



Town of Washington

TOWN OF WASHINGTON  
PLANNING BOARD

10 Reservoir Drive • P.O Box 667 Millbrook,  
NY 12545 • (845) 677-3419 EXT 116 •  
[planningboard@washingtontny.org](mailto:planningboard@washingtontny.org)

COMBINED PLANNING BOARD APPLICATION

Submit Application and four copies, together with all required additional documentation and fees, to:

Planning Board Secretary  
Town of Washington  
10 Reservoir Drive  
Millbrook, NY 12545  
T: (845) 677-3419, Ext. 116  
F: (845) 677-2085

With electronic copy (including all maps and forms) to:

Planning Board Secretary  
[planningboard@washingtontny.org](mailto:planningboard@washingtontny.org)

The digital copy shall be in a pdf, jpeg or other suitable write-protected image format capable of being opened and viewed using standard Windows-based software.

Name of Applicant(s): TOWN OF WASHINGTON TOWN BOARD  
 Business Name: TOWN OF WASHINGTON  
 Address: 10 RESERVOIR DRIVE  
MILLBROOK, NY 12545  
 Telephone: 845-677-3419 Email Address: WRTRUSTEEUSM@Gmail.com

Name of Record Owner(s) of Property: TOWN OF WASHINGTON  
 Address: SAME AS ABOVE  
 Telephone: \_\_\_\_\_ Email Address: \_\_\_\_\_

Before completing the next page, review the Town Zoning Map found at <https://www.dutchessny.gov/Departments/Planning/Docs/washington.pdf> to determine your Zoning District, which will be one of the following:

RR-10 Rural Residential	RL-5 Low Density Residential	RH-1 High Density Residential	HM Hamlet Mixed-Use
RS-10 Rural Residential	RS-5 Low Density Residential	RM-2 Medium Density Residential	

Applicant Name: TOWN OF WASHINGTON

**REAL PROPERTY INFORMATION:** Complete a box for each lot which is involved. Copy and attach more sheets if more than 3 parcels.

Dutchess County Tax Map Number (1234-00-123456-0000)	
Name of Property Owner	<u>TOWN OF WASHINGTON</u>
Property Street Address	<u>KILLEARN ROAD (FROM RT 343 TO TOWNLINE)</u>
Number of Acres	
Zoning District from Zoning Map	<u>RS-10</u>
Describe the Current Use of the Property	<u>TOWN ROADWAY FOR VEHICLE TRAVEL</u>
Is this property located near or in a buffer area next to a wetland, waterbody or watercourse?	<u>          </u> YES <u>  X  </u> NO May require a Town Wetlands Permit or be ruled by the Aquifer Protection Requirements
Is this property within 500 feet of the boundary of the Village of Millbrook?	<u>          </u> YES <u>  X  </u> NO

Dutchess County Tax Map Number (1234-00-123456-0000)	
Name of Property Owner	
Property Street Address	
Number of Acres	
Zoning District from Zoning Map	
Describe the Current Use of the Property	
Is this property located near or in a buffer area next to a wetland, waterbody or watercourse?	<u>          </u> YES <u>          </u> NO May require a Town Wetlands Permit or be ruled by the Aquifer Protection Requirements
Is this property within 500 feet of the boundary of the Village of Millbrook?	<u>          </u> YES <u>          </u> NO

Dutchess County Tax Map Number (1234-00-123456-0000)	
Name of Property Owner	
Property Street Address	
Number of Acres	
Zoning District from Zoning Map	
Describe the Current Use of the Property	
Is this property located near or in a buffer area next to a wetland, waterbody or watercourse?	<u>          </u> YES <u>          </u> NO May require a Town Wetlands Permit or be ruled by the Aquifer Protection Requirements
Is this property within 500 feet of the boundary of the Village of Millbrook?	<u>          </u> YES <u>          </u> NO

