



236 THIRD STREET  
GREENPORT, NY 11944

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

**MAYOR**  
GEORGE W. HUBBARD, JR.  
EXT. 215

**TRUSTEES**  
JACK MARTILOTTA  
DEPUTY MAYOR

PETER CLARKE

MARY BESS PHILLIPS

JULIA ROBINS

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

**CLERK**  
SYLVIA PIRILLO, RMC  
EXT. 206

**TREASURER**  
ROBERT BRANDT  
EXT. 217

TO: MAYOR AND BOARD OF TRUSTEES  
FROM: PLANNING BOARD  
DATE: MAY 5, 2022  
RE: COMMENTS ON PROPOSED AMENDMENT TO §115-13J OF THE GREENPORT VILLAGE CODE AND PROPOSED CREATION OF §150-30.2

Please be advised that the Village of Greenport Planning Board (“Planning Board”) has had the opportunity to review the proposed amendments to §115-13J and the creation of §150-30.2 of the Greenport Village Code (“Code”) and offers the following comments<sup>1</sup>:

Clarification of what Constitutes a “Repair”

As currently proposed, Planning Board approval would be required for “any relay or repair” of a property owner’s driveway. This amendment could be construed to mean that a property owner whom is merely repaving, resurfacing or sealcoating their driveway would first need to obtain approval from the Planning Board. This seems extremely onerous for a common repair and cannot be the intent of the Mayor and Village Trustees (collectively referred to as the “Village”). The Village should include a definition of “repair” and readjust the actions that would trigger the need for Planning Board review and approval.

Documents to be Submitted with Curb Cut Application

As proposed §150.30.2 of the Code would require applicants seeking a curb cut to provide the Planning Board with a map depicting the locations of curb cuts on adjacent properties. However, as written, the proposed Code section does not require the applicant to produce a map with the locations of curb cuts on properties that lie across the street from the property that is subject of the application. It should be noted that currently the Planning Board is required to take into account the location of curb cuts situated across the street. The Code section should be revised accordingly.

Mixed-Use Properties

The proposed amendments to §115-13 of the Code and the proposed §150-30.2 provides the standards for residential and commercial applicants seeking curb cut approval from the Planning Board but does not address what standards an applicant of a mixed-use property would utilize. It is similarly silent on what standards apply to multi-family housing units or apartment complexes and commercial buildings that contain multiple units. The Village should address these issues prior to enacting the proposed revisions and code section.

Conclusion

It is the Planning Board’s opinion that the proposed amendments to §115-13 and the creation of §150-30.2 of the Greenport Village Code (“Code”) need further clarification before being enacted.

<sup>1</sup> It should be noted that the comments herein are based on the proposed amended local law as of March 24, 2022.