care.

(b)

Clubhouse or lodge.

(c)

Utility services, local.

(d)

Antiques stores.

(e)

Catering Establishments

(f)

Cocktail lounge/bar

(g)

(Reserved)¹¹

[1]

Editor's Note: Former Subsection A(3)(g), which permitted by special permit storefront dry-cleaning services, was repealed 6-14-2017 by L.L. No. 2-2017.

(h)

Laundry services/storefront

(i)

Restaurant, general

(j)

Retail mini mall/**shopping centers**

(k)

Automotive sales or rental

(l)

Schools, businesses, or trades.

[Added 6-14-2017 by L.L. No. 2-2017]

(m)

Consumer repair services.

[Added 6-14-2017 by L.L. No. 2-2017]

(n)

Exterminating services

[Added 6-14-2017 by L.L. No. 2-2017]

(o)

Kennel, commercial

[Added 6-14-2017 by L.L. No. 2-2017]

(p)

Kennel, commercial. (Provide large lot requirement).

[Added 6-14-2017 by L.L. No. 2-2017]

(q)

Laundromat on-site

[Added 6-14-2017 by L.L. No. 2-2017]

(r)

Photography.

[Added 6-14-2017 by L.L. No. 2-2017]

(s)

Restaurant, fast food

[Added 6-14-2017 by L.L. No. 2-2017]

(t)

Amusement arcades

[Added 6-14-2017 by L.L. No. 2-2017]

(u)

Athletic and health clubs and health spas.

[Added 6-14-2017 by L.L. No. 2-2017]

(v)

Theatres and cinemas

[Added 6-14-2017 by L.L. No. 2-2017]

(w)

Contractor yard

[Added 6-14-2017 by L.L. No. 2-2017]

(x)

Assembly of component parts.

[Added 6-14-2017 by L.L. No. 2-2017]

(v)

Veterinary hospitals

[Added 6-14-2017 by L.L. No. 2-2017]

(z)

Automotive limo and taxis

[Added 6-14-2017 by L.L. No. 2-2017]

(aa)

Automotive gas station

[Added 6-14-2017 by L.L. No. 2-2017]

(bb)

[Added 6-14-2017 by L.L. No. 2-2017]

(4)

Accessory uses CN District. The following uses, accessory and incidental to permitted uses and specially permitted uses, may be permitted as provided for in Article **VII** of the chapter.

(a)

Off-street parking and loading in accordance with the provisions of Article **X** of this chapter.

(b)

Maintenance, security, or utility structures serving the specific need of the use.

(c)

Indoor storage facilities incidental to the principal use.

(d)

Other customary accessory structures subject to the applicable provisions of Article **VII** hereof, such as trash receptacles, dumpsters and other large trash containers, air conditioners, air condensers, temporary outdoor displays and the like, provided that said use, building or structure is incidental to the principal use of the site.

(5)

Lot and bulk regulations. The minimum lot size, height, lot and bulk regulations, minimum street frontage and related standards for the CN District shall be as set forth in § **165-14** of this article.

NOTE: The NBC suggests that Design Guidelines and standards be developed and adopted to ensure the commercial development does not negatively affect surrounding residential properties and that all buildings and improvements are developed in such a manner as to

blend with the rural and the historical nature of the hamlets.

Please do not hesitate to contact me should you have any questions

Respectfully submitted,

A handwritten signature in black ink that reads "Lisa Montalto". The script is cursive and fluid, with the first name "Lisa" and last name "Montalto" clearly distinguishable.

Lisa Montalto, Chairperson

Neighborhood Business Committee

Shawn Keeler
Highway Superintendent
SKEELER@PUTNAMVALLEY.GOV

265 Oscawana Lake Road
Putnam Valley, NY 10579

La

David Conklin
General Foreman

(845) 526-3333 phone
(845) 526-4729 fax

Margaret Bradley
Senior Clerk Typist

Hours of operation:
7:00 AM - 3:30 PM

Sarah Caporale
Part time Clerk

Town of Putnam Valley Highway Department

DATE: January 16, 2025

MEMORANDUM

TO: Jacquie Annabi
Members of the Town Board

FROM: Shawn M. Keeler

RE: Snow plow riders for 2025 season

Please appoint the following fir the 2025 snow season as laborers/snow plow riders at the rate of \$16.00 per hour with no benefits. They may be used during this period as laborers if the need arises.