Applicant Name: TOWN OF WASHINGTON

I. The following must be answered for **ALL APPLICATIONS**:

A. APPROVAL REQUESTED FOR (check all that apply):

- |                    |          |                              |       |
|--------------------|----------|------------------------------|-------|
| Special Use Permit | <u>X</u> | Preliminary Subdivision Plan | _____ |
| Sketch Plan        | _____    | Lot Line Revision            | _____ |
| Site Plan          | <u>X</u> | Final Subdivision Plan       | _____ |

B. All applications must include all of the following documents. (Please mark with a check to indicate that each is enclosed)

- \_\_\_\_\_ A copy of the current deed of each property.
- \_\_\_\_\_ Any easements affecting all parcels involved in the proposed activity.
- \_\_\_\_\_ A recent survey.  
If the project involves any construction, locate all water or wetlands [streams, creeks, ponds, or marshes] on the property on the survey.
- \_\_\_\_\_ A recent aerial photo at a scale of 1:200 or less with the relevant tax parcels delineated. (This can usually be found using Dutchess Parcel Access as long as all current structures are shown).
- \_\_\_\_\_ Owner's Endorsement – (You will find this attached to the end of this application.) Note ALL owners must sign, including both spouses.
- \_\_\_\_\_ Consent to Inspection – (can be found on Planning Board page under "Planning Board Documents and Forms").
- \_\_\_\_\_ Section 803 Ethics Statement. (You will find this attached to the end of this application.)
- \_\_\_\_\_ Environmental Assessment Form (EAF) for SEQRA review.  
Complete Short Form EAF under SEQRA, which can be found at [https://www.dec.ny.gov/docs/permits\\_ej\\_operations\\_pdf/seafpartone.pdf](https://www.dec.ny.gov/docs/permits_ej_operations_pdf/seafpartone.pdf).  
This Short Form EAF may also be filled out using the EAF Mapper Tool which creates the form as you go. See <https://gisservices.dec.ny.gov/eafmapper>. After initial review, the Planning Board may require a long form EAF.

C. The following documents may be required, if applicable. (Please mark with a check to indicate which, if any, are enclosed)

- \_\_\_\_\_ Agricultural Data Statement. (This can be found on Planning Board page under "Planning Board Documents and Forms").  
This document is required if any portion of the project is located on property within an agricultural district containing a farm operation, or on property with boundaries within five hundred (500) feet of a farm operation located within an agricultural district.  
If this is applicable, what Agricultural District is the property in? \_\_\_\_\_
- \_\_\_\_\_ Wetland Permit Application. (This can be found on Planning Board page under "Planning Board Documents and Forms").  
**Please review Zoning Code Section 396 to determine if a permit is required in your specific instance.**

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A Wetlands Application may be required if the proposed activity is:

- within 50 feet of the boundary of a wetland that is at least ¼ acre in size but less than 1 acre; or
- within 100 feet of a boundary of a wetland that is at least 1 acre in size; or
- Within 100 feet from the high water mark of a perennial watercourse or waterbody; or
- within 50 feet from the high water mark of the identified channel for an intermittent watercourse.

D. Detailed description of proposed activity:

DRAINAGE IMPROVEMENTS, ROADWAY MILL AND FILL  
PARTIAL ROADWAY WIDENING.  
SEE ATTACHED DOCUMENTS FROM JUNE 5<sup>TH</sup> 2024  
PUBLIC INFORMATION MEETING.

E. Are there agricultural and /or forestry exemptions affecting the property?

Yes \_\_\_\_\_ No X If yes, please list in detail:

F. Total acreage involved in the application. 3.25 MILES

G. Total contiguous acreage controlled by the applicant/owner. N/A

(This includes lands owned by family members of the applicant and any corporations, partnerships, limited liability companies, or other entities in which the applicant has an interest.)

