

TOWN OF WAPPINGER

PLANNING BOARD

Conceptual Review Only

No Escrow Fees Taken

PROJECT NAME: Northside Auto Body Addition

MEETING DATE: September 2, 2026

ACCOUNT NUMBER: 26-3543

DATE PREPARED: July 23, 2026

☒ **SITE PLAN** ☐ **SPECIAL USE PERMIT** ☐ **SUBDIVISION**

THE ATTACHED HAS BEEN REFERRED TO YOU FOR YOUR COMMENTS AND RECOMMENDATIONS. PLEASE SUBMIT ANY COMMENTS TO THE TOWN OF WAPPINGER PLANNING BOARD, 20 MIDDLEBUSH ROAD, WAPPINGERS FALLS, NY 12590 WITHIN FIFTEEN (15) DAYS.

1 **TOWN FILE**
7 **TOWN OF WAPPINGER PLANNING BOARD**
1 **PLANNING BOARD ENGINEER**
1 **PLANNER TO THE TOWN**
1 **PLANNING BOARD ATTORNEY**
 HIGHWAY SUPERINTENDENT
 FIRE PREVENTION BUREAU
 RECREATION
 TOWN OF WAPPINGER TOWN BOARD
 DUTCHESS COUNTY DEPT. OF PLANNING
 NEW YORK STATE DEPT. OF TRANSPORTATION
 DUTCHESS COUNTY DEPT. OF HEALTH
 DUTCHESS COUNTY SOIL & WATER
 NYS DEPT OF D.E.C
 TOWN OF FISHKILL PLANNING BOARD
 TOWN OF EAST FISHKILL PLANNING BOARD
 TOWN OF LAGRANGE PLANNING BOARD
 VILLAGE OF WAPPINGER PLANNING BOARD
 BUILDING INSPECTOR
1 **ZONING ADMINISTRATOR-BARBARA ROBERTI**

***** PLEASE NOTE ANY VIOLATIONS UPON YOUR REVIEW*****



PLANNING CONSULTANTS, INC.



July 21, 2026

Mr. Bruce Flower, Chairman
Town of Wappinger Planning Board
20 Middlebush Road
Wappingers Falls, NY 12590

**RE: Northside Auto Body
1106 Route 9
Tax ID# 135689-6157-04-730008
Application for Conceptual Review**

Dear Chairman Flower and Members of the Planning Board,

Enclosed please find the following for your review:

1. Cover Letter dated July 21, 2026
2. Application for Conceptual Plan Review dated July 21, 2026
3. Memorandum of Violation dated June 9, 2026
4. Preliminary Site Plan and Floor Plan prepared by Mazzarelli Architecture dated July 15, 2026
 - a. twelve (12) copies provided
5. Site Plan Pre-application Fee in the amount of \$250.00

KARC represents the owner of 1106 Route 9 in the Town of Wappinger who is seeking Site Plan and Special Use Permit Approval for a 54.5 ft by 30 ft expansion of an existing motor vehicle towing, repair and service shop. The subject property consists of 1.38 acres and is located within the Highway Business – HB Zoning District where motor vehicle towing, repair and service uses are permitted via Special Use Permit.

On June 9, 2026, the property owner was issued a Memorandum of Violation pursuant to Section 240-83 of the Town Code, *Approval and Conformity of Site Plan Required*, identifying several site conditions that were not consistent with the previously approved site plan. These items included, but were not limited to, a change in use, deficiencies in landscaping, modifications to parking, fencing, vehicle display areas, and outdoor storage.

On June 30, 2026, representatives of KARC Planning Consultants, Inc. met with Zoning Administrator Judith Subrize and Director of Strategic Planning Barbara Roberti to discuss the proposed Site Plan and Special Use Permit application. During that meeting, Town staff invited the applicant to submit a preliminary



PLANNING CONSULTANTS, INC.

conceptual site plan to the Planning Board for an initial discussion prior to the submission of a formal application.

