



236 THIRD STREET
GREENPORT, NY 11944

Tel: (631)477-0248
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villageofgreenport.org

MAYOR
KEVIN STUESSI
EXT 215

TRUSTEES
MARY BESS PHILLIPS
DEPUTY MAYOR

PATRICK BRENNAN

LILY DOUGHERTY-JOHNSON

JULIA ROBINS

**VILLAGE
ADMINISTRATOR**
PAUL J. PALLAS, P.E.
EXT 219

TREASURER
STEPHEN GAFFGA
EXT 217

July 20, 2023
Mayor and Board of Trustees – Work Session Meeting
Third Street Firehouse
Greenport, NY 11944

MOTION TO OPEN MEETING

PLEDGE OF ALLEGIANCE

MONTHLY REPORTS FOR THE FOLLOWING:

- **FIRE DEPARTMENT** – CHIEF WAYDE MANWARING
Including compilation of all monthly meeting minutes
- **VILLAGE ADMINISTRATOR** – PAUL J. PALLAS, P.E.
Road and Water Department
Sewer Department
Light Department
Building Department
Recreation Department
Harbor Department
Marina Manager
- **VILLAGE TREASURER** – STEPHEN GAFFGA
Meter Department
Housing Authority & Community Development
- **VILLAGE DEPUTY CLERK** – JEANMARIE ODDON
- **VILLAGE ATTORNEY** -

MAYOR AND VILLAGE BOARD OF TRUSTEES

- Mayoral Appointments

BOARD DISCUSSION

A public hearing left open from June 22, 2023 Regular Meeting regarding the Wetlands Permit Application submitted by Kate Rummel, Agent on behalf of 67 Sound Cheshire LP for the property at 520 Madison Avenue, Greenport, NY 11944 to perform the following work:

To renovate the existing house, add two 1-story additions, install inground swimming pool, outdoor shower, gravel driveway and walkway, as well as an ecological restoration of wetland buffer. +/- 144 cubic yards of fill will be excavated. Excavated material will be graded on site.

PUBLIC TO ADDRESS THE BOARD

RESOLUTIONS

RESOLVED, that the Board of Trustees hereby approves the Mayor's appointment of Jared A. Kasschau and Brian S. Stolar, as Village Attorneys, to serve for the balance of

the official year, and the services of such Village Attorneys to be compensated pursuant to the retainer agreement with Harris Beach PLLC, and it is further

RESOLVED, that the Board of Trustees hereby retains Harris Beach PLLC, as legal counsel and special counsel to the Village, effective immediately, for services as may be required, the services of such counsel to be compensated pursuant to the retainer agreement with Harris Beach PLLC, and it is further

RESOLVED, that the Mayor is authorized to execute the retainer agreement with Harris Beach PLLC.

RESOLVED, that on June 15, 2023, the Mayor appointed, and the Board of Trustees approved, Brian S. Stolar to serve as Planning Board and Zoning Board, and Historic Preservation Commission counsel, and it be further

RESOLVED, the Board of Trustees also approves the appointment of Jared A. Kasschau to serve as Planning Board and Zoning Board and Historic Preservation Commission counsel for the balance of the official year, and it is further

RESOLVED, that the services of Jared A. Kasschau and Brian S. Stolar as Planning Board and Zoning Board and Historic Preservation Commission counsel shall be compensated pursuant to the retainer agreement with Harris Beach PLLC.

RESOLUTION hiring of Michael Elco, as a full-time Code Enforcement Officer for the Village of Greenport, at a pay rate of \$25.00 per hour, effective August 3, 2023. All health insurance and other full-time employment benefit provisions specified in the current contract between the Village of Greenport and CSEA Local 1000 apply to this hiring, as does the standard twenty-six week Suffolk County Civil Service probationary period.



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TREASURER
STEPHEN GAFFGA
EXT 217

Submitted: July 14, 2023
Meeting: July 20, 2023 6:00 PM
Work Session Meeting

To: Mayor Kevin Stuessi
Board of Trustees

Prepared By: Jeanmarie Odon, *Deputy Clerk*

From: Jeanmarie Odon, *Deputy Clerk*

Department: Village Clerk Department

July 2023 Greenport Fire Department Work Session Report

Attachments:

CHIEF WAYDE MANWARING
1ST ASST. CHIEF ALAIN DEKERILLIS
2ND ASST. CHIEF CRAIG JOHNSON
CHAPLAIN FRANK MUSTO
ASST. CHAPLAIN CLAUDE KUMJIAN
SECRETARY/TREASURER ALAIN DEKERILLIS
DEPARTMENT SECRETARY JAMES KALIN



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GREENPORT, NY 11944
Email: gfdfire@optonline.net
www.greenportfd.org

Meeting of the Board of Wardens

WEDNESDAY June 21, 2023

OPENING

Chief Wayde Manwaring opened the meeting at 7:00pm with The Pledge of Allegiance to the Flag and a moment of silence for the departed members.

ATTENDANCE

Chief Wayde Manwaring

1st Ass't Chief Alain DeKerillis

2nd Asst Chief Craig Johnson

Wardens Bernard Purcell and Joseph Walters of Eagle Hose Co. #1

Warden Norma Corwin of Relief Hose Co. #2

Wardens Scott Hollid and Wayne Miller of Standard Hose Co. #4

Wardens Clifford Harris and Peter Harris of Phenix Hook & Ladder Co. #1

Mary Bess Phillips VOG/GFD Liaison

Excused: Warden Antone Volinski III of Relief Hose Co. #2, Wardens Patrick Brennan and Robert Jester of Star Hose Co. #3

THOSE WISHING TO ADDRESS THE BOARD –

1. David Nyce stated that it's the FDNY Fireboats 85th year in Mystic. On August 26th they are doing an antique muster and asked about having GFD's antique there. Since they don't have a trailer, Mystic is looking to see if they have one and if they do he is requesting permission to take it with a crew. If they can't do the antique, they can send a regular truck and crew.
2. R. Corwin mentioned that they went to Glens Falls for a parade. They got a plaque for the furthest distance traveled. He thanked the Wardens for allowing them to go.

READING OF THE PREVIOUS MINUTES

Motion made by Cliff Harris, seconded by S. Hollid, to approve the minutes of the May 17, 2023 meeting of the Board of Wardens as printed and distributed.
Motion Carried.

FINANCE COMMITTEE

The finance committee report was read by Chief DeKerillis. No one attended
Motion made by P. Harris, seconded by S. Hollid, to accept the report. Motion Carried.

COMPANY OFFICERS' MEETING MINUTES- None.

TREASURER'S REPORT

The Treasurer's report for the period of May 17, 2023 through June 21, 2023 was read by Chief De Kerillis. Motion made by P. Harris, seconded by S.Hollid, to accept the treasurer's report as read. Motion carried. (report attached)

1. N. Corwin asked how much was being reimbursed. He said they all will besides wine. She also wanted to confirm that he knows what each purchase is since it isn't reflected on the report. He said he does.

BILLS- None.

COMMUNICATIONS

1. Thank you card from Matthew Martin's family.

2. Suffolk County Parade and Drill- Riverhead FD asking for stand by and fire police, July 8, 2023.
3. Mount Sinai FD Cash Bash, Sept 23, 2023.
4. Brookhaven FD 100th Anniversary Parade Sept 23, 2023.
5. Flanders FD 75th Anniversary Parade Sept 30, 2023. Can purchase add for journal.
6. Greenport HS requesting participation in their Graduation Parade June 25, 2023.
7. Rich who is involved with the pride parade June 24, 2023 asked if GFD wanted to participate. They are expecting more than 2,000 people if it does not rain.

Motion by C. Harris, seconded by S. Hollid, to file and/or forward all communications, Motion carried.

APPLICATIONS FOR MEMBERSHIP- None.

REPORTS OF COMMITTEES

Buildings and Grounds

1. C. Harris said he spoke with Paul who said the bid for the bathrooms is going in the paper this week.
2. C. Harris also has estimates from RLB Plumbing to move the grease trap to the kitchen and take out the radiator. To do the radiator it is \$2,229.84. To do the grease trap it is \$4,443.38. GFD would have to frame out first and have it pumped out. Motion made by Scott Hollid, seconded by W. Miller, to submit both proposals. Motion Carried.
3. Mary Bess Phillips said that July 13th is the last day for bids.
4. C. Harris reported that he has a quote for the cameras, using the same company that did the phones. The total is \$56,181.60. There would be no blind spots. 30 cameras. W. Miller asked if that included station 2. Chief Manwaring said that it is only for station 1, but he can ask them about it- he didn't think about it. C. Harris said that we will have to go out to bid for that amount.
5. Chief Manwaring mentioned that the final paperwork for the roof for station 2 is done.

Bylaws No Report.

Finance- No Report.

Fire District No Report.

Pre-Incident Planning- No Report.

Service Awards-

1. Chief Manwaring asked if Pete Harris' issue was resolved. He said it was.

Recruitment- No Report.

Casualty Fund- No Report.

Funeral – Scott Hollid asked about services on Sunday and if anyone was participating. Chief Manwaring said the company is. 2nd Asst. Chief Johnson said that firematic is at 5pm.

Communications-

1. Chief Manwaring reported that tomorrow the Village will be at the tower for the generator, and we will be out and on generator power at certain points of the day.

Trips & Travel- No Report.

COMPANY REQUESTS

Eagle Hose Co. #1- Budget items, would like to have a stand at the Maritime Fest, waiting to hear back about the cost.

Relief Hose Co. #2- Status on truck (steering box), 3 multimeters like in ambulance, extinguisher, budget items.

Star Hose Co. #3- Budget items.

Standard Hose Co. #4- Budget items, status of bottles we requested. Chief Johnson reported they were pushed back until August.

Phenix Hook & Ladder Co. #1- one 30 min cylinder, asked if we got a quote for the ladder leak. Chief Manwaring said he did not get one, but can ask him to send one anyway.

Rescue Squad- Medical supplies.

Fire Police- Budget items.

Water Rescue- waiting for list from them.

UNFINISHED BUSINESS –

1. Bernard Purcell said that for the 175th committee, there is still money in the bank. He said there's proclamations that need to be done. They are waiting for the guy to work up a quote. B. Purcell said after that is done we should take the money in the account and instead of splitting it should put it in the training account. P. Harris said that companies voted to have the money split.

REPORTS OF DELEGATES- No Report.

NEW BUSINESS- No Report.

GOOD OF THE DEPARTMENT

1. Chief Manwaring said that the Village requested permission to move their planning board meetings to Friday's which would be the 2nd and 3rd Fridays of the month.
2. Chief Manwaring requested an executive session.
3. Peter Harris asked what was going on with the old pizza place with the fence around it. Mary Bess Phillips said that her understanding is eventually they are demolishing the inside. She said there is a permit, but no application yet with the planning board. P. Harris said he thought there was a moratorium, and he is concerned if there is a fire and it is all fenced off. Mary Bess reported that a moratorium does not stop from demolishing and asked if he wanted an opening in the gate. He said he is just surprised they did not contact the Chiefs.
4. C. Harris reported that they won't be here next month because it is the final inspection of the truck.
5. C. Harris asked about trying to get rid of the truck we have now, but it won't pass inspection because of the ladder leak. Chief Manwaring said that he can call tomorrow and get an estimate to see how much it would be to fix it to see if it would be worth it.
6. C. Harris stated that there is still some tweaking going on with the phones, but asked what phone number we want showing when we make a call out. Chief Manwaring said we can use 9801.

7. Motion made by C. Harris, seconded by W. Miller, to participate in graduation parade. Motion Carried.
8. N. Corwin asked about fit testing. Chief Manwaring said it will be July 9th.
9. Chief Manwaring reported that they will be doing walk throughs on June 27th starting over by the Old sunset and then go over to the Silver Sands.

EXECUTIVE SESSION

Motion made by Peter Harris, seconded by Wayne Miller, to adjourn to an executive session to discuss personnel matters. Motion Carried. Adjourned to executive session at 7.45PM.

Upon returning from executive session, a motion made by J. Walter seconded by W. Miller, to resume regular meeting. Regular meeting resumed at 9:15 pm.

10. Motion made by Norma Corwin, seconded by Peter Harris, to allow a crew to go to Mystic with the olde 33. Motion Carried.
11. Motion made by Cliff Harris, seconded by Joe Walters, to standby for riverhead July 8th and send a pumper and back up ambulance to county parade. 834 to go to the parade. Motion Carried.
12. Marybess Phillips talked about the houseman job title, the Wardens will have to look over the paperwork for it,
13. Harris asked about the bail out rope inspection form, Chief Johnson will be getting that done for the next Warden's meeting.
14. Motion made by B. Purcell, seconded by C. Harris to go to Flanders, Jamesport, and Hampton Bays Parades. Motion Carried.

READING OF THE MINUTES

Motion by Cliff Harris, seconded by Pete Harris, to dispense with the reading of the minutes of tonight's meeting. Motion carried.

ADJOURMENT

Motion by Cliff Harris, seconded by Pete Harris, to adjourn. Motion carried. The meeting was adjourned at 9:35pm.

Submitted by,

Rebecca J. McKnight

Recording Secretary

CHIEF WAYDE MANWARING
1ST ASST. CHIEF ALAIN DEKERILLIS
2ND ASST. CHIEF CRAIG JOHNSON
CHAPLAIN FRANK MUSTO
ASST. CHAPLAIN CLAUDE KUMJIAN
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Greenport Fire Department Monthly Report June 2023

Number of calls this month: 83

Number of calls to date: 428

Breakdown of calls by signal numbers:

9 (stand/by) 1
12 (brush fire) 0
13 (automatic alarm, smoke, etc.) 17
13-35 (working structure fire) 1
14 ,(vehicle fire) 0
16 (ambulance/rescue) 57
16-23 (MVA, water rescue, misc.) 3
16-59 (routine transport) 0
23 (CO alarm, medi-vac) 3
24/13-35 (mutual aid working structure fire) 0
24/16 (mutual aid ambulance/rescue) 1
24/16-23 (mutual aid MVA) 0
24/23 (mutual aid water rescue/misc.) 0
26 (boat fire) 0

Breakdown of calls by location:

Within the Incorporated Village of Greenport 40
Within the East/West Fire Protection District 41
Other (mutual aid) 2

(12 calls behind last year)

Prepared by: James Kalin, Secretary 07/02/2023

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y
1																									
2																									
3																									
4																									
5																									
6																									
7																									
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Greenport Fire Department period ending June 30, 2023

maximum points in category

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y
		elect/app	# Fire	%		pts	# EMS	%		pts	st/dy	mtgs	misc	train	drill	pos(dis)	points	phys	haz	bb	wp/sh	yap			
4																									
24	Corazzini, Warren		17	16 %	25	2	0.6 %	0	0	0	0	2	0	0	0	0	27								
25	Corwin, Everett		9	8.3 %	0	43	14 %	25	0	0	0	9	11	5	0	0	50	X	X	X	X				
26	Corwin, Norma	C,W	29	27 %	25	88	28 %	25	0	0	0	0	0	0	0	0	100	X	X	X	X				
27	Corwin, Robert E.	C,D,JD,(W)	56	51 %	25	154	49 %	25	0	0	0	1	13	10	1	12	108	X	X	X	X				
28	Corwin, Robert J.	L	17	16 %	25	39	12 %	25	0	0	0	2	9	7	5	1	3.75	77.75		X	X	X			
29	Corwin, Scott		14	13 %	25	1	0.3 %	0	0	0	0	0	16	7	3	0	0	51	X						
30	Costas, Tom		25	23 %	25	8	2.5 %	0	0	0	0	0	10	8	4	0	0	47		X	X	X			
31	Creedon, Daniel	S	70	64 %	25	195	62 %	25	0	0	0	0	11	10	25	5	101		X	X	X				
32	Creighton, Ryan		2	1.8 %	0	2	0.6 %	0	0	0	0	0	0	1	0	0	1								
33	De Kerllis, Alain	CH,S,T	56	51 %	25	138	44 %	25	0	0	0	1	19	15	25	5	25	140	X	X	X	X			
34	DeGaudio, Malysa		21	19 %	25	71	22 %	25	0	0	0	2	2	7	9	0	70		X	X	X				
35	Detrick, Gary		0	0 %	0	0	0 %	0	0	0	0	0	0	2	0	0	2								
36	Diaz, Juan		3	2.8 %	0	1	0.3 %	0	0	0	0	2	3	5	4	0	14		X	X	X				
37	Diaz, Nicolas		0	0 %	0	0	0 %	0	0	0	0	0	0	0	0	0	0	0							
38	Edwards, Alson		27	25 %	25	5	1.6 %	0	0	0	0	0	7	7	9	0	48		X	X	X				
39	Ellis, Scott		0	0 %	0	1	0.3 %	0	0	0	0	0	0	0	0	0	0	0							
40	Ferguson, Peter		0	0 %	0	0	0 %	0	0	0	0	0	5	1	4	0	10		X	X	X				
41	Ficunili, Michael		37	34 %	25	1	0.3 %	0	0	0	0	0	7	8	4	0	44		X	X	X				
42	Flora, Michael		0	0 %	0	0	0 %	0	0	0	0	0	0	0	0	0	0	0							
43	Fogarty, Jonathan	T	14	13 %	25	2	0.6 %	0	0	0	0	0	5	3	4	1	43	X	X	X	X				
44	Garcia-Dinizio, Gloria		0	0 %	0	0	0 %	0	0	0	0	0	0	0	0	0	0	0							
45	Grattan, Timothy		3	2.8 %	0	0	0 %	0	0	0	0	0	2	2	0	0	4								

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y
		elect/app	# Fire	%	pts	#EMS	%	pts	st/dv	mtgs	misc	train	drill	pos(dis)	points	phys	haz	bb	wp/sh	yap					
4																									
46	Gray, Enya		0	0 %	0	0	0 %	0	0	0	0	0	0	0	0	0	0	0	0						
47	Gray, Sally Anne	(L)	13	12 %	25	19	6 %	0	1	1	1	12	0	1.25	41.25										
48	Grilli, Jennifer	L	0	0 %	0	3	0.9 %	0	0	6	3	4	0	5	18										
49	Grilli, John	(W)	0	0 %	0	2	0.6 %	0	0	8	3	4	0	2	17										
50	Hamilton Jr, Robert	D	54	50 %	25	12	3.8 %	0	0	10	7	6	0	0.75	48.75										
51	Hanold, Christopher	C,T	2	1.8 %	0	3	0.9 %	0	1	8	5	2	0	13	29										
52	Hanold, Christopher, Jr.		0	0 %	0	0	0 %	0	0	2	0	0	0	0	2										
53	Harris, Cliff	C,W	2	1.8 %	0	0	0 %	0	0	10	7	4	0	16	37										
54	Harris, Peter	L,T,D,W	48	44 %	25	9	2.8 %	0	0	9	15	5	0	19	73										
55	Harvey, Russell		5	4.6 %	0	2	0.6 %	0	0	3	2	5	0	0	10										
56	Hollid, Scott	W	19	17 %	25	0	0 %	0	0	7	6	4	0	8	50										
57	Holmes, Joseph	L	20	18 %	25	9	2.8 %	0	0	6	8	10	0	3.75	52.75										
58	Hubbard Jr, George		9	8.3 %	0	4	1.3 %	0	0	6	8	4	0	0	18										
59	Hughes, Colleen	S	21	19 %	25	33	10 %	25	0	8	15	11	0	5	89										
60	Huzsek, Andrew H		53	49 %	25	3	0.9 %	0	0	8	9	7	0	0	49										
61	Hydell, Carol	C,(S)	4	3.7 %	0	3	0.9 %	0	1	10	7	6	0	9.25	33.25										
62	Hydell, Charles		0	0 %	0	0	0 %	0	0	1	0	0	0	0	1										
63	Hydell, Charles, Jr.		0	0 %	0	0	0 %	0	0	1	0	0	0	0	1										
64	Jensen, Warren		39	36 %	25	5	1.6 %	0	0	10	4	15	0	0	54										
65	Jester, Robert	(W)	3	2.8 %	0	2	0.6 %	0	0	14	8	18	0	2	42										
66	Jimenez, Susano		2	1.8 %	0	0	0 %	0	0	5	6	5	0	0	16										
67	Jobes, Craig	L,(W)	54	50 %	25	115	36 %	25	1	10	15	11	1	7	95										

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y
		elect/app	# Fire	%		pts	# EMS	%		pts		st/by	mtgs	misc	train	drill	pos(dis)		points		phys	haz	bb	wp/sh	yab
4																									
68	Johnson, Craig	CH	56	51 %	25	104	33 %	25	25	1	12	13	7	0	0	25	108				X	X	X	X	
69	Kalin, James		77	71 %	25	216	68 %	25	25	1	7	11	5	0	0	0	74				X	X	X	X	
70	King, Kendra		0	0 %	0	0	0 %	0	0	0	0	0	0	0	0	0	0								
71	Luke, Alexander		57	52 %	25	22	7 %	0	0	0	7	9	7	0	0	0	48								
72	Manzopoulos, John		14	13 %	25	3	0.9 %	0	0	0	2	0	0	0	0	0	27								
73	Manwaring, Julia		35	32 %	25	42	13 %	25	25	1	13	11	25	0	0	0	100				X	X	X	X	
74	Manwaring, Wayde	CH	89	82 %	25	103	33 %	25	25	1	20	14	25	0	25	135					X	X	X	X	
75	Marczewski, Macy		7	6.4 %	0	3	0.9 %	0	0	1	7	12	6	0	0	0	26				X	X	X	X	
76	Martocchia, Jerome		17	16 %	25	7	2.2 %	0	0	0	10	4	10	0	0	0	49				X	X	X	X	
77	Miller, Wayne	W	18	17 %	25	2	0.6 %	0	0	0	10	13	12	0	0	0	68				X	X	X	X	
78	Milovich Jr., Joseph		54	50 %	25	10	3.2 %	0	0	2	7	5	4	0	0	0	43				X	X	X	X	
79	Mosto, Francis	S, Ch	36	33 %	25	69	22 %	25	25	0	15	15	25	4	10	119				X	X	X	X		
80	Myslilowski, Linda		2	1.8 %	0	0	0 %	0	0	0	2	4	0	0	0	0	6								
81	Narkiewicz, Piotr		31	28 %	25	99	31 %	25	25	0	6	7	0	0	0	0	63				X				
82	Nedoszytko, William	S	0	0 %	0	0	0 %	0	0	0	6	0	4	0	5	15					X	X	X	X	
83	Nyce, David	(C)	66	61 %	25	37	12 %	25	25	1	12	14	25	0	2	104					X	X	X	X	
84	O'Brien, Michael		17	16 %	25	1	0.3 %	0	0	0	6	3	0	0	0	34									
85	Pal-Singh, Vijay		0	0 %	0	0	0 %	0	0	0	0	0	0	0	0	0	0								
86	Petrigliano, Victor		0	0 %	0	0	0 %	0	0	0	0	0	0	0	0	0	0								
87	Piel, Jeffrey		0	0 %	0	0	0 %	0	0	0	2	2	2	0	0	0	6								
88	Pirillo, James A.		49	45 %	25	6	1.9 %	0	0	1	9	12	10	1	0	58					X	X	X	X	
89	Pope, George		33	30 %	25	62	20 %	25	25	2	17	10	16	5	0	100					X	X	X	X	

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	
		elect/app	# Fire	%		pts	# EMS	%		pts	st/by	mtes	misc	train	drill	pos(dis)	points	phys	haz	hb	wp/sh	yap				
4																										
90	Purcell, Bernard	W	108	99 %		25	264	84 %		25	2	20	15	19	5	8	119		X	X	X	X	X	X	X	
91	Quillin, Michael	D	21	19 %	25	3	0.9 %	0		0	1	6	13	6	1	0.75	52.75		X	X	X	X	X	X	X	
92	Raynor, Dale	L	30	28 %	25	23	7.3 %	0		0	1	7	12	7	1	5	58		X	X	X	X	X	X	X	
93	Reed, Michael		3	2.8 %	0	9	2.8 %	0		0	0	1	1	4	0	0	6		X	X	X	X	X	X	X	
94	Reed, Taylor	L	42	39 %	25	110	35 %	25		25	3	7	14	6	0	5	85		X	X	X	X	X	X	X	
95	Reiss, Helen		4	3.7 %	0	16	5.1 %	0		0	0	1	3	4	0	0	8		X	X	X	X	X	X	X	
96	Richter, Michael	T,T	15	14 %	25	28	8.9 %	0		0	0	6	3	6	0	10	50		X							
97	Robins, William	L	26	24 %	25	4	1.3 %	0		0	2	7	7	4	1	3.75	49.75		X	X	X	X	X	X	X	
98	Rosa, Lisa		13	12 %	25	2	0.6 %	0		0	0	7	9	9	0	0	50		X	X	X	X	X	X	X	
99	Ruffner, William		0	0 %	0	0	0 %	0		0	0	0	0	0	0	0	0									
100	Rung, Rosalie		11	10 %	25	62	20 %	25		25	1	2	2	0	0	0	55									
101	Rutkowski, Stephen	(L),D	58	53 %	25	134	42 %	25		25	0	13	12	12	0	4.25	91.25		X	X	X	X	X	X	X	
102	Skrezec, John		0	0 %	0	0	0 %	0		0	0	0	1	0	0	0	1									
103	Spanos, James		1	0.9 %	0	0	0 %	0		0	0	2	1	0	0	0	3									
104	Staples, Halsey		35	32 %	25	69	22 %	25		25	0	7	2	4	0	0	63		X	X	X	X	X	X	X	
105	Strickland, Samuel	L,D	53	49 %	25	126	40 %	25		25	0	18	15	22	4	8	117		X	X	X	X	X	X	X	
106	Swetland, Jessica		17	16 %	25	34	11 %	25		25	2	11	9	25	4	0	101									
107	Tamin, John		32	29 %	25	50	16 %	25		25	0	6	8	5	0	0	69		X	X	X	X	X	X	X	
108	Tejada, Yira		4	3.7 %	0	4	1.3 %	0		0	0	3	3	4	0	0	10		X	X	X	X	X	X	X	
109	Thorp, Thomas	L	4	3.7 %	0	2	0.6 %	0		0	0	1	3	3	0	5	12		X	X	X	X	X	X	X	
110	Vandenburgh, Richard		1	0.9 %	0	0	0 %	0		0	0	3	4	4	0	0	11		X	X	X	X	X	X	X	
111	VanEtten, George	D	22	20 %	25	4	1.3 %	0		0	0	9	6	12	0	3	55		X	X	X	X	X	X	X	

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y
4		elect/app	# Fire	%		pts	# EMS	%		pts		st/dy	mtgs	misc	train	drill	pos(disl)		points		phys	haz	bb	wp/sh	yap
112	Verity, Michael		1	0.9	%	0	0	0	%	0		0	1	1	0	0	0		2		X				
113	Verley, Joseph, Jr.		0	0	%	0	0	0	%	0		0	0	0	0	0	0		0						
114	Volinski, Antone, III	W,L	27	25	%	25	88	28	%	25		1	14	9	8	0	11.75		93.75		X	X	X	X	
115	Volinski, Darryl		3	2.8	%	0	16	5.1	%	0		0	2	1	4	0	0		7			X	X	X	
116	Walters, Joseph	W	0	0	%	0	0	0	%	0		0	6	1	4	0	6		17			X	X	X	
117	Zaymayar, Elias	(L),C	47	43	%	25	16	5.1	%	0		3	9	14	13	5	7.25		76.25		X	X	X	X	X
118	Zurek, Gregory		23	21	%	25	3	0.9	%	0		0	7	7	2	0	0		41						
119	Zurek Jr, Stanley		19	17	%	25	3	0.9	%	0		0	13	4	9	0	0		51		X	X	X	X	
120																									

GREENPORT FD JULY 2023

DUTY COMPANIES 8-3-1 & 8-3-4 FIRST DUE ON SIGNAL 24s = 8-3-1

OFFICE 631.477.1943 gfdfire@optonline.net

FAX 631.477.4012 gfdsec@optonline.net

Sun	Mon	Tue	Wed	Thu	Fri	Sat
2	3 RELIEF HOSE mtg STANDARD HOSE mtg	4 PHENIX & RELIEF CARNIVAL	5 MARINE FIRE/RESCUE 7PM PHENIX & RELIEF CARNIVAL FIREWORKS	6 PHENIX & RELIEF CARNIVAL	7 PHENIX & RELIEF CARNIVAL	8 SUFF CO PARADE RIVERHEAD 10AM RIV FD S/BY 8-3-2 LV 11AM PHENIX & RELIEF CARNIVAL FIREWORKS
9 FIT TESTING 9AM	10 STAR HOSE mtg	11 EAGLE HOSE RESCUE SQUAD 7PM FINANCE COMM. 7:30PM	12 PHENIX H&L mtg	13 Dept Training Water/Rescue Sta #1 7pm	14	15
16	17	18 FIRE POLICE Sta #1 7pm	19 WARDENS mtg 7pm JAMESPORT FD PARADE 7PM	20	21	22
23	24 Dept. Physicals CME class	25	26 Dept. Physicals NVFFA Mtg JAMESPORT	27	28	29
30	31	Chief Wayne Manwaring 631.644.5430 1st. Ass't. Chief Alain DeKerillis 631.208.7506 2nd. Ass't. Chief Craig Johnson 631.466.5294				

Important Future Events on Reverse Side !