List each contiguous property:

Dutchess County Tax Map Number (1234-00-123456-0000)	
Name of Property Owner	
Property Street Address	
Number of Acres	

Dutchess County Tax Map Number (1234-00-123456-0000)	
Name of Property Owner	
Property Street Address	
Number of Acres	

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H. Total number of existing structures (including houses, detached garages, sheds, barns or any other building structure). 0

I. Types of existing structures (list):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

J. Total square footage of all new construction. 0

K. Estimated value of new construction or addition. 0

L. Type of construction or activity proposed (check all that apply):

New construction:

Residential \_\_\_\_\_

Commercial \_\_\_\_\_

Institutional \_\_\_\_\_

Home occupation \_\_\_\_\_

Expansion:

Residential \_\_\_\_\_

Commercial \_\_\_\_\_

Institutional \_\_\_\_\_

Change in use \_\_\_\_\_

Other: ROADWAY IMPROVEMENTS

M. If any of the following professionals are involved in the proposed project or activity, please identify and provide contact information:

<b>Professional Engineer</b> Name: <u>DANIEL FARNAN, PE</u> Address: <u>COLLIERS ENGINEERING</u> _____ Email Address: <u>DANIEL.FARNAN@COLLIERSENGINEERING.COM</u> Telephone Number: <u>518.807.6162</u>	<b>Licensed Land Surveyer</b> Name: _____ Address: _____ _____ Email Address: _____ Telephone Number: _____
<b>Attorney</b> Name: _____ Address: _____ _____ Email Address: _____ Telephone Number: _____	<b>Other Type of Professional:</b> _____ Name: _____ Address: _____ _____ Email Address: _____ Telephone Number: _____

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N. Does this application require approvals from any other organization or entity (for example, i.e: NYS DOT, Dutchess County Board of Health, Dutchess County Department of Transportation, the Village of Millbrook)?

Yes \_\_\_\_\_ No X If yes, please identify the organization and whether an application has been made to them.

\_\_\_\_\_  
\_\_\_\_\_

II. For **SUBDIVISION AND LOT LINE ADJUSTMENT** applications, please also answer the following:

A. **LOTS**

Number of lots proposed: 0

Size of the smallest lot proposed: \_\_\_\_\_

Size of the largest lot proposed: \_\_\_\_\_

B. **DRIVEWAYS**

Number of private driveways proposed: 0

Number of common driveways proposed: \_\_\_\_\_

Maximum number of lots served by a common driveway: \_\_\_\_\_

C. Preliminary Plat includes 0 acres and tentatively includes 0 future lots. The amount of area shown on this Preliminary Plat proposed to be dedicated for future public use (exclusive of roads) is 0 (define your measure in acres or square feet).

D. Does subdivider intend to request any waivers or variances from the Subdivision Regulations upon submission of Final Plat for approval? No 0 Yes \_\_\_\_\_

E. Does subdivider intend to submit a single subdivision plat for filing with the County Clerk for all property in the Preliminary Plat? Yes \_\_\_\_\_ No 0

If no, state the number of sections to be filed. \_\_\_\_\_

III. FEES AND ESCROW

A. Application Fee and Escrow Deposit

An Application Fee and an initial Escrow Deposit for the amounts listed in the chart on the next page for your type of application must be included with this application.

Applicant Name: TOWN OF WASHINGTON

Fees are payable to the "Town of Washington" and are due at the time the application is submitted.

Fee Type	Amount	Amount Due	Date Paid
<b>ESCROW FEE (DUE FOR ALL APPLICATIONS)</b>			
Initial Escrow Deposit:	\$1,500.00	0.00	N/A
<b>Plus the below amount:</b>			
Projects under \$10,000.00 in development costs	\$2,000.00		
Projects with \$10,001.00 - \$50,000.00 in development costs	\$5,000.00		
Projects over \$50,001.00 in development costs	\$10,000.00		
<b>LOT LINE CHANGE APPLICATION FEE</b>			
Up to 5.99 acres	\$600.00		
6.0 - 15.99 acres	\$900.00		
16.00 acres or greater	\$1,200.00		
<b>SITE PLAN APPLICATION FEE</b>			
	\$600.00		
<b>SPECIAL USE PERMIT FEE</b>			
	\$600.00		
<b>WETLANDS PERMIT FEE</b>			
	\$600.00		
<b>SUBDIVISION:</b>			
<b>Preliminary Approval - Minor: Up to 4 Lots</b>			
Application Fee:	\$750.00		
Fee Per New Lot	\$250.00 per lot		
Final Approval	\$750.00*		
Final Approval Up to 4 lots	\$200.00 per lot*		
Recreation Fee Per New Lot	\$4,000.00 per lot		
<b>Preliminary Approval - Major: 5 or more lots</b>			
Application Fee	\$850.00		
Fee Per New Lot	\$250.00		
Final Approval	\$850.00*		
Fee Per New Lot	\$200.00 per lot*		
Recreation Fee Per Lot	\$4,000.00		

