



C. Theresa Masin

Hamptons Environmental Land Planning

To: Amber Brach- Williams, Town Supervisor
Members of the Town Board
Shelby, Mundy, Town Clerk
Thomas Crouch, Town Attorney

From: C. Theresa Masin 

Re: Sylvester Manor
80 Ferry Road
SCTM No.: 700-8-1-5.3 and 5.10

Date: January 30, 2026 rev. February 2, 2026

I have reviewed the “*Sylvester Manor House Project Site Landscape Plan*”, Dwg. L-104.00, prepared by Architectural Preservation Studio, DPL, dated last revised November 21, 2024, the “*Main Entrance Driveway Opening Plan*”, Sheets C1, C2 and C5, prepared by D.B. Bennett, dated December 19, 2025, the “*Sanitary Plan*”, Sheets C1 to C3, prepared by D.B. Bennett, dated July 12, 2025, the “*Sylvester Manor Entrances*”, 10 sheets, prepared by Nelson Byrd Woltz Landscape Architects, dated December 19, 2025, for the above-referenced property. Based upon my review, I have the following comments:

General

The initial project plans call for the installation of fire suppression sprinklers at the manor house. However, as requested by my December 2025 advisory report, the applicant needs to provide clarification as to whether or not the existing well will need to be upgraded, in order to provide sufficient pressure to ensure proper operation of the proposed fire suppression devices. In the event that the well pump needs to be upgraded, or a new well needs to be installed, the site plan needs to be revised to reflect the additional work.

§109-3A(3): Landscape and Screening

Screening & Landscaping

While the “*Sylvester Manor Entrances*” provides landscaping details for the proposed re-configured driveway entrance, no planting plan has been provided for the area immediately adjacent to the manor house. Prior to site plan approval, landscape details for the area immediately adjacent to the renovated manor needs to be provided. As indicated in the previous advisory report, the plan needs to identify all limits of disturbance, as well as include evergreen

screening of the proposed mechanical pad, such as eastern red cedar (*Juniperus virginiana*) or inkberry (*Ilex glabra*). The plan also needs to call for the re-vegetation of the area of any existing gravel parking to the northeast of the Manor, which will remain after construction of the ADA compliant parking stalls.

With respect to the proposed landscaping at the re-configured driveway entrance, the plan needs to be revised ensure that the species in the planting schedule matches the plan view. For example, the applicant is proposing several trees keyed out as “AA”; however, there is no corresponding reference in the planting schedule. The plan also needs to be revised to identify all the container and/or caliper sizes of all proposed plantings. Additionally, the plan needs to be revised to eliminate orange coneflower (*Rudbeckia fulgida*) in favor of the native black eyed susan (*Rudbeckia hirta*). Finally, the plan needs to identify all proposed species utilized in the “bulb mix”.

§109-3A(5): Natural Features and Environmental Concerns

Wetlands

While the majority of proposed activities are proposed outside of the Town’s wetland permitting jurisdiction, the abandonment and removal of the existing sanitary system; installation of the new I/A OWTS and associated land disturbance; and grading associated with ADA compliant parking will result in land disturbance within the Town’s wetland permitting jurisdiction. As such a wetlands permit will be required. This supplemental advisory report serves as a recommendation to approve such activities.

Topography and Drainage

As noted in my December 2025 advisory report, the area immediately north of the Manor, slopes toward the wetlands. Analysis of the “*Sylvester Manor House Project Site Landscape Plan*”, indicates that the applicant is proposing to construct the ADA compliant parking in an area where there is a two (2) foot change in elevation. The site plan needs to be revised to identify any needed grade modifications, as well as provide fill deposition calculations, if applicable.

As requested by my December 2025 advisory report, a drainage plan which provides for the capture and recharge of stormwater run off associated with the ADA parking stalls needs to be submitted. Due to the increased frequency and intensity of storm events, consideration needs to be given to providing sufficient drywell capacity to accommodate a three (3) inch rainfall. Consideration should also be given to the use of permeable pavers to reduce run off. Finally, if deemed compatible with the historic structure, leaders and gutters need to be installed which would direct roof run off into subsurface drywells.

Conclusion

Based upon my review of the project plans, additional information is needed in order to determine whether or not the project is compliant with the §109-3 (Standard of Review).

Sincerely,

A handwritten signature in cursive script, appearing to read "C. Theresa Masin".

C. Theresa Masin

cc: Federico Vasallo, Assistant to the Town Board