Wednesday, August 16
Wardens Meeting, Sta #1 7pm

Saturday, August 19
Standard Hose Chicken Bar-B-Q

Physicals – Monday, August 21 and Wednesday, August 23
sign in sheet posted at Sta #1

Monday, August 21
CME class



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TREASURER
STEPHEN GAFFGA
EXT 217

Submitted: July 14, 2023
Meeting: July 20, 2023 6:00 PM
Work Session Meeting
To: Mayor Kevin Stuessi
Board of Trustees
Prepared By: Paul Pallas, P.E. Village Administrator
From: Paul Pallas, P.E. Village Administrator
Department: Village Administrator

Work Session

Work Session Report for Road and Utilities

July 20, 2023

Administrator's Office

Statistics

Work Orders:

Electric = 63 Written, 63 Completed

Water = 06 Written, 06 Completed

Sewer = 41 Written, 41 Completed

Road = 53 Written, 53 Completed

Reports

- ❖ DOH-360: This is a monthly report for bacteriological presence and residual chlorine levels, it was sent on 6-08-2023. The results are detailed below in the Road Department's *Sampling* section.
- ❖ GADS Data: This is a monthly report about run and usage data for the generators at the Power Plant, it was sent on 6-08-2023.

Discussion

- Microgrid Project Status
- Ferry Queue Project Status

Resolutions

- Pad Mounted Switch Purchase

Road/Water Department

Statistics

Water Distribution:

10,433,000 Gallons Sold

Sampling:

All water samples complied with Department of Health requirements.

Locations: 419 Sixth Street - Slop Sink

Total Coliform = Absent

E Coli = Absent

Residual Chlorine = 0.68 mg/L

Third Street Firehouse - Kitchen Sink

Total Coliform = Absent

E Coli = Absent

Residual Chlorine = 0.64 mg/L

The form, DOH-360, was filed with the DOH on June 8, 2023, with the above results.

Report

Tasks Accomplished:

- ❖ Did all normal highway tasks.
- ❖ Performed water machine maintenance.
- ❖ Assisted with water machines funds collection.
- ❖ Ongoing mowing of Village property and parks.
- ❖ Ongoing street sweeping in morning.
- ❖ Patched roads throughout Village.
- ❖ Ongoing watering of plants throughout Village.
- ❖ Baseball field upkeep.
- ❖ Assisted GHS with planting of senior tree.
- ❖ Ongoing bi-weekly brush pick up throughout the Village.
- ❖ Remove debris and overgrowth from Adam's Street parking lot.
- ❖ Moved concrete blocks for miniature railroad project.
- ❖ Weed and upkeep of 6th street park.
- ❖ Painted parking spots and crosswalks on 3rd street.
- ❖ Repaired hustler mower.
- ❖ Assisted with Pride event.
- ❖

Sewer Department

Flow and Sampling:

The plant continues to run well, exceeding DEC permit requirements.

Total plant flow for the month of June = 9,959,000 Gallons

Average Daily Flow = .332 (MGD) Permit Limit = .650 MGD

Total Suspended Solids percent removal (TSS) = 96% Permit Limit = 75%

CBOD percent removal = 99% Permit Limit = 75%

Coliform Fecal General = 4.6 MPN. Permit limit 200 MPN/100

Coliform Total General = 7.4 MPN. Permit limit 700 MPN/100

Total Nitrogen = 7.6 LBS/day

Sludge Removal:

42,000 Gallons of sludge hauled in June

Report

❖ Treatment Plant:

Installed new PLC screen for BNR Aerotor #5

Changed 1 bad bulb in UV system

Cleaned and greased UV system

Pumped out and cleaned UV channel

❖ Collection System:

Contractor repaired broken force main at 520 Madison

Cleaned grease from all pump station wet wells

Hinck pulled and de ragged #2 pump at Claudio's pump station

Electric Department

Statistics

Monthly Power Usage:

Maximum usage day = June 30 @ 108.217 Mwh

Minimum usage day = June 6 @ 71.557 Mwh

Peak demand for the month = 5.884 MW June 30 6:00 pm

Monthly total usage = 2,535.416 Mwh

Service calls/call outs = 4

Street light repairs = 10

Customers shut off for nonpayment = 2

Customers turned on for payment = 2

Customers turned on for the season = 0

New Services = 1

Tasks Accomplished:

- ❖ The cooling tower for the engines has had its annual cleaning, this is required by New York State. The basin for the cooling was refilled, and water quality test have been submitted by the water treatment company.
- ❖ The annual di-electric and ANSI testing and inspection of the 3 bucket trucks and digger has been completed. Only a few minor issues were noted. Repairs will be done in July along with the annual State vehicle inspection and servicing of the trucks.
- ❖ The DMNC test on engine 4 has been completed, the other 2 are to be done in July.
- ❖ For the month of June, the electric load was split between transformer 1 and 2, this will be the normal operation for now, and putting all the load transformer 1 only when the need to generate.
- ❖ At our radio tower, WSHU is still working on the repairs to the generator, that should be completed in July. Once this is done the radio system for the fire department and Southold police will have a backup electric service.
- ❖ At Mitchell Park, repaired the lighting on the East pier, found a faulty cable supplying the lights. Repaired several service pedestals.
- ❖ At our campground, repaired faulty electric service pedestals.
- ❖ Installed banners for several different events.
- ❖ Repaired/replaced 10 streetlights throughout the Village.
- ❖ Responded to 6 flickering light calls, and a couple of tree limbs on the wires.
- ❖ Removed several trees with the Road Department, throughout the village.
- ❖ Assisted the Wastewater department with a few electrical problems.
- ❖ General shop maintenance, of building and grounds.

Attachments:

Greenport Meter 6-2023 (PDF)

|

Total Usage: 2,535,416.0000 KWH
 Peak Demand: 5,884.00 KW
 Occured On: Jun 30 2023 18:00
 Load Factor: 59.85%
 Date Start: Thursday, June 1, 2023
 Date End: Friday, June 30, 2023

Period Ending	KWH
6/1/2023	78,189.00
6/2/2023	85,167.00
6/3/2023	76,316.00
6/4/2023	73,101.00
6/5/2023	72,391.00
6/6/2023	71,557.00
6/7/2023	72,123.00
6/8/2023	74,251.00
6/9/2023	77,041.00
6/10/2023	79,763.00
6/11/2023	83,251.00
6/12/2023	83,863.00
6/13/2023	82,460.00
6/14/2023	81,968.00
6/15/2023	82,424.00
6/16/2023	88,106.00
6/17/2023	84,793.00
6/18/2023	87,423.00
6/19/2023	86,049.00
6/20/2023	79,818.00
6/21/2023	77,890.00
6/22/2023	78,539.00
6/23/2023	84,861.00
6/24/2023	94,121.00
6/25/2023	97,833.00
6/26/2023	99,038.00
6/27/2023	95,506.00
6/28/2023	97,092.00
6/29/2023	102,265.00
6/30/2023	108,217.00



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ADMINISTRATOR**
PAUL J. PALLAS, P.E.
EXT 219

TREASURER
STEPHEN GAFFGA
EXT 217

Submitted: July 14, 2023
Meeting: July 20, 2023 6:00 PM
Work Session Meeting
To: Mayor Kevin Stuessi
Board of Trustees
Prepared By: Paul Pallas, P.E. Village Administrator
From: Paul Pallas, P.E. Village Administrator
Department: Village Administrator

Building

Work Session Report for Building Department & Enforcement

July 20, 2023

Office of Code Enforcement & Fire Prevention

Reports

- ❖ Code Enforcement continues to patrol the Village and respond to complaints.
- ❖ Rental permit renewal review is being conducted. All property owners are being issued a letter of notification informing them that their permit is expired.
- ❖ Planning Board Work Session and Regular Session July 3, 2023
- ❖ Mitchell Park Dancing in the Park July 3, 2023
- ❖ Carousel Committee July 4, 2023
- ❖ Vision for Greenport Updates & Discussion July 6, 2023
- ❖ Mitchell Park Dancing in the Park July 10, 2023
- ❖ Brush Pick Up July 11, 2023

- ❖ Mitchell Park Dancing in the Park July 17, 2023
- ❖ Zoning Board Regular Session July 18, 2023
- ❖ BID Committee Zoom Meeting July 19, 2023
- ❖ Historic Preservation Commission July 20, 2023
- ❖ Board of Trustees Work Session July 20, 2023
- ❖ Mitchell Park Dancing in the Park July 24, 2023
- ❖ Brush Pick Up July 25, 2023
- ❖ Housing Authority Meeting June 27, 2023
- ❖ Board of Trustees Work Session July 27, 2023
- ❖ Mitchell Park Dancing in the Park July 31, 2023
- ❖ Housing Authority Meeting June 29, 2023

NOTES & TIPS:

Please ensure you pay attention to parking regulations when parking.

Attachments:

- June 2023 Building Report (PDF)
- June 2023 Building CO Report (PDF)
- June 2023 CODE (PDF)



Village of Greenport Building Department

June 1, 2023 -
July 1, 2023

Monthly Report REPORT COVERING 6/1/2022 through 7/1/2023

PERMIT TYPE	PERMIT NO.	PERMIT DATE	PARCEL ID	LEGAL ADDRESS	STATUS
Permit Renewal Commercial Alteration	02980	6/6/2023	1001-4.-10-31	39-42 Front Street Greenport NY 11944	Open
Commercial Alteration	02981	6/6/2023	1001-4.-8-34.2	308 Front Street Greenport NY 11944	Open
New Construction Single Family	02982	6/6/2023	1001-6.-2-14	408 Wiggins Street Greenport NY 11944	Open
Addition & Alterations	02983	6/6/2023	1001-3.4-36.4	155 Sterling Street Greenport NY 11944	Open
Replace Roof	02984	6/20/2023	1001-2.-5-42	8 Broad Street Greenport NY 11944	Open
Utility Upgrade	02985	6/22/2023	1001-2.-1-21.2	Webb Street Greenport NY 11944	Open
Addition & Alterations	02986	6/28/2023	1001-2.-2-41.4	225 Monsell Place Greenport NY 11944	Open



Village of Greenport Building Department

Monthly Report CERTIFICATE OF OCCUPANCY 6/1/2023 - 7/1/2023

WORK TYPE	PERMIT NO.	PERMIT DATE	PARCEL ID	LEGAL ADDRESS	CO ISSUED
Commercial Rehabilitation / Permit Renewed	02486	11/18/2014	1001-4.-10-31	38-44 Front Street Greenport NY 11944	6/6/2023
Installation of Sprinkler	02978	5/26/2023	1001-4.-3-32	111 Front Street Greenport NY 11944	6/6/2023
Replace Windows	02926	7/25/2022	1001-3.-4-33	117 Sterling Street Greenport NY 11944	6/6/2023
Installation of Fence	02974	3/8/2023	1001-3.4-33	117 Sterling Street Greenport NY 11944	6/6/2023
Addition / Alteration	02975	5/12/2023	1001-3.4-33	117 Sterling Street Greenport NY 11944	6/6/2023
Demolition	02896	10/19/2022	1001-4.-6-2	221 Center Street Greenport NY 11944	6/22/2023
Replace Roof	02938	10/19/2022	1001-4.-6-2	221 Center Street Greenport NY 11944	6/22/2023
Alteration / Repairs	02962	10/19/2022	1001-4.-6-2	221 Center Street Greenport NY 11944	6/22/2023
Alteration / Repairs	02930	7/29/2022	1001-2.1-21.2	Webb Street Greenport NY 11944	6/22/2023



Village of Greenport Enforcement Report

CODE ENFORCEMENT & FIRE PREVENTION

June 1, 2023 -
July 1, 2023,

Monthly Report REPORT COVERING

Incorporated Village

RENTAL PERMIT INFORMATION

INFORMATION

*The following statistics represent the status of rental permits and rental permit violations from
June 1, 2023 – July 1, 2023*

New Applications/Renewal Applications Received: 12

Incomplete Applications (Missing fees, docs, etc.): 2

Applications Pending Inspection: 15

Applications Pending Re-Inspection 0

Completed/Permits Issued: 8

Applications Completed/Permits Issued: 327



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EXT 217

Submitted: July 14, 2023
Meeting: July 20, 2023 6:00 PM
Work Session Meeting
To: Mayor Kevin Stuessi
Board of Trustees
Prepared By: Paul Pallas, *P.E. Village Administrator*
From: Paul Pallas, *P.E. Village Administrator*
Department: Village Administrator

RECREATION

Work Session Report Recreation Department

July 20, 2023

Mitchell Park Marina/Parks

- ❖ Plumbing repairs continue for floating docks as wear and tear continues due to wave action.
- ❖ Landscaping and maintenance at Mitchell Park continue daily.
- ❖ Mitchell Park Public restrooms received repair to main drain for urinal.
- ❖ Mitchell Park Marina bathrooms received hardware upgrades.
- ❖ Mega yachts reservations are increasing as we enter busy season.
- ❖ Marina reservations on Dockwa continue to increase with seasonal boat activity.
- ❖ Fifth Street Beach Swim line with anchors installed. Lifeguard chair and proper signage were put up as well.
- ❖ Fifth Street Beach officially opened on June 25th.
- ❖ Inventory on all lifeguard supplies and equipment have been completed.
- ❖ All forms and documentation for the lifeguards to complete each day are ready for the season.
- ❖ Fifth Street Beach bathroom facilities are cleaned daily.
- ❖ Trash debris collection and safety checks performed at Moores Lane Skate Park, McCanns Campground, Third Street Fire Department playground, Railroad

Dock, Mitchell Park Fifth Street Beach, Baymans Dock, Bay Ave. Pier Park, Serling Dinghy Dock area, Third Street Basketball court, and Municipal Park parking lots.

- ❖ “No wake” buoys received solar amber LED lighting to increase nighttime visibility and safety.
- ❖ Mitchell Park Public restrooms received new paint jobs and additional baby changing stations.
- ❖ The Carousel Inspection was held on June 22nd. We are 100% in compliance with the Department of Health Regulations.
- ❖ Carousel staff meeting was held on June 21st, all policies and procedures were in writing and discussed. All rules will be enforced.
- ❖ The Carousel began its full summer hour operation on June 24th, from 9:00 am - 8:00 pm seven days per week.

Monthly Revenue Reports are attached.

Recreation Center

Statistics

Attendance:

Summer Day Camp Program=53 Children Enrolled

Reports

- ❖ The last day for The After-Care Program was June 16th. It was another successful year. The children enjoyed all the games, parties, library programs, cooking club, music and refreshments.
- ❖ The recreation center sanitized daily.
- ❖ Enrollment for the Summer Day Camp continues and is going very well.
- ❖ All deposits continue to be taken for the summer Day Camp.
- ❖ First day of Summer Day Camp was June 26th. It was a smooth transition and a huge success. The children are having a great time.

- ❖ Activity schedules and programs with the Northfork Libraries, Paul Drum Programs and Eastend Seaport Museum have been completed.
- ❖ All activity calendars have been completed for the three separate camp groups.
- ❖ The Summer Day Camp counselors received their CPR/First Aid Certifications on June 1st.

Campground

Tasks Accomplished

- ❖ Reservations continue for the season.
- ❖ Seasonal arrivals continue to come to the camp site.
- ❖ Landscaping and light maintenance continue.
- ❖ All money collected for the month of June.
- ❖ Site map updated.

Attachments:

RECREATION MONTHLY REVENUE REPORT JUNE 2023 (PDF)



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TREASURER
STEPHEN GAFFGA
EXT 217

Submitted: July 13, 2023
Meeting: July 20, 2023 6:00 PM
Work Session Meeting
To: Mayor Kevin Stuessi
Board of Trustees
Prepared By: Stephen Gaffga, *Village Interim Treasurer*
From: Stephen Gaffga, *Village Interim Treasurer*
Department: Treasurer's Department

TREASURER REPORT JULY 2023

REQUEST A MOTION BE PLACED ON THE AGENDA FOR:

RESOLUTION authorizing Treasurer Gaffga to perform attached Budget Amendment #5254 appropriating Sewer Fund Reserves for the purchase of a Sewer Pump for the Mini-Railroad, and requesting that Budget Amendment #5254 be included as part of the formal meeting minutes of the July 27, 2023 Regular Meeting of the Board of Trustees.

RESOLUTION authorizing Treasurer Gaffga to perform attached Budget Amendment #5256 appropriating General Fund reserves to fund the rental of disposal containers for the disposal of street sweepings, and requesting that Budget Amendment #5256 be included as part of the formal meeting minutes of the July 27, 2023 Regular Meeting of the Board of Trustees.

RESOLUTION authorizing Treasurer Gaffga to perform attached Budget Amendment #5257 appropriating General Fund reserves to fund the rental of a vac truck to clean out Village Street drains, and requesting that Budget Amendment #5257 be included as part of the formal meeting minutes of the July 27, 2023 Regular Meeting of the Board of Trustees.

RESOLUTION authorizing Treasurer Gaffga to perform attached Fiscal Year End 2022-2023 Budget Transfer #5258 for the General Fund, and requesting that Budget Transfer #5258 be included as part of the formal meeting minutes of the July 27, 2023 Regular Meeting of the Board of Trustees.

RESOLUTION authorizing Treasurer Gaffga to perform attached Fiscal Year End 2022-2023 Budget Transfer #5260 for the Electric Fund, and requesting that Budget Transfer #5260 be included as part of the formal meeting minutes of the July 27, 2023 Regular Meeting of the Board of Trustees.

RESOLUTION authorizing Treasurer Gaffga to perform attached Fiscal Year End 2022-2023 Budget Transfer #5261 for the Water Fund, and requesting that Budget Transfer #5261 be included as part of the formal meeting minutes of the July 27, 2023 Regular Meeting of the Board of Trustees.

RESOLUTION authorizing Treasurer Gaffga to perform attached Fiscal Year End 2022-2023 Budget Transfer #5262 for the Sewer Fund, and requesting that Budget Transfer #5262 be included as part of the formal meeting minutes of the July 27, 2023 Regular Meeting of the Board of Trustees.

RESOLUTION authorizing Treasurer Gaffga to perform attached Fiscal Year End 2022-2023 Budget Transfer #5263 for the Fire Department, and requesting that Budget Transfer #5263 be included as part of the formal meeting minutes of the July 27, 2023 Regular Meeting of the Board of Trustees.

UTILITY BILLING

June Billing Completed

Sector 1 Billing calculated and mailed out. Sector 2 currently being read.

COMMUNITY HOUSING ADVISORY BOARD

Nothing to report as of now.

COMMUNITY DEVELOPMENT/ HOUSING AUTHORITY

7 recertifications and 8 interims were performed for June 2023.

FIRE DEPARTMENT LADDER TRUCK BONDING

We are awaiting the completion of the Truck. Nothing yet to report.

SHORT TERM RENTAL SOFTWARE

The contract is being worked out and GovOS has begun to preemptively build our cloud platform that our system will live in.

SIGNIFICANT COLLECTIONS

Rents received for June 2023: \$92,932.64

2023 Property Tax Collected through June 2023: \$1,273,490.12

SIGNIFICANT PAYMENTS

None to report.

INFORMATIONAL:

Cash Holdings Report - See attached

Utility Billing Statistics Report - See attached

Attachments:

- BANK BALANCE SHEET JUNE 2023 (PDF)
- END OF MONTH BILLING STATS FOR JUNE 2023 (PDF)
- PROPERTY TAXES COLLECTED THROUGH JUNE 2023 LAST PAGE (PDF)
- HA FINANCIALS JUNE 2023 (PDF)
- CD FINANCIALS JUNE 2023 (PDF)
- BUDGET AMENDMENT 5254 (PDF)
- BUDGET AMENDMENT 5256 (PDF)
- BUDGET AMENDMENT 5257 (PDF)
- BUDGET AMENDMENT 5258 GENERAL YE HOUSE (PDF)
- BUDGET AMENDMENT 5260 LIGHT YE HOUSE (PDF)
- BUDGET AMENDMENT 5261 WATER YE HOUSE (PDF)
- BUDGET AMENDMENT 5262 SEWER YE HOUSE (PDF)
- BUDGET AMENDMENT 5263 FIRE DEPT YE HOUSE (PDF)

BANK ACCOUNT BALANCES				
FOR THE MONTH OF JUNE 2023				
FUND	BANK ACCOUNT NAME	G/L ACCT#	TYPE	BALANCE
A	General	A.0200.000	Checking	446,707.61
A	Repair & Maintenance	A.0200.400	Checking	110,437.02
A	Greenhill Cemetery	A.0201.100	Savings	33,672.50
A	Money Market	A.0201.130	Money Market	1,596,245.12
A	Fire Apparatus	A.0221.110	Savings	531,314.30
A	Bulding Department Escrow	A.0235.101	Checking	58,647.59
A	Parks and Recreation	A.0200.200	Checking	52,264.72
A	General Investment Savings	A.0201.110	Muni Investment Pool	1,121,001.19
A	American Recovery Plan	A.0200.415	Checking	-
TOTAL GENERAL FUND				\$ 3,950,290.05
CD	Small Cities Rehab.	CD.0200.000	Savings	15,573.35
CD	NYS CDBG Funds	CD.0200.400	Public Funds Acct	226.21
TOTAL COMMUNITY DEVELOPMENT				\$ 15,799.56
E	Light Fund	E.0121.100	Checking	7,712.98
E	Light Depreciation Savings	E.0116.100	Savings	2,133,952.62
E	Light Investment Savings	E.0201.110	Muni Investment Pool	969,531.59
E	TTC Collections	E.0121.120	Savings	288,968.77
E	Renewable Energy Savings	E.0121.130	Savings	177,022.79
E	Consumer Deposit Savings	E.0191.100	Savings	131,811.98
E	Consumer Deposit Checking	E.0244.200	Checking	6,875.51
TOTAL LIGHT FUND				\$ 3,715,876.24
F	Water	F.0200.000	Checking	15,552.52
F	Water Fund Capital	F.0200.400	Savings	\$8,397.91
F	Water Investment Savings	F.0201.120	Muni Investment Pool	459,561.89
F	Water Fund CD (MM)	F.0201.000	Money Market	203,629.81
F	Water Fund Money Market	F.0201.130	Money Market	488,951.37
				\$ 1,176,093.50
G	Sewer	G.0200.000	Checking	58,514.63
G	NYS DEC Consent	G.0201.000	Savings	31,562.49

G	Sewer Fund I	G.0201.100	Money Market	297,007.46	
G	Sewer Investment Savings	G.0201.110	Muni Investment Pool	735,464.76	
G	NYSEFC	G.0205.000	Checking	185,851.61	
G	Sewer Wastewater	G.0220.110	Savings	12,181.73	
G	NYSERDA	G.0525.000	Checking	111.01	
				TOTAL SEWER FUND	\$ 1,320,693.69
H	Capital	H.0200.000	Checking	2,063,064.24	
H	Capital Reserve	H.0200.400	Savings	50,045.64	
				TOTAL CAPITAL FUND	\$ 2,113,109.88
TA	Trust & Agency	TA.0200.000	Checking	11,596.95	
TA	Retirement Savings	TA.0201.000	Savings	49,393.15	
TA	WWI Memorial Trust	TA.0201.001	Savings	731.99	
TA	T & A Special Escrow	TA.0201.002	Savings	6,612.44	
TA	Justice Court	TA.0201.004	Savings	4,799.70	
TA	Global Common	TA.0201.009	Savings	271,903.90	
TA	Basketball Court Donations	TA.0200.101	Checking	1,992.00	
TA	Tree Committee	TA.0200.102	Checking	5,690.73	
TA	Summer Day Camp Donations	TA.0200.103	Checking	1,680.00	
TA	Recreation Center Donations	TA.0200.104	Checking	18,729.84	
TA	Friends of Fifth Street	TA.0200.106	Checking	113.00	
TA	American Legion Bldg	TA.0200.107	Checking	200.00	
TA	Fifth Street Rehab	TA.0200.120	Checking	13,796.00	
TA	Carousel Committee	TA.0200.113	Checking	16,550.70	
TA	Mitchell Park Bathrooms Rehab	TA.0200.115	Checking	30,000.00	
TA	Accounts Payable	TA.0202.000	Checking	754,189.41	
				TOTAL TRUST & AGENCY FUND	\$ 1,187,979.81
	Wire Account			24,555.76	
	Utility Clearing			156,527.77	
					\$ 181,083.53
				TOTAL VILLAGE WIDE	\$ 13,660,926.26