\* To be paid whether or not the Planning Board waives the requirements for Final Approval.

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The applicant will periodically be advised as to the need to replenish the escrow account. Any unexpended escrow deposit will be returned to the applicant at the completion of review of the application.

Please note here the total amount of the check you are including for the Application Fee and Escrow Deposit. \$ 0.00

Dated: 14 MARCH 2025

Joseph A. Rochford  
Signature of Applicant

\_\_\_\_\_  
Signature of Owner (if different)







Town of Washington

TOWN OF WASHINGTON PLANNING BOARD
PlanningBoard@Washingtonny.org
10 Reservoir Dr, PO Box 667
Millbrook, NY 12545
845-677-3419

THIS DOCUMENT MUST BE SIGNED BEFORE A NOTARY PUBLIC

PLEASE NOTE: If ownership is held by a corporation, LLC, jointly or in partnership, each owner and/or partner must sign a separate owner's endorsement.

OWNER'S ENDORSEMENT

STATE OF NEW YORK)

COUNTY OF \_\_\_\_\_) ss:

\_\_\_\_\_ being duly sworn, deposes and says:

I am: (check one)

- 1. the sole owner in fee (One individual on the tax roll)
2. a part owner in fee (Two or more individuals on the tax roll)
3. an officer of the corporation which is the owner in fee of the premises described in the foregoing application.
4. designated party authorized to act pursuant to a trust or legal document. (Trustees listed on tax roll)
5. member/owner(s) of Limited Liability Corporation (LLC).

(If you checked #3, #4 or #5, you must attach proof of authority (i.e.: Corporate Resolution, Surrogate Letter, Executor of the Will, Certified Letter of Testamentary, Letter of Administration, Attorney-Opinion Letter, Letter or Probate, Power of Attorney)

I reside at \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

I have authorized (name) \_\_\_\_\_ of (Company) \_\_\_\_\_ to make the foregoing application to the Town of Washington for approval as described herein for the property located at \_\_\_\_\_

Property ID # \_\_\_\_\_

Signature

If owner is a corporation or LLC, please indicate name of the entity and title of the officer whose signature appears above.

Sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Notary Public \_\_\_\_\_ Notary Stamp: commission expires: \_\_\_\_\_

Proof of Authority is attached. Type of Authority: \_\_\_\_\_

1. For Site Plan Approval, place the following owner endorsement signature block on the plan:

<b>TOWN OF WASHINGTON PLANNING BOARD OWNER / APPLICANT SIGNATURES</b>	
<p>The undersigned applicant(s) for the property and the undersigned owner(s) of the property shown herein certify that they are familiar with this map and its notes and its contents as stated hereon including all conditions of approval. The applicant and the owner understand their obligations to the Town to keep the premises as per plan approval by the planning board until a new or revised plan for development or use of the site is approved by the Planning Board. The applicant and the owner understand their obligation to the Town not to occupy the premises before a Certificate of Occupancy is issued by the Town for the occupancy as approved herein. Dutchess county clerk.</p>	
_____	
Owner	
_____	
Date	
_____	
Applicant	
_____	
Date	

2. For Site Plan, place the following signature block on the proposed plan:

<b>TOWN OF WASHINGTON PLANNING BOARD PLAN APPROVAL</b>	
<p>The plan of development for the property as depicted hereon was approved by a majority of the members of the Town of Washington Planning Board at a meeting held on _____, and the conditions of Site Plan Approval have been satisfied or arrangements have been made to ensure the completion of any outstanding or incomplete conditions.</p>	
_____	
Chair	
_____	
Date	

