

FINANCE/AUDIT COMMITTEE MEETING
Wednesday, January 8th, at 6:30 PM.

1. Comptroller's Update
2. Budget Transfer Request for Building Safety - S. Knox
3. Budget Transfer Request for Parks & Rec - L. Timbrouck
4. Budget Transfer Request for KFD - Chief Rea
5. Budget Transfer Request for the Clerk's Office - E. Tinti
6. Resolution in Support of Continued Aid - Mayor Noble
7. Pike Plan Demolition - J. Schultheis

OLD BUSINESS

1. 46 Grand St. - Mayor Noble

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Steven T. Noble
Mayor

Stephan Knox
Director

CITY OF KINGSTON
Building Safety & Zoning Enforcement

5 Garraghan Drive
Kingston, NY 12401
Phone (845) 331-1217
Fax (845) 331-1224



FIA

January 3, 2025

Council President, Andrea Shaut
City of Kingston Common Council
420 Broadway
Kingston, NY 12401

Dear President Shaut,

Attached find budget transfer documentation for your consideration and Council approval. This request is for the internal transfer of funds from one account to multiple accounts minimally overspent.

This request represents an internal transfer that will have zero financial impact.

Respectfully,

Stephan Knox
Director of Building Safety & Zoning Enforcement

Cc: Mayor, Steven T. Noble
Comptroller, John Tuey
City Clerk, Elisa Tinti

THE CITY OF KINGSTON COMMON COUNCIL
Finance / Audit
COMMITTEE REPORT

DEPARTMENT Building Safety DATE 1/3/2024

Description: Internal budget transfer request with zero financial impact.

\$1,746.76 From: A1362014 5414 Employee Training to:

- A1362014 5834 Uniforms (\$1,435.87)
- A1362014 5402 Office Supplies (\$80.12)
- A1362014 5444 Vehicle Fuel (\$135.84)
- A1362014 5463 Postage (\$94.93)

Motion by _____

Seconded by _____

Action Required:

<u>Committee Vote</u>	<u>YES</u>	<u>NO</u>
Reynolds Scott-Childress, Chairman, Ward 3		
Bryant Drew Andrews, Ward 7		
Sara Pasti, Ward 1		
Steve Schabot, Ward 8		
Michael Tierney, Ward 2		

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F+A

CITY OF KINGSTON
Department of Parks and Recreation
ltimbrouck@kingston-ny.gov

Steven T. Noble, Mayor



Lynsey Timbrouck, Director

January 3, 2025

Dear President Shaut:

In 2024 a Parks and Recreation employee retired, resulting in an added expense in the Parks Retirement Accumulation account.

I respectfully request a contingency transfer from the fund balance, totaling \$32,950. Please see the attached spreadsheet for details.

Thank you in advance for your consideration.

Respectfully,

Lynsey Timbrouck
Director, Kingston Parks and Recreation

cc: John Tuey, Comptroller, City of Kingston

**THE CITY OF KINGSTON COMMON COUNCIL
FINANCE/AUDIT
COMMITTEE REPORT**

<u>REQUEST DESCRIPTION</u>		
INTERNAL TRANSFER _____	CONTINGENCY TRANSFER <u> X </u>	TRANSFER _____
AUTHORIZATION _____	BUDGET MODIFICATION _____	BONDING REQUEST _____
CLAIMS _____	ZONING _____	OTHER _____

DEPARTMENT: <u>Parks and Recreation</u>	DATE: <u>1/3/25</u>
<p>Description:</p> <p>Budget transfer from Fund Balance of \$32,950 to reconcile Parks Retirement Accumulation account.</p> <p>(See attached spreadsheet)</p>	
Estimated Financial Impact: <u>\$32,950</u>	Signature

Motion by _____

Seconded by _____

Action Required:

