



PLANNING BOARD
SITE PLAN REVIEW APPLICATION

236 Third Street, Greenport, New York, 11944

(631) 477-0248

www.villageofgreenport.org

Date of Application 2-9-2021

All information below is to be completed by the applicant. This completed application is to be accompanied by the proposed Site Plan, Copies of Covenants and/or Restrictions, where applicable, Environmental Assessment Form, building plans showing elevations, setbacks, floor plans, room dimensions, current survey and quality of material, where applicable.

THE OWNER OF THE PROPERTY IS: (PLEASE PRINT CLEARLY)

David A Serure 37 Properties LLC
First Name Last Name Business Name, if applicable

[REDACTED]
Mailing Address City/ Town/ Village State Zip

[REDACTED] 37 Front Street info @ gmail.com
Phone # E-Mail Address

CONTACT PERSON (if different from owner)

The person to receive all correspondence:

Michelle Altekin Mimi's Collection NY
First Name Last Name Business Name, if applicable

120 Front Street Green Port NY 11944
Mailing Address City/ Town/ Village State Zip

[REDACTED] michelle@mimiscollectionny.com
Phone # E-Mail Address

IF ANYONE OTHER THAN THE OWNER COMPLETES THIS APPLICATION, WRITTEN CONSENT FROM THE OWNER MUST BE SUBMITTED WITH THIS APPLICATION.

Location:

Suffolk County Tax Map Number: 1001 Section: 5 Block: 4 Lot 2301

Street Address: 37 Front Street, #3 & #4 Greenport, New York, 11944

Zoning District: WC R1 R2 PD CR CG

Is property located within the Historic District? Yes No



PLANNING BOARD SITE PLAN REVIEW APPLICATION

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Project Information:

Residential Commercial

Proposed Starting Date: Will be Ready / MARCH 30, 2021 or AS SOON AS Approved by the board

Project Description:

Please describe project in detail. (Use an additional sheet if necessary)

See Attached

Please check the following boxes for permits this project will require:

- Building Permit
- Wetlands Permit
- Suffolk County Planning Board
- New York State D.E.C.
- United States Army Corps of Engineers
- Suffolk County Health Department
- New York State Department of State Coastal Flood Management

Does this application require a Zoning Board of Appeals Variance? Yes No


AFFIDAVIT

Village of Greenport)
Town of Southold)
County of Suffolk) ss
State of New York)

I swear that to the best of my knowledge and belief that the statements contained in this application, together with the plans and specifications submitted, are true and complete statements of proposed work to be done on the described premises and that all provisions of the Building Code, Zoning Code, and all other laws pertaining to the proposed work shall be complied with, whether specified or not, and that such work and inspections are authorized by the owner. The Village of Greenport is hereby granted permission to enter the property listed as the "Location" for the purposes of inspecting my property for a site visit. I understand that if approved, Site Plan approval will be granted and accepted on condition that the provisions of Federal, State and Local rules and regulations, and any additional requirements of the Site Plan are complied with. I understand that any approval granted will be deemed null and void if any information pertaining to restrictions and/or covenants prior to the date of this application are discovered after Site Plan approval is granted. Any violation of all applicable codes, or deviations from the approved Site Plan will result in the immediate revocation of this Site plan approval & legal action will be taken against me. No responsibility rests upon the Village of Greenport, Code Enforcement Official or the Fire Department by reason of this application and permit.

Sworn to be before this 10th day
of February 2021

Signature Michelle Alptekin
Owner of Applicant


Notary Public, Suffolk County, New York

JEANMARIE ODDON
Notary Public, State of New York
No. 010D6251238
Qualified in Suffolk County
Commission Expires November 14, 2023

Mimi's Collection ~ European Imports
137 Front Street #3 & #4, Greenport, New York

On January 1, 2021 I signed a three- year lease for the above mention retail store, formerly named Sprout. It is 2 units which are beautifully designed and move in ready for my intention to open a Turkish imported retail store. I plan to sell imported leather and fur women's coats and fashions, casual women's attire, hand made Turkish rugs and gifts. I will offer Rug cleaning which will be available off site, by an independent contractor.