The enclosed preliminary site plan has been prepared to address the items identified in the Memorandum of Violation while also illustrating the proposed building expansion. The plan includes the following improvements:

1. A proposed 54.5 ft by 30 ft expansion to the existing building
2. Expansion of the asphalt parking area
3. Installation of additional landscaped areas and planters
4. Location of storage sheds in the rear of the property
5. Installation of a six-foot-high vinyl privacy fence along the rear property line

Please note that while some of the items listed above are identified on the site plan as "existing," this simply indicates that they predate the current plan set.

Kindly advise if you require anything further for your preliminary review. We ask that this matter be placed on the next available Planning Board Workshop agenda.

Thank you.

Sincerely,

A handwritten signature in blue ink, appearing to read "KLibolt", is written over a horizontal line.

Kelly Libolt

TOWN OF WAPPINGER PLANNING BOARD

Application No. 26-3543

Date Received: 7-21-26

Fee Received: \$250.00

APPLICATION FOR A CONCEPTUAL

TITLE OF PROJECT: Northside Auto Body Addition

NAME & ADDRESS OF APPLICANT (Corporation or Individual):

KARC Planning Consultants, Inc. - PO Box 924, Poughkeepsie, NY 12602

Street Kelly Libolt Town 845-594-1055 State _____ Zip _____

Contact Person _____ Phone Number _____ Fax Number _____

NAME & ADDRESS OF OWNER (Corporation or Individual):

1106 Route 9, LLC - 6487 Route 9, Rhinebeck, NY 12572

Street c/o Kelly Libolt, KARC Planning Consultants, Inc. Town _____ State _____ Zip _____

Contact Person _____ Phone Number _____ Fax Number _____

Grid No. 135689-6157-04-730008

Please specify use or uses of building and amount of floor area devoted to each:

Existing Use: Motor vehicle repair, towing and service center with an existing single-story structure +/-5,650 square feet; FFE = 254.45'

Proposed Use: 1,635 square foot addition to pre-existing structure.

Location of Property: 1106 Route 9

Zoning District: HB - Highway Business **Acreage:** 1.38 acres

Anticipated No. of Employees: 6

Existing No. of Parking Spaces: 5 **Proposed No. of Parking Spaces:** 5

1106 Route 9, LLC

Type Name (Corporation, LLC, Individual, etc.)

July 21, 2026

Date c/o 845-594-1055

Owner's Telephone No.

KLibolt
Owner or representative's signature
Kelly Libolt, KARC Planning Consultants, Inc.

Type Name and Title ***

1106 Route 9, LLC - 6487 Route 9, Rhinebeck, NY 12572

Owner's Address

*****If this is a Corporation or LLC please provide documentation of authority to sign.**



TOWN OF WAPPINGER



PLANNING BOARD & ZONING BOARD OF APPEALS

20 MIDDLEBUSH ROAD
WAPPINGERS FALLS, NY 12590
PH: 845-297-6256
Fax: 845-297-0579

Owner Consent Form

Project No: 26-3543

Date: July 21, 2026

Grid No.: 135689-6157-04-730008

Zoning District: HB - Highway Business

Location of Project:

1106 Route 9

Name of Applicant:

Kelly Liboft, KARC Planning Consultants, Inc. - 845-594-1055

Print name and phone number

Description of

Project: The Applicant is proposing a 1,635 square foot addition to a pre-existing building located at 1106 Route 9.

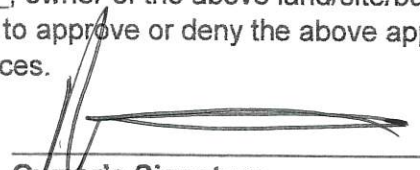
I Jack Bonaventure, owner of the above land/site/building hereby give permission for the Town of Wappinger to approve or deny the above application in accordance with local and state codes and ordinances.

July 21, 2026

Date

c/o 845-594-1055

Owner's Telephone Number


Owner's Signature

Jack Bonaventure

Print Name and Title ***

*** If this is a Corporation or LLC, please provide documentation of authority to sign.

If this is a subdivision application, please provide a copy of the deed.