Daniel Roberti
Jacob Demey
Anthony Andriani
Larry Yorgensen
Jacob Cassidy

Sincerely,


Shawn M. Keeler

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Shawn Keeler
Highway Superintendent
SKEELER@PUTNAMVALLEY.GOV

265 Oscawana Lake Road
Putnam Valley, NY 10579

David Conklin
General Foreman

(845) 526-3333 phone
(845) 526-4729 fax

Margaret Bradley
Senior Clerk Typist

Hours of operation:
7:00 AM - 3:30 PM

Sarah Caporale
Part time Clerk

Town of Putnam Valley Highway Department

DATE: January 9, 2025

MEMORANDUM

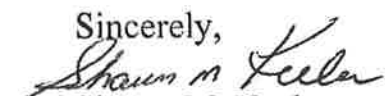
TO: Jacquie Annabi
Members of the Town Board

FROM: Shawn M. Keeler

RE: 2025 Truck bid results


Please accept the following bid for 2 Ford F-350 pickup trucks:

Nielson Ford, cost of \$106,511.88 for both vehicles.

Sincerely,

Shawn M. Keeler

3a


TOWN OF PUTNAM VALLEY
DISTRICTS

To: Putnam Valley Town Board
From: Karen Kroboth, District Clerk 
Date: 2/1/2025
Re: Appoint Egg Addler for Roaring Brook Lake, 2025 season

I formally request the Town Board appoint Ina Cholst, as egg addler for the Roaring Brook Lake District for the year 2025 at a rate of \$300.00 with no benefits. The district will cover the cost of the addling.

3b


TOWN OF PUTNAM VALLEY
DISTRICTS

To: Putnam Valley Town Board
From: Karen Kroboth, District Clerk 
Date: 2/5/2025
Re: Appoint 2025 Lake Oscawana Carp Fence Cleaner

I formally request the Town Board appoint Earl Smith as the Lake Oscawana Carp Fence Cleaner for the year 2025. The rate per cleaning is \$70.00, with no benefits. The district will cover the cost.

3c


TOWN OF PUTNAM VALLEY
DISTRICTS

To: Putnam Valley Town Board
From: Karen Kroboth, District Clerk 
Date: 2/1/2025
Re: Appoint RBL Carp Fence Cleaner 2025

I formally request the Town Board appoint Dennis Berdecia to clean the carp fences for the Roaring Brook Lake District for the year 2025, at a rate of \$75 per cleaning with no benefits. The cost will be paid by the district.

3d

TOWN OF PUTNAM VALLEY
DISTRICTS

To: Putnam Valley Town Board
From: Karen Kroboth, District Clerk 
Date: 2/10/2025
Re: Block Heater proposal for Sewer Generator

I formally request that the Town Board authorize the Town Supervisor to sign the attached proposal from Essential Power, to install an Extreme Cold Weather Kit (block heater) to the sewer generator. This is to protect and aid the generator in times of extreme cold. The generator must be able to start in case of a power failure. The cost of the block heater is \$1,295.00. The cost will be covered by the district.



Town of Putnam Valley Maintenance Proposal

Prepared on: 02/07/2025

Prepared by: Zechariah Millington
zechariahm@essentialpowers.com

Town of Putnam Valley Maintenance

3 Peekskill Hollow Rd
Putnam Valley, NY 10579
Phone: (845) 519-7392
kkroboth@putnamvalley.gov

ESSENTIAL POWER SYSTEMS

23 MORAN WAY
HOPEWELL JUNCTION, NY 12533
+1 (845) 227-0514
info@essentialpowers.com

About Us

Biography

Essential Power Systems, LLC was established in 2005 to service the surrounding area and provide residents with all their standby electric power solutions. Our staff of knowledgeable, dedicated professionals takes pride in providing outstanding, personalized service to our customers and our community.

Owned by Michael & Barbara Gromwaldt, Essential Power Systems is dedicated to quality, professional electrical contracting at a fair price. We offer a full range of residential and light commercial services, no matter how big or small. Every client is treated professionally, every call acted upon in a timely manner.

Over 40 Years Electrical Experience * Authorized Generac Power Pro Elite Dealer & Certified Staff Technicians Former Members Greater Southern Dutchess Chamber of Commerce & BNI Networking Fully Insured * References Gladly Provided * 100% customer satisfaction is our goal. We work hard to provide our clients with great service!

QTY	Generac items
-----	---------------

1.5L Extreme Cold Weather Kit

- 1 The Extreme Cold Weather Kits include the appropriate block heater, step by step installation instructions and all necessary mounting hardware for an extra degree of extreme weather protection.
- This kit is to be used in conjunction with the appropriate Cold Weather Kit that contains the necessary battery warmer assembly. If not done already, the oil must be replaced with the appropriate synthetic oil.