My husband is from Turkey and managed his own Fashion Boutiques in his younger days. He also has a Master's Degree in Art and window design. We would like to have our contractor lower the two picture windows, in the front of the store, by 1 ½ feet and replace the 1 ½ feet opening above with additional glass, so that the window designs will be at eye level when passing by. I understand the building permit and architect plans need to wait until after the planning board approves the Site Plan Application. We have discussed lowering the windows with the landlord and he is in agreement to this change. We accept all responsibility for the permits and costs.

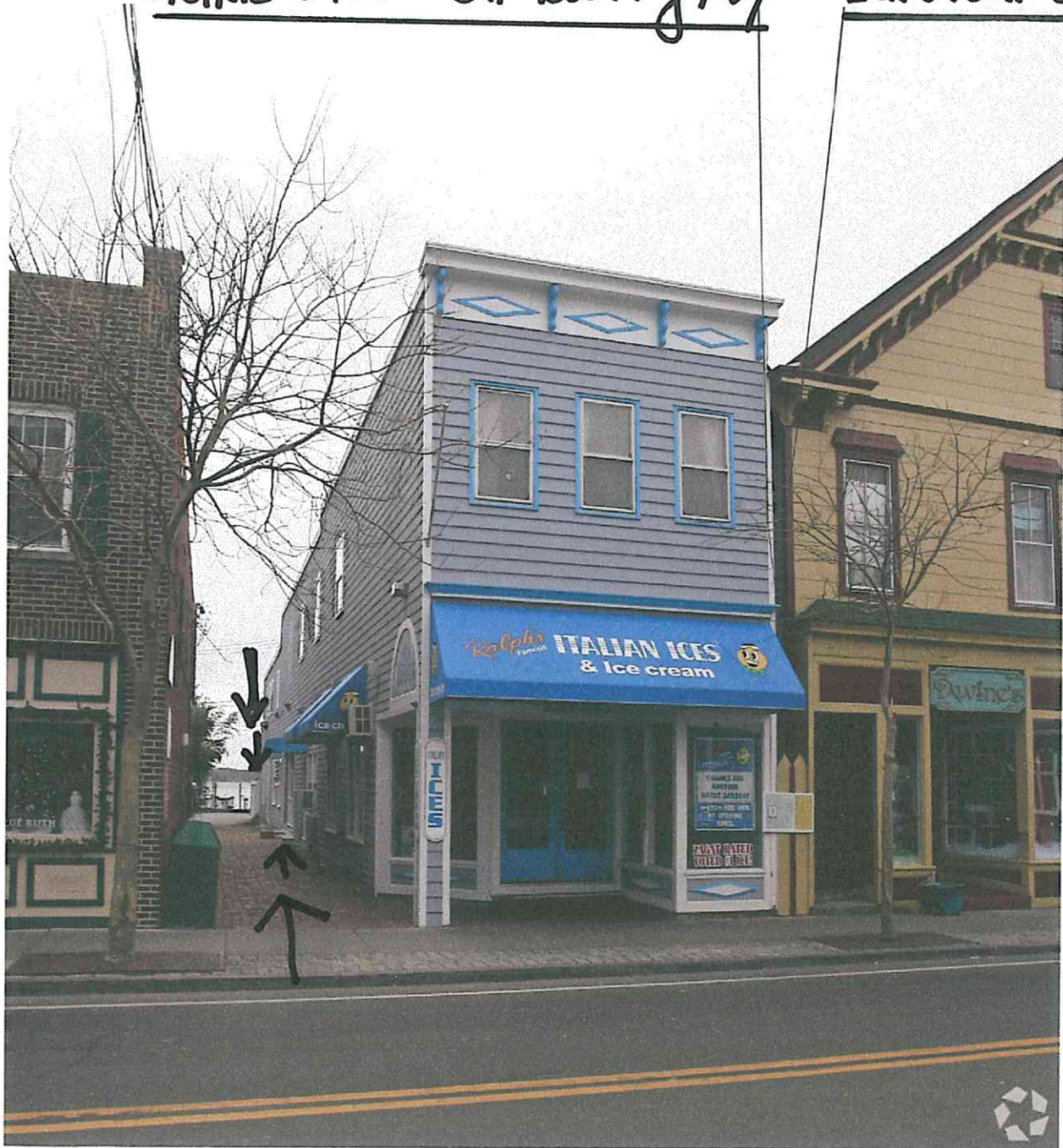
I plan to be open seven days a week from the time we are approved. Our hours will be 11:00am to 9:00pm. We will employ one or two employees, in addition to myself, to cover our hours. We have shared our plans with many local patrons and have gotten a very favorable reception for the diversity it will bring to our village. The products are all high quality and brilliant colors.

