

November 10, 2025

Nicholas Zachary, Chairman
Village of Buchanan Planning Board
Village Hall
236 Tate Avenue
Buchanan, New York 10511

Re: Site Plan Application for Gallon Measure (Bernard & Brian Calabro)
3106 Albany Post Road
Buchanan, New York
Section: 43.20, Block: 1, Lot: 22

Dear Chairman Zachary and Members of the Planning Board:

Enclosed for your review and approval, please find enclosed ten (10) copies of the following items regarding a site development plan application for the above-referenced project:

- Application to the Planning Board (now includes "Special Permit")
- Special Permit Project Narrative, dated November 10, 2025
- Short Environmental Assessment Form ("SEAF") – Revised November 10, 2025
- Stormwater Calculations, dated November 10, 2025
- Stormwater Maintenance & Inspection Program, dated November 10, 2025
- Letter From Mark Day, P.E., Structural Engineer, dated November 10, 2025
- Site Plan entitled: "Site Development Plan for Gallon Measure" dated October 9, 2025, revised November 10, 2025
- Rendering and Building Elevations, dated October 9, 2025, revised November 10, 2025

We have determined that this application must also include a request for a "Special Permit" from the Planning Board. Village Code allows for "minor auto repair" in the C-2 Zoning district via a Special Permit from the Planning Board and we have therefore resubmitted the Planning Board Application to include the Special Permit. It should be noted that the Gallon Measure business does meet the definition of "minor auto repair" as they do not perform autobody work and/or painting.

The Site Plan drawing set has been revised per the Village Consulting Engineer's October 16, 2025 review memorandum and our subsequent conversations. Specifically, each comment is listed below with our response as follows:

1. The applicant should review previous comments by the New York State Department of Transportation (NYSDOT), for applicability with the proposed plan.
Response: Proposed modifications within the DOT right-of-way remain as previously proposed and are not impacted by the revisions to the site plan.
2. The Fire Department should review the proposed plan.
Response: The Fire Department requested the proposed parking spaces along the Rockledge Ave side be removed to improve access to and around the building.

3. Drainage calculations for pipe sizing or storm basins should be provided.
Response: Drainage calculations have been provided.
4. The infiltration system must not be connected until construction is complete and the site is stabilized. A note should be added to the plans. The roof leaders for the office, bathroom, and supply room should be shown on the plans.
Response: The note regarding the infiltration system has been added to sheet SP-2.1, including a note addressing comment #5 below. We have also shown the roof leaders as requested.
5. The area of the proposed infiltration system should be protected from over-compaction during construction to the greatest extent possible.
Response: See response to #4 above.
6. Based on the proposed site modifications, topographic contours should be provided with contours at intervals of one (1') or less. The extents of contour lines 103-ft, 104-ft, 105-ft, and 106-ft should be provided.
Response: The existing contours for 104' and 105' which were previously cut off at the existing building have been joined to show the uninterrupted contours.
7. The entrance for patrons is on the side of the building along Rockledge Avenue. The applicant should consider a front entrance or provide a clear means of how patrons circulate from the parking area to the office.
Response: We do not believe this to be an issue but we can provide a sign at the front of the building that indicates "OFFICE" with an arrow directing people to the south side office.
8. The proposed oil-water separator should be labeled on the Site Plan and an oil-water separator for the parking lot along with catch basins should be provided.
Response: The oil-water separator has been labelled as well as a second one for parking lot runoff.
9. Site details should be provided; including, but not limited to, trench drain and catch basin details. A trench drain at the driveway entrance adjacent to the building should be provided.
Response: A trench drain detail has been added as well as a second proposed trench drain at the west entrance.
10. It appears the proposed 12' W x 16' garage door is in conflict with the adjacent parking stall. The applicant should confirm that there is adequate space to enter and exit the garage when a vehicle is parked in the proposed parking space adjacent to the proposed building.

Response: The proposed parking space in front of the 12' x 16' garage door has been eliminated.
11. The retaining walls and fence along Rockledge Avenue should be removed, to be consistent with the rendering and architectural plan. In addition, the sidewalk should be extended to the second driveway.
Response: The existing short retaining walls and fence along Rockledge Avenue

have been shown to be removed. In order to extend the proposed sidewalk further west it would require the relocation of the recently installed Con Edison utility pole and the recently replaced fire hydrant.

12. The landscaping located along Albany Post Road should only include shrubs over the utilities and the parking spaces should be shifted west to accommodate larger evergreen trees for screening.

Response: The landscaping along Albany Post Road will only include shrubs, flowers (no large trees) and the parking spaces/curb/asphalt has been shifted west to the edge of the existing easement to accommodate larger evergreen trees for screening.