QTY	Additional Electrical
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- 1 Supply and Install 20amp feed from existing panel to existing generator complete with GFCI Outlet

QTY	Additional Electrical
-----	-----------------------

- 1 Supply and Install Tandem Breaker in Panel for Block Heater Breaker

QTY	Accessory Installation
-----	------------------------

- 1 Supply & Install Generac Block Heater for Existing Liquid Cooled Generac Generator

Sub-Total:	\$1,295.00
Discount:	\$0.00
No Charge:	\$0.00
Sales Tax:	\$0.00
Total:	\$1,295.00
Down Payment:	\$0.00
Balance Due:	\$1,295.00

Generac is the #1 standby generator on the market today. ESSENTIAL POWER SYSTEMS is a factory-authorized and certified dealer, trained in the proper application, installation, and service of all Generac automatic standby generators, assuring you the highest quality service and support for your generator.

Thank you for the opportunity to offer a Generac automatic standby generator to protect your home and family during a power outage. We will contact you to answer any additional questions and finalize the details of the installation of your automatic standby generator. Please feel free to contact us at +1 (845) 227-0514 at any time.

All quotes are valid for 30 days.

Sincerely,
Zechariah Millington

I accept this proposal and wish to proceed with the purchase and installation of my Generac automatic standby generator. Depending on the payment method, purchase is subject to additional terms & conditions, including credit approval.

Customer Name/Signature

Date

Dealer Name/Signature

Date

You, the buyer, may cancel this transaction at any time prior to midnight of the third business day after the date of signing this proposal. See the attached notice of cancellation form for an explanation of this right.

Additional Notes

Additional Fees may apply for any additional work outside of expected scope of work

Standard manufacturer's warranty applies

Note: This block heater can be removed and used on the replacement liquid cooled generator previously quoted by EPS
If purchased and installed now for the old, EPS will offer a \$295.00 discount toward the new generator installation previously quoted

No deposit required, however we will require written approval or authorization from the town of Putnam Valley and PO# if possible

Generac Terms and Conditions for Generac Generator Estimates

1) Customer is responsible for contacting and contracting with separate fuel supplier and / or installer. Unless otherwise noted, or if using a gas company that does not coordinate with separate contractors, EPS will gladly notify the designated fuel supplier (after they are contacted by the customer) of the installation date assigned upon receipt of the deposit.

EPS is not responsible for negotiating fuel estimates or terms with third party fuel suppliers or installers.

2) Natural gas applications may require a gas meter upgrade through the utility company
Associated costs (if any) will be determined by the utility company and billed directly to the property owner.

3) Permit fees and setbacks are based on the last known municipality requirements and are subject to municipality changes.

Essential Power Systems is not responsible for variance requirements, zoning issues, representation at zoning meetings, or any pre-existing electrical, building, code, or local violations.

4) Deposit required upon order acceptance as follows:

Air cooled unit: Minimum 50% unless otherwise specified

o For financed air cooled installations, permit and inspection fees are required upon financing approval and can be refunded upon final payment by financier to EPS if fees are included in the total financed price.

Liquid cooled unit or special orders: Equipment, concrete pad, permit and inspection fees

o Lead times vary for liquid cooled or special orders and are determined by the manufacturer;

Subject to change without notice. 5) Final payment due upon electrical installation.

Balance subject to change if additional permit fees, work, or accessories added to original estimate.

6) Prices subject to change without notice for circumstances outside our control.

7) Upon completion of installation, customer is provided with installation and permit information;

Customer should contact EPS for assistance if needed to close the permit in accordance with their municipality requirements.

Customer Checklist

Administration Preparation

- Dealer Site Survey
- Dealer Building Permit
- Dealer Electrical Permit
- Dealer Plumbing Permit

Installation Preparation

- Dealer Call Electric Company

Installation

- Dealer Install Base
- Dealer Mount Transfer Switch
- Homeowner Install Fuel Line
- Homeowner Landscaping

Post Install / Activation / Followup

- Dealer Activation
- Dealer Demo a Simulated Outage
- Dealer Fuel Pressure Check
- Dealer Final Inspection

Notice of Cancellation

Date of Purchase: _____

You may CANCEL this transaction, without any Penalty or Obligation, within THREE BUSINESS DAYS from the above date.

If you cancel, any property traded in, any payments made by you under the contract or sale, and any negotiable instrument executed by you will be returned within TEN BUSINESS DAYS following receipt by the seller of your cancellation notice, and any security interest arising out of the transaction will be cancelled.

If you cancel, you must make available to the seller at your residence, in substantially as good condition as when you received, any goods delivered to you under this contract or sale, or you may, if you wish, comply with the instructions of the seller regarding the return shipment of the goods at the seller's expense and risk.