We look forward to bringing Mimi's Collection to historic Bootleg Aly and color it beautifully.

Mimi is my nickname. Thank you for your attention in this matter.

137 Front Street #3, #4
Retail Store on Bootleg Aly

Mimi's Collections
European Imports

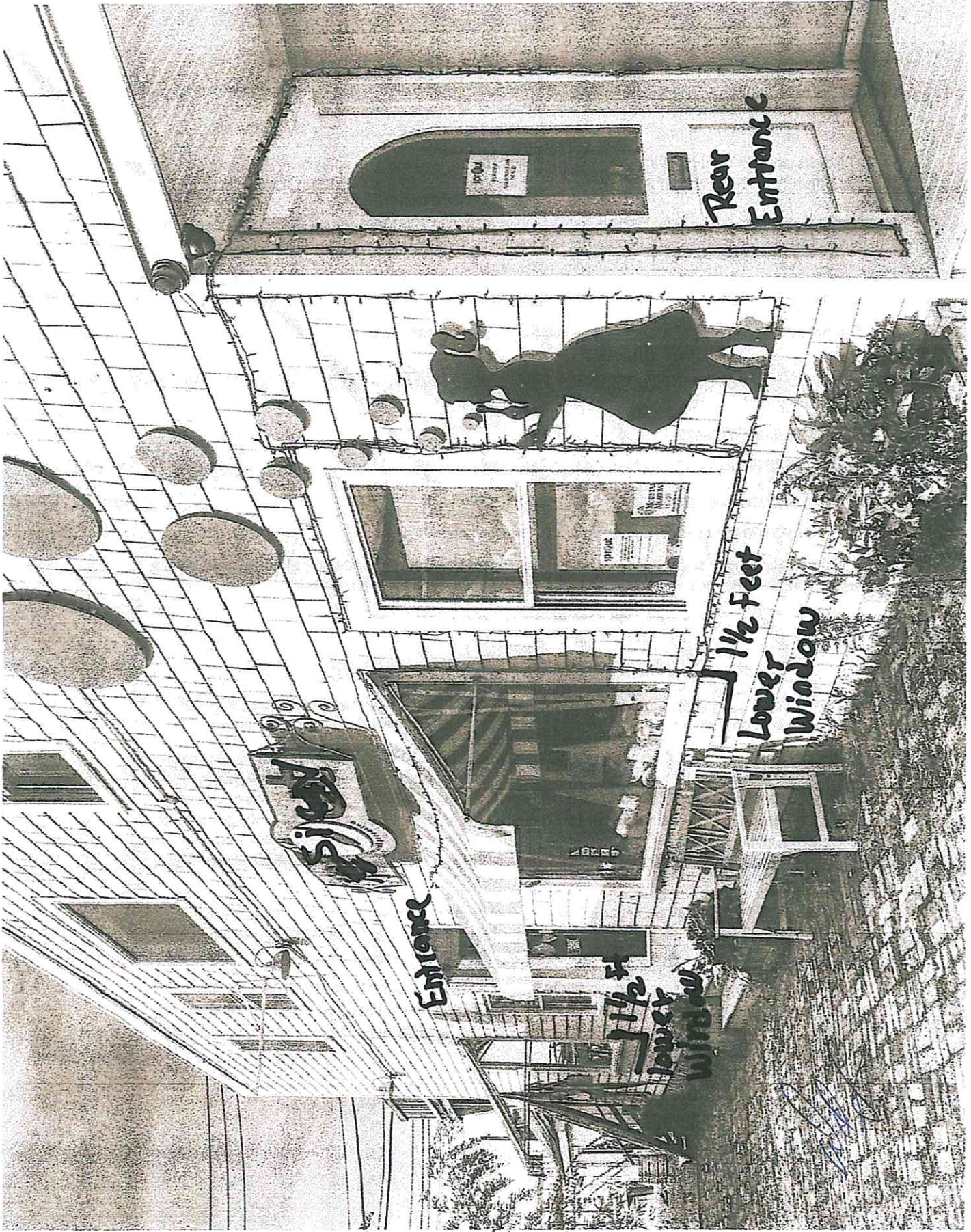


2 Picture
Windows

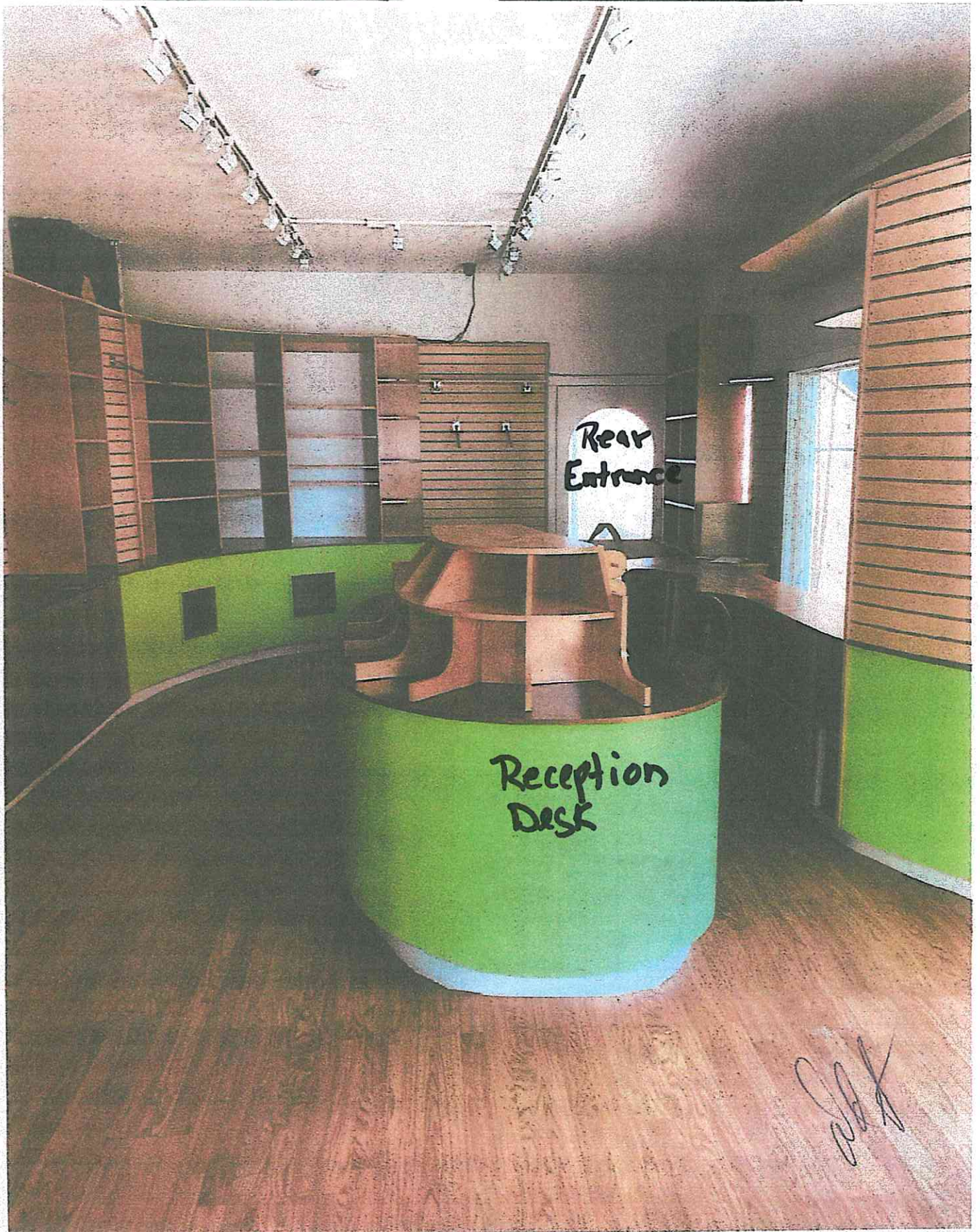


Interior Right side - Move in Ready

Exterior



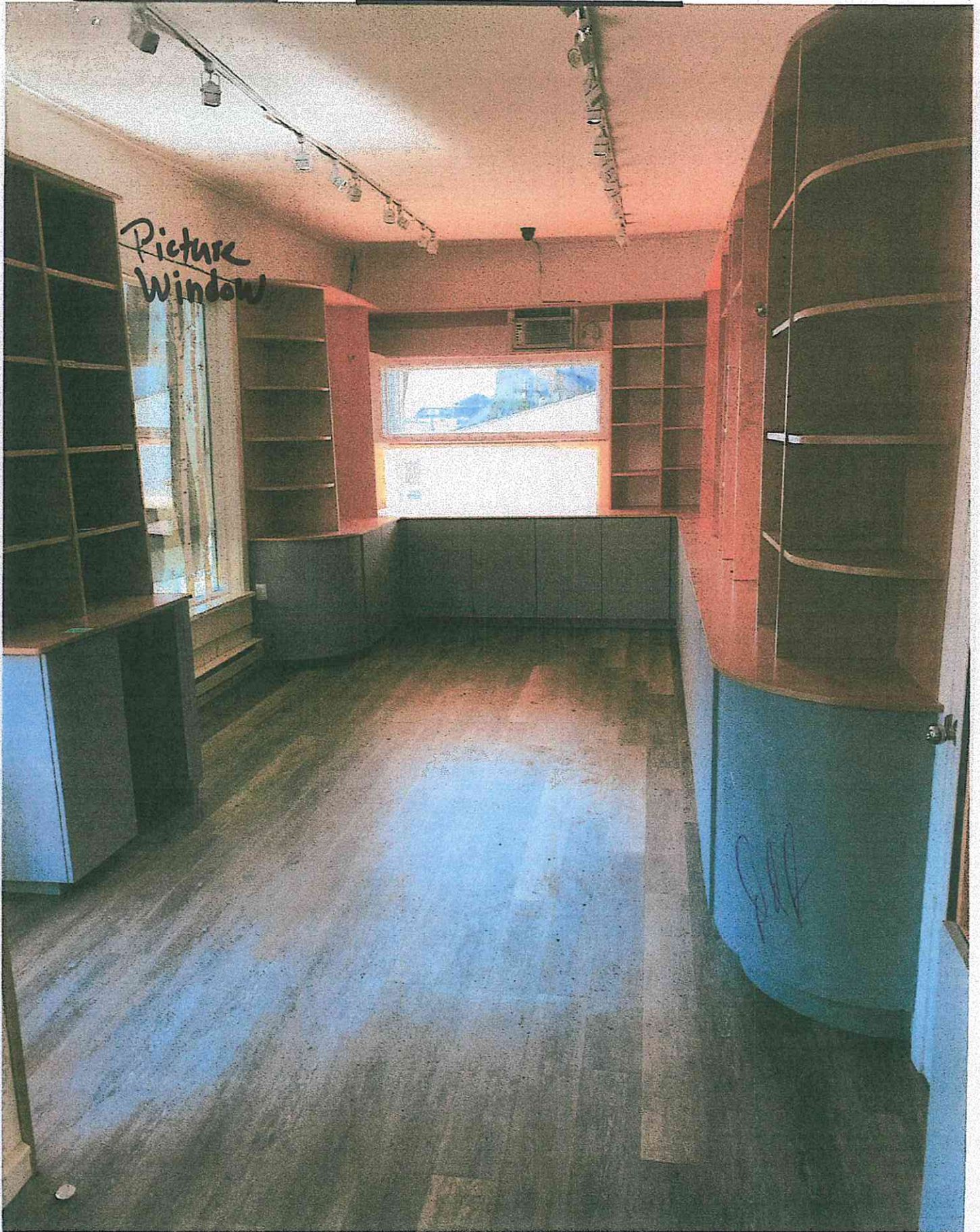
RIGH REAR WALL - MOVE in Ready



Center of Stove - Move in Ready



Left Rear - Shelving in Place - Move in Ready





BUILDING DEPARTMENT
VILLAGE OF GREENPORT
 236 Third Street, Greenport, NY 11944

APPLICATION FOR SIGN PERMIT

APPLICATION IS HEREBY MADE FOR THE ISSUE OF A SIGN PERMIT PURSUANT TO THE CODE OF THE VILLAGE OF GREENPORT.

