

# Dutchess County Department of Planning and Development

Fax Info Only	To	Date	#pgs
	Co./Dept.	From	
	Fax #	Phone #	

## 239 Planning/Zoning Referral - Exemption Communities

Municipality: **Town of Wappinger**

Referring Agency: **Planning Board**

Tax Parcel Number(s): **1010390000**

Project Name: **Hackensack Professional Building**

Applicant: **JPF Development, LLC**

Address of Property: **New Hackensack Rd, Wappinger, NY 12590**

Please Fill in this section

### 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

### No Authority to review these Actions

- Subdivisions / Lot Line Adjustments
- Interpretations

Exempt Action submitted for informal review

### Actions Requiring 239 Review

- Comprehensive/Master Plans
- Zoning Amendments (standards, uses, definitions, district regulations, etc.)
- Other Local Laws associated with zoning (wetlands, historic preservation, affordable housing, architectural review, etc.)
- Rezoning involving all map changes
- Architectural Review
- Site Plans (all)
- Special Permits for all non-residential uses
- Use Variances for all non-residential uses
- Area Variances for all non-residential uses
- Other (Describe):

### Parcels within 500 feet of:

- State Road:
- County Road: **New Hackensack Road**
- State Property (with recreation area or public building)
- County Property (with recreation area or public building)
- Municipal Boundary
- Farm operation in an Agricultural District

Date Response Requested: **1/22/2025**

Entered By: **Ogunti, Beatrice**

\*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

### No Comments:

- Matter of Local Concern
- No Jurisdiction
- No Authority
- Withdrawn
- Incomplete - municipality must resubmit to County
- Exempt from 239 Review
- None

### Comments Attached:

- Local Concern with Comments
- Conditional
- Denial
- Incomplete with Comments- municipality must resubmit to County
- Informal Comments Only (Action Exempt from 239 Review)

Date Submitted: **12/30/2024**

Date Received: **12/30/2024**

Date Requested: **1/22/2025**

Date Required: **1/28/2025**

Date Transmitted: **1/17/2025**

Notes:

Major Project

Referral #: **ZR24-435**

Also mailed hard copy

Reviewer:

*Jara Yrogan*



**DUTCHESS COUNTY GOVERNMENT**  
**DEPARTMENT OF PLANNING & DEVELOPMENT**

January 17, 2025

To: Planning Board, Town of Wappinger  
Re: **ZR24-435, Hackensack Professional Building – Site Plan**  
Lot: 101039, New Hackensack Rd

The Dutchess County Department of Planning and Development has reviewed the subject referral within the framework of General Municipal Law (Article 12B, §239-1/m).

**ACTION**

The applicant is seeking site plan approval to construct an 11,981 square foot office building on a two-acre site.

**COMMENTS**

**Parking Layout:** The proposal includes a total of 40 parking spaces. We encourage the applicant to assess parking needs based on the specific programmatic requirements of the building. If fewer than 40 spaces are sufficient, we recommend removing spaces in the front row, particularly those located in the northwest corner to reduce visual impacts from the roadway and enhance pedestrian safety.

**Lighting:** The submitted lighting plan lacks a complete photometric analysis to evaluate cumulative lighting impacts where overlapping fixtures may create excessive brightness. The Board may want to request a full photometric plan showing actual footcandle levels sitewide.

Lighting should average one (1) footcandle and not exceed five (5) footcandles in any location. Fixtures should comply with dark-sky standards, with a color temperature no higher than 3000K and BUG ratings near 0/0/0 to reduce glare and light pollution.

Additionally, the up-lit freestanding sign should be revised to use external down-lighting to minimize light pollution.

**Architectural Review:** No architectural elevations were provided. Given the project's prominent location at a major intersection, the Board may want to request these elements so the visual impact of the project can be properly assessed.

**County Road Access:** We encourage continued coordination with the Dutchess County Department of Public Works to refine the design of the intersection and driveway, including drainage and traffic signal modifications.

**RECOMMENDATION**

The Department recommends that the Board rely upon its own study of the facts in the case with due consideration of the above comments.

Eoin Wrafter, AICP, Commissioner  
By

A handwritten signature in black ink, appearing to read "Tara Grogan". The signature is written in a cursive, flowing style.

Tara Grogan  
Senior Planner

cc: Matt Dutcavich, P.E., Dutchess County Department of Public Works (via email)  
Stephen Gill, Dutchess County Department of Public Works (via email)