EOM Billing Statistics Report

Rate Summary - All Routes

Service	Rate# - Description	Bills	Min. Bills	Usage	Charge	Usage	Demand	Contract	PCA	NYSCES	Comm Tax	Res Tax
Electric	2 - Electric - Flat Charge	10	0	0		0		491.04				7.99
	9 - Residential (1, 1)	1375	0	772862	87,870.30	0			7,863.09	3,062.15		2,382.69
	10 - Water Heating (2, 2)	11	0	1575	116.88	0			16.02	6.23		3.48
	11 - All Electric (3, 3)	351	0	159099	18,722.86	0			1,637.36	629.53		522.43
	13 - Demand - Class 3 (5, 5)	5	0	389600	21,778.64	790.5	9,371.38		3,963.80	1,543.60	884.53	
	14 - Village St. Lighting (6, 6)	5	0	19075.675	2,195.61	0			194.07	75.57		
	15 - Town St Lighting (7, 7)	1	0	734.905	84.59	0			7.48	2.91		
	19 - Traffic Lights (11, 11)	1	0	1019	108.18	0			10.37	4.04		
	20 - Contract St Lighting (12, 12)	3	0	386.25	0.00	0						
	21 - Sterling Harbor (13, 13)	2	0	914.125	105.22	0			9.30	3.62	10.19	
	66 - Reconnection Fee- Residential	1	0	0	0	0		150.00				
	67 - NSF Fee	2	0	0	0	0		70.00				
Electric Total		1767	0	1345265.955	130,982.28	790.5	9,371.38	711.04	13,701.49	5,327.65	894.72	2,916.59
Sewer	3 - Sewer -INSIDE Flat Charge	31	0	0	1,633.70	0						
	23 - Sewer - IN VILL 3/4" W/SEWER (14, 14)	897	433	5063.4	68,035.90	0						
	25 - Sewer - IN VILL 1" W/SEWER (15, 15)	30	8	508.9	6,484.34	0						
	27 - Sewer - IN VILL 1 1/2" W/SEWER (16, 16)	12	3	275.4	3,976.65	0						
	29 - Sewer - IN VILL 2" W/SEWER (17, 17)	28	6	589.9	8,432.05	0						
	31 - Sewer - IN VILL 3" W/SEWER (18, 18)	1	1	2.7	42.00	0						
	33 - Sewer - IN VILL 4" W/SEWER (19, 19)	3	1	13.2	204.00	0						
	54 - Sewer - OUTSIDE RES SEWER (50, 50)	80	56	642.7024	13,680.32	0						
	57 - SPLIT SEWER BILLING (52, 52)	1	0	30	0.00	0						
	62 - O/S DRIFTWOOD COVE 52	1	1	92.9016	3,276.00	0						
	63 - O/S DRIFTWOOD COVE 49	1	1	84.15	3,087.00	0						
	64 - O/S PECONIC LANDING 301	1	0	1282	22,931.00	0						
	65 - O/S CLIFFSIDE CONDOS-SEWER	1	1	161	4,410.00	0						
Sewer Total		1087	511	8746.254	136,192.96	0						
Water	5 - Water - Flat Charge	32	0	0	901.50	0						
	22 - RES VILL 3/4" W/SEWER (14, 14)	923	247	5875	33,260.39	0						
	24 - RES VILL 1" W/SEWER (15, 15)	31	3	603	2,856.76	0						
	26 - COMM VILL 1 1/2" W/SEWER (16, 16)	13	4	344	1,533.37	0						
	28 - COMM VILL 2" W/SEWER (17, 17)	30	11	731	3,318.50	0						
	30 - COMM VILL 3" W/SEWER (18, 18)	1	1	3	44.46	0						
	32 - COMM VILL 4" W/SEWER (19, 19)	3	3	13	133.38	0						
	46 - COMM VILLAGE 1 1/2" (42, 42)	1	1	0	44.46	0						
	47 - COMM VILLAGE 2" (43, 43)	7	0	1031	4,537.30	0						
	48 - RES VILLAGE 3/4" (44, 44)	126	45	1830	9,220.22	0						
	49 - RES VILLAGE SEWER ONLY (45, 45)	6	0	3	0.00	0						
	52 - FLAT-FIRE SPRINKLERS (49, 49)	32	0	0	0.00	0						
	53 - OUTSIDE RES SEWER (50, 50)	78	0	991.848	0.00	0						
Water Total		1283	315	11424.848	55,850.34	0						
electric-small commercial	12 - Commercial (4, 4)	366	0	750384.6	84,840.59	0			7,634.42	2,973.01	7,224.51	
	16 - Operating Municipalt (8, 8)	33	0	41180	4,816.46	0			418.97	163.14		
	17 - Water Department (9, 9)	2	0	0	24.86	0						
	18 - Sewer Department (10, 10)	10	0	19059	2,163.60	0			193.91	75.54		
	71 - Reconnection Fee - Commercial	2	0	0	0	0		300.00				
	73 - Electric Power Plant	5	0	18439	0.00	0						

7/13/2023 10:45:02 AM

EOM Billing Statistics Report

Page 15 of 17

Rate Summary - All Routes

<u>Service</u>	<u>Rate#</u>	<u>Description</u>
electric-small commercial		Total
Grand Total		

<u>Bills</u>	<u>Min. Bills</u>	<u>Usage</u>	<u>Charge</u>	<u>Usage</u>	<u>Demand</u>	<u>Contract</u>	<u>PCA</u>	<u>NYSCES</u>	<u>Comm Tax</u>	<u>Res Tax</u>
418	0	829062.6	91,845.51	0		300.00	8,247.30	3,211.69	7,224.51	
4555	826	2194499.657	414,871.09	790.5	9,371.38	1,011.04	21,948.79	8,539.34	8,119.23	2,916.59

EOM Billing Statistics Report

Rate Summary - All Routes

Service	Rate# - Description	Total
Electric	2 - Electric - Flat Charge	499.03
	9 - Residential (1, 1)	101,178.23
	10 - Water Heating (2, 2)	142.61
	11 - All Electric (3, 3)	21,512.18
	13 - Demand - Class 3 (5, 5)	37,541.95
	14 - Village St. Lighting (6, 6)	2,465.25
	15 - Town St Lighting (7, 7)	94.98
	19 - Traffic Lights (11, 11)	122.59
	20 - Contract St Lighting (12, 12)	0.00
	21 - Sterling Harbor (13, 13)	128.33
	66 - Reconnection Fee- Residential	150.00
	67 - NSF Fee	70.00
Electric Total		163,905.15
Sewer	3 - Sewer -INSIDE Flat Charge	1,633.70
	23 - Sewer - IN VILL 3/4" W/SEWER (14, 14)	68,035.90
	25 - Sewer - IN VILL 1" W/SEWER (15, 15)	6,484.34
	27 - Sewer - IN VILL 1 1/2" W/SEWER (16, 16)	3,976.65
	29 - Sewer - IN VILL 2" W/SEWER (17, 17)	8,432.05
	31 - Sewer - IN VILL 3" W/SEWER (18, 18)	42.00
	33 - Sewer - IN VILL 4" W/SEWER (19, 19)	204.00
	54 - Sewer - OUTSIDE RES SEWER (50, 50)	13,680.32
	57 - SPLIT SEWER BILLING (52, 52)	0.00
	62 - O/S DRIFTWOOD COVE 52	3,276.00
	63 - O/S DRIFTWOOD COVE 49	3,087.00
	64 - O/S PECONIC LANDING 301	22,931.00
	65 - O/S CLIFFSIDE CONDOS-SEWER	4,410.00
Sewer Total		136,192.96
Water	5 - Water - Flat Charge	901.50
	22 - RES VILL 3/4" W/SEWER (14, 14)	33,260.39
	24 - RES VILL 1" W/SEWER (15, 15)	2,856.76
	26 - COMM VILL 1 1/2" W/SEWER (16, 16)	1,533.37
	28 - COMM VILL 2" W/SEWER (17, 17)	3,318.50
	30 - COMM VILL 3" W/SEWER (18, 18)	44.46
	32 - COMM VILL 4" W/SEWER (19, 19)	133.38
	46 - COMM VILLAGE 1 1/2" (42, 42)	44.46
	47 - COMM VILLAGE 2" (43, 43)	4,537.30
	48 - RES VILLAGE 3/4" (44, 44)	9,220.22
	49 - RES VILLAGE SEWER ONLY (45, 45)	0.00
	52 - FLAT-FIRE SPRINKLERS (49, 49)	0.00
	53 - OUTSIDE RES SEWER (50, 50)	0.00
Water Total		55,850.34
electric-small commercial	12 - Commercial (4, 4)	102,672.53
	16 - Operating Municipalt (8, 8)	5,398.57
	17 - Water Department (9, 9)	24.86
	18 - Sewer Department (10, 10)	2,433.05
	71 - Reconnection Fee - Commercial	300.00
	73 - Electric Power Plant	0.00

7/13/2023 10:45:02 AM

EOM Billing Statistics Report

Page 17 of 17

Rate Summary - All Routes

<u>Service</u>	<u>Rate# - Description</u>	<u>Total</u>
electric-small commercial	Total	110,829.01
Grand Total		466,777.46

Report Setup Information:

Report Design EOM Billing Statistics Report
Output Type Graphics

<u>Start Route</u>	<u>End Route</u>	<u>Start Date</u>	<u>End Date</u>
51	56	5/6/2023	6/8/2023
57	63	5/13/2023	6/16/2023
64	72	5/23/2023	6/23/2023
73	79	5/31/2023	6/30/2023
82	82	5/31/2023	6/30/2023
80	80	5/31/2023	6/30/2023
81	81	5/31/2023	6/30/2023

VILLAGE OF GREENPORT

Payment as of 07/13/2023

	Count	Payment Amt
BID	98	45,819.49
SEWER	20	12,648.69
VILLT	961	1,209,260.66
WATER	22	5,761.28
Total PRINCIPAL		1,273,490.12
PEN	2	120.97
Total PENALTY		120.97
Total		1,273,611.09

Financial Data Schedule - Monthly Revenue & Expenses (HAP REGISTER) - JUNE 2023

Account Description	77	73	TOTAL VOUCHERS	TOTAL HAP, PORT, UTILITIES	100,552.00	5236.00	#REF	#REF
REVENUE:			4	New Vouchers Issued/No Lease/Searching				
706 PHA HUD Operating Grants	\$ 99,046.00							
706 Admin fee revenues	\$ 9,756.00							
711 Interest Earned - HAP	\$ 0.14		0	Portable Vouchers	1			
714 Fraud recovery			77	All other Vouchers				
TOTAL REVENUE	\$ 108,802.14							
				Supplemental				
				Add'l ADMIN from HUD				
EXPENSES:								
Administrative								
912 Auditing fees								
911 Salaries - Adm (\$28.43), Stephen Column E, Paul Column F 2	\$ 3,980.64	\$ 239.24	\$ 576.92	Admin Salaries total				
911 Medical	\$ 2,858.28	\$ 47.84	\$ 138.19	Medical Total				
b Dental	\$ 180.74	\$ 3.06	\$ 3.82	Dental Total				
914 Pension T4 15.2%, T5 12.9%	\$ 624.96	\$ 30.86	\$ 90.58	Pension Total				
914 Payroll Taxes FICA	\$ 304.52	\$ 18.30	\$ 44.13	FICA Total				
915 Employee Benefit Contribution	\$ 7,949.14	\$ 339.30	\$ 853.64	Benefits Total				
TOTAL				75%				
Quill Corp	\$ 169.58		\$ 3,597.60	Admin Salaries total				
917 Legal Fees/Nina JG Stewart	\$ 1,450.00		\$ 2,283.23	Medical Total				
916 A Gallacher Reimb	\$ 32.10		\$ 140.72	Dental Total				
918 A Gallacher Mileage	\$ 201.68		\$ 559.80	Pension Total				
916 Office Expenses Total	\$ 7,058.24		\$ 275.22	FICA Total				
910 Administrative Total	\$ 550.00		\$ 7,406.56	Benefits Total				
902 Other General Expenses (Office Rent)	\$ 9,058.24			Village of Greenport total				
TOTAL OPERATING EXPENSES								
970 EXCESS OPERATING REVENUE OVER OPERATING EXPENSES				TERMINATED				
973 PHA Utility Allowance	\$ 236.00		\$ 697.76	DECEASED				
973 HAP payments	\$ 100,316.00			ABSORBED				
PORT payments	\$ -			RELINQUISHED				
973 (HAP, PORT and UTILITY TOTAL)	\$ 100,552.00	(VMS - HAP TOTAL)						
HAP & UTIL less Port payments	\$ 100,552.00	(VMS- ALL OTHER VOUCHERS HAP)						
900 Total Admin Revenue	\$ 9,756.00							
111 Net ADMIN	\$ 697.76							
118 Total Hap Revenue	\$ 99,046.14							
110 Net HAP	\$ (1,505.86)							
TOTAL EXPENSES	\$ 109,610.24		\$ 109,610.24	TOTAL CASH DISBURSEMENTS 1/2023				
EXCESS (DEFICIENCY) OF TOTAL REVENUE			\$ (808.10)					
1000 OVER (UNDER) TOTAL EXPENSES								

FDS - 213 Center St & 278 2nd Street Monthly Revenue & Expenses - June 2023

\$ 5,000.00

50.00

Account Description	REVENUE: 213 Center 213 Center	REVENUE: 278 2nd Street UNIT 1 - 8124	UNIT 2 - 8327	UNIT 3	HOUSE				
Rent	\$ 1,125.00	\$ 1,475.00	1,125.00	\$ 1,275.00					
Late Fees/Credits	\$ 50.00								
TOTAL REVENUE	\$ 1,175.00	\$ 1,475.00	\$ 1,125.00	\$ 1,275.00	\$ 3,875.00	\$ 5,050.00			
EXPENSES:	EXPENSES: 213 Center	EXPENSES: 278 2nd Street							
Utilities	213 CENTER	UNIT 1 - 8124	UNIT 2 - 8327	UNIT 3 -	HOUSE - 8590 RE/8361 SW				
Electric	\$ 51.84								
Water/Sewer	\$ 64.17								
Propane/Heating Oil					\$ 337.50				
Admin									
Salaries & Benefits (Asha, Stephen, Paul)	\$ 588.21				\$ 1,764.62	\$ 2,352.83			
Payment Agreement to Village					\$ 1,000.00				
Total	\$ 704.22	\$ -	\$ -	\$ -	\$ 3,101.92	\$ 3,101.92			
Maintenance Repairs/Other	213 CENTER	UNIT 1	UNIT 2	UNIT 3	HOUSE				
Village of Greenport Taxes 2023	\$ 603.33				\$ 965.33				
Hands Fuel Co									
JP McHale Pest Mgmt, LLC	\$ 55.00				\$ 44.17				
Matituck Enviro Services									
Pine Oaks Landscaping									
Total Expenses	\$ 658.33	\$ -	\$ -	\$ -	\$ 1,009.50				
	\$ 1,362.55				\$ 1,009.50				
MONTHLY FINANCIAL SUMMARY	213 CENTER	278 2nd STREET							
Interest Earned									
Total Revenue	\$ 1,175.00		\$ 3,875.00						
Total Expenses	\$ 1,362.55		\$ 4,111.42						
NET REVENUE	\$ (187.55)		\$ (236.42)						
EXCESS (DEFICIENCY) OF TOTAL REVENUE	\$ (187.55)		\$ (236.42)						
10000 OVER (UNDER) TOTAL EXPENSES	\$ (187.55)		\$ (236.42)						

VILLAGE OF GREENPORT

Budget Adjustment Form

Year: 2024 Period: 7 Trans Type: B2 - Amend Status: Batch
 Trans No: 5254 Trans Date: 07/06/2023 User Ref: STEPHEN
 Requested: A HUBBARD Approved: Created by: STEPHEN 07/06/2023
 Description: TO APPROPRIATE SEWER FUND RESERVES TO FUND THE PURCHASE OF A SEWER PUMP FOR MINI RAILROAD AT MOORES LANE Account # Order: No
 Print Parent Account: No

Account No.	Account Description	Amount
G.5990	APPROPRIATED FUND BALANCE	21,985.00
G.8130.204	MAJOR EQUIP REPAIRS/PURCHASES..	21,985.00
Total Amount:		<u>43,970.00</u>

VILLAGE OF GREENPORT

Budget Adjustment Form

Year:	2024	Period:	7	Trans Type:	B2 - Amend	Status:	Batch
Trans No:	5256	Trans Date:	07/10/2023	User Ref:	STEPHEN		
Requested:	M. FLORA	Approved:		Created by:	STEPHEN		07/10/2023
Description:	TO APPROPRIATE RESERVES TO FUND RENTAL CONTAINERS TO PLACE STREET SWEEPING MATERIALS IN					Account # Order:	No
					Print Parent Account:	No	

Account No.	Account Description	Amount
A.5990	APPROPRIATED FUND BALANCE	14,600.00
A.5110.413	TRASH/RECYCLE..	14,600.00
Total Amount:		29,200.00

VILLAGE OF GREENPORT

Budget Adjustment Form

Year: 2024 Period: 7 Trans Type: B2 - Amend Status: Batch
 Trans No: 5257 Trans Date: 07/13/2023 User Ref: STEPHEN
 Requested: M. FLORA Approved: Created by: STEPHEN 07/13/2023
 Description: THE APPROPRIATE RESERVES FOR THE RENTAL OF A VAC TRUCK TO CLEAR
 OUT VILLAGE STREET DRAINS Account # Order: No
 Print Parent Account: No

Account No.	Account Description	Amount
A.5990	APPROPRIATED FUND BALANCE	13,500.00
A.5110.450	MISC EXPENSE..	13,500.00
Total Amount:		<u><u>27,000.00</u></u>

VILLAGE OF GREENPORT

Budget Adjustment Form

Year: 2023 Period: 5 Trans Type: B1 - Transfer Status: Batch
 Trans No: 5258 Trans Date: 05/31/2023 User Ref: STEPHEN
 Requested: S. GAFFGA Approved: Created by: STEPHEN 07/13/2023
 Description: FISCAL YEAR END HOUSEKEEPING FOR FISCAL 2022-2023 FOR GENERAL FUND
 Account # Order: No
 Print Parent Account: No

Account No.	Account Description	Amount
A.7311.101	ICE RINK LABOR	-31,632.00
A.9010.800	EMPLOYEES STATE RETIREMENT.EMPLOYEE BENEFITS	-30,279.00
A.9060.800	HOSP & MEDICAL INS.EMPLOYEE BENEFITS	-88,657.00
A.0781.400	EXECUTIVE DEPT.OFF SUPPLIES & EXP..	145.00
A.1010.400	BOARD OF TRUSTEES.CONTR EXP..	6,485.00
A.1010.410	BOARD OF TRUSTEES.MINUTES..	11,000.00
A.1210.400	MAYOR.CONTR EXP..	464.00
A.1325.200	TREASURER.EQUIPMENT	218.00
A.1325.400	TREASURER.CONTR EXP..	1,000.00
A.1410.200	CLERK.EQUIPMENT	55.00
A.1410.400	CLERK.CONTR EXP..	1,000.00
A.1420.400	LAW.CONTR EXP..	7,000.00
A.1420.401	LABOR COUNSEL..	6,000.00
A.1620.400	BUILDING CONTR EXP..	651.00
A.1650.400	MUNICIPAL WEB SITE..	240.00
A.1680.201	COMPUTER HARDWARE/SOFTWARE..	3,100.00
A.5110.413	TRASH/RECYCLE..	3,700.00
A.5110.414	GAS/FUEL..	15,000.00
A.5110.430	AUTO INSURANCE..	1,100.00
A.5110.450	MISC EXPENSE..	1,000.00
A.7020.100	RECREATIONAL ADMINISTRATION.PERSONNEL SERVICES	1,330.00
A.7020.400	ELECTRIC SERVICE RECREATION	7,400.00
A.7020.404	OFFICE SUPPLIES AND EXPENSE REC	970.00
A.7020.405	PHONE/CABLE EXPENSE REC	70.00
A.7110.418	PARKS.. PUMP OUT BOAT EXPENSE	170.00
A.7120.100	RECREATION CENTER.PERSONNEL SERVICES	4,000.00
A.7120.401	RECREATION CENTER EXPENSE	10,000.00
A.7120.402	SKATEBOARD PARK EXP	800.00
A.7180.100	MCCANN TRAILER PARK.PERSONNEL SERVICES	5,500.00
A.7180.400	MCCANN TRAILER PARK.EXP	7,000.00
A.7230.101	MITCHELL MARINA PERSONNEL	12,000.00
A.7230.401	MITCHELL MARINA CONTRACTUAL EXP	2,000.00
A.7230.413	MITCHELL PARK REFUSE AND GROUNDS	2,000.00

VILLAGE OF GREENPORT

Budget Adjustment Form

Account No.	Account Description	Amount
A.7231.422	DOCKS UTILITIES	50.00
A.7311.400	ICE RINK EXPENSE	11,000.00
A.7520.400	HISTORICAL PROP - LARRY TUTHILL PARK..	800.00
A.7520.403	HISTORICAL PROPERTY..SCHOOLHOUSE	500.00
A.7550.400	RECREATION ADVERTISING AND PROMOTION	420.00
A.8010.400	ZONING CONTRACTUAL EXP..	1,200.00
A.8020.400	PLANNING CONTRACTUAL EXPENSE..	5,000.00
A.8030.400	ZONING/PLANNING LEGAL EXPENSE..	1,700.00
A.8510.200	HISTORIC PRESERVATION COMM.	800.00
A.8620.800	COMM DEV.EMPLOYEE BENEFITS	7,700.00
A.9030.800	SOCIAL SECURITY.EMPLOYEE BENEFITS	10,000.00
Total Amount:		<u>0.00</u>

VILLAGE OF GREENPORT

Budget Adjustment Form

Year: 2023 Period: 5 Trans Type: B1 - Transfer Status: Batch
 Trans No: 5260 Trans Date: 05/31/2023 User Ref: STEPHEN
 Requested: S.GAFFGA Approved: Created by: STEPHEN 07/13/2023
 Description: YEAR END HOUSEKEEPING FOR FISCAL 2022-2023 FOR ELECTRIC FUND Account # Order: No
 Print Parent Account: No

Account No.	Account Description	Amount
E.0800.110	HOSPITALIZATION..	-101,000.00
E.0999	LABOR OUTSIDE	-80,890.00
E.0358	POLES & FIXTURES	1,000.00
E.0364	DISTR UNDERGROUND COND	1,200.00
E.0381	OFFICE EQUIPMENT	1,000.00
E.0383	SHOP EQUIPMENT	1,000.00
E.0384	TRANSPORTATION EQUIPMENT	1,000.00
E.0387	GENERAL TOOLS	1,000.00
E.0388	MISCELLANEOUS GENERAL EQUIPMEN	1,000.00
E.0715.320	REPAIR - GENERATOR..	1,000.00
E.0721	POWER PURCHASED	98,000.00
E.0724.100	GAS SERVICE..	8,000.00
E.0733	DEPR EXP - TRANSM PROP	3,000.00
E.0743	DEPRECIATION-DISTRIB PROPERTY	4,000.00
E.0761.221	TREE TRIMMING..	3,000.00
E.0761.300	CONSUMER BILLING & ACCTG..	6,000.00
E.0781.300	LEGAL FEES..	7,000.00
E.0781.500	OFF SUPPLIES & EXP..	1,000.00
E.0781.510	PHONE/CABLE EXPENSE..	4,000.00
E.0782	MANAGEMENT SERVICES	1,000.00
E.0788	DEPRECIATION OF GENERAL PROPERTY	22,690.00
E.0801.200	MISC GENERAL EXPENSE..	8,000.00
E.1680.400	COMPUTER HARDWARE/SOFTWARE/ MAINTENANCE	8,000.00
Total Amount:		0.00

VILLAGE OF GREENPORT

Budget Adjustment Form

Year: 2023 Period: 5 Trans Type: B1 - Transfer Status: Batch
Trans No: 5261 Trans Date: 05/31/2023 User Ref: STEPHEN
Requested: S. GAFFGA Approved: Created by: STEPHEN 07/13/2023
Description: YEAR END HOUSEKEEPING FOR FISCAL 2022-2023 FOR WATER FUND
Account # Order: No
Print Parent Account: No

Account No.	Account Description	Amount
F.0800.111	DENTAL/ OPTICAL	-4,300.00
F.8310.100	ADMINISTRATIVE LABOR	-13,600.00
F.8310.101	SUPERVISORY LABOR..	-7,300.00
F.8310.102	LABOR OUTSIDE..	-3,700.00
F.8310.406	METER READING..	-1,400.00
F.8320.402	WATER MACHINE SUPPLIES..	-1,200.00
F.8320.403	METER SUPPLIES..	-1,500.00
F.9010.800	EMPLOYEES STATE RETIREMENT.EMPLOYEE BENEFITS	-3,400.00
F.9030.800	FICA & PERMA.EMPLOYEE BENEFITS	-2,000.00
F.9060.800	HOSPITALIZATION.EMPLOYEE BENEFITS	-43,000.00
F.9061.800	EMPLOYEE DENTAL & VISION.EMPLOYEE BENEFITS	-5,000.00
F.1680.400	COMPUTER TECHNOLOGY	8,000.00
F.8310.400	MATERIALS & SUPPLIES..	2,000.00
F.8310.401	SMALL TOOL PURCHASES..	100.00
F.8310.407	BILLING & ACCOUNTING..	3,000.00
F.8310.408	PHONE & CABLE EXPENSE..	1,000.00
F.8310.411	OFFICE SUPPLIES..	1,000.00
F.8310.413	SPECIAL SERVICES..	3,000.00
F.8310.414	MISC GENERAL EXPENSE..	4,000.00
F.8310.415	DEPRECIATION EXPENSE..	1,300.00
F.8320.400	ELECTRICITY PURCHASED..	62,000.00
F.8340.400	DISTRIBUTION SAMPLES..	1,000.00
Total Amount:		<u>0.00</u>