If you do make the goods available to the seller and the seller does not pick them up within 20 days of the date of your Notice of Cancellation, you may retain or dispose of the goods without any further obligation. If you fail to make the goods available to the seller, or if you agree to return the goods to the seller and fail to do so, then you remain liable for performance of all obligations under the contract.

To cancel this transaction, mail or deliver a signed and dated copy of this Cancellation Notice or any other written notice, or send a telegram, to ESSENTIAL POWER SYSTEMS, at 23 MORAN WAY , HOPEWELL JUNCTION, NY, 12533 NOT LATER THAN MIDNIGHT OF

I HEREBY CANCEL THIS TRANSACTION.

(Date)

(Signature)

Extreme Cold Weather Kits

GENERAC®

GENERAC® ACCESSORIES Extreme Cold Weather Kits Engine Block Heater

Extreme Cold Weather Kits

1 of 1



Models

G005616-0
G006204-0
G005620-0
G005667-0
G006174-0
G007990-0
G009884-0



DESCRIPTION

The Extreme Cold Weather Kits include the appropriate block heater, step-by-step installation instructions, all mounting hardware necessary for an extra degree of extreme weather protection, and a one year limited warranty.

This Extreme Cold Weather Kit is to be used in conjunction with the appropriate Cold Weather Kit that contains the necessary battery warmer assembly. The engine oil must be replaced with the appropriate synthetic engine oil, if not done already.

It is recommended that an Independent Authorized Service Dealer (IASD) install the Extreme Cold Weather Kit, as incorrect installation procedures can inhibit correct generator function.

Part Number	Applicable Sizes	Voltage	Watts	Amps	Use with Cold Weather Kit	Turns On	Turns Off
G006174-0	1.5L 25/30 kW	120	1,500	12.5	G006175-0	80 °F (26.7 °C)	100 °F (37.8 °C)
G005616-0	2.4L 22/25/27/32/36/48/45/60 kW				G005630-0		
G007990-0	4.5L 48/60/80 kW	240	2,000	8.3	G007992-0		
G006204-0	5.4L 80 kW				G005632-0		
G005620-0	6.8L 70 kW	120	1,500	12.5	G005632-0		
G005620-0	6.8L 100/130 kW				G005633-0	60 °F (15.6 °C)	80 °F (26.7 °C)
G005667-0	6.8L 150 kW				G005632-0		
G009884-0	9.0L 100/130/150 kW				G009883-0		

GENERAC®

Generac Power Systems, Inc. • S45 W29290 HWY. 59, Waukesha, WI 53189 • generac.com
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Town of Putnam Valley

M5 Standard Fee Report Paid Only
From 01/01/2025 To 01/31/2025

Count by Type

Fee Type	Count	Total
ADDITION/ALTERATION	4	\$758.00
ADDITIONAL FEE	1	\$328.00
CW	2	\$225.00
ELECTRI APP/NY ELEC	3	\$120.00
ELECTRIC APP/SWIS	15	\$600.00
FENCE/WALL	4	\$300.00
GAS/PROPANE	6	\$450.00
GENERATOR PERMIT	3	\$225.00
HVAC	2	\$150.00
OIL TANK	4	\$500.00
PERMIT FEE	4	\$578.00
PL	6	\$480.00
REINSPECTION FEE	1	\$50.00
RENEWAL	4	\$2,363.00
SEARCH	8	\$1,600.00
SOLAR PANELS	1	\$749.00
TREE	1	\$75.00
WETL	4	\$300.00
WT/S	1	\$100.00
	74	\$9,951.00

FEE TYPES

ADDITION/ALTERATION

BLASTING

CW

CREDIT CARD FEE

DEM/R

ELECTRIC APP/NY ELECTRICAL

ELECTRIC APP/SWISS

FENCE/WALL

GAS/PROPANE

GENERATOR PERMIT

HVAC

IN GROUND POOL

MG

MI

OPERATING PERMIT

PERM

PERNC

PL

RE

RHCS

RU

SEARC

TENT

TREE

WETADM

WETL

WT/S

Permits for Additions/Alterations

Permits to Blast

Commence Work Permit

Credit Card Fee charged for usage of credit card

Demolition/Residential

Electric application/NY Electrical

Electric application/Swis

Permit for Fence/Wall

Permit for Propane Gas Installation

Generator Installation

Heating, Vent., A/C Permit

Permit for In Ground Pool

Minor Grading Permit

Miscellaneous Building Permit

Operating Permits /Commercial

Building Permits

New Construction Permits

Plumbing Permits

Renewal Building Permits

Rock Hammer Crush Shatter Rock Permit

Spec. Use Renewal

Municipal Search

Tent Permit

Tree Permit

Wetland Administrative Fee

Wetland Permit Application Fee

Wetland Screening