<u>Committee Vote</u>	<u>YES</u>	<u>NO</u>
Reynolds Scott-Childress, Chairman, Ward 3		
Michael Tierney, Ward 2		
Bryant Drew Andrews, Ward 7		
Steve Schabot, Ward 8		
Sara Pasti, Ward 1		

From:

Account#	Account Name	Total Amount
A19999.5901	City Fund Balance	\$32,950.00
		\$32,950.00

Total Amount

\$32,950.00
\$32,950.00

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FIA

CITY OF KINGSTON
Kingston Fire Department
crea@kingston-ny.gov

Chris Rea, Fire Chief



Steven T. Noble, Mayor

December 30, 2024

Finance Committee

The attached Finance and Audit Committee Report concerns transferring funds from within the fire department's budget to several department accounts. The transfer equates to \$492552.89

These funds are to cover expenditures associated with the fire department's 2024 operating budget. Attached is a breakdown of which accounts are effected.

Any questions, please call me at 845-331-1507 or 845-532-2820.

Respectfully submitted.

Chris Rea

**THE CITY OF KINGSTON COMMON COUNCIL
FINANCE/AUDIT
COMMITTEE REPORT**

<u>REQUEST DESCRIPTION</u>		
INTERNAL TRANSFER ^{xxx} _____	CONTINGENCY TRANSFER _____	TRANSFER ^{xxx} _____
AUTHORIZATION _____	BUDGET MODIFICATION _____	BONDING REQUEST _____
CLAIMS _____	ZONING _____	OTHER _____

DEPARTMENT: <u>Fire Department</u>	DATE: <u>12/30/2024</u>
Description: Transfer of funds to cover account overages.	
Transferring funds to cover yearend overages. Attached excel form indicates accounts effected.	
Total: \$492552.89	
Estimated Financial Impact: \$ <u>0</u>	Signature

Motion by _____

Seconded by _____

Action Required:

<u>Committee Vote</u>	<u>YES</u>	<u>NO</u>
Reynolds Scott-Childress, Chairman, Ward 3		
Michael Tierney, Ward 2		
Bryant Drew Andrews, Ward 7		
Steve Schabot, Ward 8		
Sara Pasti, Ward 1		

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F+A

CITY OF KINGSTON

Office of the City Clerk & Registrar of Vital Statistics

cityclerk@kingston-ny.gov

Steven T. Noble, Mayor
Elisa Tinti, City Clerk & Registrar



Kwame WiafeAkonten, Deputy Clerk
Susan Mesches, Deputy Registrar

December 30, 2024

President Andrea Shaut
420 Broadway
Kingston, NY 12401

Dear President Shaut,

Please accept this communication and accompanying transfer spread sheet asking to transfer \$70,000 from line, 9999.5901, "Fund Balance" to account line, A1.193014.5401, "Judgement & Claims / General Contract Expenses". This transfer is to balance the line that is currently in the negative and add additional funds for anticipated incoming invoices.

Thank you for your time and consideration,

Kwame WiafeAkonten
Deputy City Clerk

From:

To:

Account#	Account Name	Total Amount	Account#	Account Name	Total Amount
9999.5901	Fund Balance	\$ 70,000.00	A1.193014.5401	Judgement & Claims / General Contract Expenses	\$ 70,000.00
	Total	\$ 70,000.00		Total	\$ 70,000.00

**THE CITY OF KINGSTON COMMON COUNCIL
FINANCE/AUDIT
COMMITTEE REPORT**

REQUEST DESCRIPTION

INTERNAL TRANSFER _____
AUTHORIZATION _____
CLAIMS _____

CONTINGENCY TRANSFER _____
BUDGET MODIFICATION _____
ZONING _____

TRANSFER X
BONDING REQUEST _____
OTHER _____

DEPARTMENT: City Clerk _____ DATE: 1/7/2025

Transfer of \$70,000.00 from Fund Balance to cover expenses in Judgements and claims.