3. For **Subdivision and Lot Line Revision**, place the following owner endorsement signature block on the plan:

TOWN OF WASHINGTON PLANNING BOARD  
OWNER / APPLICANT SIGNATURES

The undersigned applicant for the property and the undersigned owner of the property shown herein certify that they are familiar with this map and its notes and its contents as stated hereon including all conditions of approval. The applicant and the owner understand their obligations to the Town to comply with all conditions of subdivision approval and consent to the filing of this map in the office of the Dutchess County Clerk.

\_\_\_\_\_

Owner

\_\_\_\_\_

Date

\_\_\_\_\_

Applicant

\_\_\_\_\_

Date

4. For **Subdivision and Lot Line Revision**, place the following signature block on the plan:

TOWN OF WASHINGTON PLANNING BOARD  
SUBDIVISION APPROVAL

The plan of the development for the property as depicted hereon was approved by a majority of the members of the Town Of Washington Planning Board at a meeting held on \_\_\_\_\_, and after a public hearing held on \_\_\_\_\_. By signature of the Chairperson as set forth below, the Planning Board certifies that the requirements of Section 276 of the Town Law and the requirements of the Town of Washington Code have been met and the conditions of Subdivision Approval have been satisfied or arrangements have been made to ensure the completion of any outstanding or incomplete conditions.

\_\_\_\_\_

Chair

\_\_\_\_\_

Date

Town of Washington Planning Board  
Minimum Development Guidelines for Private and Common Driveways

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The following notes must be placed on the plan for development approval as applicable.

For All Private Driveways:

1. Finished grades for all parts of the driveway shall not exceed 12 percent.
2. The minimum driveway width shall not be less than 16 feet with a travel way width of not less than 12 feet.
3. A development plan for the driveway together with road profiles and other information as may be required by the Town Building Inspector, shall accompany plans for construction on the property at the time an application for a building permit is made. The development plan and profiles shall show conformity of the proposed driveway construction with these standards. These plans shall be prepared by a licensed professional engineer and shall bear the seal and signature of such engineer.
4. Upon completion, the applicant's engineer shall certify to the Town that the driveway has been constructed in accordance with the approved plans and with these specifications. Such certification shall accompany the application for issuance of a Certificate of Occupancy for the improvements. Such certification shall be in the form of an as-built survey of the driveway and other improvements to the property.
5. The driveway construction requirements as shown on the final development plan or plat approved by the Planning Board shall be referenced in the deed for the property upon transfer.

For driveways in excess of 500 linear feet:

1. Finished grade for all parts of the driveway shall not exceed 12 percent.
2. The cleared and graded width of the driveway shall not be less than 16 feet, and travel-way width of not less than 12 feet and 2-foot shoulders to each side.
3. Shoulders shall be top soiled, seeded with an appropriate grass or grass blend, and mulched.
4. Passing turnouts measuring not less than 40' x 10' shall be placed at not more than five hundred foot intervals along the length of the driveway. The passing turnouts shall have an additional 2 feet of shoulder width.
5. All roots and stumps shall be grubbed, excavated and removed from the travel way and shoulders.
6. All unsuitable and unstable materials shall be completely excavated and removed and all rocks or boulders larger than 6 inches across shall be excavated to at least 8 inches below finished grade.

