



**INCORPORATED VILLAGE OF PORT JEFFERSON**  
**Building & Planning Department**  
**88 North Country Rd., Port Jefferson, NY 11777**  
**Ph.: (631) 473-4744 Fax: (631)473-2049**  
[www.portieff.com](http://www.portieff.com)

**JULY 13, 2023**  
**PLANNING BOARD MEETING MINUTES**

**PRESENT:**

Ray DiBiase (RD)  
Lou Bekofsky (LB)  
Gil Anderson (GA)  
Rich Harris (RH)  
Tom Murawski, RA (TM)  
Rich Harris, Director Building & Planning (RH)  
Cindy Suarez, Secretary (CS)

**ABSENT:**

Lisa Harris (LH)  
Laura Zimmerman (LZ)  
Barbara Sabatino (BS)  
Joe Sanzano, Planner (JS)

*The Planning Board met at 6:00PM at the Building/Planning Dept. 88 North Country Rd., Port Jefferson, NY 11777*

**6:00PM GENERAL BUSINESS**

- Introduce Trustee/Liaison Drew Biondo
- Next Planning Board meeting scheduled for 9/14/23.

**APPLICATIONS**

**111Campbell St. (TM)**  
**Retaining Wall**

**SCTM:** Sec.12, Blk.5, Lot 5.2

**Zoning:** R-B3 Residential

**Applicant:** Lorraine Walsh

**Property Owner:** Lorraine Walsh

**Description:** Applicant proposes to replace an existing retaining wall. Building permit application submitted, Building Inspector referred to the Planning Board.

**Action:** Review re-submission of documents requested at the 5/11/23 PB meeting & Draft Resolution

Present: Lorraine Walsh

The applicant proposes replacing an existing retaining wall with a different configuration retaining wall.



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TM presented the staff report and draft resolution to the Planning Board.

Applicant has provided the following items:

- Existing survey dated 11/19/20.
- Existing topographic survey dated 4/11/23.
- Pictures of the existing retaining walls to be removed.
- Revised drawings received 6/15/23.

As per Village Code (VQRA), the project is classified as a Type I action requiring a Full Environmental Assessment Form (FEAF) which has been provided.

Due to the potential impact to the neighboring property the Planning Board will require a security bond. This is not a fee, but a refundable bond.

Following Planning Board approval, a building permit will be required for the proposed construction, and it is recommended that the applicant add weep holes and erosion control details.

GA moved to declare Lead Agency, LB second, vote 3-0, unan.

LB moved to approve the application and draft resolution as presented with the condition of the requirement of a \$2,500.00 refundable bond, GA second, vote 3-0, unan.

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**5 Deerfield Ct. (JS)  
Site Development Plan  
Retaining Wall & Deck**

**Application: # 0647-23**

**SCTM: Sec.14, Blk.5, Lot 45**

**Zoning: R-B1 Residential District**

**Applicant: Amelia & Joseph Fontana, Trustees**

**Property Owner: Giuseppe (aka) Joseph & Amelia Fontana, Trustees**

**Description: Applicant proposes to replace an existing retaining wall and deck.**

**Action: Introduce application & Referral to ZBA**

There was no one present for this application.

The applicant proposes the repair and replacement of retaining walls including new retaining walls and replacing a rear wood deck.

The application and supporting drawings were reviewed by the Planning Board.

Pursuant to SEQRA the application is a Type 2 Unlisted Action.

The Planning Board has determined that a referral to the Zoning Board of Appeals for east and west side yard setback variances pursuant to Village Code: §250-28.

A.(1)(b)[2] is necessary.

GA moved to refer the application to the Village Zoning Board of Appeals, LB second, vote 3-0, unan.

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**700 Beach St. (JS)  
Site Plan Amendment**

**Application: # 0645-23**

**SCTM: Sec.007, Blk.001, Lot 001.1**

**Zoning: W-P Waterfront-Public Utility District**

**Applicant: Orsted Wind Power North America LLC**

**Property Owner: National Grid Generation LLC**

**Description: Applicant proposes the installation of a trailer and related improvements.**

**Action: Introduce application & set public hearing  
(LB recused)**



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Present: Cortney Riley, Principal Director of Land Development c/o VHB Engineering, Daniella Balsano, Civil Engineer c/o VHB, Jen Garvey c/o Orsted Wind Power North America LLC, Todd Manson c/o McLaren Engineering Group, Marco Silva, Atty. c/o Harris Beach PLLC

CR presented a power point presentation.

The subject site is currently the Port Jefferson Power Station for LIPA and PSEG-LI which includes fuel storage, electrical equipment, a pier, bulkhead, and parking facilities.

The applicant proposes an accessory office land use in conjunction with the applicant's offshore wind farm for electric power generation. The applicant wishes to utilize 2,950 square feet of the overall site for improvements and for the applicant's provisions of four (4), eight foot (8') by twenty foot (20'), pre-fabricated office trailers situated along Port Jefferson Harbor for the semi-monthly, sea crew changeover/offshore boarding and alighting of the applicants' operation vessel, which will be docked at the existing pier in connection with the applicants offshore wind farm.