FROM: 9999.5901	Fund Balance	\$70,000.00
TO: A1.193014.5401	Judgements & Claims	\$70,000.00

Estimated Financial Impact: \$ 70,000.00

Signature _____

Motion by _____

Seconded by _____

Action Required:

<u>Committee Vote</u>	<u>YES</u>	<u>NO</u>
Reynolds Scott-Childress, Chairman, Ward 3		
Michael Tierney, Ward 2		
Bryant Drew Andrews, Ward 7		
Steve Schabot, Ward 8		
Sara Pasti, Ward 1		

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CITY OF KINGSTON

Office of the Mayor

mayor@kingston-ny.gov

FIA

Steven T. Noble
Mayor



January 2nd, 2025

Honorable Andrea Shaut
President/Alderman-at-Large
Kingston Common Council
420 Broadway
Kingston, NY 12401

Re: Resolution in Support of Continued State Aid

Dear President Shaut,

As you may know, after a 15-year drought, the 2024-25 Adopted State Budget finally included a \$50 million increase in unrestricted aid for cities, villages and towns (referred to as Temporary Municipal Assistance).

It is essential that the State not only maintains the \$50 million in new assistance but that they build upon this critical investment to strengthen our communities and lower the property tax burden on our residents. Consequently, we need to leverage this momentum by first thanking our state leaders for the additional funding and then convincing them of the need for consistent and predictable increases in state aid for local governments that keep pace with inflation.

With that goal in mind, I would encourage the Common Council to pass a resolution to express Kingston's support for the continuation of the \$50 million and additional funding in the 2025-26 state budget and beyond. I have attached a sample of such a resolution.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Steven T. Noble".

Steven T. Noble
Mayor

Sample Resolution in Support of Continued and Increased State Aid for Local Governments

Whereas, until 2024, cities, villages and towns had not received an increase in unrestricted state aid (AIM funding) in 15 years, significantly impacting their ability to provide essential services to their residents; and

Whereas, after a prolonged period without financial support, local governments finally received an increase of \$50 million in unrestricted state aid; and

Whereas, local officials express their gratitude for the \$50 million increase in unrestricted state aid, recognizing it as a positive step towards addressing long-standing funding challenges; and

Whereas, the State has referred to this new aid as Temporary Municipal Assistance, suggesting that such increase may not continue, jeopardizing the sustainability of crucial municipal programs and services; and

Whereas, the property tax cap further limits the ability of local governments to properly fund the programs and services their residents need; and

Whereas, increased and ongoing state aid for local governments is vital for maintaining infrastructure, public safety, housing and other municipal services; and

Whereas, the challenges of inflation, the increasing costs of labor and supplies, and the end of extraordinary federal aid only accentuate the need for consistent and predictable funding to effectively plan for the future and meet the growing needs of their residents;

Now, therefore, be it resolved, that [Your Municipality] calls upon the Governor and the State Legislature to commit to continuing the additional \$50 million in unrestricted state aid in the 2025-26 State Budget and beyond, and

Be it further resolved, that [Your Municipality] urges state officials to recognize the need for a long-term plan that ensures consistent and predictable increases in financial support for local governments that keep pace with inflation.

A copy of this resolution shall be sent to Governor Kathy Hochul, Senate Majority Leader Andrea Stewart-Cousins, Assembly Speaker Carl Heastie, Senator _____, Assemblymember _____ and the New York State Conference of Mayors (NYCOM).

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(F+1A)

CITY OF KINGSTON
Office of the City Engineer
jschultheis@kingston-ny.gov

John M. Schultheis, P.E., City Engineer



Steven T. Noble, Mayor

January 2, 2025

Andrea Shaut., Alderman-At-Large, President of the Common Council
Kingston City Hall
420 Broadway
Kingston, New York 12401

RE: Pike Plan Demolition, North Front Street and Wall Street

Dear President Shaut:

On November 12, 2024, the Common Council passed resolution 192 of 2024, declaring its intent to seek lead agency status for the Pike Plan Canopy Demolition action, which has been preliminarily categorized as an unlisted action pursuant to the State Environmental Quality Review Act ("SEQRA".) Following the adoption of the resolution, we circulated a letter, including the Full Environmental Assessment Form Part I dated November 22, 2024, to the potential interested / involved agencies identified as part of our diligence to request that they consent to the Common Council acting as lead agency. The required time period for an agency to object to the Common Council acting as lead agency has passed with no objections received. Therefore, the Common Council may affirm itself as lead agency and engage in its environmental review to make a finding of the significance for the potential environmental impact associated with the proposed action.