7. The foundation course of the driveway shall be a minimum of 6 inches of clean, run of bank gravel.
8. Final course of the driveway shall be a minimum of 4 inches of item 4 or processed gravel.
9. The travel way, passing turnouts, shoulders and flow line of drainage ditches and swales shall be maintained in satisfactory condition to assure safe and continuous, year-round access for all vehicles.
10. Trees and shrubs shall be trimmed and maintained so as not to hang into or obstruct the travel way, passing turnouts and shoulders. Overhead branches shall be trimmed to a height of not less than 13 feet.
11. A development plan for the driveway, together with road profiles and other information as may be required by the Town Building Inspector, shall accompany plans for construction on the property at the time an application for a building permit is made. The development plan and profiles shall show conformity of the proposed driveway construction with these standards. These plans shall be prepared by a licensed professional engineer and shall bear the seal and signature of such engineer.
12. Upon completion, the applicant's engineer shall certify to the Town that the driveway has been constructed in accordance with the approved plans and with these specifications. Such certification shall accompany the application for issuance of a Certificate of Occupancy for the improvements. Such certification shall be in the form of an as-built survey of the driveway and other improvements.
13. The driveway construction requirements as shown on the final development plan or plat approved by the Planning Board shall be referenced in the deed for the property upon transfer.

#### For Common Driveways

1. Finished grade for all parts of the driveway shall not exceed 12 percent.
2. The cleared width of the driveway shall be not less than 24 feet. The graded width of the driveway shall be not less than 24 feet. The travel way width of the driveway shall not be less than 16 feet with 4 foot shoulders to each side.
3. Shoulders shall be top soiled, seeded with an appropriate grass or grass blend, and mulched.
4. Passing turnouts (see attached detail) shall be placed at not more than five hundred foot intervals along the length of the driveway. The passing turnouts shall have 4 feet of shoulder width.
5. All roots and stumps shall be grubbed, excavated and removed from the travel way and shoulders.
6. All unsuitable and unstable materials shall be completely excavated and removed and all rocks or boulders larger than 6 inches across shall be excavated to at least 8 inches below finished grade.

7. The foundation course of the driveway shall be a minimum of 8 inches of clean, run of bank gravel.
8. Final course of the driveway shall be a minimum of 4 inches of item 4 or processed gravel.
9. The travel way, passing turnouts, shoulders and flow line of drainage ditches and swales shall be maintained in satisfactory condition to assure safe and continuous, year-round access for all vehicles.
10. Trees and shrubs shall be trimmed and maintained so as not to hang into or obstruct the travel way, passing turnouts and shoulders. Overhead branches shall be trimmed to a height of not less than 13 feet.
11. Each lot accessed by a common driveway shall be subject to a Driveway Maintenance and Improvement Agreement which shall run with the land and be binding on each owner of the lots accessed from the common driveway, and upon their heirs, successors and assigns. Such Agreement shall be recorded in the office of the county clerk and shall be subject to the approval of the Town Attorney prior to such recording.
12. A development plan for the driveway, together with road profiles and other information as may be required by the Town Building Inspector, shall accompany plans for construction on the property at the time an application for a building permit is made. The development plan and profiles shall show conformity of the proposed driveway construction with these standards. These plans shall be prepared by a licensed professional engineer and shall bear the seal and signature of the engineer.
13. Upon completion, the applicant's engineer shall certify to the Town that the driveway has been constructed in accordance with the approved plans and with these specifications. Such certification shall accompany the application for issuance of a Certificate of Occupancy for the improvements. Such certification shall be in the form of an as-built survey of the driveway and other improvements.
14. The driveway construction requirements as shown on the final development plan or plat approved by the Planning Board shall be referenced in the deed for the property upon transfer.

#### Erosion Control Notes

1. In order to assure compliance of the project with both the Town Zoning Law and the NYSDEC regulations the following note shall be placed on all plat maps.
  - a. *At the time of application for a Building Permit, and prior to any land clearing or site preparation work for construction of improvements on any of the lots as approved herein, an Erosion and Sediment Control Plan shall be prepared in accordance with section 385 of the Town Zoning Law shall be submitted to the Planning Board for review and approval. No Building Permit shall be issued for any improvement until the Erosion and Sediment Control Plan has been approved.*
  - b. *The discharger, owner or operator shall at all times comply with the New York State SPDES General Permit (GP-02-01) requirements. A copy of any completed Notice of Intent submitted to the New York State Department of Environmental Conservation pursuant to GP-02-01 shall be submitted to the Planning Board.*

### RIGHT OF WAY IMPACTS

A Right of Way Survey was performed by C.T. Male in 2023. The survey found numerous areas of monumentation indicating property lines along most of Killlearn Road. However, it is noted the right of way width is narrow and that there are sections along Killlearn Road that appear to be "user roads". User road bounds may only extend to the edge of the gravel road. The Town may explore property acquisitions or easements to install roadside drainage in select areas of the corridor.