Applicant NAME: Michelle Alptekin
 IF A CORPORATION-
 NAME AND TITLE OF OFFICER: President
 ADDRESS: 120-122 Front Street, Greenport, NY 11944
 PHONE: [REDACTED]
 SIGNATURE: Michelle Alptekin DATE: 02-09-2021
 Applicant is: OWNER, LESSEE, AGENT, ARCHITECT, ENGINEER, BUILDER, GENERAL CONTRACTOR, ELECTRICIAN, PLUMBER, OTHER.
 EMAIL ADDRESS: michelle@mimiscollectionny.com

Owner NAME: David A Serure
 ADDRESS: [REDACTED]
 PHONE: [REDACTED]

Location of site

TAX MAP	<u>1001</u>	SECTION:	<u>5</u>	BLOCK:	<u>4</u>	LOT:	<u>23-1</u>
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STREET ADDRESS: 37 Front Street #3 & #4, Greenport, NY 11944
 EXISTING ZONE: Waterfront

LOCATED IN HISTORIC DISTRICT ASSOCIATED WITH SITE PLAN REVIEW OR USE EVALUATION ASSOCIATED WITH ZBA APPEAL

Workers' Compensation Insurance for installation if required.
 PRIOR TO COMMENCING BUILDING WORK, EVIDENCE OF INSURANCE IS REQUIRED:

NAME OF INSURANCE CARRIER: _____
 Name of insured: _____
 POLICY NO: _____ EXPIRATION DATE: _____

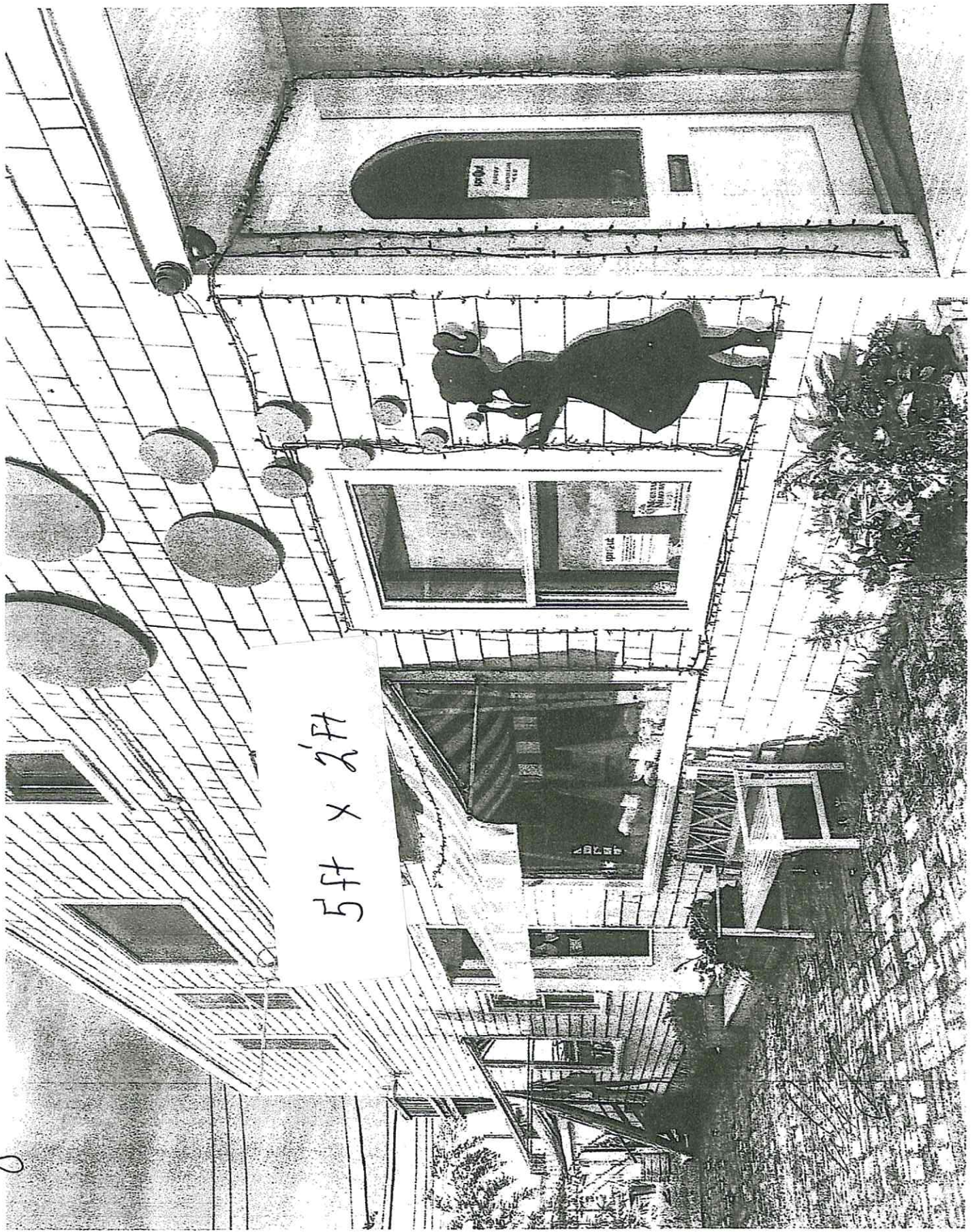
Please provide scale drawings indicating the following:

- SIZES OF ALL PROPOSED SIGNS 5ft X 2ft
- FONT SIZE AND STYLE see Attached
- PROPOSED COLORS Gold & Black
- LOCATION ON BUILDING (PHOTOS MAY BE USED) see Attached
- PROPOSED MATERIALS USED FOR SIGNS Wood

Fee \$5.00

FEE TO BE PAID UPON FILING THIS APPLICATION

Sign Hermit - 137 Front Street #3 + #4 (Booth 19 Alley)



5' x 2'





Village of Greenport Building Department

236 Third Street, Greenport, New York, 11944

(631) 477-0248 Ext. 212

www.villageofgreenport.org

CHANGE OF USE/OCCUPANCY/TENANCY APPLICATION

All information below is to be filled out by the applicant.

This completed application is to be accompanied by floor plans showing the proposed layout and room dimensions, and a letter of intent stating what the proposed use/occupancy/tenancy will be.

A FIRE SAFETY INSPECTION MUST BE CONDUCTED PRIOR TO OPENING.

THE OWNER OF THE PROPERTY IS: (PLEASE PRINT CLEARLY) DATE: 12/15/2020

David A Serure 37 Properties, LLC
 First Name Last Name Business Name, if applicable

[REDACTED]
 Mailing Address City, Town, Village State Zip

[REDACTED] 37frontstreetinfo@gmail.com
 Phone Contact E-Mail Address Fax #

CONTACT PERSON (if different from owner)
The person to receive all correspondence including permit and associated certificate:

Michelle Alptekin Mimi's Collection NY
 First Name Last Name Business Name, if applicable

120-122 Front Street, Greenport, New York 11944
 Mailing Address City, Town, Village State Zip

[REDACTED] [REDACTED]
 Phone Contact E-Mail Address Fax #

IF ANYONE OTHER THAN THE OWNER COMPLETES THIS APPLICATION, WRITTEN CONSENT FROM THE OWNER MUST BE SUBMITTED WITH THIS APPLICATION.

Property Location:

Suffolk County Tax Map Number: 1001 Section: 5 Block: 4 Lot 23.1

Street Address: 37 Front St #3, #4 Greenport, New York, 11944

Zoning District: CR WC CG

Is property located within the Historic District? Yes No



CHANGE OF USE/OCCUPANCY/TENANCY APPLICATION

FILL IN ALL THAT APPLY:

THE CURRENT USE IS: Retail

THE CURRENT OCCUPANCY IS: VACANT

THE CURRENT TENANT IS: Michelle ALTEKIN

THE PROPOSED USE IS: Retail 7 Fashion

THE PROPOSED OCCUPANCY IS: Leather Goods - Turkish Bags + Womens Fashion

THE PROPOSED TENANT IS: Michelle ALTEKIN

Change in occupancy or use shall include any change in configuration of a premises, and any change or alteration in the primary use or addition or removal of a secondary or accessory use.