13. The dumpster is shown as partially on grass and asphalt. The applicant should consider a pad and enclosure for this facility.

Response: We now show 1 dumpster for refuse. Recycling is not enough to warrant a 2nd dumpster since most of the products used for the business are bulk containers (i.e. oil, anti-freeze, etc.). A small barrel with recycling can be brought out to the refuse dumpster as necessary. The privacy fence along Rockledge Avenue up to the driveway entrance will remain to provide screening for the dumpster in addition to the proposed Inkberry trees in front of the fencing.

14. The chain link fence with privacy slats is assumed to be for the entire length of the north property line and should be noted accordingly.

Response: The callout for the fence has been expanded to indicate as such.

15. Proposed location, size, design and use of all temporary structures, storage areas, and staging areas to be used during the course of construction should be shown. In addition, the location of snow storage areas should be shown on the Site Plan.

Response: The majority of the property will be utilized for storage and staging during construction due to the limited area. As previously mentioned the proposed drainage area will need to be cordoned off which will further limit the usable area. Proposed snow storage is shown in the north east corner of the parking lot.

16. The construction sequence shown on the plans indicates that residential units are proposed. It appears the applicant is no longer proposing residential units. The construction sequence should be revised accordingly.

Response: The construction sequence has been revised accordingly.

17. The location, direction, fixtures, power, and time of operation of any proposed outdoor lighting should be provided. Details for any proposed outdoor lighting should also be provided.

Response: The architectural plans indicate the location of the proposed lighting on the building and we have provided a detail/specification sheet has been provided (i.e. goose neck light fixtures). All light fixtures are downward facing and shielded. We do not believe any additional lighting is needed for the parking lot.

18. The free-standing sign at the north property line is not in accordance with the design guidelines. A detail of the proposed sign should be shown on the plans. The response letter

from James C. Annicchiarico dated January 27, 2025 mentions that the details of the sign replacement will be handled during the building permit application process.

Response: Currently there is no plan to change the existing sign but the applicant would like to reserve the right to process a sign permit through the building department in accordance with Village code in the future or if required, via the Planning Board.

19. It appears the limit of disturbance is 18,837 sf (0.43 acres). However, the Short EAF form indicates the area of disturbance is 0.1 acres. The plans and Short EAF form should be revised to match.

Response: The Short EAF has been revised accordingly.

20. The quantity of cut/fill material to be imported/exported should be stated on the plans or provide the following note on the plan: "Cut/fill material shall not be imported to or exported from the site."

Response: The note has been added to sheet SP-2.1.

21. Drawings prepared by Mandra Workshop Architectural Design should be signed and sealed by a Registered Architect or Professional Engineer, licensed in New York State. In addition, the date of the original plan and all revisions, with notation identifying the revisions should be shown.

Response: All drawings in this submission have been signed and sealed and include the date of the original plan and all revisions.

22. The Village of Buchanan application to the Planning Board should be fully signed. In addition, the Short Environmental Assessment Form should also be fully signed.

Response: Signed Planning Board Application (now including Special Permit) and the SEAF are included.

Regarding the review comments from Planning & Development Advisors dated October 17, 2025, each comment is listed below with our response as follows:

1. It is suggested that the first issue to be addressed by the Planning Board is whether the iconic "oil can" that was part of the façade will be maintained. It was in our original review that this building has what could be considered a unique architectural style. A review of the NYS Cultural Resource Information System ("CRIS") indicated that this site was part of previous survey conducted by Westchester County on behalf of the NYS Division for Historic Preservation. At that time, it is suggested that the Planning Board work with the Applicant to preserve as much of the front façade as possible to help retain what is obviously an important component that makes up the character of this commercial corridor in the Village. This office recently (10/7/25) observed the Subject Site and the "oil can" portion of the front façade was still located on site. ***Response: The architectural rendering and front building elevation include an "homage" to the gallon measure jug on the business sign located on the east side of the building above the garage doors.***

2. The Village of Buchanan Design Guidelines (<https://buchanan.ny.gov/documents/2021-zoning-overlay/Final-Design-Guidelines.pdf>) makes specific recommendations for redevelopment along the Albany Post Road Corridor. As noted therein: *The implementation of the guidelines in this chapter will occur in two ways. First, private commercial development projects will be prepared and reviewed in accordance with the handbook. Second, public projects involving improvements to roads, sidewalks, and all aspects of the public domain within commercial districts should also accord with the objectives and guidelines of this chapter.* The following selected goals and objectives are identified for the Planning Board's consideration relative the recently submitted site plan:

- a. Building Location: Buildings should be sited close to the street frontage and parking areas positioned away from street.
- b. Buildings should front all streets with an entrance and attractive facade.
- c. Parking in the rear of the building is to be encouraged
- d. Architectural style that reflects prevalent historic character is recommended.
- e. Facade colors should be low reflecting, subtle, and neutral or earth toned. The use of high-intensity colors, metallic colors, black or fluorescent colors are strongly discouraged.
- f. Pedestrian connectivity should be increased throughout the district.
- g. Design parking areas to the rear of buildings or in certain cases to the side.
- h. Generously landscape parking lot edges and dividing islands with trees and low plantings.
- i. Regarding lighting, where pedestrian activity is promoted, lights should be on lower poles (10-18 feet) to create a more comfortable environment.

Response: If the geometry of the property allowed for us to meet the design guidelines we would certainly be amenable to that. However, the business needs that dictate the needed building size do not allow for the building to be located up "front" along Albany Post Road. However, we believe we are meeting many of the other guidelines such as: aesthetic building facade, windows, attractive stone materials, landscape screening along the parking lot edges, aesthetic lighting, replacement of existing subpar sidewalks and additional sidewalks to promote pedestrian connectivity, etc.

3. The following are more specific comments on the proposed site plan which were included as part of the original approval resolution:
- a. Consistent with the prior approval resolution, outdoor storage shall be limited to just those automobiles being serviced and within designated parking spaces. All servicing of automobiles shall be done inside. Storage of equipment outdoors is prohibited. Limited

activity would be allowed to get disabled vehicles from designated spaces to a maintenance bay. **Response: Duly noted.**

- b. No painting of vehicles is allowed on site. **Response: Duly noted.**

4. Additional Site Plan comments:

- a. It is suggested that the sidewalk along Rockledge Avenue be further extended to the west to the end of the property line. **Response: We would note that in order to extend the sidewalk further west it would require the relocation of the newly installed Con Edison utility pole and the recently replaced fire hydrant.**
- b. The proposed dumpster/recycling area should be properly screened and should be entirely located on an impervious surface. **Response: The privacy fence along Rockledge Avenue up to the driveway entrance will remain to provide screening for the dumpster in addition to the proposed Inkberry trees in front of the fencing. See the response to the engineering comment #13 above regarding the dumpster being on an impervious surface.**
- c. The Applicant should demonstrate that the building is adequately sized to store materials related to its operation. **Response: The applicant states there is sufficient area inside the building to accommodate the storage of materials required to operate the business efficiently.**
- d. As noted in 2.i above, the Planning Board should consider having the Applicant install decorative lighting along the Albany Post Road street frontage, consistent with other recent developments along the roadway. **Response: We have proposed one (1) decorative light pole to illuminate the parking lot and sidewalk. The spec for this light pole matches the light poles being installed for the project across Albany Post Road.**
- e. The Applicant should confirm whether utility lines will be placed underground. **Response: All utilities to the building will be located underground.**
- f. In the event the Planning Board determines that the proposed building location is appropriate, it is suggested that the Board review the proposed parking layout. The zoning compliance table indicates that the site has an additional parking spot beyond that required by zoning. Potentially, if one space were removed from the northerly property line, the parking along Albany Post Road could be shifted to the west approximately 8 feet which would provide additional area for landscaping. It is noted that the Village has recently approved a multi-family residential community across the street. The additional landscaping would help screen the proposed commercial use. **Response: As mentioned in the response to engineering comment #12 we have eliminated an extra parking space to widen the proposed landscape area along Albany Post Road. We have also added evergreen (spruce) trees along the inside curb line to provide screening of the parking areas from Albany Post Road.**

We look forward to discussing the project further at the **November 24, 2025** Planning Board meeting. Should you have any questions or require additional information, please do not hesitate to contact me at the number above.

Respectfully submitted,



James C. Annicchiarico
Project Engineer/Manager

enclosures

cc: Bernard & Brian Calabro, Property Owner/Applicant, Gallon Measure
Nicholas Zachary, Planning Board Chairman, Village of Buchanan
Marcus Serrano, Village Administrator
Peter Cook, Building Inspector, Village of Buchanan
Robert J. Outhouse, Chief, Buchanan Engine Company No. 1
Stephanie Porteus, Village Attorney
George Pommer, P.E., Hahn Engineering, Village Consulting Engineer
David B. Smith, Planning & Development Advisors, Village Consulting Planner
File: *Calabro-3106 Albany Post Rd-Buchanan-Site Plan-Letter-20251110.doc*