VILLAGE OF GREENPORT

Budget Adjustment Form

Year: 2023	Period: 5	Trans Type: B1 - Transfer	Status: Batch
Trans No: 5262	Trans Date: 05/31/2023	User Ref: STEPHEN	
Requested: S. GAFFGA	Approved:	Created by: STEPHEN	07/13/2023
Description: YEAR END HOUSEKEEPING FOR FISCAL 2022-2023 FOR SEWER FUND			Account # Order: No
			Print Parent Account: No

Account No.	Account Description	Amount
G.9060.800	HOSPITALIZATION.EMPLOYEE BENEFITS	-48,000.00
G.1680.400	COMPUTER HARDWARE/SOFTWARE..	5,000.00
G.8110.200	OFFICE FURNITURE & FIXTURES..	100.00
G.8110.400	ELECTRIC SERVICE..	7,000.00
G.8110.404	BILLING & ACCOUNTING..	1,500.00
G.8110.406	PHONE & CABLE EXPENSE..	500.00
G.8110.407	EMPLOYEE TRAINING..	500.00
G.8110.410	MISC OFFICE/TELEPHONE EXP..	12,000.00
G.8110.413	TRANSPORTATION MAINT..	1,000.00
G.8110.416	SAMPLES..	4,500.00
G.8110.417	SUPPLIES & MATERIALS..	2,000.00
G.8110.700	INTEREST ON LTD..	5,800.00
G.8120.401	EQUIPMENT REPAIR..	1,600.00
G.8130.201	EQUIPMENT / SECONDARY TREATMENT..	500.00
G.8130.203	MAJOR PUMP STATION REPAIR..	2,000.00
G.8130.402	MAINT PUMP STATION..	4,000.00
	Total Amount:	<u><u>0.00</u></u>

VILLAGE OF GREENPORT

Budget Adjustment Form

Year: 2023	Period: 5	Trans Type: B1 - Transfer	Status: Batch
Trans No: 5263	Trans Date: 05/31/2023	User Ref: STEPHEN	
Requested: S. GAFFGA	Approved:	Created by: STEPHEN	07/13/2023
Description: YEAR END HOUSEKEEPING FOR FISCAL 2022-2023 FOR FIRE DEPT			Account # Order: No
			Print Parent Account: No

Account No.	Account Description	Amount
A.3410.412	FIRE.REPAIR & MAINT - BUILD..	-18,800.00
A.3410.200	FIRE DEPT.EQUIPMENT	1,500.00
A.3410.404	FIRE.FUEL OIL..	12,500.00
A.3410.415	FIRE.REPAIR & MAINT - TRANS EQUIP..	2,700.00
A.3410.422	FIRE.OFFICE EXPENSE..	600.00
A.3410.431	FIRE.MULTI PERIL INSURANCE..	400.00
A.3410.447	FIRE.VILLAGE PERSONNEL SERVICES..	500.00
A.3410.450	FIRE.MISC EXPENSE..	600.00
Total Amount:		0.00



236 THIRD STREET
GREENPORT, NY 11944

Tel: (631)477-0248
Fax: (631)477-1877

villageofgreenport.org

MAYOR
KEVIN STUESSI
EXT 215

TRUSTEES
MARY BESS PHILLIPS
DEPUTY MAYOR

PATRICK BRENNAN

LILY DOUGHERTY-
JOHNSON

JULIA ROBINS

**VILLAGE
ADMINISTRATOR**
PAUL J. PALLAS, P.E.
EXT 219

TREASURER
STEPHEN GAFFGA
EXT 217

Submitted: July 14, 2023
Meeting: July 20, 2023 6:00 PM
Work Session Meeting

To: Mayor Kevin Stuessi
Board of Trustees

Prepared By: Jeanmarie Oddon, *Deputy Clerk*

From: Jeanmarie Oddon, *Deputy Clerk*

Department: Village Clerk Department

July 2023 Village Deputy Clerk Work Session Report

Attachments:

July 2023 Village Deputy Clerk Work Session Report (PDF)

Village Deputy Clerk, Jeanmarie Oddon, July 2023 Work Session Report

Public assembly permit applications received:

Application was received from Greenport Skate Park Inc., for the Summer Concert Series of Tuesday: July 11th, July 25th, August 8th, August 22nd, September 12th, September 26th of 2023 as attached.

Resolutions:

RESOLUTION ratifying the hiring of Jonathan Rogue Secaida as part-time seasonal Carousel Employee at an hourly rate of \$15.00 per hour effective, June 29, 2023.

RESOLUTION ratifying the hiring of Jocelyn Nayeli Secaida as a part-time seasonal Carousel Employee at an hourly rate of \$15.00 per hour effective, June 29, 2023.

RESOLUTION ratifying the hiring of Yiannis Mousios as a part-time seasonal Lifeguard for Fifth Street Beach at an hourly rate of \$22.00 per hour effective June 25, 2023.

RESOLUTION ratifying the hiring of Austin Jordan Luke as a part-time seasonal Camp Counselor at an hourly rate of \$15.00 per hour effective June 21, 2023.

RESOLUTION approving an increase in the hourly rate of part-time Recreation Department employee Christopher Malinowski for \$16.00 per hour to \$18.00 per hour, effective July 22, 2023.

RESOLUTION ratifying the hiring of Preston Latney as a part-time seasonal Camp Counselor at an hourly rate of \$15.00 per hour effective June 21, 2023.

RESOLUTION ratifying the hiring of Jayda Brianna Hubbard-Wirts as a part-time Carousel employee at a pay rate of \$15.00 per hour, effective, July 5, 2023.

Public Hearings to be scheduled for July 27, 2023 Regular Board meeting for Wetlands Permits as listed below were published in the Suffolk Times on July 13, 2023:

Wetlands Permit Application submitted by En-Consultants for Stirling Cove Condominium on behalf of Robert Ward, President property located at 49 Stirling Cove (property located at eastern end of Central Avenue)

Wetlands Permit Application submitted by Greenport Yacht and Shipbuilding Co. Inc., on behalf of Stephen Clarke, Owner property located at 201 Carpenter Street, Greenport, NY

" UNDER THE LIGHTS "
 SUMMER CONCERT
 SERIES



236 THIRD STREET
 GREENPORT, NY 11944
 Tel: (631) 477-0248
 Fax: (631) 477-1877

PUBLIC ASSEMBLY PERMIT APPLICATION

This application applies to any form of public assembly or entertainment expected to attract or involve twenty-five (25) or more persons. A cover letter is required, describing in detail the proposed event. A \$50.00 non-refundable permit fee and a \$500.00 security deposit must be submitted with the completed application.

SECTION 1:

Name of Applicant/Organization: GREENPORT SKATE PARK INC.
 Address of Applicant/Organization: C/O THE WEATHERED BARN 41 FRONT ST. GREENPORT
 Email Address: GREENPORTSKATEPARK@GMAIL.COM Phone #: 631.276.8685
 Location of Event: GREENPORT SKATE PARK Type of Event: CONCERT
 Date of Event: * MULTIPLE : PLEASE SEE Hours of Event: 7 . 10 . PM.
 Description of Event: SUMMER CONCERT SERIES
 Estimated Number of people in attendance: 100 Fees to be charged: NO.

I hereby declare that I will comply with the Village of Greenport Code and all conditions of this permit.

Ronacraig [Signature]
 Signature of Applicant _____ Date _____

PLEASE CIRCLE APPROPRIATE ANSWER

Road(s) to be closed? YES NO
 Sidewalk(s) blocked? YES NO
 Have you previously obtained a permit for this event? YES NO
 If yes, when? _____
 Clean Up Plans: STANDARD ON-SITE GARBAGE

*Tent or structure to be erected? YES NO
 Food to be served? YES NO WILL TRY TO HAVE
 1 FOOD TRUCK PER
 CONCERT &
 DOS OSITOS PALETOS

* YOU MUST FILL OUT THE ATTACHED APPLICATION FOR A TEMPORARY TENT IF THE TENT EXCEEDS 400 SQUARE FEET.

PUBLIC ASSEMBLY APPLICATION PERMIT (APPROVED 5-23-2011)

- * TUES : JULY 11TH
- * TUES : JULY 25TH
- * TUES : AUG 8TH
- * TUES : AUG . 22ND
- * TUES : SEPT. 12TH
- * TUES : SEPT. 26TH.

WE HAVE USED THE
 STAGE THAT THE
 VILLAGE OWNS FOR
 THE LAST 3 EVENTS
 THAT HAD LIVE MUSIC.



236 THIRD STREET
GREENPORT, NY 11944
Tel: (631) 477-0248
Fax: (631) 477-1877

Approval by the Board of Trustees is required, and this permit must be submitted no later than 60 days prior to the event.

SECTION 2:

A deposit check in the amount of five-hundred dollars (\$500.00) must be submitted with this application, which may be refunded after event conclusion if the property is returned to its original state and there are no costs incurred by the Village.

Insurance Required: Applicant will provide proof of liability insurance in the amount of one-million dollars (\$1,000,000.00) per occurrence naming the Village of Greenport as additional insured for risks or as may otherwise be determined by the Board of Trustees.

Alcoholic Beverages: No person shall consume alcoholic beverages in any Village park, playground, beach or any other Village park property or facility, nor shall any person possess any alcoholic beverage with intent to consume or facilitate consumption by others of same in any Village park, playground, beach, or other park property.

Signed: *Rena Cuscutto*

Dated: 6/11/2023

Applicant must return completed application, cover letter and checks to the Village of Greenport at: 236 Third Street, Greenport, New York, 11944.

SECTION 3: FOR OFFICIAL USE ONLY

This application is hereby: Approved Denied

Sylvia Lazzari Pirillo, Village Clerk

Date

Date of Board of Trustees action: _____

cc:

Finance Department
Police Department
Fire Department
Code Enforcement
DPW/Utilities



236 THIRD STREET
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**VILLAGE
ADMINISTRATOR**
PAUL J. PALLAS, P.E.
EXT 219

TREASURER
STEPHEN GAFFGA
EXT 217

Submitted: July 14, 2023
Meeting: July 20, 2023 6:00 PM
Work Session Meeting
To: Mayor Kevin Stuessi
Board of Trustees
Prepared By: Mary Bess Phillips, *Trustee*
From: Mary Bess Phillips, *Trustee*
Department: Mayor and Board of Trustees

Village Trustee Mary Bess Phillips

Working document from the LWRP Code Committee for suggested changes to the Waterfront Commercial, Commercial Retail, and related changes.

Attachments:

Zoning Code Amendments Chart July 13 (PDF)
Exhibit A Definitions (July 13) (PDF)
Exhibit B Site Plan and Conditional Use Application Process (July 13) (PDF)
Exhibit C - Entertainment Permit July 13 (PDF)

OUTLINE OF PROPOSED CODE AMENDMENTS TO CHAPTER 150 (ZONING) OF VILLAGE OF GREENPORT CODE
JULY 13, 2023 DRAFT

TERM	SUGGESTION
<p>Goals:</p>	<ul style="list-style-type: none"> • To encourage and ensure the existence of a viable working waterfront in the Village • To address the “Issues and opportunities and Action Items” and Waterfront Revitalization Program Policies identified in the 2014 draft LWRP • To ensure a vibrant mixed use commercial district of the Village with a focus on encouraging businesses that provide year-round employment, services and goods to Village residents and support a vibrant commercial waterfront in the Village • To provide clear guidance and criteria governing conditional use and site plan evaluations
<p>Chapter 42 Arts District</p>	<p>To be deleted.</p>
<p>Section 150-2 Definitions; word usage</p>	<p>See Exhibit A for proposed definitions.</p>
<p>Section 150-3 Classification of Districts and Section 150-4 Zoning Map</p>	<ol style="list-style-type: none"> 1. Properties currently located in WC on Front Street and Main Street that do not have direct waterfront access to be rezoned CR. For the avoidance of doubt this will not include the properties currently commonly known as Claudio’s, Crabby Jerry’s, Fortino’s Tavern, Preston’s and/or Little Creek Oysters. 2. Property on the east side of Main Street north of Stirling Avenue/Broad Street currently commonly known as the Townsend Manor Inn to be rezoned such that the portion of the property containing the marina and property immediately adjacent thereto shall be zoned WC and the portion of the property containing the pool, the pool bar and the inn structures shall remain CR. 3. The waterfront property located at the end of Fourth Street (south of Clark Street) previously owned by Exxon Mobile and now part of the Peconic Land Trust to be rezoned as part of the Park District.
<p>Section 150-7B(7)(m) (Conditional Use Criteria for B&Bs)</p>	<p>Criteria requiring site plan approval to be deleted – Section 150-30 to be revised to make clear under what circumstances (including with respect to B&Bs) site plan review is required (See below).</p>

OUTLINE OF PROPOSED CODE AMENDMENTS TO CHAPTER 150 (ZONING) OF VILLAGE OF GREENPORT CODE
 JULY 13, 2023 DRAFT

<p>Section 150-9 CR Retail Commercial District Uses ¹</p>	<p>Revise to reflect/incorporate the following:</p> <ol style="list-style-type: none"> 1. Lead in to delete “and all such uses will be subject to the site plan approval in accordance with Article XI, § 150-30, hereof”² 2. Sections 150-9A: Lead in to be inserted as follows: “Other than to the extent constituting a formula business (which shall be subject to the provisions of Section 150-9B):” – “formula businesses” to be treated as a conditional use (see below). 3. Section 150-9A(1) to be revised to read as follows: “retail stores, galleries, studios and banks.” 4. 150-9A(2): to be revised to include “fitness facilities”. 5. Section 150-9A(3): “eating and drinking establishments” permitted use to be revised to read as follows (see also proposed changes to Section 150-9B below); all other “eating and drinking establishments” to be treated as a conditional use or, in the case of a nightclub, a prohibited use (see below): <p style="margin-left: 40px;">“(3) (a) any take-out food establishment; (b) any restaurant which either (i) satisfies all of the following criteria (A) the kitchen and any publicly accessed portions of such restaurant are located solely on the ground floor of a building, (B) the combined area of the kitchen and any publicly accessed portions of such restaurant do not exceed [1300] square feet and (C) to the extent that such restaurant includes outdoor seating, such restaurant provides for no more than [8] seats outdoors or (ii) was in existence as of [date of Code amendment] and has not been the subject of a substantial expansion since such date, provided that any such restaurant shall constitute a permitted use solely to</p>
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¹ NTD: Certain clauses in Code to be cleaned up/revised to utilize defined terms (see Exhibit A) (i.e. “personal service stores, professional and business offices, non-personal service establishments” etc.

² NTD: Section 150-30 to be revised to make clear when site plan approval is required. Chapter 65 to be reviewed and cleaned up as necessary to reflect site plan approval requirements set forth in revised Section 150-30 (see Exhibit B).

OUTLINE OF PROPOSED CODE AMENDMENTS TO CHAPTER 150 (ZONING) OF VILLAGE OF GREENPORT CODE
JULY 13, 2023 DRAFT

	<p>the extent that it is operating in accordance with its approved site plan and any applicable conditional use permit in effect with respect to such restaurant as of [date of Code amendment]; and (c) any bar, tasting room, hotel or motel in existence as of [date of Code amendment] so long as such use has not been the subject of a substantial expansion since such date, <i>provided</i> that any such business shall constitute a permitted use solely to the extent that it is operating in accordance with its approved site plan and any applicable conditional use approval in effect with respect to such business as of [date of Code amendment].”</p> <ol style="list-style-type: none">6. Section 150-9A(6): “hotels and motels” to be deleted as a permitted use (except as contemplated above under Section 150-9A(3)(c) (those currently in existence) above) and to be included as a conditional use (see below).7. Section 150-9A(9): “manufacturing . . . processing of products” to be deleted as a permitted use and included as conditional use.8. Section 150-9A(10): “clubs” to be deleted as a permitted use (no longer permitted).9. Section 150-9A(12): “marina and docking facilities” to be deleted as a permitted use (no longer permitted).10. Sections 150-9A(13), (14), (15) (gas stations and repair garages: to be deleted as a permitted use and included as a conditional use (see below).11. Sections 150-9A(16) and 150-9A(17): to be deleted (incorporated into 150-9A(1)).12. Section 150-9A(18): to be revised as follows:³<ol style="list-style-type: none">a. Lead in to read as follows: “Apartment dwelling units located in principal buildings and, to the extent in existence as of [insert date of Code amendment] in accessory buildings thereof, subject to the following standards and requirements:”
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³ NTD: Requirement for site plan approval to be included in revisions to Section 150-30.

OUTLINE OF PROPOSED CODE AMENDMENTS TO CHAPTER 150 (ZONING) OF VILLAGE OF GREENPORT CODE
JULY 13, 2023 DRAFT

<p>b. Clause (c) relating to site plan approval to be deleted – to be made clear in Section 150-30 what types of development are subject to site plan review which will include site plan review of any apartment dwelling unit in CR that is not an apartment dwelling unit as of date of Code amendment that is subject to a long term lease (as described in clause (d) below) and any “substantial expansion” of an apartment dwelling unit and/or building in which apartment dwelling units are proposed to be located.</p> <p>c. Clause (d) to be revised to read as follows: “Such apartment shall only be available for lease for a term of not less than [12] consecutive months (subject to customary rights of a tenant and owner to terminate such lease early) and shall in no event be rented on a seasonal basis. In conjunction therewith, the property owner shall be required, on a bi-annual basis, to obtain a rental permit in accordance with Section 103-6 of the Code. At the time of the filing for such permit, the property owner shall (i) provide a copy of the lease or leases (which may be redacted with respect to personal details and other confidential information (such as pricing) in a form satisfactory to the Building Inspector but which shall not include redactions for any rights of termination or assignment in respect of the lease term) for the prior bi-annual period and any then applicable lease, demonstrating that such apartment has been rented to the same occupant or occupants for a period of not less than [twelve (12)] consecutive months and that the current occupant or occupants are not permitted to sublease such apartment for a period of less than the remaining term of such lease and (ii) certify that such apartment has been, and will be made, only available for rent to persons intending to maintain a full-time residence in the Village of Greenport during the term of such lease and not on a seasonal or temporary basis. In the event that the owner of such property does not have executed lease documents evidencing the foregoing, it shall have the option to provide such other evidence in a form satisfactory to the Village Building Inspector demonstrating that the applicable apartment will be rented solely on a consecutive 12-month basis and not on a seasonal basis going forward.”</p> <p>13. Section 150-9B (CR Conditional Uses) to be revised to insert the following new clauses:</p> <p>a. “(2) Any use constituting a formula business; <i>provided</i> that to the extent such use shall be a motel or hotel it shall be reviewed in accordance with the conditions set forth in Section 150-9B(6) below.”</p>	
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OUTLINE OF PROPOSED CODE AMENDMENTS TO CHAPTER 150 (ZONING) OF VILLAGE OF GREENPORT CODE
JULY 13, 2023 DRAFT

- b. "(3) Gasoline service stations (whether self service or full service) and repair garages, subject to the following conditions:
 - (a) no such use shall be permitted in a floodplain; and
 - (b) such gasoline service station or repair garage, as the case may be, complies with all of the requirements set forth in Section 150-10A(3) and 150A(8), to the extent applicable to service stations or repair garages.
- c. "(4) Except to the extent expressly constituting a permitted use pursuant to Section 150-9A, the manufacturing, assembling, converting, altering, finishing cleaning or any other processing of products (whether intended to be sold on site or otherwise)."
- d. "(5) Except to the extent expressly constituting a permitted use pursuant to Section 150-9A(3), restaurants, bars, take-out food establishments and tasting rooms."
- e. "(6) Except to the extent, expressly constituting a permitted use pursuant to Section 159-9A(3), motels and hotels, subject to the following conditions:
 - (a) No motel or hotel shall be located on a property or lot that is within [200] feet of any property line of any other property that also contains an establishment being operated as a motel or hotel.
 - (b) The occupancy of any room providing for accommodation or lodging in such motel or hotel shall be no greater than the lesser of (i) the number of persons permitted to occupy such room pursuant to the Uniform Code and (ii) [4] individuals.
 - (c) The minimum size of rooms providing accommodation in any motel/hotel shall not be less than [200] square feet.
 - (d) No existing apartment dwelling units will be displaced by such motel or hotel.

OUTLINE OF PROPOSED CODE AMENDMENTS TO CHAPTER 150 (ZONING) OF VILLAGE OF GREENPORT CODE
JULY 13, 2023 DRAFT

- (e) For motels or hotels located on Front or Main Streets, guest check-in, drop-off and loading areas shall be located to the side or rear of such hotel and not on any part that abuts Front Street or Main Street.
- (f) For buildings located on Front or Main Streets with a width greater than [50] feet, a minimum of [50]% of the front facade of such building facing Front or Main Streets shall be set aside as a separate occupiable storefront.
- (g) The following facilities or uses related to such hotel or motel may not be located within [25] feet of any residentially zoned area:
 - a. Dumpster, trash and recycling facilities (which shall in any event be required to be enclosed);
 - b. Loading docks and maintenance facilities; or
 - c. Outdoor pools, decks, patios or other similar outdoor areas provided for guest congregation.
- (h) To the extent that any motel/hotel plans on including an outdoor patio, deck, lounging or other similar outdoor space for the use by guests, the hours during which such space shall be available for use by shall commence no earlier than [8] AM and end no later than [10] PM
- (i) To the extent that any motel/hotel intends to provide entertainment (whether in the form of a disc jockey, live music or otherwise) from time to time, such motel/hotel shall have obtained a special event permit for such entertainment.
- (j) A traffic and safety impact analysis shall be required to be performed.

OUTLINE OF PROPOSED CODE AMENDMENTS TO CHAPTER 150 (ZONING) OF VILLAGE OF GREENPORT CODE
JULY 13, 2023 DRAFT

	<p>14. Section 150-11C(2) (artist dwellings) to be deleted in its entirety and replaced as follows: “(2) Outdoor dining which shall be a permitted accessory use to any indoor restaurant or take-out food establishment otherwise permitted under Section 150-9A or 150-9B, subject to the following conditions:</p> <ul style="list-style-type: none">(a) the total number of seats, indoor and outdoor, shall not exceed the approved maximum number of seats per the certificate of occupancy, or where not specified, as determined by the Building Inspector by reference to the approved site plan and Village Code;(b) the total number of outdoor seats shall not exceed a maximum of [8] seats unless otherwise approved by the Planning Board as part of a conditional use or site plan application for the related indoor restaurant;(c) any outdoor dining area that is the subject of any roof covering of any kind shall be calculated as part of the total square footage of the applicable indoor restaurant for purposes of this chapter;(d) hours of operation of an outdoor dining area shall not be later than [11:00] pm;(e) for any outdoor dining area proposed to be located on or immediately adjacent to any sidewalk:<ul style="list-style-type: none">i. such dining area shall provide for an unobstructed sidewalk width of no less than 36 inches as measured between the outdoor seating and the edge of the sidewalk or any physical obstruction.ii. the outdoor dining area may be required by the Planning Board to have nonpermanent barriers to delineate dining areas consisting of planters, stanchions or similar structures; and
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OUTLINE OF PROPOSED CODE AMENDMENTS TO CHAPTER 150 (ZONING) OF VILLAGE OF GREENPORT CODE
 JULY 13, 2023 DRAFT

	<p>iii. unless otherwise approved by the Planning Board, all tables and chairs used for outdoor dining shall be removed nightly and seasonally when not in active and continuous use.”</p> <p>15. A new Section 150-11C(3) to be added as follows: “(3) Entertainment and catered affairs held on any property, to the extent either the business which is sponsoring such entertainment or catered affair is the recipient of a valid entertainment permit issued pursuant to Section XX (and such permit permits such entertainment or catered affairs to take place on such property) to the extent required pursuant thereto or such entertainment or catered affair falls within one of the categories set forth in Section XXI (Exemptions).”</p>
<p>Section 150-10 CG General Commercial District</p>	<p>To be revised as follows:</p> <ol style="list-style-type: none"> 1. Lead in to delete “and all such uses will be subject to the site plan approval in accordance with Article XI, § 150-30, hereof”⁴ 2. Sections 150-10A(9), 150-10A(10) and 150-10C(2) to be deleted in their entirety (relates to galleries, studios and artist dwellings). 3. New Section 150-10C(3) to be included as follows: ““(3) Entertainment and catered affairs held on any property, to the extent either the business which is sponsoring such entertainment or catered affair is the recipient of a valid entertainment permit issued pursuant to Section XX (and such permit permits such entertainment or catered affairs to take place on such property) to the extent required pursuant thereto or such entertainment or catered affair falls within one of the categories set forth in Section XX (Exemptions).”
<p>Section 150-11 WC Waterfront Commercial District</p>	<p>Revise to reflect/incorporate the follow:</p>

⁴ NTD: Section 150-30 to be revised to make clear when site plan approval is required (See Exhibit B).

OUTLINE OF PROPOSED CODE AMENDMENTS TO CHAPTER 150 (ZONING) OF VILLAGE OF GREENPORT CODE
JULY 13, 2023 DRAFT

	<ol style="list-style-type: none">1. Lead in to delete “and all such uses will be subject to the site plan approval in accordance with Article XI, § 150-30, hereof”⁵2. Section 150-11A(1): to be revised to read as follows: “(1) Yacht clubs, marinas, docking facilities and fishing stations” with corresponding definitions to be included in Section 150-2.3. Section 150-11A(2) to be revised to read as follows: “Municipal parks and facilities and fraternal lodges.”4. Section 150-11A(4): to be revised to read as follows: “(4) Excursion boats.”5. Sections 150-11A(5), 150-11A(6), 150-11A(7), 150-11A(9), 150-11A(12), 150-11A(13) to be deleted and new Section 150-11A(5) to be inserted to read as follows: “(5) Businesses principally engaged in the marine industry⁶ or in the manufacturing, fabrication and/or assembly of marine-related products”.6. Sections 150-11A(16)(galleries) and 150-11A(17) (studios): to be deleted.7. Sections 150-11B(1), 150-11B(2), 150-11B(3), 150-11B(4), 150-11C,150-11D and 150-11E: Delete (motels, hotels, conference facilities and eating and drinking establishments to be eliminated as conditional uses in the WC). Section 150-11B(5) to be renumbered as Section 150-11B(2).8. Lead in to Section 150-11B to be revised to read as follows: Conditional uses. “Subject to review and receipt of approval by the Planning Board pursuant to Section 150-29, the following:”9. New Section 150-11B(1): “Ferries and passenger ferry terminals.” (with corresponding definitions to be included).
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⁵ NTD: Section 150-30 to be revised to make clear when site plan approval is required. (See Exhibit B).