The service operations vessel (SOV) has an approximate beam length of 262 feet, is shorter than the ships of the local ferry fleet (between 280 feet and 300 feet) that accesses the nearby Port Jefferson Ferry facility. The SOV will dock and access the site semi-monthly, between six and twelve hours at a time, but if special services are needed, the SOV could remain at the pier for up to twenty-four hours. The operations consist of loading/unloading supplies at the pier, as well as crew changes.

The applicant has submitted a Traffic Assessment. The crew change, which is expected to happen semi-monthly, will involve 25 – 35 members. Two minibuses/sprinter vans will be used for transporting crew members and will travel through the main gate of the facility and return the same way. The vehicles will drop off and pick up the crew, but park elsewhere on-site in an already-designated parking area. There will also be a small area to the northwest of the lease area (currently paved) that will allow for the parking of one box truck for deliveries of supplies.

The applicant proposes to replace the existing dead vegetation and the extension of the existing planter box with 16 Emerald Sentinel Eastern Red Cedar, which is an evergreen coniferous tree known for its salt tolerance and use as windbreak screens to help obscure views of the existing gravel area and the new office trailer from off-site viewers from the harborside.



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SEQRA: The application is a Type 2 Unlisted Action. The applicant completed the Short Environmental Assessment Form.

RD requests a photo from the Beach Street view and a rendering showing where the proposed equipment on site will be located.

CR will be working closely with the Port Jefferson Village and Town of Brookhaven Harbormasters.

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**250 East Main St. (JS)**  
**Site Plan Amendment**

**Application: # 0648-23**

**SCTM: Sec.12, Blk.3, Lot 7**

**Zoning: C-1 Commercial District**

**Applicant: Agrino Holdings, LLC c/o Louis Antoniou**

**Property Owner: Agrino Holdings, LLC c/o Louis Antoniou**

**Description: Proposed 2<sup>nd</sup> floor addition over existing 1<sup>st</sup> floor for (3) one-bedroom apartments.**

**Action: Introduce application**

Present: Melvin Gonzalez, RA

Joe Sanzano, Village Planner reviewed the application and submitted the following findings:

On May 14, 2015, the Planning Board passed a resolution approving a conditional use and phased site development plan and waivers from Village Code for the above-referenced location. The proposed site development plan included the conversion and expansion of an existing 5,604 square foot, 2-story office building, with a 2,582 square foot 2nd story building addition to create retail on the ground floor and several residential apartments on the second floor all on a 5,020 square foot parcel of land with waivers for parking.

The subject site and existing buildings, identified by the NYS Office of Parks, Recreation and Historic Preservation (NYSHPO), known as 227 and 250 East Main Street, are listed on the National Register of Historic Places and identified as site #05NR05461, First National Bank of Port Jefferson.

The site plans were signed by the Planning Board Chair on December 4, 2014. On May 14, 2015, the Planning Board heard this application again and adopted a resolution for the conditional use & amended phased site development plan &



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waivers. On February 8, 2018, the Planning Board heard this application for conditional use for a retail food land use.

In accordance with the Village Code, the site plan approval is valid for 24 months with the ability to seek a 12-month extension. No building permits were issued, and no work had begun, nor was any extension of time granted by the Planning Board. As a result, this site plan approval expired.

**Pre-Submission Site Plan Application** – The applicant has submitted a new Pre-Submission Application for the proposed development of the site with the 1st floor of the existing structure to remain as two retail land uses with some modification of entry ways and a new stairway in the rear of the building. The 2nd floor will consist of a new building addition over the existing building and include three (3) new one (1) bedroom dwelling units.

The Pre-Submission Application should be followed with the submission of a fully engineered site plan application for the Planning Boards consideration.

### **SEQRA**

- On July 9, 2014, the Planning Board conducted a SEQRA Coordinated Review and on August 11, 2014, Assumed Lead Agency.
- On August 22, 2014, the applicant submitted a Phase 1 Environmental Site Assessment dated November 21, 2013.
- No significant comments were received during the process and the Planning Board determined that the proposed action would not generate significant impact to historic or archeological resources; and
- On September 11, 2014, the Planning Board adopted a SEQRA Negative Declaration.
- Based on the above SEQRA process it is advisable to repeat the same or similar process for the new site plan application.
- Once a new site plan application is submitted, a new SEQRA Coordination will be sent out and the Planning Board should be able to assume lead agency.
- The Planning Board should require the applicant to submit an updated Phase 1 Environmental Site Assessment for the Planning Boards consideration.

### **Staff Comments**

- The previous site plan has expired.
- Applicant to submit a new site plan application and Conditional Use Permit application for any proposed Restaurant or Take out Restaurant land use as defined by Village Code.
- The previous site plan was approved by the Planning Board for five dwelling units above ground floor retail and restaurant land uses.



