TOWN OF CAPE VINCENT

SITE PLAN REVIEW APPLICATION

The application for site plan approval consists of Parts A and B, an Environmental Assessment Form as required by the State Environmental Quality Review Act (SEQRA), an Agricultural Data Statement, and the payment of application fees, as established by Resolution of the Town Board.

Refer to the Town Zoning Law for additional information and Site Plan Review criteria and process.

PART A: PROJECT DESCRIPTION

Provide all information requested to assure a clear understanding of the proposed project. A ach supplemental information if necessary. Incomplete information may render the application incomplete.

1. Applicant(s) name, address, and telephone number:

   Ron Clapp c/o Carleton Villa LLC.
   711 N. Broadway, Lantana, FL 33462
   (561)385-5675

2. Owner(s) name, address, and telephone number, if not the same as applicant:

   Same as above

3. Describe the proposed use of the site:

   Hotel, Restaurant and Glampgrounds

4. Project Description: (Refer to sample Site Plan Drawing) Include photographs, if applicable.

   The Carleton Villa originally built in 1895 is being renovated and restored to be a Hotel on the upper floors with a restaurant on the first floor. The glampgrounds will be on the back portion of the 6.9 acres located between the North and South Bays.

5. Site location:

   Carleton Island Lot 1

6. Total site area (square feet or acres): **6.9 acres**

7. Tax Map Sec on **39.27-1-16** Lot **1 "The Villa"**
8. Zoning District property is located in: **Island District**

9. List below Town, school, county, state, and federal permits/agreements i.e., road access, Department of Health, NYS Uniform Fire & Building Code, D.E.C., PILOTS.

10. Attach a copy of the above-listed permits/agreements.

11. Describe infrastructure anticipated: (For example, water, sewer, power, roads)

Drilled Well and related infrastructure for water, Septic tanks and related infrastructure for sewage, and solar panels & NY Grid for electricity. Cobblestone, mulch and gravel pathways will also be constructed on the property.

12. Anticipated construction schedule: **Spring 2024 to Summer 2025 for construction of the Cabins and Comfort Station. The Carleton Villa restoration is likely to continue until 2027.**

13. Current land use and condition of the project site (agricultural, commercial, undeveloped, residential, etc.):
The Carleton Villa has been abandoned for over 90 years. The surrounding land is primarily undeveloped.

14. Character of surrounding area (residential, agricultural, wetlands, etc.):

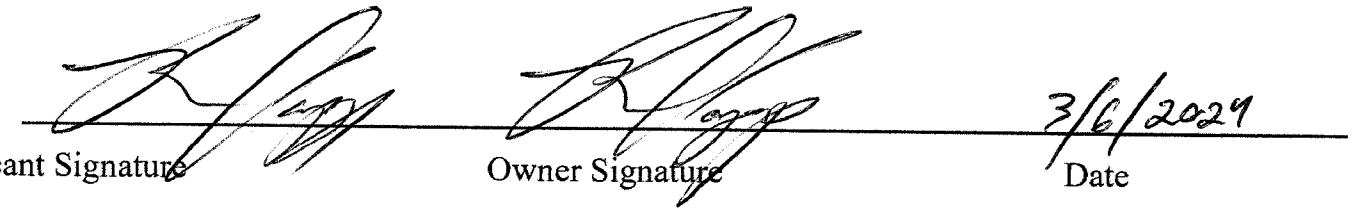
There are several homes in the surrounding area; the neighbors are primarily seasonal residents. There are also hunting lodges in the surrounding area.

15. Anticipated number of residents, employees, shoppers, as is applicable:
The maximum capacity of the Carleton Villa main building is 150 per the building code, however the current design accounts for only fourteen (14) guest rooms. The Hotel will have a "bed and breakfast" feel. Most of the Cabins are likely to have two (2) guests at a time but there may occasionally be a family or group of guests of more than two. Only eleven (11) of the cabins will have guests. One cabin will be used to house management personnel.

16. Other project information necessary to adequately describe the project and inform the Zoning Enforcement Officer, Zoning Board of Appeals, and Planning Board:

- **As shown on the site plan map there will be four (4) docks added and a comfort station.**
- **The project is designed to work in harmony with the surrounding landscape and provides for maintaining 96.08% open/green space area.**
- **There will be signage and security measures including: (1) security fencing and a gate across the main right-of-way to prevent guests from traveling throughout the island; (2) signage and landscaping buffers to prevent guests from trespassing on adjacent properties while still allowing right-of-way access to surrounding landowners; (3) no ATVs or golf carts will be used by guests on the site.**

- **Additionally, there will be full-time management personnel staying on-site when guests are present. Guests will be required to sign agreements to abide by rules regarding noise, trespassing, safety risks, and other community guidelines.**
- **The Proposed Use is consistent with Town Code Section 3.7(1) which states that "[t]he land use plan for this District is focused principally on encouraging quality residential development with some capacity for *limited, controlled commercial development, for example, restaurant, hotel, bed and breakfast*" [emphasis added].**



Applicant Signature Owner Signature Date