⁶ NTD: See Exhibit A for definition.

OUTLINE OF PROPOSED CODE AMENDMENTS TO CHAPTER 150 (ZONING) OF VILLAGE OF GREENPORT CODE
 JULY 13, 2023 DRAFT

	<p>10. Section 150-11F(2): Delete (artist dwelling to be eliminated as permitted accessory use in WC).</p> <p>11. New Section 150-10F(2) (replacing reference to artist dwellings) to be included as follows: ““(2) Entertainment and catered affairs held on any property, to the extent either the business which is sponsoring such entertainment or catered affair is the recipient of a valid entertainment permit issued pursuant to Section XX (and such permit permits such entertainment or catered affairs to take place on such property) to the extent required pursuant thereto or such entertainment or catered affair falls within one of the categories set forth in Section XX l(Exemptions).”</p>
<p>Section 150-12B and 150-12C District Bulk and Parking Regulations applicable to CR, CG and WC Districts</p>	<p>To be revised as follows:</p> <ol style="list-style-type: none"> 1. Provisions relating to “Off-street parking spaces” to be revised to read as follows (existing text to be deleted): “See Section 150-16.” 2. Provision relating to “Building height, inclusive of any and all permanent structures and permanently placed equipment” to be revised to read as follows: “Building height, inclusive of any and all permanent or semi-permanent structures or fixtures or permanently or semi-permanently placed equipment: No more than [2] stories not to exceed [35] feet”. 3. Section 150-12C to be deleted.
<p>Section 150-16 Parking and Loading Regulations</p>	<p>Section 150-16 to be amended as follows:</p> <ol style="list-style-type: none"> a. Lead in to be revised to read as follows: “Subject to Sections 150-16G and [add reference to Section relating to parking requirements applicable to “exempted uses” (as defined in Exhibit A) that are subject to a substantial expansion as contemplated by clause c below], accessory off-street parking spaces, open or enclosed, shall be provided in respect of any use in the CR, WC and CG Districts as specified below. Any land which is developed as a unit under single ownership and control shall be considered a single lot for the purposes of these parking regulations. Reasonable and appropriate off-street parking requirements for structures and uses which do not fall within the categories listed below shall be determined by the Planning Board upon consideration of all factors relevant to the parking needs likely to be applicable to such use:

OUTLINE OF PROPOSED CODE AMENDMENTS TO CHAPTER 150 (ZONING) OF VILLAGE OF GREENPORT CODE
 JULY 13, 2023 DRAFT

USE	REQUIRED PARKING SPACES
Places of worship, libraries, theaters, museums, municipal buildings and other places of public assembly not otherwise classified	The greater of (a) 1 space for each [200] square feet of floor area and (b) 1 space for each [5] seats
Secondary schools	[4] spaces per classroom, plus 1 space for each [5] seats in any auditorium or place of assembly
Elementary Schools	[2] spaces per classroom, plus 1 space for each [5] seats in any auditorium or other place of assembly
Hospitals	1 space for each [3] beds
Undertakers and funeral homes	1 space for each [2] employees, plus [5] spaces for each chapel
Bars, nightclubs and tasting rooms	[2] spaces per each [3] persons of rated capacity, plus 1 space per employee
Restaurants and take-out food establishment	The greater of (a) 1 space per [3] permanent seats or (b) 1 space per each [3] persons of rated capacity, plus, in either case, 1 space per employee
Motel or hotel	1 space for each guest room, plus 1 space per employee
Bowling alleys	1 space for each 1/5 th of alley
Home occupation or accessory professional office, except physicians and dentists	[3] spaces per each home occupation or accessory professional office
Professional offices of physicians and dentists	[5] spaces per each physician or dentist
Offices (except those following in the above 2 categories)	1 space per [300] square feet of floor area
Retail stores, personal service stores, fitness facilities, service establishments, galleries and studios	The greater of (a) 1 space per [300] square feet of floor area and (b) 1 space per employee

OUTLINE OF PROPOSED CODE AMENDMENTS TO CHAPTER 150 (ZONING) OF VILLAGE OF GREENPORT CODE
 JULY 13, 2023 DRAFT

		<p>Bank or financial institution Same as for offices, plus a [5] space queuing line area for each drive-in teller's window</p> <p>Dry cleaning 1 space per employee plus [2] spaces per [100] square feet of service area</p> <p>Laundromat [0.75] per machine</p> <p>Gasoline service stations or electric vehicle charging stations [4] spaces queuing line area for each pump, plus 1 space per employee</p> <p>Yacht clubs The lesser of (a) to the extent that such yacht club is associated with a marina or docking facility, the total spaces that would be required if such yacht club were a marina or docking facility and (b) 1 space per every [2] member[s], plus 1 space per employee</p> <p>Marinas and docking facilities [1.25] space per boat slip, mooring, dock space or similar unit of capacity, plus 1 space per employee</p> <p>Passenger Ferry Terminal 1 space per every [2] person ferry passenger capacity plus 1 space per employee</p> <p>Shipbuilding yards 1 space per [500] square feet of employee working space floor area</p> <p>Fish and shellfish processing plants 1 space per [500] square feet of employee working space floor area</p> <p>Aquaculture Facilities 1 space per [500] square feet of employee working space floor area</p> <p>Manufacturing, industrial or wholesale facilities or uses to the extent not otherwise categorized 1 space per [500] square feet of employee working space floor area</p> <p>Warehouse to the extent not otherwise categorized 1 space per employee</p> <p>Exempted Uses, municipal parks and fraternal lodges None</p>
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OUTLINE OF PROPOSED CODE AMENDMENTS TO CHAPTER 150 (ZONING) OF VILLAGE OF GREENPORT CODE
JULY 13, 2023 DRAFT

- b. Provision addressing parking requirements applicable to any use that no longer constitutes an "exempted use" as a result of a substantial expansion to be added as follows:
- "If at any time after [date of Code amendment], a business that constituted an a permitted use pursuant to [Section 150-9A(3)(b)(ii) or 150-91(3)(c)][CHECK XREFS] is the subject of a substantial expansion, then the calculation of the total number of parking spaces such business is required to provide pursuant to this Section 150-16A shall be calculated only with respect to the additional seats and/or rooms and/or occupancy arising as a result of the relevant substantial expansion and not with respect to any pre-existing seats, rooms or occupancy. In addition, in the case of any change of use, the only additional off-street parking required shall equal the difference between the parking required for the new use and the parking required for the existing use, to the extent applicable."
- c. In filing a site plan or conditional use application for any use or property where the applicant believes that it will be unable to provide the number of parking spaces required in respect of the applicable use pursuant to Section 150-16, the applicant shall indicate whether (i) it intends to seek a variance in respect of the requirement to provide such parking spaces, in which case such applicant shall pursue relief from the Board of Appeals in accordance with the provisions of Article X prior to requesting any relief from the Planning Board pursuant to Section 150-16G [payment in lieu of provision] or (ii) it waives its right to appeal to the Board of Appeals and wishes to proceed with a request for relief from the Planning Board through the making of a payment in lieu of provision of parking pursuant to Section 150-16G. In the event that the Planning Board determines that the payment of lieu of parking is not in the best interests of the Village as required pursuant to Section 150-16G, the particular applicant's sole remedy shall be an appeal to the Village Board as contemplated by Section 150-16G. If an applicant elects to seek a variance and such variance is declined by the Board of Appeals, the applicant shall continue to have the right to request relief from the Planning Board pursuant to Section 150-16G.

OUTLINE OF PROPOSED CODE AMENDMENTS TO CHAPTER 150 (ZONING) OF VILLAGE OF GREENPORT CODE
JULY 13, 2023 DRAFT

	<p>d. Section 150-16G (payment in lieu of provision) to be modified to permit the Planning Board to provide an exception to applicable parking requirements for a business of any parking spaces required to be provided in respect of such business/proposed use pursuant to Section 150-16 if the Planning Board deems the proposed use to be in the "best interest" of the Village. Section 150-16G to be revised to included criteria to be considered in making a "best interest" determination, including, but limited to, whether the applicable business will be open on a year-round basis and what other benefits the business will provide to the year-round residential community of the Village. Funds received as a payment in lieu of parking shall be required to be deposited with the Village Board and maintained in a dedicated fund and used solely for the construction, acquisition and/or maintenance of road infrastructure and parking facilities in the CR and WC districts.</p> <p>e. In the event that the Planning Board elects to approve a payment in lieu of parking in respect of any applicant, such applicant shall be required to make a one-time upfront payment of (x) to the extent the applicable business is required to provide [10] or fewer parking spaces, \$[25,000] per space or (y) to the extent the applicable business is required to provide more than [10] parking spaces, \$[50,000] per space.</p> <p>f. Add following new clauses to address issues relating to parking calculations:</p> <p>"(10) Fractional Parking Calculations. Where calculations of parking requirements result in fractional amounts they shall be rounded up to the next highest number.</p> <p>(11) Floor area. Unless otherwise stated, all square footage-based off-street parking standards shall be computed on the basis of gross floor area used or intended to be used for service to customers, patrons, clients, or patients. It need not include floors or parts of floors used principally for non-public purposes, such as bulk storage, cellar, or food preparation areas. These provisions notwithstanding, the "floor area" used as the basis for computing off-street parking requirements shall never be less than 80% of the total gross floor area.</p> <p>(12) Number of Employees. Where calculations of parking requirements take into account the number of employees, the number to be used shall be the highest number</p>
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	<p>of employees predicted to be present on site at any one time for more than two consecutive hours during any point of time during the year. The owner or operator of the relevant use shall provide the Building Inspector with their reasonable projection of employees to be located on site as of each month of the calendar year and include the highest number of employees projected to be on site during such calendar month for any two hour period, the lowest number of employees projected to be on site during such calendar month and the average number of employees projected to be on site during such calendar month together with a narrative description of the methodology used in calculating such projections.</p> <p>(13) Seating Calculation. Where calculations of parking requirements take into account the number of seats, such requirements shall be determined by reference to the seating capacity permitted by the Building Code and otherwise approved as part of the applicable site plan for the relevant use. When determining seating capacity for a building, use, or structure utilizing bench seating, each 22 inches of bench shall be considered one seat."</p>
<p>Section 150-17 Prohibited Uses</p>	<p>Section 150-17A to be revised as follows:</p> <ol style="list-style-type: none"> 1. New provision to be included as follows: "Authorization of Similar Uses": Where a proposed use is not specifically identified by this Chapter or the Chapter is unclear as to whether the use is allowed in a particular district, the Planning Board may find the use is similar to another use that is permitted, allowed conditionally or prohibited in the subject district and apply this Chapter accordingly. However, uses and activities that this chapter specifically prohibits in the subject district and uses and activities that the Planning Board finds are similar to those that are prohibited are not allowed." 2. Lead in to be revised as follows" The following uses are prohibited in all districts: 3. The following new clauses shall be added: <p style="margin-left: 40px;">"(7) For-profit clubs or associations or Nightclubs."</p>

OUTLINE OF PROPOSED CODE AMENDMENTS TO CHAPTER 150 (ZONING) OF VILLAGE OF GREENPORT CODE
 JULY 13, 2023 DRAFT

<p>Section 150-18 Multifamily Dwelling Standards</p>	<p>Lead-in to be revised to read as follows: "Except with respect to buildings contained apartment dwelling units in the CR Retail Commercial District which shall be subject to the provisions of Section 150-9A(18) and Section 150-12B, multifamily dwellings shall comply with the following standards:"</p>
<p>Sections 150-20, 150-21 Nonconforming Uses and Nonconforming Buildings</p>	<p>To be revised as follows:</p> <ol style="list-style-type: none"> 1. Lead-in to Section 150-20, to be revised to read as follows: "The following provisions shall apply to all Nonconforming Uses:" 2. Lead-in to Section 150-20A to be revised to read as follows: "Except as otherwise expressly provided herein, any nonconforming use may be continued indefinitely, except that such nonconforming use and any building, structure or property on which such nonconforming use is located." 3. Lead-in to Section 150-21 to be deleted (nonconforming building definition to be added to definitions). 4. Lead-in to Section 150-21B to be revised as follows: "Reconstruction of damaged nonconforming building." 5. Reference in Section 150-21B(10 to "noncomplying building" to be revised to reference "nonconforming building" and reference to Section 150-16 to be added to parenthetical).
<p>Article XI Planning Board Section Article XVI Consulting Fees</p>	<p>To be revised as set forth on Exhibit B.</p> <p>To be revised to make clear that lawyer fees can also be allocated for payment by applicant's to the extent specifically related to review and providing advice to the Planning Board in respect of any application to the Planning Board (i.e. add specific reference to attorneys and lawyers in Section 150-40A.</p> <p>Also consider including a minimum \$ deposit pursuant to Section 150-40B in respect of any "significant application" (i.e. \$50,000).</p>
<p>New Section: Entertainment Permit</p>	<p>New Section containing requirement for issuance of entertainment permit for businesses desiring to host special events, dancing or music to be included subject to certain exceptions. See Exhibit C.</p>

OUTLINE OF PROPOSED CODE AMENDMENTS TO CHAPTER 150 (ZONING) OF VILLAGE OF GREENPORT CODE
JULY 13, 2023 DRAFT

Fines Generally

Level of fines and fees contained in Code relating to land use development, noise etc. to be updated as appropriate/determined by the Board of Trustees.

EXHIBIT A DEFINITIONS

July 13, 2023 DRAFT

The following Code does not display images or complicated formatting. Codes should be viewed online. This tool is only meant for editing.

Article II Terminology

§ 150-2 Definitions; word usage.

- A. Words used in the present tense include the future; the singular number includes the plural, and the plural the singular; the word "person" includes a corporation as well as an individual; the word "lot" includes the word "plot." The term "occupied" or "used" as applied to any building shall be construed as though followed by the words "or intended, arranged or designed to be occupied or used."
- B. Unless otherwise expressly stated, the following terms shall, for the purpose of this chapter, have the meanings herein indicated:

ACCESSORY BUILDING OR STRUCTURE

A building or structure which is customarily incidental or subordinate to a principal building or structure on the same property. In general, the primary use of the applicable property is not carried on in the accessory structure. Accessory buildings are detached from the primary building or structure. Examples of accessory buildings include, but are not limited to, garages, decks, fences, arbors, gazebos, heat pumps, workshops, and other structures.

ACCESSORY USE

Any use of property or of a building or structure on any property serving a purpose which is customarily incidental or subordinate to the principal use of such property, building or structure and located on the same lot with the principal use.¹

ALTERATION

As applied to any use (including any accessory use), building (including any accessory structure), structure or property, a change in use or occupancy or a physical change to such building, structure or property, including any rearrangement of the structural parts of a building or in the exit facilities thereof or an enlargement thereof, whether by extending on a side or by increasing in height or moving from one location to another. Alteration does not include normal maintenance and repair. Alterations may or may not require approval by the Planning Board, but property owners should check with the Building Inspector before preparing project plans or commencing any development. Alterations include, but are not limited to, the following: changes in use or occupancy at a property or in a building, changes to the exterior of a building, changes to the interior of a building, increases or decreases in floor area of a building or structure or the floor area of a building or structure dedicated to a particular use, changes to other structures on a property, or the development of new structures or uses on a property and changes to exterior improvements. The term "alter" in its various modes and tenses and its participle form refers to the making of an "alteration". As used in this chapter, "remodel" is synonymous with this definition.

APARTMENT

A room or grouping of rooms arranged and designed with provisions for cooking, living, sanitary and sleeping facilities such that it is suitable for occupancy for a single family on a long-term basis as their principal residence during the period of such occupancy, or which, however arranged or

¹ NTD: Definition of "Construction" in Chapter 76 should be revised to refer to "accessory building" (versus "accessory structure") as now defined.

EXHIBIT A DEFINITIONS

July 13, 2023 DRAFT

designed, in fact being used for such purpose. An entire single-family residence, as herein defined, regardless of its actual occupancy or use, shall not constitute an “apartment” unit. Any unit in a condominium or residential cooperative shall be deemed an “apartment” and not a single-family residence.

BANKS

A financial institution that is open to the public and engaged in deposit banking, and that performs closely related functions such as making loans, investments and fiduciary activities.

BACKGROUND MUSIC

Amplified recorded music that is principally played at low volumes and is not intended to be the primary attraction or purpose for patrons to frequent any establishment or business, but rather to provide background to enhance the other commercial use(s) of such establishment or business.

BAR

A use or establishment which is primarily engaged in the sale and service of alcoholic beverages for on-premises consumption, subject to the regulatory authority of the New York State Liquor Authority. The accessory or incidental sale of food or snacks shall not entitle such a use or establishment to be considered a restaurant under the provisions of the Code, but to the extent that the relevant establishment routinely removes or relocates tables and chairs to permit dancing or the establishment of an area for dancing, such actions shall constitute the creation of a nightclub use subject to the applicable provisions of the Codes unless the owner of such business shall have received an entertainment permit for such activity. Entertainment or catered affairs shall be permitted with an entertainment permit issued pursuant to Section XX (Entertainment Permits) and are otherwise subject to the provisions of Section 88 (Noise) and Section XX (Entertainment Permits). A building or portion thereof that is designed for use as a cocktail bar, wine bar, pub or tavern shall be deemed to be a “bar” and included in this definition.

BASEMENT

A story in a building, the structural ceiling level of which is four feet or more above the average level of the finished grade where such grade abuts that exterior wall of such building which fronts on any street, and the floor level of which is below the finished grade at any point on the periphery of the building.

BILLBOARD

A sign, including the type commonly known as a “billboard,” which directs attention to a business, commodity, service, entertainment or attraction sold, offered or existing elsewhere than upon the same lot where such sign is displayed or only incidentally upon such lot.

BOATYARD

A facility servicing any type of watercraft, as well as providing supplies, provisions, storage and/or fueling facilities, with or without facilities for the retail sale of boats, motors and marine equipment.

BUILDING²

A structure with a roof supported by columns, posts or walls which is intended for the shelter, housing or enclosure of persons, animals or chattel. An aboveground tank for the storage of gas or liquid shall be deemed to be a “building”. Every building is also a structure.

² NTD: Definition of “building” in Chapter 68 to be revised to match this definition.

EXHIBIT A DEFINITIONS
July 13, 2023 DRAFT

BUILDING INSPECTOR

The person who enforces the building ordinances and regulations for the Village, and other ordinances and regulations as appointed by the Board of Trustees of the Village of Greenport pursuant to Section 53-3.

CATERED AFFAIR

A private gathering of people at a property, with a list of invitees, who are coming together for an event to celebrate or, for the benefit of, an individual or individuals or a group organization or to raise money for a qualified not-for profit organization, that has no product sponsorship and which is not for commercial gain. For the avoidance of doubt, the hosting of a wedding, birthday party, reunion, anniversary party and the like shall constitute a catered affair where arrangements have been made in advance with the relevant business for the hosting of such event.

CELLAR

Any space in a building, the structural ceiling level of which is less than four feet above the average finished grade where such grade abuts that exterior wall of such building which fronts on any street. A "cellar" shall not be considered in determining the permissible number of stories.

CHANGE OF CONTROL

With respect to any business, entity or property, the occurrence of any event whereby any person or entity becomes a controlling person in respect of such business entity or property that was not previously a controlling person in respect of such business, entity or property.

CODE VIOLATION

Any violation by any person, business, entity or property of this Chapter, Chapter 65 (Fire Prevention and Building Construction) of this Code, Chapter 88 (Noise) of this Code, any applicable state laws governing any business, person or entity holding a liquor license issued by the New York State Liquor Authority or any applicable provision of the New York State Uniform Fire Prevention and Building Code.

COMMERCIAL LAUNDRY

The use of a building, structure or any portion thereof as a laundry in which clothing, linens, rugs, rags and similar cloth items are cleaned solely for business clientele or as a wholesale service.

COMMUNITY IMPACT REPORT

A detailed, written report that evaluates the potential impact of a proposed application on the Village and the residential community. Such report shall include a statement as to why, in the applicant's opinion, the proposed conditional use and/or site plan, as applicable, is in the public interest as well as providing data and opinions (to the extent applicable to a particular application) addressing the following:

- (1) the criteria applicable to conditional use and/or site plan approval as set forth in Sections 150-30 or 150-31, as applicable,
- (2) a detailed description of the proposed hours and days of operation of the applicable property and businesses located thereon throughout the year and, a statement as to what benefits (if any) a proposed conditional use and/or site plan provides to the full-time year-round residential community of the Village,

EXHIBIT A DEFINITIONS

July 13, 2023 DRAFT

- (3) an analysis of the number of persons that the business that is the subject of such application is likely to employ and the plan for attracting/recruiting and housing such employees,
- (4) an analysis of the potential impact of the proposed use of the relevant property on housing affordability (if any) in the Village,
- (5) an analysis of the fiscal impact of the proposed conditional use and/or applicable site plan on the Village, including on property values in the surrounding neighborhood and any immediately adjacent residential neighborhood, potential impacts on revenues from property taxation and other potential revenue effects on the Village,
- (6) an analysis of the impact of the proposed use and/or site plan on public sewer facilities, public water facilities, noise, odors, lighting and dark skies and other environmental impacts in respect of the proposed location of such use as well as neighborhoods located within [500] feet of such proposed use,
- (7) an analysis of the effect on the safety of pedestrian and vehicular traffic in the proposed location of such use and/or site plan and in the immediately surrounding neighborhood and
- (8) an analysis of the impact of such proposed use and/or site plan on public services such as police protection, fire protection, emergency services, waste disposal and street maintenance services.

CONDOMINIUM

An apartment house or houses, the apartments or dwelling units of which are individually owned, each owner receiving a deed enabling him to sell, mortgage or exchange his apartment independent of the owners of the other apartments in the building or buildings.

CONTROLLING PERSON

With respect to any business, entity or property, any person or entity with the possession, directly or indirectly, of the power to direct, manage, oversee and/or restrict the conduct of business by such business, entity or property or cause the direction of the management and policies of such business, entity or property, whether by voting securities, ownership interests or contract. Any person or entity that owns more than [15]% of any business, entity or property shall be deemed to be a controlling person in respect of such business, entity or property unless there is clear and demonstrable evidence to the contrary.

COURT, INNER

An open space enclosed on all sides by exterior walls of a building.

COURT, OUTER

An open space enclosed on three sides by exterior walls of a building.

CURB LEVEL

The established elevation of the street grade at the point that is opposite the center of the wall nearest to and facing the street line.

DANCE

Movement of the human body, accompanied by music or rhythm.

EXHIBIT A DEFINITIONS

July 13, 2023 DRAFT

DEVELOPMENT, DEVELOPMENT ACTIVITIES

(1) Any man-made change to improved or unimproved real estate, including but not limited to buildings or other structures, mining, dredging, filling, paving, excavation or drilling operations or storage of equipment or materials, (2) any conversion of any residential building or structure to a non-residential use having a total non-residential use of more than [200] square feet and (3) any proposal for the use of any portion of any building or structure located in the CR Commercial Retail District as an apartment dwelling unit pursuant to Section 150-19A(18).

DISORDERLY CONDUCT

Any of the following: consumption of alcoholic beverages on public property, public drunkenness, littering, fighting and such other conduct that constitutes a public nuisance or violation of law.

DWELLING, ONE-FAMILY³

A detached building containing one dwelling unit only.

DWELLING, TWO-FAMILY⁴

A detached building containing two dwelling units only.

DWELLING UNIT⁵

A building or portion thereof, providing complete, independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking, and sanitation, and containing a separate means of ingress and egress.

ENTERTAINMENT

Any single event, a series of events, or an ongoing activity or business, occurring alone or as part of another business, to which the public is invited or allowed to watch, listen or participate or that is conducted for the purpose of holding or gaining the attention of, or diverting or amusing, guests, including, but not limited, to:

- (1) Presentations by single or multiple performers, such as musical song or dance acts and concerts;
- (2) Dancing to live or recorded music; or
- (3) The presentation of recorded music played on equipment which is operated by an agent or contractor of the establishment, commonly known as a “DJ” or “discjockey”;

provided that background music shall not constitute entertainment.

EXCURSION BOAT

³ NTD: (a) Section 150-7A(1) Permitted Uses R1 – should be revised to read” Detached one-family dwellings, not to exceed one one-family dwelling on each lot”; (b) Section 150-13E (Residence District Regulations – Existing Small Lots) – reference should be changed from “one-family residence” to “one-family dwelling” to conform to defined term; and (c) Section 150-16A(2)/(3)/(5) (Parking and Loading Regulations) – reference should be changed from “residence” to “dwelling” in these sections to conform to defined term.

⁴ NTD: References in Sections 103-7A, 150-11.2, 150-16A(2)/(3)/(5) and 150-16B to “house” or “residence” to be changed to “dwelling”

⁵ NTD: References to “dwelling” in Section 150-8 should be changed to dwelling unit for consistency.

EXHIBIT A DEFINITIONS

July 13, 2023 DRAFT

A vessel used on a commercial basis to take passengers to sea from any port or place within the Village of Greenport and which returns those passengers to the point of origin without an intervening stop at any port or other land not located in the Village. As used herein, the term “to sea” shall mean into any harbor, bay or other waters within or adjoining the Village of Greenport. The term shall include a vessel employed on a commercial basis for party-fishing trips, a vessel used for sight-seeing trips or tours or a vessel used for a dinner or sunset cruise or other similar recreational purposes. An excursion boat does not include a vessel carrying fewer than five (5) passengers on an occasional basis only nor does an excursion boat include a ferry.

EXEMPTED USE

Any use that is not (1) the use of the applicable property as of [date of Code enactment] but only to the extent that such use is not subject to a “substantial expansion” and (2) solely with respect to the CR Retail Commercial District, any use permitted pursuant to Section 150-9A (Permitted Uses) . The exemption under clause (1) applies regardless of whether the applicable business operating such use as of [date of Code enactment] has been sold, leased or is otherwise being operated by a different person or persons than those operating such business as of [insert date of Code amendment enactment] but only for so long as it has not been the subject of a substantial expansion.