### IMPACTS TO TRAFFIC DURING CONSTRUCTION

An offsite detour is the recommended method of traffic control for the project, utilizing State Route 343 and Chestnut Ridge Road. Traffic going eastbound on SR 343 may continue East to the intersection of Chestnut Ridge Road and turn South. Traffic going northbound on Chestnut Ridge Road may continue North before turning West onto SR 343. The road would remain open to local traffic and residents along Killlearn Road.

Coordination should occur with local emergency services to ensure response times will be acceptable during construction. The local school district, postal service, and local residents will all be contacted to coordinate bus routes, postal delivery, and residential access during the road closure. The details for the work zone traffic control should be prepared and evaluated during final design.

### Proposed Vehicular/Truck Detour Routes



### COMMENTS

Further questions, comments, or concerns can be addressed to:

Joseph Spagnola  
Town of Washington Highway Department  
10 Reservoir Drive  
Millbrook, NY 12545  
Phone: (845) 677 - 3419 ext. 110  
Email: [hwydept@washingtomny.org](mailto:hwydept@washingtomny.org)



## TOWN OF WASHINGTON HIGHWAY DEPARTMENT

Joseph Spagnola - Superintendent, Town of Washington Highway Department

## PUBLIC INFORMATION MEETING

**Topic:** Killlearn Road Reconstruction & Drainage Updates

**Place:** Millbrook Firehouse  
20 Front Street  
Millbrook, NY 12545

**Date:** June 5, 2024 – 5:30 PM



### MEETING PURPOSE

The purpose of this informational meeting is to provide an opportunity for interested individuals to become acquainted with the project and express comments to the Town of Washington staff and the project team. There will be a short presentation, after which feel free to review the exhibits provided and to ask questions of the staff.

### PROJECT DESCRIPTION & LOCATION

This project involved the study of Killearn Road, which is a 3.25-mile-long gravel "dirt" road in the town of Washington. Killearn Road is technically a one-lane access road with existing roadway width varying from 16 feet to 25 feet. The cross slope of the road has variable crown and poor drainage. Proposed construction of any repairs includes the entirety of Killearn Road, from Chestnut Ridge Road to Hoxie Road. Recommendations to the Town Board for repair options ranged from spot repairs in select areas, to full reconstruction and paving the road. Colliers primary recommendation is described below as Alternative 3, which includes gravel reclamation (sometimes called "Mill & Fill") and drainage improvements.

### ROADWAY HISTORY & NEED FOR THE PROJECT

The existing Killearn Road is a deteriorating gravel road, which has multiple geometric and roadway deficiencies for the full length of the road. The existing road exhibits a varying cross slope throughout the corridor, with a majority of the areas exhibiting little to no crown. The lack of a sufficient crown has likely led to numerous potholes and erosion rutting throughout the corridor from surface water ponding on the road within the travel way.

Various horizontal and vertical curves existing along the road appear to be non-conforming to current AASHTO design standards. There is limited sight distance available for the majority of the curves and the numerous driveways along the road. Many of the driveways on either side of the road are moderately to severely sloped, approach Killearn Road at sharp angles, further reducing sight distance for motorists leaving the driveway, and motorists along Killearn Road unable to see a car coming down the driveway slope that is nearly parallel to the roadway.

The road also experiences transverse rutting (sometimes called "Washboarding") from heavy truck tires. The heavy construction vehicles, and frequent trips back and forth, appear to be overloading road section for Killearn Road, and is resulting in severe distress to the subgrade and surface course. This would exacerbate the deterioration of the gravel road and promote the drainage issues that the road is experiencing.

