

October 30, 2019

To: Town Board, Town of Charlton

From: Planning Board, Town of Charlton

Re: Cellco Partnership d/b/a Verizon Wireless Application for Site Plan Approval at 764 Charlton Road

Thank you for the opportunity for the Planning Board to review and comment on the application of Cellco Partnership for the construction of a cell tower at 764 Charlton Road. The Planning Board has reviewed the application material information submitted by Cellco Partnership d/b/a Verizon Wireless. Our advisory opinion is based on requirements of the Town of Charlton Zoning Ordinance Site Plan Review, Appendix B-5. At our October 21, 2019 meeting the Planning Board met with the applicant's representative, David Brennan Esq. where he presented an overview of a revised proposed project. The Planning Board's advisory opinion letter is limited to the zoning law and all SEQRA proceedings will be conducted by the Town Board.

There are still details lacking for a complete review as required by the Charlton Zoning Ordinance Appendix B-5.

The Planning Board requires further information for the items listed below as stated in the preliminary site plan checklist to perform an inclusive review on page 92 of the Zoning Ordinance.

- Location, design and construction materials of all existing of proposed site improvements, including drains, culverts, retaining walls and fences. Site Detail Plan Sheet C-3 lacks type and height of fencing.
- General landscaping plan and Planting schedule. Site Detail Plan Sheet C-3 lacks details for landscaping and plantings.
- Location, design and construction materials of all energy distribution facilities, including electrical. Site Detail Plan Sheet C-3 lacks details of the design of electrical distribution and associated systems.
- Location and design of outdoor lighting facilities. Site Detail Plan Sheet C-3 lacks design and type of lighting of the site.
- Protection of adjacent or neighboring properties against noise, glare, unsightliness or other objectionable features. The project plan does not provide decibel readings for the generator and the effect on neighboring properties.

Every effort should be undertaken to assess and require reasonable conditions related to visual screening and preservation of the character of the neighborhood.

The Town of Charlton local law requires review of this application by the ECC.

The length of the proposed driveway does not appear to be delineated in lineal feet. Its length and configuration should be defined (engineered) in order to promote and protect the health safety and welfare of those that use it. For instance, the applicant should demonstrate that the proposed plan presents improvements that are suitable for safe ingress and egress, including with respect to provision of all emergency services. The Towns Standard Driveway for driveways over 500 feet in length should be added to Site Detail Plan Sheet Number C-3 for completeness.

Access to the driveway and the proposed one to three parking spots should be defined and clarified such that the applicant demonstrates that the premises will be secure to such an extent to prevent public use of the driveway and the parking area.

In general, as conditions of approval the Town should consider reserving the right, but not the obligation to periodically inspect the premises, assess the adequacy and sufficiency of all financial securities associated with the improvement (insurances and bond). The bond should be irrevocable in a form and content satisfactory to the town designated engineer and the Town Attorney. It should be periodically reviewed for adequacy and sufficiency. Similarly, all insurances must provide that the Town shall receive sufficient advance notice (no less than 30 days) of cancelation, and that all of the policies of insurance are endorsed by the carriers so as to confer affirmative coverage on behalf of the Town. All forms of financial security must run the full term of the lease, plus all renewal periods and for the duration of any approval and until restoration is complete to the satisfaction of the Town. All forms of financial security in the form of insurance shall be issued by insurance companies licensed and authorized to business in New York State, with a Best's rating of no less than "A". All forms of financial security in favor of the Town should be provided jointly by the applicant and the owner(s) of record. Satisfaction of these reasonable conditions should be a precondition to issuance of a building permit.

With respect to the decommissioning of the site, the applicant should be asked what is proposed with respect to disposition of the footings.

Respectfully Submitted

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Jay Wilkinson, Chairman