FAMILY

- (1) The following shall constitute a family hereunder:
 - a. Any number of persons occupying a dwelling unit; *provided* that all are related by blood, marriage or legal adoption; and *provided further* that they live and cook together as a single housekeeping unit; or
 - b. Any number of persons not exceeding five (5) occupying a dwelling unit and living and cooking together as a single housekeeping unit, where not all are related by blood, marriage or legal adoption.
- (2) A group of persons whose association or relationship is transient or seasonal in nature, rather than of a permanent and domestic character, shall not be considered a family.
- (3) A group of unrelated persons numbering more than five (5) and occupying a dwelling unit shall be presumed not to constitute a family. The presumption can be overcome only by a showing that the group constitutes the functional equivalent of a family. A determination as to the status of such group may be made in the first instance by the Building Inspector or, an appeal from an order, requirement, decision or determination made by her/him, by the Zoning Board of Appeals.
- (4) Persons occupying group quarters, such as a dormitory, fraternity or sorority house or a seminary, shall not be considered a family.

FENCE

A vertical enclosure, solid or partially open, to prevent straying from within or intrusion from without or intended to be used as a visual screen.

FERRY

A vessel used in the business of carrying passengers between any port or place in the Village of Greenport and any other port or place outside of the Village of Greenport. An excursion boat shall not constitute a ferry nor shall a ferry constitute an excursion boat.

EXHIBIT A DEFINITIONS

July 13, 2023 DRAFT

FISHING STATION

A shorefront business renting or selling bait, tackle, boats or other supplies and equipment to anglers for use on the site or at nearby locations; or any private property on which members of the public are charged a fee to fish from a dock, a pier or the shore.

FISH PROCESSING

The readying of fish or shellfish for shipping to market, including icing, cleaning, filleting, shucking and the cooking of crabs or lobster.

FITNESS FACILITY

The use of a building, structure, property or any portion thereof that is intended to provide members of the public with facilities for aerobics, fitness training, dance, martial arts, self-defense, yoga, pilates or other similar exercise activities or instruction thereof.

FLOOR

The top surface of the continuous, weight-bearing construction within a structure or building upon which persons or objects stand *e.g.* the top of the slab in concrete slab construction or the top of the wood flooring in wood frame construction. A “floor” may be found at each level or story of a building or structure including the basement or cellar.

FLOOR AREA

The floor area measured in square feet within the inside perimeter of the exterior walls of the applicable building or structure under consideration, exclusive of vent shafts and courts, but without deduction for corridors, stairways, ramps, closets, the thickness of interior walls, columns or other features. The floor area, measured in square feet, of any structure (including any marina, floating dock, patio or the like), or portion thereof, not provided with surrounding exterior walls shall be determined by reference to the usable area under the greatest horizontal projection of the area of such structure measured to its outmost extent. Floor area shall not include shafts with no openings or inner courts.

FLOOR AREA, LIVABLE

The area, in square feet, of all floor areas of any habitable building, measured from the inside of the walls but exclusive of garages, breezeways, porches, patios, cellars, heater rooms, basements having a window area of less than 10% of the square foot area of the room and any attached or detached accessory building. With respect solely to a dwelling unit, livable floor area shall include all spaces not otherwise excluded above, such as principal rooms, utility rooms, bathrooms, all closets and hallways opening directly into any rooms within the dwelling unit and all attic space having a clear height of six feet from the finished floor level to the pitch of the roof rafter and a clear height of seven feet six inches from finished floor level to ceiling level over 50% of the area of such attic space.

FORMULA BUSINESS

Except for a professional service establishment (such as a professional office, insurance agent, bank or financial institution), a class of retail or wholesale establishment including, but not limited to, a convenience store, retail store, wholesale store, restaurant, bar, nightclub, take-out food establishment or tasting room or a hotel or motel that along with [15] or more other establishments regardless of location in the United States is required by contractual or other business arrangements to maintain any two (2) or more of the following substantially identical features:

- (1) Standardized menu or standardized array of merchandise with 50% or more of in-stock merchandise from a single distributor bearing uniform markings;

EXHIBIT A DEFINITIONS

July 13, 2023 DRAFT

- (2) Trademark or service mark, defined as a word, phrase, symbol or designs that identifies and distinguishes the source of the goods from one party from those of others, on products or as part of store design, such as cups, napkins, bags, boxes, wrappers, straws, store signs or advertising devices;
- (3) Standardized interior décor including, but not limited to, style of furniture, wallcoverings, displays, window treatments or permanent fixtures;
- (4) Standardized color scheme used throughout the interior or exterior of the establishment, including but not limited to, graphics, awnings, signage and the like visible from the exterior of the structure;
- (5) Standardized uniform, including but not limited to, aprons, pants, shorts, shirts, smocks or dresses, hat and pins (other than name tags); or
- (6) Standardized building facade, floor area design or layout.

FRATERNAL LODGE

The use of a property or part of a property for the purposes of a society or association organized and operated on a non-profit basis exclusively for social welfare, civic improvement or recreational activities or for any other similar purpose; *provided* that no business which would otherwise be classified as a restaurant, bar, nightclub, motel, take-out food establishment or tasting room shall constitute a “fraternal lodge” unless, the sale of food and/or beverages and/or the providing of entertainment by such business is solely incidental to the primary purpose of the use of such property for social welfare, civic improvement or recreational activities or other similar purposes. A fraternal lodge shall be permitted to host entertainment and catered events as an accessory use.

FRONTAGE

The width of a lot which directly abuts a street. A lot is deemed to front on a street if it directly abuts (i.e. touches) the street.

GALLERY

A use or establishment that involves as its primary purpose the sale of art or unique pieces created by artists or artisans, including, but not limited to painters, sculptors, etchers, carvers, weavers, photographers, potters, jewelers, etc.

GASOLINE SERVICE STATION

A place for the sale of gasoline, oil and/or services for motor vehicles.

HABITABLE BUILDING

A building which contains one or more dwelling units, such as a single-family residence, a multifamily residence or a motel or hotel.

HEIGHT

The vertical distance measured from the natural ground elevation to the highest point of the highest finished roof thereof or, in the case of a structure, to the highest point.

HOSPITAL

An institution, place or building licensed by the New York State Health Department which maintains

EXHIBIT A DEFINITIONS

July 13, 2023 DRAFT

and operates facilities for the diagnosis, care and treatment of human illness, including convalescence and care during and after illness. The term "hospital" may include a sanitarium and facilities for the treatment of emotionally disturbed, epileptic and drug dependent patients who are treated or cared for under the supervision of license medical personnel so long as this is not the primary use of such institution, place or building and such institution, place or building includes customary emergency medicine facilities for the treatment of a broad spectrum of illnesses and injuries, including life threatening illnesses and injuries resulting from accidents, casualty and trauma events.

HOTEL

See "motel."

HOUSE TRAILER

Any vehicle mounted on wheels, movable either by its own power or by being drawn by another vehicle and equipped to be used for living or sleeping quarters or so as to permit cooking. The term "house trailer" shall include vehicles mounted on temporary or permanent foundations with the wheels removed.

JUNKYARD

Open area occupied by salvage, storage of used machinery, metal parts or abandoned or partially dismantled automobiles.

LOT

A parcel of land of any size whatsoever that is occupied or capable of being occupied by one or more principal buildings and accessory buildings or uses regardless of whether any particular use, building or structure is permitted thereon under the provisions of this Code.

LOT AREA

The total horizontal area contained within and enclosed by the outer boundary lines of any lot; *provided, however*, that for any purpose for which it must be calculated under the provisions of this chapter, "lot area" shall not include the following:

- A. That portion of a lot which is underwater land.
- B. That portion of a lot which lies in, on or under any street, right-of-way, common driveway easement or access easement.
- C. That portion of a lot which is burdened by a private easement prohibiting the erection of buildings.
- D. That portion of a lot which is beach, wetland or watercourse.

LOT, CORNER

A lot at the junction of and abutting on two or more intersecting streets having an interior angle of less than 135° at their intersection, or a lot abutting a curved street where the tangents to the curve at the points of intersection of the side lot lines intersect at any interior angle of less than 135°. Or any lot formed in part by a waterfront lot line and a street right-of-way line which intersect.

LOT COVERAGE

The percentage of lot area covered by any structure or building measured to the furthest extent, to the

EXHIBIT A DEFINITIONS

July 13, 2023 DRAFT

extent applicable, of the roof as projected downward to the ground. Cornices, eaves, gutters, chimneys and fireplaces projecting not more than 24 inches from exterior walls shall be excluded from lot coverage. Lot coverage is computed by dividing the area of structures into lot area\

LOT DEPTH

The minimum distance from the street line of a lot to the rear lot line of such lot.

LOT LINE

A line forming the boundary between one lot or parcel of land and a lawfully separate lot or parcel, including the right-of-way of any public or private street; a property boundary.

LOT LINE, FRONT

A street right-of-way line at the front of a lot, except that in the case of a waterfront lot , any waterfront lot line shall be considered a front lot line. A lot which fronts on more than one street, such as a corner lot may have more than one front lot line.

LOT LINE, REAR

The lot line generally opposite to the front lot line; if the "rear lot line" is less than 10 feet in length or if the lot comes to a point in the rear, the "rear lot line" shall be deemed to be a line parallel to the front lot line not less than 10 feet long lying farthest from the front lot line.

LOT LINE, SIDE

Any lot line other than a front or rear lot line.

LOT WIDTH

The length of the shortest line which can be drawn from side lot line to a side lot line of a lot which touches the building line at any point.

MAIN FLOOR

The largest area found by the projection of a horizontal plane through the livable floor area which is enclosed by the exterior walls of the buildings.

MANUFACTURING

Any process whereby the nature, size or shape of articles or raw materials is changed or where articles are assembled or packaged.

MARINA

A facility containing docks and/or slips and/or piers for berthing and fueling of any type of watercraft. The term "marina" shall not include the term "yacht club" and "boatyard" nor include out-of-water boat storage, restaurant or repair facilities, motels, hotels, apartments or similar activities or uses. Such facilities may provide utilities and offer supplies and perform repairs.

MARINE INDUSTRY

The industry that focuses on products and services to understand and work in, or use, the ocean, the bays and other marine bodies of water, including, without limitation, boat and yacht dealerships, boat rental businesses, boat storage facilities, boating/sailing instruction schools and other marine related education facilities, boat/yacht building and repair facilities, marine construction and salvage operations, facilities for marine pollution control, oil spill clean-up and servicing of marine sanitation devices, ship and marine chandleries, marine surveyors, naval architects, businesses engaged in the retail sale of equipment, goods (including bait and tackle supplies), materials, tools and parts used in

EXHIBIT A DEFINITIONS

July 13, 2023 DRAFT

connection with boating and fishing, oceanographic and marine biology research and ocean related renewable energy research.

MOTEL

A business or commercial use of a lot or property consisting of a building or group of buildings, whether detached or connected, which contains one or more individual lodging units arranged or designed to be made available as sleeping or living quarters for paying customers on a daily or weekly or two-week rental basis, or which, however arranged or designed is in fact being made available for such purpose on such basis. A building or buildings arranged or designed for use as a resort, hotel, a rooming house, an inn or another similar business shall be deemed to be a “motel” and included in this definition. A motel shall be operated in accordance with Article 12 of the General Business Law and the occupancy of which shall be subject to the provisions of Article 128 of the Tax Law of New York State.

MULTIFAMILY DWELLING

Any dwelling house designed to accommodate or accommodating three or more families and shall include but shall not be limited to an apartment house, garden apartment house, cooperative apartment house, apartment hotel and condominium.

MUSEUM

Includes public or private buildings, structures, premises or places, together with the grounds thereof, which are used primarily for galleries, archives, treasuries, exhibitions, depositories and repositories where works of art, scientific specimens or other objects of permanent value are kept and displayed for reading, viewing, listening, study, archives, athenaeums, reference and research.

NATURAL GRADE

The surface elevation of land at a given point or place before any alteration of the land is undertaken. This term shall have the same meaning as “natural ground level” or “natural ground elevation.”

NIGHTCLUB

An establishment primarily engaged in providing entertainment. The accessory or incidental sale of alcohol, drinks, food or snacks shall not entitle such a use to be considered a restaurant or bar under other provisions of this Code. Such establishment may also have one or more of the following characteristics: age restrictions, cover charges, charges for admission, disc jockeys, jukeboxes, amplified sound systems, live entertainment and the like and the hours of operation extend beyond the normal dinner hours.

NONCONFORMING BUILDING

A building or structure lawfully existing on the effective date of this chapter or any amendment thereto affecting such building or structure, which does not conform to one or more current dimensional regulations hereof (i.e., lot area, setback, height, lot coverage or parking area) applicable to the district in which such building or structure is situated, irrespective of the use to which such building or structure is put.

NONCONFORMING USE

Any use of a building, structure, lot, land or part thereof lawfully existing on the effective date of this chapter or any amendment thereto affecting such use, which does not conform to one or more current use regulations hereof for the district in which it is situated as a result of a change in the district or applicable use standards set forth in this chapter from time to time.

NON-PERSONAL SERVICE ESTABLISHMENTS

The use of a building or structure or any portion thereof to provide non-personal services such as a

EXHIBIT A DEFINITIONS

July 13, 2023 DRAFT

plumbing store, painter's store, carpenter's shop, electrician's shop, contractor's shop or office or other similar or like uses as its primary use and which may include retail sales or products related to the services provided.

PARK DISTRICT

An area reserved for recreational and firematic use by the citizens of the Village of Greenport as regulated by the Park Local Law, and in which Village utilities and other public uses may be maintained and expanded.

PASSENGER FERRY CAPACITY

The number of persons which a vessel used as a ferry may lawfully carry as passengers, under the rules and regulations of the United States Coast Guard or other regulating authority then in effect. AS applied to a passenger ferry terminal, this term shall mean the maximum number of passengers which could have departed from the terminal on publicly scheduled trips under a "best day" condition. Ferry passenger capacity for a ferry terminal under a "best day" condition shall be calculated as follows: (1) determine the passenger capacity of any ferry departing from the terminal on a given calendar day (midnight to midnight); (2) multiply this passenger capacity by the number of departures made by that ferry from the terminal on that day; and (3) add to this number the products of one (1) *multiplied by* two (2) for every other ferry departing from the terminal on that same day. The use of this formula is subject to the following provisos:

- (1) The day used in making this calculation shall be that which yields the highest number for the terminal's ferry passenger capacity (i.e. the "best day" in terms of the potential number of ferry passengers departing the terminal on publicly scheduled trips).
- (2) Each ferry whose departure is used in making this calculation shall be a ferry which regularly docks at or uses the ferry terminal.
- (3) Each departure used in making this calculation shall be a *bona fide* departure open to the public and shown on the passenger ferry's published sailing schedule.

PASSENGER FERRY TERMINAL

Any dock, wharf, pier or other place at which a ferry embarks or disembarks passengers, including, ticket offices, parking areas and all other related facilities.

PLAT

- (1) A small piece of ground; plot.
- (2) A plan, map or chart of a piece of land, such as a town, with actual or proposed features, such as lots; also, the land represented.

PRINCIPAL BUILDING

A main building or structure devoted to a principal use on a lot. A Single-family or two-family residence shall always be deemed a principal building.]

PROFESSIONAL AND BUSINESS OFFICES

The use of a building or structure or any portion thereof as an office for doctors, dentists, attorneys, real estate agents, insurance agents, accountants, brokers, engineers, architects, landscape architects, photographers, musicians, offices for data processing, telephone answering services and other similar professional services.

EXHIBIT A DEFINITIONS

July 13, 2023 DRAFT

PROFESSIONAL SERVICE STORE

The use of a building or structure or any portion thereof to provide a personal service that is nonmedical in nature such as a beauty shop, hair salon, barbershop, nail salon, spa, tailor, pet groomer or travel agency as its primary use and which may include retail sales or products related to the services provided.

REPAIR GARAGE

A use of land consisting of a building and any accessory structures, which is used for adjustment, painting, replacement of parts or other repair or restoration of motor vehicles or parts thereof.

RESPONSIBLE PERSON

With respect to any business, entity or property, any controlling person in respect of such business, entity or property and any other person identified as having management or supervision authority in respect of the applicable business, entity or property in the application filed in respect of any applicable entertainment permit issued for the benefit of such business, entity or property.

RESTAURANT

A use in a building having as its sole purpose the preparation and serving of food for consumption on the premises and, which for the avoidance of doubt, has a kitchen located onsite, within furnished dining areas most customarily with service by a restaurant employee, and including as a possible accessory the serving of alcoholic beverages with meals. A restaurant may include a cafeteria-type operation provided that food and beverages are not served in edible containers or in paper, plastic or other disposable containers and are consumed on the premises. The permanent or temporary removal or relocation of tables and chairs from an establishment to permit dancing or the establishment of any area for dancing shall constitute a nightclub use subject to the applicable provisions of this chapter unless the owner of such business shall have received a special event permit for such activities. A restaurant shall not be construed to include any take- out food establishment, bar, nightclub or tasting room.

RETAIL

A use of any building, structure, property or any portion thereof, for the sale of goods products directly to the general public as takeout items. Goods sold at a retail store may include hardware, drugs, food and beverages, groceries, furniture and furnishings, garden supplies, plants, apparel, appliances, sporting goods, toys, office products, books or other media and other similar products or merchandise. Minor repair service within the establishment may be undertaken in connection with product sales.

SELF-SERVICE GASOLINE STATION

A gasoline service station or portion thereof where flammable and combustible liquids used as motor fuels are stored and subsequently dispensed into the fuel tank of motor vehicles by persons other than the service station attendant.

SIGN

Any structure or part thereof, or any device attached to a building or painted or represented thereon, which shall display or include any letter, word, model, banner, pennant, insignia, device, trade flag or representation which is in the nature of or which is used as an announcement, direction or advertisement for commercial purposes or otherwise. A "sign" includes a billboard and a neon tube, string of lights or similar device outlining or hung upon any part of a building or lot, but does not include the flag or insignia of any nation or group of nations or of any governmental agency or of any political, educational, charitable, philanthropic, civic, professional, religious or like campaign, drive,

EXHIBIT A DEFINITIONS

July 13, 2023 DRAFT

movement or event. However, excluded from this definition are "signs" which are solely devoted to prohibiting trespassing, hunting or fishing.

SIGN AREA

All faces of a sign measured as follows:

- (1) When such sign is on a plate or framed or outlined, all of the area of such plate or the area enclosed by such frame or outline shall be included.
- (2) When such sign consists only of letters, designs or figures engraved, painted, projected or in any manner affixed on a wall, the total area of such sign shall be deemed the area within which all of the matter of which such sign consists of may be inscribed.

SIGNIFICANT APPLICATION

Any application for (1) any conditional use approval and (2) any approval for a site plan required pursuant to Section 150-30 involving (a) the construction or expansion of any multifamily dwelling building, (b) the construction or placement of any new nonresidential building or structure, including any new accessory building or structure, (c) the conversion of any existing building or structure, in whole or in part, from a residential use to a nonresidential or mixed use, (d) any substantial expansion of any existing nonresidential building or use, (e) relating to any nonconforming use or nonconforming building and (f) any other construction or alteration to any property or building that encompasses more than [1000] square feet.

STORY

That part of any building, exclusive of cellars but inclusive of basements, comprised between the level of one finished floor and the level of the next higher finished floor, or if there is no higher finished floor, then that part of the building comprised between the level of the highest finished floor and the top of the roof beams.

STORY, HALF

Any space partially within the roof framing where the clear height of not more than 50% of such space between the top of the floor beams and the structural ceiling level is seven feet six inches or more.

STREET

Any federal, state, county, Village of Greenport road or any private road actually providing access to any land located in the Village.

STREET LINE

The dividing line between a lot and a street.

STRUCTURE

Anything, including any building, which is constructed or erected on or under the ground or the water or upon another structure or building, including driveways, walkways, decks, patois (whether or not constructed of brick and sand), parking areas (whether or not surfaced or improved), fences, gates, pillars, walls, tennis courts, swimming pools, bulkheads, sewage disposal and drainage devices, jetties, docks, piers any other improvement, fabrication, impervious surface or other construction, whether or not intended to be temporary, seasonal or permanent.

STRUCTURAL ALTERATION

Any change in the supporting members of a building, such as beams, columns or girders.

EXHIBIT A DEFINITIONS

July 13, 2023 DRAFT

STUDIO

Use of a space focused on the production of (a) visual art, including painting, sculpting, etching, carving, photography, glass blowing, pottery and the like or (b) the design, processing, fabrication, assembly, manufacturing or packaging of custom, hand-crafted, or limited production products such as furniture, leather products, jewelry clothing, textiles or small-batch food, baked goods or beverages, including, in both cases, incidental storage, sales and distribution of such art works or products. Artist taught classes offered to the public are permitted within the studio.

SUBSTANTIAL EXPANSION

(1) A “substantial expansion” of any building, structure or property shall be deemed to occur in the following circumstances:

- a. Upon the making of any alteration to such building or structure which would result in an increase of either the lesser of (1) [10]% or more of the then current gross floor area of such building or structure and (2) [1000] square feet; or
- b. Upon any alteration or reconstruction, rehabilitation or other improvement of such building, structure or property, the cost of which equals or exceeds [10]% of the market value of the applicable building, structure or property prior to such alteration, reconstruction, rehabilitation or other improvement. For the purposes of this definition, if the alteration, reconstruction, rehabilitation or other improvement is made following damage to the applicable building, structure or property, the market value of the building, structure or property shall be that which it had before the damage occurred.

This term does not, however, include any alteration of a building, structure or property to correct existing violations of state or local health, sanitary or safety codes and which are solely necessary to assure safe living conditions.

(2) A “substantial expansion” of a use shall be deemed to occur in the following circumstances:

- a. Where there is an increase of the lesser of (1) [10]% or more of the then current gross floor area of the building, structure or property on which such use is located dedicated to such use and (2) [1000] square feet of any building, structure or property dedicated to such use; or
- b. The permitted occupancy of the building or structure in which such use is located is increased by more than [10] persons; or
- c. There is an alteration to the building, structure or property in or on which such use is located which would constitute a substantial expansion pursuant to clause (1)b. above.

SWIMMING POOL

Any man-made body of water, including any swimming pool, tank, depression or excavation in any material, dike or berm constructed, erected, excavated or maintained which will cause the retention of water to a greater depth than 18 inches and having a plane surface area of water greater than 100 square feet, except as shall hereinafter be excluded. The man-made body of water shall be construed to mean a body of water to be used for swimming or bathing by any family or persons residing on the premises and their guests. Such body of water shall not be operated for gain and shall be located on a rear lot only as an accessory use to the dwellings thereon.

EXHIBIT A DEFINITIONS

July 13, 2023 DRAFT

TAKE OUT FOOD ESTABLISHMENT

A use in a building having as its principal purpose of business the sale of food and/or beverages to the customer in a ready-to consume state for consumption primarily off premises and whose design or method of operation is such that such foods or beverages are usually served in edible containers or paper, plastic or other disposable containers but which may have a customer sitting area. A customer sitting area shall be limited to no more than [25] seats to eat within or outside of the establishment at one time. A take-out food store includes, but is not limited to, delicatessens, ice cream parlors, bakeries, tea/coffee houses and specialty gourmet stores. A take out food establishment excludes restaurants, bars, nightclubs and tasting rooms.

TASTING ROOM

A building or portion thereof which is accessory to an operating winery, brewery, distillery or other similar business which is in the business of producing alcoholic beverages and in which tours and/or tastings of the beverages produced by such business are conducted.

THEATER

A building or buildings devoted to showing motion pictures, musical performances or stage productions on a paid-admission basis; *provided* that no business which would otherwise be classified as a restaurant, bar, nightclub, take-out food establishment or tasting room shall constitute a theater unless the sale of food and/or beverages is solely incidental to the primary purpose of the use of such property as described above.

USABLE OPEN SPACE

An unenclosed portion of the ground of a lot which is not devoted to driveways or parking spaces, which is free of structures of any kind, of which not more than 25% is roofed for shelter purposes only, the minimum dimension of which is 40 feet and which is available and accessible to all occupants of the building or buildings on said lot for purposes of active or passive outdoor recreation.

WATERFRONT CONDOMINIUM

A condominium, as defined above, located within the WC Waterfront Commercial District.

WHOLESALE

A use of any building, structure, property or any portion thereof, for the sale of goods products purchased or otherwise obtained by the owner in large quantities to middlemen for further distribution to direct consumers of such goods or products rather than the sale of such goods or products directly to the general public.

YACHT CLUB

An annual or seasonal membership club organized with the principal aim of promoting and supporting yachting and recreational boating activities in the waters surrounding the Village of Greenport and subject to the following conditions:

- (1) such club shall be adjacent to a marina or boatyard where the applicable members dock their boats and shall be incidental to the members' use of boats located at such marina or boatyard;
- (2) no such club shall include any dwelling or lodging units or be used to provide any overnight accommodation to any person (other than overnight accommodation by members in boats owned by such member in the related marina or boatyard);

EXHIBIT A DEFINITIONS

July 13, 2023 DRAFT

- (3) no such club shall include a restaurant, bar, nightclub, take-out food establishment or tasting room; *provided* that such club may make kitchen facilities available to its members; and
- (4) the use of such club shall be limited to members and guests but not otherwise available for use by the general public except to the extent such club is either (i) sponsoring an event relating to boating, boating instruction, shipbuilding, maritime history or marine technologies and the general public is invited to participate in such event or (ii) catered affairs or entertainment so long as such yacht club holds a valid entertainment permit.

YARD, FRONT

An unoccupied ground area fully open to the sky between the street line established by the Official Map of the Village or by an approved subdivision plat and a line drawn parallel thereto.

YARD, REAR

An unoccupied ground area fully open to the sky between the rear lot line and a line drawn parallel thereto.

YARD, SIDE

An unoccupied ground area fully open to the sky between any property line other than a street or rear lot line and a line drawn parallel thereto between the front and rear yards.

- C. The definitions in Chapter 114, Stormwater Management and Erosion and Sediment Control, shall apply to this chapter.