In addition to any other inspection required by the Code of the Village of Greenport, or by law, each retail and commercial space, and each premises with a space used for public assembly, shall be inspected for compliance with the New York State Uniform Fire Prevention and Building Code and Greenport Village Code prior to any change in use, occupancy or tenancy and as follows:

(1) In the event that the change of use, occupancy or tenancy creates, changes, or continues a conditional use, or requires a building or other permit under the New York State Uniform Fire Prevention and Building Code or Greenport Village Code, then applications shall be referred to the Building Department and the Planning Board pursuant to § 150-29 of the Greenport Village Code for conditional uses and § 150-30 for all uses, and an application for review by the Planning Board shall be required.

(2) In the event that the change of use, occupancy or tenancy does not create, change, or continue a conditional use and does not require a building or other permit under the New York State Uniform Fire Prevention and Building Code or the Greenport Village Code, The Code Official shall approve the use after a fire safety inspection is complete and the property is deemed to be in compliance.

* In the event that the inspection to be performed shall be of a premises which includes a place of public assembly, or a premises or use where an RPZ valve is required: the inspection shall include a certification of the sprinkler system, the fire alarm system, and the determination of the existence or operation of an RPZ valve.

I have read and understand all the rules, regulations, and requirements associated with the application for a change of use/occupancy/tenancy.

Michelle Alpekina
Signature of Applicant

02/09/2021
Date



ANNUAL FIRE PREVENTION PERMIT

236 Third Street, Greenport, New York, 11944

(631) 477-0248 Ext. 212

www.villageofgreenport.org



Date of Application 02-09-2021 YEAR: 2021

Applicant Information:

Name of Business: Mimi's Collection NY
 Business Owner Name: Michelle Alptekin Daytime Phone No.: [REDACTED]
 Street Address: 37 FRONT STREET #3 + #4, Greenport, New York 11944
 Mailing Address (if different): 120-122 Front Street, Greenport, New York 11944
 Property Owner Name (if different from applicant): _____
 Contact Person - Name: David A. Serure Phone No.: [REDACTED]
 Email Address: 37frontstreetinfo@gmail.com

Special Occupancy:

- A-2 - Places of Assembly (Restaurants)
- Mercantile (Retail Stores, Drug Stores, Markets, Sales Rooms, etc.)
- R-2 - Hotels/Motels
- Auto wrecking yards, junkyards
- Dry-cleaning plants
- Garages/motor vehicle repair shops
- Marine refueling stations
- Lumberyards and woodworking plants

* If there are more than one occupancy, please check all that apply.

- CHECK THIS BOX TO REQUEST A NEW/UPDATED MAXIMUM OCCUPANCY PLACARD**
(REQUIRED IN ALL A-2-PLACES OF ASSEMBLY) You MUST provide layout & dimensions of establishment.

Hazardous Storage/Use:

- Storage of combustible and flammable liquids:
Amount _____ Liquefied petroleum gas
- 2,000 to 10,000 gallons (annually)
- In excess of 10,000 gallons (annually)
- Hazardous chemicals
- Storage of combustible fiber - _____
- Explosives, ammunition and blasting agents
- Storage of readily combustible materials
- Welding or cutting

SIGNATURE OF APPLICANT

The accuracy of the information, plans, diagrams and other facts submitted in conjunction with this application are the responsibility of the applicant. Any false statement made herein is punishable as a misdemeanor, pursuant to Section 210.45 of the New York State Penal Law. This applicant hereby gives permission to the Village of Greenport Code Enforcement & Fire Safety Division to conduct a fire safety inspection of the premises listed above in accordance with the 2015 International Fire Code, and Uniform Fire Prevention Code of the State of New York.

Signature of Applicant Michelle Alptekin

Date: 02-09-2021

 **37 Properties, LLC**

109 Elmwood Drive • Dix Hills, New York • 11746 - 5659
Office (631) 271-1035 • Cell (917) 868-2783 • Facsimile (631) 385-7568

December 22, 2020

TO: Village of Greenport Planning Board

FROM: David A. Serure – Building Owner of 37 Front Street

RE: Written Consent For Mimi's Collection NY. to Apply for Change of Tenancy


Dear Village of Greenport Planning Board,

Please accept this letter as my written consent for Mimi's Collection NY. to apply for Change of Tenancy in their pursuit to open a retail store front in my building located at:

37 Front Street, Suites 3 & 4 (Formerly known as Sprouts off Bootleg Alley)
Greenport, NY 11944

If you should have any questions or need further clarification regarding this matter, please feel free to contact me at the number listed above.

Thank you,


David A. Serure