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- Review of the applicant's current proposal includes three retail ground floor retail and restaurant tenant spaces and a second story building addition with three dwelling units above ground floor retail and restaurant land uses.
- The corner retail use is currently a two-story retail use which is proposed to remain as it currently exists.
- In 2015 the applicant requested and was granted a 29-stall parking waiver pursuant to the Village Code. This included intermunicipal agreements from the Town of Brookhaven for parking stalls within the waterfront Marina Parking Lot and additional spaces as a perpetual easement to the village. Although the site plan expired, these agreements and easements remain in effect.
- Review of the applicant's current proposal finds that the reduction of the number of dwelling units will also reduce the obligation of parking stalls thereby reducing the potential waiver request.
- The previously approved site plan application included a SEQRA Phase 1 Environmental Site Assessment. The applicant should be required to submit an updated SEQRA Phase 1 Environmental Site Assessment for the Planning Boards consideration.
- Once a new site plan application has been submitted, we will begin the Coordinated SERQA Review and request that the Planning Board assume Lead Agency status once again.

It is recommended that the applicant officially resubmit a new site plan application, conditional use permit and waiver of parking pursuant to Village Code.

The Planning Board requests the following:

- Applicant to resubmit a new site plan application, conditional use permit and waiver of parking pursuant to Village Code.
- Show location of roof top A/C and any visual impacts.
- Refer to the application to the ARC for comments before a public hearing.
- Check on parking requirements – 40 were agreed in original approval and now less is needed – check with TOB.





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**311 East Main St. (TM)  
Site Plan Amendment**

**Application: # 0644-23**

**SCTM: Sec.12, Blk.4, Lot 28**

**Zoning: R-B3 Residential District**

**Applicant: Erik A. Bjorneby, R.A. c/o EAB Architectural Designs PLLC**

**Property Owner: Richard Wrage**

**Description: Demolition and reconstruction of front porch.**

**Action: Introduce application**

There was no one present for this application.

TM presented the application and draft Resolution.

The applicant proposes to replace an existing roof over porch with a new roof over porch is the same location. The application was referred by the Building Inspector to the Planning Board per Village Code:

- § 250-10. Site development plan approval required for certain uses.  
In all districts, site development plan approval by the Planning Board shall be required, in accordance with § 250-52 of this chapter, in the following instances:
- The erection, addition, expansion, extension, division, alteration, or reconstruction of all buildings, including those within a condominium or homeowners' association, and parts thereof, other than one-family detached dwellings or buildings accessory thereto. Notwithstanding the foregoing, one-family detached dwellings and buildings accessory thereto situated in the R-O Zoning District shall require site development plan approval in accordance with § 250-52 of this chapter.
- § 250-52. Approval of site development plans.  
In all cases where this chapter requires approval of site development plans by the Planning Board, no building permit shall be issued by the Building Inspector except upon authorization of and in conformity with the plans approved by the Planning Board.

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The applicant will be required to obtain a permit for the proposed construction:

Pursuant to SEQRA the application is a TYPE II action.

GA moved to approve the application as presented, LB second, vote 3-0, unan.

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**St Charles Hospital (RH)  
Site Plan Amendment**

**Application:** # 0623-22

**Location:** 200 Belle Terre Rd.

**SCTM:** Sec.13, Blk.1, Lot 11.2

**Zoning:** P-O Professional Office

**Applicant:** Nelson & Pope c/o Karthikeyan Shanmugam, PE

**Property Owner:** St. Charles Hospital Corp.

**Contact:** Nelson & Pope c/o Karthikeyan Shanmugam, PE

**Description:** Proposed building addition to an existing Emergency Department

**Action:** Review applicant's request for relief of condition of performance bond as part of the 10/22/22 filed Planning Board Resolution.

Present: Ronald Weingartner, Special Projects Coordinator c/o St Charles

The Planning Board issued a Resolution on October 27, 2022, with the approved performance bond amount of \$4,800,000.00 pursuant to VPJ Code §250-52C (6).

On July 5, 2023, the Building & Planning Department received a letter dated 7/5/23 from Ronald Weingartner referring to the 10/27/23 resolution bond amount.

RW requests that the Performance Bond be reduced/removed from the resolution primarily due to economic inflation.

The Planning Board will re-visit the Village Code and interpretation of the requirements.

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**TOWN OF BROOKHAVEN REFERRAL**

**339 Hallock Ave.**

**Site Plan Application**

**Location:** Riverhead Building Supply

**SCTM:** District 0200, Sect. 138, Blk. 1, Lot 22.2

**Zoning:** J-5 Business District

**Applicant:** Michael Macrina Architect, P.C.

**Property Owner:** REJ Corp.

**Contact:** Robert Fallon, AIA

**Description:** Legalize prior built addition (1412 sq. ft.); Special use permit for stone and mason supply; façade renovation; new signage; proposed site work; new ground sign

**Action:** The TOB Planning Board requests the VOPJ Planning Board to make any comments or suggest mitigation measures, particularly with respect to their areas of expertise and jurisdiction, which would enhance the utilization of this site or provide additional protection to the community.

The Planning Board reviewed the submission received on 7/10/23 from The Town of Brookhaven Planning Department requesting their review.

The Planning Board has no comments.

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The meeting ended at 7:30PM.

*Respectfully submitted,*

*Cindy Suarez*

*Secretary to the Planning Board and Zoning Boards*