EXHIBIT B – PROPOSED REWRITE OF ARTICLE XI. PLANNING BOARD

July 13, 2023 Draft

§ 150-29 Conditional Uses.¹

- A. Review Criteria. Upon application and after notice and any required hearings in accordance with Section 150-31, the Planning Board may authorize the issuance by the Building Inspector of a permit for any of the conditional uses for which this chapter requires such permit in the district in which such use is proposed to be located. In approving any conditional use, the Planning Board may prescribe such conditions and safeguards as may be required in the reasonable judgment of the Planning Board to further the expressed intent of this chapter and the provisions set forth below. Subject to Section 159-29G, the Planning Board shall only approve a conditional use if it determines:
- (1) That the public health, safety and welfare and the comfort, convenience and order of the Village in general and of the residents of the immediate neighborhood in particular will not be adversely affected in any material respect by the proposed conditional use and its location.
 - (2) That all proposed buildings, structures, equipment and other property relating to the proposed conditional use are readily accessible for fire and police protection and other emergency services.
 - (3) That the proposed use is of such location, size and character as (a) will, in general, be in harmony and compatible with the appropriate and orderly development both of the district in which it is proposed to be situated as well as the immediately surrounding neighborhood, (b) will not be detrimental to the orderly development of adjacent properties in accordance with the zoning classification of such properties and (c) will enhance the mix or complement the other uses in the immediate vicinity of the proposed conditional use.
 - (4) That the location and size of such use, the nature and intensity of operations involved in, or conducted in connection with, such conditional use, its site layout and its relation to access streets are such that both pedestrian and vehicular traffic to and from the use and the assembly of persons in connection therewith will not be hazardous or inconvenient to or incongruous with the surrounding area or conflict with the normal traffic of the Village in general and the immediately surrounding area in particular.
 - (5) That appropriate landscaping, buffering and/or screening will be in place to reduce any impact of the proposed conditional use in respect of noise, light or other potential nuisances and the location and height of buildings, the location, nature and height of walls and fences and the nature and extent of landscaping on the site where the conditional use is to be located are such that the use will not hinder or discourage the appropriate development and use of adjacent land and buildings.
 - (6) That the number of buildings, structures or dwelling units, as the case may be, comprising such conditional use shall not result in overcrowding of land or the undue concentration of

¹ NTD: Sections 150-29C, 150-29D and 150-29E as indicated below and Sections 150-29B and 150-29F to be deleted (subsumed within revisions).

EXHIBIT B – PROPOSED REWRITE OF ARTICLE XI. PLANNING BOARD
July 13, 2023 Draft

population.

- (7) That the proposed conditional use will not result in ecological deterioration and is such that it will not have an adverse impact on natural resources of soil, air and water.
- (8) That the proposed conditional use satisfies all applicable criteria and standards set forth in this Code (or has otherwise received a variance in respect thereto duly issued by the Board of Appeals) and that such conditional use is otherwise consistent with the principles of any then applicable comprehensive land use and development plans (including the Village’s Local Waterfront Revitalization Plan) adopted by the Board of Trustees for the Village of Greenport from time to time.

B. Review Considerations. In making the determinations called for in Section 150-29A above, the Planning Board shall take into consideration the impact of the proposed conditional use in respect of the factors set forth below in Section 150-30B as applicable to site plan approvals, as well as the following:

- (1) the character of the existing and probable development of uses in the district in which such conditional use is to be located and in the immediately surrounding areas of the Village and the peculiar suitability of such district for the location of any such conditional use; and
- (2) the encouragement of the most appropriate uses of land to ensure a vibrant year- round community in the Village.

C. [INSERT TEXT FROM EXISTING SECTION 150-29-C]

D. Effect of Conditional Use. Any use for which a conditional use permit may be granted shall be deemed to be a conforming use in the district in which such use is located; *provided* that such permit shall be deemed to affect only the lot or portion thereof for which such permit shall have been granted[; *provided further* that the change of ownership, occupancy or tenancy in respect of any conditional use shall require the application for, and approval of, a new conditional use permit in respect of the continued operation of such conditional use by the new owner, occupant or tenant within [90] days of such owner, occupant or tenant taking over the operation of such use].

E. [INSERT TEXT FROM EXISTING SECTION 150-29E].

F. A conditional use authorized pursuant to Section 150-29 as part of any site plan approval and undertaken or begun during the period of validity of such approval shall thereafter be deemed lawful, as if the same were permitted by this chapter without a separate independent need for site plan approval; *provided* that any conditions imposed as part of any site plan or conditional use approval, unless by their express terms of limited duration, shall continue to apply.

G. Conditional Use Review of Pre-existing Eating and Drinking Establishments. Notwithstanding Sections 150-29(A) and 150-29(B), to the extent that a conditional use application is filed in

EXHIBIT B – PROPOSED REWRITE OF ARTICLE XI. PLANNING BOARD
July 13, 2023 Draft

respect of any restaurant, bar, tasting room or hotel that was in existence and operating as such as of [date of Code amendment] as a result of any change of control or ownership or any relocation of such restaurant, bar, tasting room or take-out food establishment to a different property, such approval shall be granted by the Planning Board so long as the Planning Board has determined the following:

- (1) there has been no pattern of violations associated with the applicable business as operated by the predecessor business operator;
- (2) no substantial changes are proposed by the new owner/operator of such business with respect to the nature, scale and operating characteristics of the applicable business;
- (3) the proposed new operator/owner(s) of such business possesses the resources, background and qualifications to operate such business in accordance with applicable Village Code; and
- (4) there is no evidence that the proposed new operator/owner of such business has operated any similar type of business that has been the subject of routine violations of the Village Code or any other similar local or State laws governing the operation of restaurants, bars, taverns, tasting rooms, take-out food establishments or other similar eating or drinking establishments, including laws, governing noise and environmental, health and safety matters.

§ 150-30 Site Plan Approval.²

- A. Applicability. The purpose of site plan review and approval by the Planning Board is to assess the impact of a proposed development activity on essential services, emergency services and on the public health, safety and welfare and the comfort and convenience of the public in the Village generally and in particular of the residents of the immediately surrounding neighborhood(s). All development activities within the Village shall require site plan review and approval by the Planning Board, except for the following:
- (1) construction or alterations of one- or two-family dwelling units and ordinary accessory structures and related land use activities in the R-1 One-Family Residence District or the R-2 One- and Two- Family Residence Districts;
 - (2) landscaping or grading which is not intended to be used in connection with any other matter expressly reviewable by the Planning Board under the provisions of this Chapter;

² NTD: All references in Code to “site plan” or “site development plan” to be revised to refer to “site plan”. Substance of Section 150-30C and 150-30D to be moved into revised Section 150-31 (see below). Section 150-30E to be deleted. Section 150-30F to be moved to new section or addressed in Section 150-31.

EXHIBIT B – PROPOSED REWRITE OF ARTICLE XI. PLANNING BOARD

July 13, 2023 Draft

- (3) development activities relating to the curb cuts and driveways which are subject to the provisions of Section 115-13J;
- (4) subdivisions of property which are subject to the provisions of Chapter 118 of this Code; and
- (5) ordinary repair or maintenance or alterations in respect of any building or structure located in the CR Retail Commercial District, the CG General Commercial District or WC Waterfront Commercial District that falls within any of the following criteria: (a) any such repair, maintenance or alterations do not require the issuance of a building permit under Chapter 65, (b) any such repair, maintenance or alterations will not result in a substantial expansion of the applicable building, structure or any use thereof or (c) such repair, maintenance or alteration relates solely to an apartment dwelling unit in any building or structure located in the CR Commercial Retail District and such apartment dwelling unit (1) was the subject of an existing rental permit issued pursuant to Section 103-6 of the Code as of [insert date of Code amendment] or previously received site plan approval pursuant to this Section XX and (2) such repair, maintenance or alteration would not otherwise constitute a substantial expansion in respect of the applicable building, structure or dwelling unit.

B. Review Criteria. In reviewing a site plan application submitted to it pursuant to this Chapter, the Planning Board shall seek to further the overall purposes and goals of this chapter and of the other applicable provisions of the Village Code and state law. More particularly, the Planning Board shall ensure that any site plan it approves pursuant hereto satisfies the following criteria:

- (1) That the proposed site plan satisfies all applicable criteria and standards set forth in this Code (or has otherwise received a variance in respect thereto duly issued by the Board of Appeals) and is otherwise consistent with the principles of any then applicable comprehensive land use and development plans (including the Village's Local Waterfront Revitalization Plan) adopted by the Board of Trustees for the Village of Greenport from time to time.
- (2) That the public health, safety and welfare and the comfort, convenience and order of the Village in general and in particular of the residents of the immediate neighborhood(s) will not be adversely affected in any material respect by the proposed site plan.
- (3) That all proposed buildings, structures, equipment and other property contained in the site plan are readily accessible for fire and police protection and other emergency services.
- (4) That the proposed site plan (including in respect of size and character of buildings and structures forming part thereof) (a) will, in general, be in harmony and compatible with the appropriate and orderly development of both the district in which it is located as

EXHIBIT B – PROPOSED REWRITE OF ARTICLE XI. PLANNING BOARD
July 13, 2023 Draft

well as the immediately surrounding neighborhood and (b) will not be detrimental to the orderly development of adjacent properties in accordance with the zoning classification of such properties.

- (5) That the site plan and its relation to access streets are such that both pedestrian and vehicular traffic to and from the use and the assembly of persons in connection therewith will not be hazardous or inconvenient to or incongruous with the surrounding area or conflict with the normal traffic of the Village in general and the immediately surrounding area in particular.
- (6) That appropriate landscaping, buffering and/or screening will be in place to reduce any impact of the proposed site plan in respect of noise, light or other potential nuisances and the location and height of buildings, the location, nature and height of walls and fences and the nature and extent of landscaping on the site are such that they will not hinder or discourage the appropriate development and use of adjacent land and buildings.
- (7) That the proposed site plan shall not result in overcrowding of land or the undue concentration of population.

C. **Review Considerations.** In making the foregoing determinations and reviewing any proposed site plan, the Planning Board shall take into account, among other things, the following:

- (1) the compatibility of the proposed site plan to the site plan of adjacent properties, considering building orientation, site design and general character;
- (2) the quality of building design and materials and compatibility of the proposed site plan with the desired character of the district in which the applicable property is located as well as any immediately adjacent neighborhoods;
- (3) the extent to which any new construction and/or the renovation or rehabilitation of existing structures proposed as part of such site plan is to be undertaken in a manner that promotes and enhances the historical character and nature of the Village;
- (4) the adequacy and arrangement of vehicular traffic and circulation, including intersections, road widths, traffic controls, traffic-calming measures and accessibility to fire and emergency vehicles in respect of the proposed site plan;
- (5) the adequacy of fire lanes and other emergency zones and the provisions of fire hydrants in the surrounding area;
- (6) the location, arrangement, appearance and sufficiency of off-street parking and loading applicable to the relevant property taking into account surrounding parking and loading zones present in the Village and any parking and loading zones proposed as part of such

EXHIBIT B – PROPOSED REWRITE OF ARTICLE XI. PLANNING BOARD
July 13, 2023 Draft

site plan;

- (7) the degree to which the proposed site plan provides for preservation and protection of natural site features, open spaces and critical environmental resources;
- (8) the adequacy, type and arrangement of trees, shrubs and other landscaping constituting a visual and/or noise buffer between the applicant's and adjoining properties;
- (9) whether the proposed site plan is reasonably likely to result in disturbing light, vibration or noise taking into account the district in which the applicable property is located as well as the immediately surrounding neighborhoods;
- (10) the adequacy of stormwater, drainage and erosion management plans included as part of such site plan;
- (11) the adequacy and appropriate location of utility systems included as part of such site plan;
- (12) the adequacy of proposed waste and trash management plan included as part of such site plan;
- (13) the adequacy of snow storage and proposed snow removal plan included as part of such site plan;
- (14) the effect of the proposed site plan development on air and water quality standards;
- (15) any capital improvements proposed to be implemented as part of such site plan that will benefit the public and/or provide public amenities including open space, sidewalks, gardens and the like that will be open to the public;
- (16) the extent to which the applicable site plan contemplates that construction and development will comply with LEED (Leadership in Energy and Environmental Design) green building certification standards;
- (17) the extent to which the principal contractors being used in connection with the construction activities contemplated by site plan are based within the Town of Southold;
and
- (18) the potential for adverse effects to the economic stability, prosperity and health, safety and general welfare of nearby property owners and the Village community more generally arising as a result of such site plan.

D. Effect of Site Plan Approval.

EXHIBIT B – PROPOSED REWRITE OF ARTICLE XI. PLANNING BOARD
July 13, 2023 Draft

- (1) [INSERT TEXT FROM EXISTING SECTION 150-30B(1)]
- (2) No certificate of occupancy shall be issued for any structure or use of land covered by this Section unless all requirements and conditions of the site plan approval have been implemented and an as-built survey, including thereon the location of all buildings, structures and curb cuts has been submitted to the Building Inspector.
- (3) [INSERT TEXT FROM EXISTING SECTION 150-30B(3)]
- (4) A site plan approval granted in accordance with the provisions of this chapter shall authorize only the particular lot layout or configuration depicted on the approved site plan. No other lot layout or configuration shall be permitted to be created or maintained.
- (5) No building permit or certificate of occupancy shall be issued for improvements authorized by a site plan approval unless the improvements comply with all requirements of this chapter and the applicable site plan approval at the time such building permit or certificate of occupancy, as the case may be, is sought.

§ 150-31. General Review and Procedures.³

A. Generally. Any person or entity seeking approval of a conditional use or site plan as required pursuant to this Chapter shall first submit an application for such conditional use or site plan approval in accordance with this Section 150-29. Such application shall be submitted to the Building Inspector and comply with the provisions and requirements set forth below.

B. Pre-Submission Conferences.

(1) In all cases involving a significant application⁴ and, in all other cases, at an applicant's request, a pre-submission conference in respect of an application for conditional use or site plan approval shall be held between the Planning Board and the relevant applicant prior to the submission and acceptance of a formal application for such conditional use or site plan approval. The intent of such a conference is to enable the applicant to inform the Planning Board of the intended plans for the applicable property prior to the preparation and submission of a definitive detailed application and for the Planning Board to review the basic site plan design or proposed conditional use and advise the applicant as to potential problems and concerns and to generally determine the information necessary to be submitted in connection with the relevant application.

(2) In order to accomplish the forgoing objectives, the applicant shall provide the following:

³ NTD: Current Sections 150-30.01 and 150-31 to be deleted and new Section 150-31 to be inserted.

⁴ As defined in Exhibit A.

EXHIBIT B – PROPOSED REWRITE OF ARTICLE XI. PLANNING BOARD
July 13, 2023 Draft

- (a) a written statement describing the proposed use of the applicable property and a rough sketch showing the locations and dimensions of principal and accessory buildings and structures, parking areas (if any), access signs, existing and proposed vegetation and landscaping and other planned features, anticipated changes to the existing topography and natural features and where applicable, measures and features to comply with flood hazard and flood insurance regulations;
- (b) in the case of any application for a conditional use, a brief narrative description of the justification for such conditional use taking into account the other provisions of this Chapter governing the granting of conditional use applications;
- (c) an area map showing the property and lot under consideration for review and all properties, streets, rights-of-way, easements and other pertinent features within [500] feet of the boundaries of the applicable property; and
- (d) a topographic or contour map of adequate scale and detail to show site topography.

Materials presented during the pre-submission conference may be incomplete and/or conceptual in design. A formal complete application satisfying the requirements of this Chapter shall be required to be considered for approval prior to the taking of any action by the Planning Board.

- (3) The Planning Board shall publish notice of any pre-submission conference at least [ten (10)] days prior to the scheduled date of the scheduled pre-submission conference, in a newspaper of general circulation. No additional advertisement shall be required for any adjournment date. In addition, to the extent that any pre-submission conference relates to any significant application, the applicant or their agent shall erect or cause to be erected a sign, which shall be displayed on the parcel for which the pre-submission conference is to be held, facing each public street on which the property abuts, giving notice that a pre-submission conference will be held before the Planning Board and stating the time and place where the conference will be held. The sign shall not be located more than [10] feet from the street line and shall not be less than two nor more than six feet above the natural grade at the street line. A copy of the sign shall be provided to the Planning Board. The sign shall be displayed not less than [10] days immediately preceding the applicable pre-submission conference or any adjournment date. The applicant shall file an affidavit with the Planning Board that he/she has complied with the provisions of this section. Failure to submit such affidavit shall result in the adjournment of the pre-submission conference and reposting pursuant to this section.

EXHIBIT B – PROPOSED REWRITE OF ARTICLE XI. PLANNING BOARD
July 13, 2023 Draft

- (4) Within [10] days following any pre-submission conference, the public may submit written comments to the Planning Board regarding the applicant's proposed project, which comments are relevant to the objectives of the relevant review process as set forth in Sections 150-29 or 150-30, as applicable, and SEQRA.
- (5) Within [45] days following the conclusion of any pre-submission conference, the Planning Board shall issue a report providing the applicant with feedback and/or comments which may include a short description of issues the applicant should address going forward, any additional information the Planning Board may require or wish to review in connection with the proposed application and a brief statement of the Planning Board's approach to the proposed application. The report of the Planning Board issued pursuant to this clause (5) shall be valid for a period of [six (6)] months from the date of issuance. No further Planning Board action in respect of any significant application will be taken after such expiration until a new pre-submission conference has been held; *provided* that the Planning Board in its sole discretion may agree to extend the foregoing [six (6)] month period for up to a total time of [twelve (12)] months.
- (6) In no way shall any comments or feedback provided by the Planning Board during or in connection with a pre-submission conference be constructed as an indication of decision or be legally binding in any way.
- (7) The fee for a pre-submission conference application shall be established, and changed as needed, by resolution of the Village Board of Trustees.

C. Application and Decision Procedure Generally.

- (1) Any application for a conditional use approval and/or site plan approval required pursuant to this Chapter shall be submitted to the Building Inspector along with the documents and information required pursuant to Section 150-31D below and shall be accompanied by the required fees payable in connection with such application as established, and modified from time to time, by resolution of the Village Board of Trustees. Such application shall be submitted to the Building Inspector with not less than [nine (9)] hard copies and one electronic or PDF copy of the application and all related materials. The deadline for an application shall be (a) in the case of any significant application, no later than [six (6)] months (or such longer period as the Planning Board has consented to pursuant to Section 150-29B(5) above but in any event no longer than [twelve (12)] months) after the applicable pre-submission conference was held but in any event at least [30] days prior to the Planning Board meeting at which the applicant desires to be considered and (b) in all other cases, no later than [fifteen (15)] days prior to the Planning Board meeting at which the applicant desires to be considered. The deadline for any supplemental materials and amendments to any application already under review shall be (x) in the case of any significant application, at least [fifteen (15)] days and (y) in all other cases at least [seven (7)] days, prior to the

EXHIBIT B – PROPOSED REWRITE OF ARTICLE XI. PLANNING BOARD
July 13, 2023 Draft

next regularly scheduled meeting of the Planning Board. An applicant shall have the right to submit an application in respect of any site plan approval that does not constitute a significant approval without having attended a pre-submission conference in such applicant's sole discretion. No applicant shall be entitled to submit any application for approval of a conditional use or site plan if the applicable applicant, related business and/or property is the subject of any open Code violations that are not specifically related to the terms of, and curable by (to the extent approved), the proposed application.

- (2) The Building Inspector shall indicate that an application is considered accepted and ready for processing only if it is submitted in the required number and form, includes all required materials and is accompanied by the required application fee. The acceptance of an application by the Building Inspector shall in no way be interpreted as a determination of the completeness, adequacy or accuracy of application materials, but rather serve as an acknowledgement to the receipt of the required application materials. The Building Inspector may consult with Village officials, members of the Planning Board and lawyers and other consultants hired to represent the Village or the Planning Board from time to time to confirm the relevant material required. If an application is determined to be inadequate, the Building Inspector shall provide paper or electronic written notice to the applicant, along with an explanation of all known deficiencies that prevent competent review. No further processing of inadequate applications will occur. When the deficiencies are corrected, the application will be placed in the next available processing cycle. If the deficiencies are not corrected within [60] days, the application will be considered withdrawn
- (3) The Planning Board may waive the strict application of submission requirements under this Article XI in the following instances:
 - (a) where the application is not a significant application; or
 - (b) where the application relates to a proposed conditional use in a building or on property where such conditional use already exists so long as:
 1. the proposed conditional use does not result in a substantial expansion of the use of such building or property in respect of conditional uses;
 2. the proposed conditional use does not result in a parking space requirement greater than the parking space requirement applicable to the current use of the property as set forth in Section 150-16;
 3. the proposed conditional use does not result in a different, increased, new or additional Health Department requirements; or

EXHIBIT B – PROPOSED REWRITE OF ARTICLE XI. PLANNING BOARD
July 13, 2023 Draft

- (c) upon a finding that the relevant material is immaterial and/or unrelated to the application and is not necessary in order for the Planning Board to complete an adequate and informed review of the applicable application.
- (4) No application shall be deemed complete until any review process required pursuant to the State Environmental Quality Review Act (SEQRA) has been completed or if a positive declaration is made.
- (5) Upon receipt of an application, the Planning Board shall have the right to request additional information and shall provide the applicable applicant with prompt notice of any such request. In addition, the Planning Board may seek the opinion of any engineering, architectural, historical, planning, technical, environmental legal consultant or attorney, or other expert or professional to assist in its review of the relevant application and the costs thereof shall be paid by the applicable applicant in accordance with Section 150-40.
- (6) The applicant and/or their agent is expected to attend all meetings of the Planning Board at which an application is to be discussed. In all cases, the burden is on the applicant to show that the application complies with Village Code and other applicable local laws and New York State laws, rules and regulations.
- (7) Referrals.
 - (a) The Planning Board shall make a specific determination that an application is complete and is accepted for consideration. Once an application has been accepted for consideration, the Planning Board may, and shall, in the case of all significant applications, transmit such application and/or solicit comments and review from the Fire Marshal and/or the Greenport Fire Department, the Southold Police Department and such attorneys or other consultants as the Planning Board may deem necessary and appropriate in its judgment to provide input to the Planning Board in consideration of such application.
 - (b) In the case of any application that requires a variance or a certificate of appropriateness, such application may be subject to preliminary review by the Planning Board prior to any action by the Board of Appeals or the Historic Preservation Commission but the Planning Board shall not make any final determination until such time as the Board of Appeals and/or Historic Preservation Commission, as applicable, has made a final determination of any related matters before them.
 - (c) The Fire Marshal and/or the Greenport Village Fire Department shall forward any comments they have in respect of a particular application within [45] days of a request for comment and review. Absence of any response following this period shall be deemed to mean there are no potential adverse impacts on

EXHIBIT B – PROPOSED REWRITE OF ARTICLE XI. PLANNING BOARD

July 13, 2023 Draft

emergency services and no additional requirements are considered necessary in respect of the provision of emergency service for consideration by the Planning Board in its approval of the applicable application. The Fire Marshall and/or the Greenport Village Fire Department shall have the right to request a [30]-day extension of time in responding and shall be accorded such extension upon request.

- (8) Immediately following its determination that an application is complete, the Planning Board shall schedule and hold a public hearing (a) in respect of any significant application and (b) in respect of any other application upon its determination that a public hearing is necessary pursuant to requirements of law or otherwise advisable, within [45] days of determining an application is complete. In determining whether a public hearing is advisable, the Planning Board shall consider the degree of the public interest in the application and the extent to which a public hearing can aid the decision-making process by providing a mechanism for collection of relevant data. In the event that a public hearing is not required pursuant to this Section 150-31(C)(8), the Planning Board shall (a) pass a resolution at a regular public meeting stating that no public hearing is required in respect of the applicable application and (b) schedule a review and discussion of the applicable application at its next regularly scheduled public meeting.
- (9) Notice of any public hearing shall be given to the applicant and be made by publication at least [10] days prior to such hearing in the official newspaper of the Village. In addition to such notice, the applicant shall mail a copy of the public notice by certified mail, return receipt requested, at least [10] days prior to the date of the scheduled public hearing to all owners of property which lies adjacent and/or directly opposite (by extension of lot lines through any street) to that owned by the applicant and relevant to the application as determined by their appearance on the last completed assessment roll of the Village and shall file proof of that mailing with the Building Inspector not less than five days before the scheduled public hearing.
- (10) Within [60] days of conclusion of any public hearing or, if none was held, within [60] days of determining that an application is complete, the Planning Board shall render a decision in respect of the proposed application taking into account any applicable requirements, conditions and other criteria set forth in this Chapter, including the criteria set forth in Section 150-29 or Section 150-30, as applicable. The foregoing [60]- day period may be extended by mutual consent of the applicant and the Planning Board. The Planning Board may approve, approve with conditions or modifications or deny any application. Any applicant who receives approval of an application that is subject to conditions will be required, as a condition of such approval, to execute an affidavit which states that the applicant will notify any new property owners or tenants of the applicable conditions in the event that such applicant sells or leases the related property or business. All decisions of the Planning Board shall be in writing and bear the signature of the Chairperson or Acting Chairperson.

EXHIBIT B – PROPOSED REWRITE OF ARTICLE XI. PLANNING BOARD
July 13, 2023 Draft

- (11) Amendments to any previously approved site plan shall be processed in the same manner as an application in respect of an original site plan review is contemplate in this Chapter. Any such application shall comply with all applicable requirements under SEQRA.
- (12)
- (a) Any approved site plan application shall be valid for a period of two (2) years from the date of approval. All work proposed on a site plan shall be completed within two (2) years from the date of approval and a valid certificate of occupancy shall have been issued, to the extent applicable, within two (2) years from the date of approval unless a longer period was approved or the applicant obtains an extension from the Planning Board.
- (b) Any approval of a conditional use shall cease to be effective if the relevant use ceases to be in operation for more than [12] consecutive months for any reason.
- (c)
1. The Planning Board shall have the right to revoke any site plan or conditional use approval granted pursuant to the terms of this Chapter if the applicant or owner violates the conditions of the relevant approval and such violation remains outstanding for a period in excess of [12] consecutive months.
 2. In the event that the Planning Board is considering the revocation of any site plan or conditional use plan it shall deliver written notice of the proposed revocation to the applicable business, entity or property to which such site plan or conditional use approval has been issued at least [fourteen (14)] calendar days prior to the date of such proposed revocation. The owner of the applicable business may request a hearing on the proposed revocation by submitting a request for hearing, in writing to the Planning Board within [ten (10)] calendar days of receipt of such written notice. A failure to file any such request for hearing shall constate a waiver of all right to a hearing and the revocation will be final.
 3. If any owner of a business has requested a hearing in respect of any proposed revocation of the site plan or conditional use approval applicable to such business pursuant to clause 2 above, the Planning Board shall schedule a public hearing at its next regularly scheduled meeting for which notice requirements can be satisfied. Pending such hearing, the proposed revocation shall be deemed paused. In connection with any public hearing in respect of any revocation of any

EXHIBIT B – PROPOSED REWRITE OF ARTICLE XI. PLANNING BOARD
July 13, 2023 Draft

conditional use or site plan approval, the Planning Board shall take into account the severity of the actions and/or effects giving rise to the decision to considering revoking such approval and any actions which the applicant proposes to mitigate any adverse effects arising in connection with the applicable activities being engaged in by the business, entity or property and/or the presence of any structures or other deficiencies with respect to the applicable site plan that violate the terms of such site plan or conditional use approval, as applicable. The Planning Board may consider remedial actions, actions of third parties and other relevant information as part of the public hearing. The Planning Board shall give written notice of its final decision in respect of any proposed revocation within [ten (10)] calendar days following the holding of such public hearing.