### PROJECT OBJECTIVES

- Improve the roadway condition by providing a stable roadway section that has the load carrying capacity for the larger delivery trucks and agricultural equipment that frequent the existing Killearn Road.
- Improve the roadside drainage along the Killearn Road corridor, to prevent the introduction of surrounding surface water to the roadway.
- Improve the drainage on the roadway by reestablishing the cross slope on the roadway and optionally adding underdrains on the shoulders of the roadway.
- Complete the project with minimal disruption to the surrounding residences and natural resources.

### PROJECT SCHEDULE

Engineering Study	2022-2023
ROW Survey	2023
Public Information Meeting	Today
Selecting a Repair Option	Summer 2024

### PROJECT ALTERNATIVES

Five (5) alternatives and a Hybrid option for the project were studied in 2022-2023, described below.

#### Alternative 1 – Basic Repairs

Alternative 1 would involve repairing and improving the existing roadway section in limited areas, determined by the Town. In the repair areas, the existing gravel surface would be excavated to subgrade to allow for the new gravel wearing course install along the same roadway profile. In more severe areas of roadway and slope failure, the roadway subgrade could be undercut or over excavated to improve the underlying soils that may have caused the failure. This alternative also includes the repair of existing cross culverts that have either been crushed or clogged to the point that they have lost their function.

#### Alternative 2 – Basic Repairs with Drainage Improvements

Alternative 2 would include all repairs mentioned in Alternative 1, and also include the installation of roadside ditches to improve the roadside drainage. Since there is minimal roadside drainage on the current Killearn Road corridor, new drainage ditches would be installed on a majority of the corridor. The proposed drainage ditches would be cut adjacent to the proposed roadway shoulders, consisting of a 3-foot-wide grassed bottom, approximately 1.5 feet deep. These drainage ditches would intercept surface water that drains from surrounding properties prior to reaching Killearn Road, and therefore stopping additional surface drainage across Killearn Road.

#### Alternative 3 – Gravel Reclamation with Drainage Improvements

Alternative 3 would include all repairs described in Alternatives 1 and 2, but also revitalize the existing road without the expansion of a full reconstruction. This improvement to Killearn Road would include a gravel reclamation, which strengthens the road by digging up the wearing surface and base, mixing it with new gravel material, reapplying the combined mixture, and compacting the gravel to create a new wearing surface. The depth of the gravel reclamation can be as little as 8 inches (partial) to 24 inches (full), depending on the existing need along the corridor. A full depth reclamation may be the most useful for the areas that have had continued failures. CED will recommend a minimum of 12 inches of reclamation. The new wearing surface would be shaped to a 4% crown each way, and compacted.

#### Alternative 4 – Reconstruction with Gravel Road

Alternative 4 would include the reconstruction of Killearn Road with a new gravel road section and drainage ditches for the full length of the road, from Hoxie Road to Chestnut Ridge Road. The proposed roadway would be uniformly widened to include two (2) 10-foot-wide travel lanes with 2-foot-wide shoulders. The existing roadway would be reclaimed in place to become the new roadway subbase and additional subbase would be placed where the road is widened. After the subbase is compacted throughout, a new 6 inch wearing surface would be applied, shaped to a 4% crown each way, and compacted.

#### Alternative 5 – Reconstruction with Paved Road

Alternative 5 would involve the reconstruction of Killearn Road with a new asphalt road section and drainage ditches for the full length of the road, from Hoxie Road to Chestnut Ridge Road. The proposed roadway would be uniformly widened to include two (2) 10-foot-wide travel lanes with 2-foot-wide shoulders. The proposed section for the two travel lanes would be sloped 2% in each direction and include the excavation down to subgrade, the installation of new subbase, 3" of asphalt base course, 2" of asphalt binder course, and 1.5" of asphalt top course. Gravel shoulders would be installed at the edge of the travel lanes and compacted to a 6% slope away from the travel lane.

#### Hybrid Option

Any combination of the above 5 Alternatives that may be phased over time or applied to only certain areas of the roadway, as deemed necessary by the Town.