- (13) A statement shall be placed on all site plans or conditional use permits approved by the Planning Board to the effect that the owner of the applicable property or business agrees to comply with all terms and conditions applicable to the approval thereof and, in the case of any site plan, with the terms and conditions of the approved site plan. A responsible person for any proposed site plan or conditional use shall be required to sign such statement and provide such guaranty in an amount determined by the Planning Board before any written approval will be released by the Planning Board. In the event that the applicable site plan or conditional use permit is not signed by a responsible person within [90] days of the date of the resolution of the Planning Board approving the relevant application, the resolution shall be deemed null and void. The Planning Board may extend the [ninety (90)]-day period as circumstances require.
- (14) With respect to any substantial application, no certificate of occupancy shall be issued nor any undertaking or guarantee required in connection therewith shall be released until all requirements of any applicable site plan or conditional use approval, including construction of improvements, are completed in a manner satisfactory to the Planning Board.
- (15) Where an applicant is seeking both a site plan approval and a conditional use permit, the Planning Board may consider both such applications in tandem and issue its decision on both applications simultaneously except as may otherwise be required pursuant to SEQRA.

D. Required Materials. A completed application in respect of a conditional use or site plan shall consist of the following (unless expressly noted to the contrary) (without duplication):

- (1) A completed application form, which shall include a narrative description of the particular business and property to which the application relates and identifying the name of the applicant, the relevant property owner and any other controlling parties related to the proposed site plan or conditional use.

EXHIBIT B – PROPOSED REWRITE OF ARTICLE XI. PLANNING BOARD
July 13, 2023 Draft

- (2) An environmental assessment form as required under Chapter 61 of this Code and by 6 NYCRR Part 617.
- (3) In the case of any significant application, a community impact report.⁵
- (4) In the case of any application for a conditional use in respect of a restaurant, bar, tasting room take-out food establishment, hotel or motel, a summary of any code violations for which any controlling person in respect of such conditional use (in respect of any property owned by such person or any business operated by such person in the United States) or the applicable business, entity or property that is the subject of the application, has received notice of in the immediately preceding [five (5)] years, together with information as to any resolution of such code violations.
- (5) A site plan drawn at scale with continuation on pages as necessary for written information and including the following: [to include provisions currently contained in Section 150-30D(1)-(4)].
- (6) In the case of any application for a conditional use in respect of a hotel or motel, a vehicle and pedestrian traffic and safety impact analysis in respect of such hotel or motel from a consultant retained by the Planning Board at the sole cost of the applicant.

§ 150-31 Violations of Site Plan/Conditional Use Approvals. It shall be a violation of this chapter for any person to do any of the following:

- A. To undertake or commence an activity for which site plan approval is required by the provisions of this Chapter without first having obtained such approval.
- B. To alter or make improvements to property which is the has been the subject of a site plan approval without adhering to or following the approved site plan.
- C. To violate or fail to comply with a condition or requirement of a site plan approval pursuant to this Section.

[A violation of this chapter shall be punishable by a fine of not less than \$[500] nor more than \$[1000] for each day during which such violation shall have occurred and be continuing or by imprisonment not to exceed six months, or both.][NTD: TO BE CONSIDERED BASED ON WHAT BOARD OF TRUSTEES DECIDES GENERALLY IN RESPECT OF FINES/VIOLATIONS]

⁵ As defined in Exhibit A.

EXHIBIT C – ENTERTAINMENT PERMITS
July 13, 2023 DRAFT

§XX Entertainment Permits.¹

- A. Permit Required. Subject to clause I [Exemptions] below, no entertainment or hosting of catered affairs shall take place on properties located in the CR Retail Commercial District, CG General Commercial District or WC Waterfront Commercial District unless the applicable business, property or entity hosting such entertainment or catered affair shall possess a valid entertainment permit issued pursuant to this Section. Entertainment permits issued pursuant to this Section XX shall not exempt the need for compliance, or be excused from any noncompliance, with any other applicable provisions of this chapter or Code, including, without limitation, the provisions of Chapter 88 (Noise) or any other requirements or standards made applicable to such business and its operations pursuant to any other applicable local, state or federal law.
- B. Application for Permit. Any person, business or entity desiring to obtain an entertainment permit shall file an application for such entertainment permit with the Building Inspector on a form to be furnished by the Building Inspector, which application shall include the following information:
- (1) Name, address, Suffolk County Tax Map number and telephone number of the business or property on which entertainment and/or catered affairs are intended to be hosted.
 - (2) A description of the nature of the particular business, entity and/or property for which the permit is being requested (including whether such business or entity operates all or a portion of its business outdoors).
 - (3) An operating report in respect of the applicable business, entity or property that includes the following information: a summary of the type of catered events and/or entertainment which such business, entity or property intends to provide, including the approximate maximum number of persons anticipated to be present within the business or on the applicable property in connection with the hosting of any entertainment or catered affair; the approximate anticipated days and hours during which such business, entity or property contemplates hosting entertainment and/or catered affairs; a description of the proposed placement of seating (to the extent seating is to be altered in or at the establishment or applicable property in connection with the hosting of any entertainment or catered affair from that which applies during normal operations of such business), any stage or dancing areas, security arrangements and any proposed noise mitigation or buffering arrangements to be included in connection with the hosting of entertainment and/or catered affairs; a statement as to the compatibility of the hosting of entertainment and/or catered affairs with the properties immediately adjacent to the property on which such entertainment or catered affairs will take place as well as the immediately surrounding neighborhood; and such other information as to the operation and management of the applicable business,

¹ Please see Exhibit A for relevant definitions.

EXHIBIT C – ENTERTAINMENT PERMITS

July 13, 2023 DRAFT

entity or property as the applicant feels is relevant to a determination as to whether such business, entity or property should be granted an entertainment permit.

- (4) A summary of the days and hours of operation of the applicable business, entity or property.
- (5) The name or names of, and contact information (address and phone number) of all responsible persons for such business, entity or property (which information, for the avoidance of doubt, shall be available to residents of the Village upon request).
- (6) Confirmation as to whether or not any responsible person has been convicted of any misdemeanor or felony offenses within the past [five (5)] years, the nature of such offense(s) (if any) and the sentence (s) (if any) received therefore.
- (7) A summary of any code violations for which any responsible person (in respect of any property owned by such responsible person or any business operated by such responsible person in New York State) or the applicable business, entity or property that is the subject of such application has received notice of in the immediately preceding [five (5)] years, together with information as to any resolution of such code violations.
- (8) Such other information as the Building Inspector may deem necessary for the purpose of review of such application and for the administering of the provisions of this chapter.

C. Issuance of Entertainment Permit.

- (1) All entertainment permits shall be subject to the payment of a permit fee and a resolution by the Board of Trustees of the Village shall establish the amount of such fee from time to time.
- (2) An entertainment permit shall be issued (a) in the case of any renewal of any entertainment permit, subject to the satisfaction of the conditions set forth in clause 3 below, by the Building Inspector and (b) in all other cases, by the Building Inspector following receipt of approval by the Planning Board in accordance with clause 4 below.
- (3) Prior to the expiration of any existing and valid entertainment permit, the Building Inspector shall send the relevant permit holder a form to verify that the information most recently provided in connection with the issuance of such entertainment permit pursuant to Section ___ of this Chapter is still accurate, other than in respect of any updated summary of any code violations that have arisen since such prior application. Once such completed form is returned, the Building Inspector may issue a new permit to the applicant, so long as such applicant is still eligible for a permit. Any permit holder who fails to return a completed form before the expiration of the then existing entertainment permit will need to make a new application for a permit. An applicant who files a renewal application shall be deemed to still be eligible for a permit renewal so long as (a) there has been no change of control of such applicant since the most recently filed

EXHIBIT C – ENTERTAINMENT PERMITS

July 13, 2023 DRAFT

application for an entertainment permit, (b) no more than [three (3)] code violations have occurred in respect of the applicable business, entity or property since the last entertainment permit was issued and no more than [five (5)] code violations have occurred in respect of any other business or property owned by any controlling person since the last entertainment permit was issued and (c) the then existing entertainment permit otherwise remains in full force and effect.

- (4) Following the receipt of an application for an entertainment permit in respect of any business, entity or property and after public notice, the Planning Board shall hold a public hearing in respect of the issuance of such entertainment permit. Following such public hearing, the Planning Board may authorize the issuance by the Building Inspector of an entertainment permit for the applicable business or entity if the Planning Board determines the following:
- a. No responsible person has, within the past [five (5)] years, been convicted of a felony or misdemeanor that is substantially related to the qualifications, functions or duties of a proprietor or manager of a business, entity or property that hosts entertainment or catered affairs.
 - b. Neither the applicant business, entity or property nor any responsible person has a history of pervasive code violations in connection with the operation of a business providing entertainment or catered affairs.
 - c. The applicable business, entity or property has not been the subject of pervasive code violations in the immediately preceding [five (5)] year period.
 - d. The proposed entertainment and/or catered affairs will not unduly interfere with the public health, safety and welfare and the comfort, convenience, and order of the Village in general and of the residents of the immediate neighborhood in particular.
 - e. The nature, scale and operating characteristics of such business, entity or property in providing entertainment or catered affairs are compatible with existing and future land uses in the surrounding neighborhood.
 - f. The proposed operating plan for the applicable business, entity or property is sufficient to ensure compliance with applicable provisions of the Code and other applicable laws, including in respect of occupancy limits, noise and other potential nuisances to the surrounding neighborhood.
 - g. Appropriate buffering will be in place to reduce any impact of the proposed activities in respect of noise, light or other potential nuisances in the surrounding neighborhood.

EXHIBIT C – ENTERTAINMENT PERMITS

July 13, 2023 DRAFT

- h. The proposed entertainment and/or hosting of catered affairs will not generate noise of such character, intensity or duration as to be determinantal to the health or quality of life of reasonable persons of ordinary sensibilities.
 - i. Speakers and any other noise generating equipment are oriented away from residential dwellings.
 - j. It does not appear that the application contains any false or misleading material information.
- (5) In approving any application for an entertainment permit, the Planning Board may impose such conditions and safeguards as it may deem reasonably necessary in connection with the activities to be permitted under such entertainment permit so as to take into account the public health, safety and welfare and the comfort and convenience of the public in general and in particular of the residents of the immediately surrounding neighborhoods, including additional restrictions in terms of the hours during which such entertainment may take place and requiring noise buffering to reduce the impact of any noise arising in connection with any activities permitted under the applicable entertainment permit. The Planning Board may also provide for specific exceptions to any restrictions set forth in this Section as applicable to any entertainment permit to the extent it reasonably determines that such exceptions will not have an adverse effect on public health, safety and welfare or the comfort and convenience of the public in general and in particular the residents of the immediately surrounding neighborhoods.
- (6) Anyone denied the issuance of an entertainment permit may appeal such denial within [thirty (30)] days to the Board of Trustees of the Village of Greenport.
- (7) The Building Inspector shall keep a record of all entertainment permits issued and the term of each such permit.

D. Operation.

- (1) Except as otherwise expressly provided in any applicable entertainment permit, all entertainment or catered affairs will cease by no later than [11:00 p.m.] or in the case of any Friday, Saturday or a Sunday that immediately precedes a federal holiday that falls between the Friday occurring immediately preceding Memorial Day and October 1st, [1:00] a.m. and a responsible person shall be present at the applicable business or property hosting any entertainment or catered affair during all hours during which such entertainment is offered or such catered affair is occurring.
- (2) Each business, entity or property that is the recipient of any entertainment permit shall use all reasonable efforts to prevent or minimize disorderly conduct from arising within the relevant business or property and in the surrounding neighborhood as a result of the hosting of entertainment and/or catered affairs.

EXHIBIT C – ENTERTAINMENT PERMITS
July 13, 2023 DRAFT

- E. Duration of Permit. An entertainment permit issued pursuant to this Chapter shall be valid for [two (2)] years from the year it is issued subject to any conditions or restrictions included in connection with the issuance of such permit.

- F. Suspension and Termination of Permit.
 - (1) An entertainment permit may be suspended, modified or revoked by the Village Board of Trustees for any of the following reasons:
 - a. Entertainment and/or catered affairs have been conducted in a manner contrary to any conditions set forth in the applicable entertainment permit.
 - b. Entertainment and/or catered affairs have been conducted in a manner substantially different from that described in the summary of operations and other information included in the applicable application for the applicable entertainment permit.
 - c. The activities being conducted by the relevant business, entity or property in connection with providing entertainment or hosting catered affairs have violated or are violating applicable federal, state or local laws, rules or regulations.
 - d. Any controlling person has been convicted of a felony or misdemeanor occurring upon, or relating to the property upon which such entertainment or catered affairs are located which offense is classified as an offense involving sexual crimes against children, sexual abuse, rape, distribution of obscene material or material harmful to minors, prostitution, pandering, drug offenses, violence or unlawful possession of a weapon.
 - e. Entertainment or catered affairs have been conducted in an illegal manner or routinely have resulted in disorderly conduct or are otherwise being conducted in such a manner as to constitute an unreasonable burden on the reasonable use and enjoyment of neighboring properties.
 - f. The application for such entertainment permit contained materially false, fraudulent or misleading information or knowingly omitted a material fact.
 - g. The applicable business, entity or property has violated Chapter 88 (Noise) or been the subject of repeated overcrowding in violation of applicable occupancy limits in connection with the conduct of such entertainment or hosting of catered affairs.

EXHIBIT C – ENTERTAINMENT PERMITS
July 13, 2023 DRAFT

- (2) In the event that the Board of Trustee is considering the suspension or revocation of any entertainment permit it shall deliver written notice of the proposed suspension or revocation to the applicable business, entity or property to which such entertainment permit has been issued at least [fourteen (14)] calendar days prior to the date of such proposed suspension or revocation. The holder of the applicable entertainment permit may request a hearing on the proposed suspension or revocation by submitting a request for hearing, in writing to the Board of Trustees within [ten (10)] calendar days of receipt of such written notice. A failure to file any such request for hearing shall constitute a waiver of all right to a hearing and the suspension or revocation will be final.
 - (3) If the recipient of an entertainment permit has requested a hearing in respect of any suspension or revocation of such entertainment permit pursuant to clause (2) above, the Board of Trustees shall schedule a public hearing at its next regularly scheduled meeting for which notice requirements can be satisfied. Pending such hearing, the proposed suspension or revocation shall be deemed paused. In connection with any public hearing in respect of any suspension or revocation of any entertainment permit, the Board of Trustees shall take into account the severity of the actions and/or effects giving rise to the decision to considering suspending or revoking such permit and any actions which the applicant proposes to mitigate any adverse effects arising in connection with the applicable activities being engaged in by the business, entity or property under its entertainment permit. The Board may consider remedial actions, actions of third parties and other relevant information as part of the public hearing. The Board of Trustees of the Village shall give written notice of its final decision in respect of any suspension or revocation within [ten (10)] calendar days following the holding of such public hearing.
- G. Display of Permit. Every business, entity or property which is the subject of an entertainment permit shall ensure that such permit is posted conspicuously within on the property to which it is applicable.
- H. Nontransferability of Permit.
- (1) No entertainment permit issued under the provisions of this Chapter may be transferred or assigned from one business, entity or property to any other business, owner or property or from one owner of such business, entity or property to any subsequent owner of such business, entity or property.
 - (2) Any business, entity or property that is the subject of a change of control following the issuance of any entertainment permit, shall promptly give the Building Inspector notice of such change of control which shall in any event be no later than [30] days following the occurrence of such change of control.

EXHIBIT C – ENTERTAINMENT PERMITS
July 13, 2023 DRAFT

- (3) Upon any change of control in respect of any business, entity or property after the issuance of any entertainment permit, the applicable entertainment permit shall automatically become invalid and terminate [ninety (90)] days following the occurrence of such change of control and the applicable business, entity or property shall be required to file a new application for an entertainment permit with updated details relating to such change of control for consideration pursuant to the terms of this Chapter and the issuance of a new entertainment permit.
- I. Exemptions. The following uses and/or activities are exempted from the provisions of this Chapter requiring an entertainment permit in connection with the provision of entertainment or the hosting of catered affairs:
- (1) places of worship, libraries, museums, theaters, schools and fraternal lodges,
 - (2) entertainment or catered affairs sponsored by any bona fide, nonprofit club or association organized for charitable, religious, dramatic or literary purposes and having an established membership which holds a meeting other than entertainment at regular intervals, so long as the proceeds from the relevant entertainment or catered affair are used solely for the benevolent purposes of such club or association,
 - (3) performances by students which are performed under the supervision of a school,
 - (4) dance lessons, theatrical and performing art lessons and student recitals,
 - (5) normal and customary fitness services provided at any fitness facility,
 - (6) businesses providing entertainment in connection with any event hosted in the Village that is the subject of a mass assembly permit issued by the Board of Trustees of the Village pursuant to Chapter 44, and
 - (7) businesses providing entertainment and/or hosting catered affairs fewer than [six (6)] times in any calendar year (excluding for purposes of counting any entertainment provided by such business that would otherwise be permitted pursuant to the foregoing clause (6)) .



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MAYOR
KEVIN STUESSI
EXT 215

TRUSTEES
MARY BESS PHILLIPS
DEPUTY MAYOR

PATRICK BRENNAN

LILY DOUGHERTY-
JOHNSON

JULIA ROBINS

**VILLAGE
ADMINISTRATOR**
PAUL J. PALLAS, P.E.
EXT 219

TREASURER
STEPHEN GAFFGA
EXT 217

Submitted: July 14, 2023
Meeting: July 20, 2023 6:00 PM
Work Session Meeting

To: Mayor Kevin Stuessi
Board of Trustees

Prepared By: Jeanmarie Oddon, *Deputy Clerk*

From: Jeanmarie Oddon, *Deputy Clerk*

Department: Village Clerk Department

July 2023 Trustee Dougherty-Johnson Work Session Report

Attachments:

July 2023 Work Session Report, LDJ (PDF)

July Work Session Report, Village of Greenport

Submitted: July 13, 2023

Meeting: July 20, 2023

To: Mayor Kevin Stuessi
Board of Trustees

From: Lily Dougherty-Johnson, Trustee

Prepared by: Lily Dougherty-Johnson

Dances in the Park:

We've had two great shows so far, avoided the rain, and had hundreds of attendees. The opening acts, sound, and bands have all been great. The first night we got around \$1100 in donations and most of the trash was put in receptacles by attendees. Still looking for volunteer MCs if anyone out there is interested.

Waterfront Communication and Community Engagement Planning Committee:

Two great, well attended, and well received events. Around 300 attendees at each. Around 200 responses to the survey from the second meeting. Videos are on the village website. Planning further email communications to the community.

Camera Obscura:

Open by volunteers 12-4pm Saturdays and Sundays. Entry by donation, we received \$50 one day over July 4th weekend. The next weekend we had 40 visitors in two hours. We have a handful of volunteers but could use more. Email greenportcameraobscura@gmail.com or me if you're interested. Molly (head volunteer) and I created some volunteer guidelines. We may also open it some Monday evenings and/or Tuesdays TBD. New AC is working great, and we're thinking about possible additional signage. Also looking into using Venmo for donations.

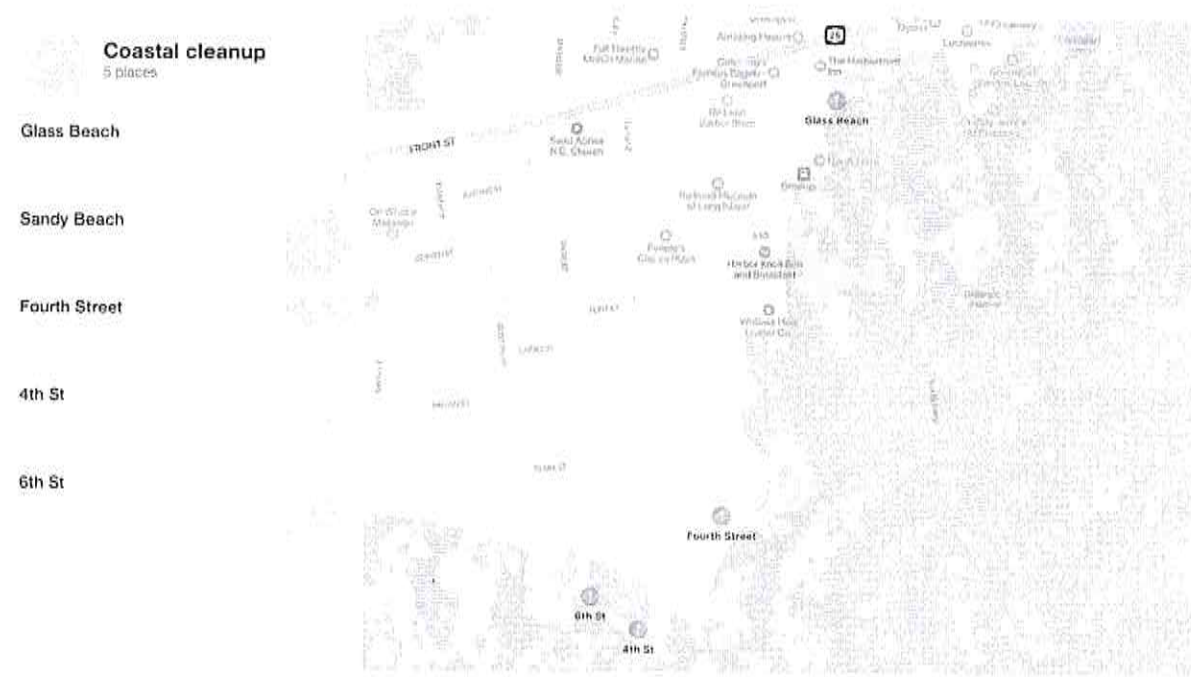
Relic Sustainability Beach Clean Up Stations:

My recommendation would be to start with 4th and 5th Streets, since we have existing garbage cans there.

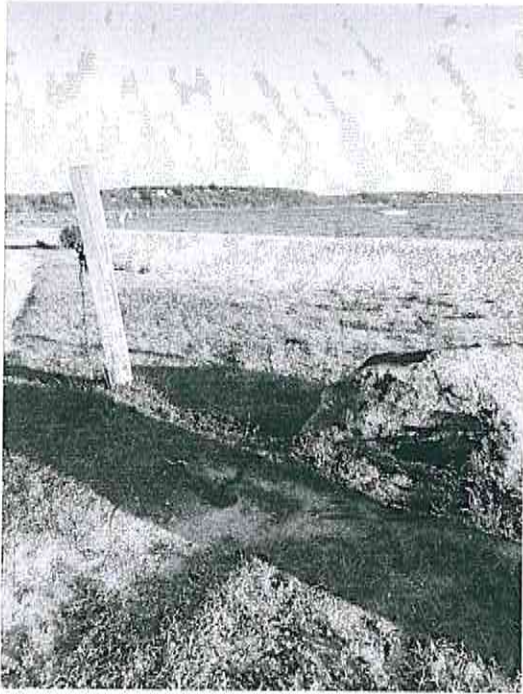
If we can put garbage cans at 6th Street and Glass Beach, we could go ahead with those locations as well.

Since Sandy Beach is a private road and beach, and I don't think the village does garbage pick up there, I don't think that site will work.

Possible locations:



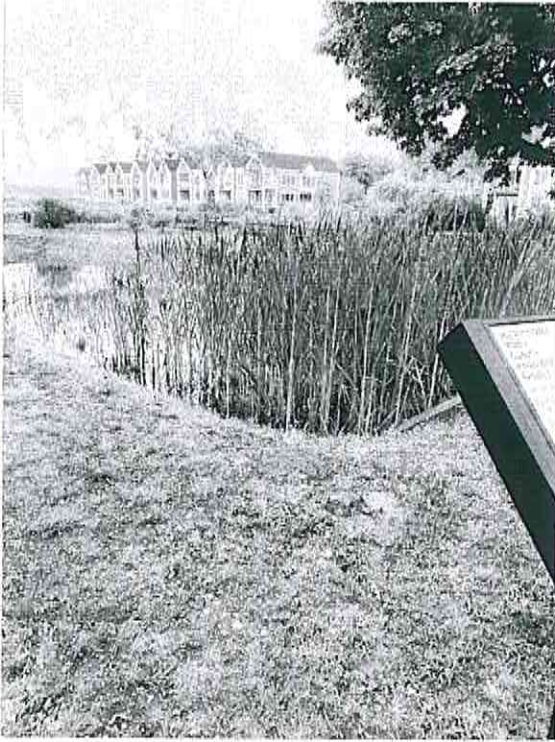
*4th street should read 5th street on the map



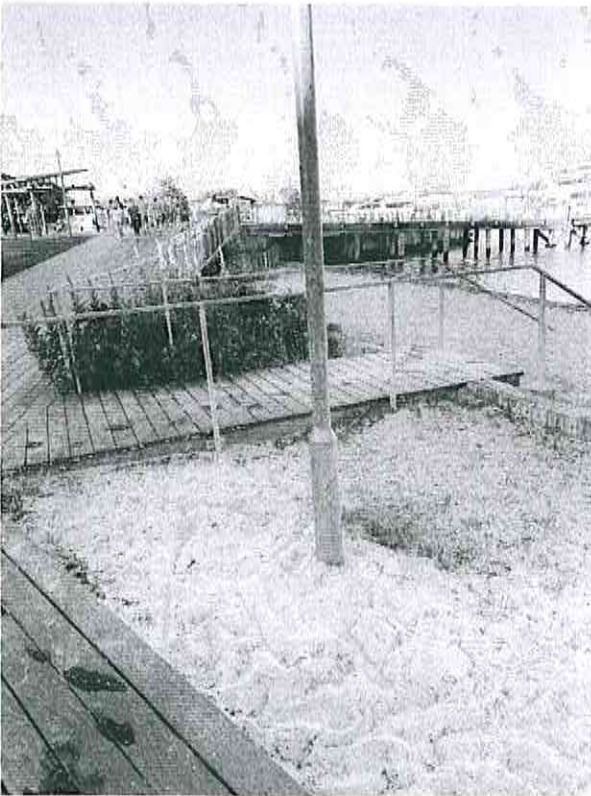
6th street



5th street



4th street



Glass beach (Mitchell Park)