Enclosed is the Full Environmental Assessment Form ("EAF") for the Council's review and consideration. Staff believes that a finding of no significant environmental impact (a negative declaration) may be made based on the potential impacts that may result from this action. Our request is that the Common Council take a hard look at the Full EAF and such other information as it, in its independent judgment, requires, to make a finding of significance.

In addition, upon completion of the SEQRA process, we request the Common Council to authorize the Mayor to execute any and all documents as needed to perform the demolition and to authorize project funding by bonding. The estimated cost for the demolition is \$1,200,000.

Please forward this request for discussion and action at the Finance and Audit meeting scheduled for January. A committee report is attached. We expect that the City Comptroller would prepare a bond ordinance for the Common Council's consideration following this meeting.

CITY OF KINGSTON
Office of the City Engineer
jschultheis@kingston-ny.gov

John M. Schultheis, P.E., City Engineer



Steven T. Noble, Mayor

Respectfully,

John M. Schultheis, P.E., City Engineer

c.: Mayor Steven T. Noble
Comptroller John Tuey
Superintendent of Public Works Ed Norman
Chair Finance and Audit Rennie Scott Childress
City Clerk Elisa Tinti

**THE CITY OF KINGSTON COMMON COUNCIL
FINANCE/AUDIT
COMMITTEE REPORT**

<u>REQUEST DESCRIPTION</u>		
INTERNAL TRANSFER _____ AUTHORIZATION <input checked="" type="checkbox"/> _____ CLAIMS _____	CONTINGENCY TRANSFER _____ BUDGET MODIFICATION _____ ZONING _____	TRANSFER _____ BONDING REQUEST <input checked="" type="checkbox"/> _____ OTHER <small>SEGRA</small> _____

DEPARTMENT: <u>Engineering</u>	DATE: <u>Jan 8, 2025</u>
Description:	
<p>Authorizing a project to demolish the Pike Plan Canopies on North Front street and Wall Street. Authorizing the Mayor to sign necessary documents and expend funds. Authorizing bonding in the amount \$1,200,000.00. The Common Council, as lead agency, makes a finding of no significant environmental impact under the State Environmental Quality Review Act (SEQRA) after review of the attached Long Form EAF.</p>	
<p>Estimated Financial Impact: \$ <u>1,200,000</u> Signature <u><i>John M. Schutteis</i></u></p>	

Motion by _____

Seconded by _____

Action Required:

<u>Committee Vote</u>	<u>YES</u>	<u>NO</u>
Reynolds Scott-Childress, Chairman, Ward 3		
Michael Tierney, Ward 2		
Bryant Drew Andrews, Ward 7		
Steve Schabot, Ward 8		
Sara Pasti, Ward 1		

RESOLUTION ___ of 2025

RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK, AUTHORIZING THE ADOPTION OF A BOND ORDINANCE FOR THE SUM OF \$1,200,000 FOR THE DEMOLITION OF THE PIKE PLAN CANOPIES ON NORTH FRONT STREET AND WALL STREET

Sponsored by: Finance and Audit Committee Aldermen:

WHEREAS, a request for bonding is being made in the sum of \$1,200,000 for the demolition of the Pike Plan Canopies on North Front Street and Wall Street

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK, AS FOLLOWS:

SECTION 1. That the Common Council of the City of Kingston authorizes an amount of \$1,200,000 be provided through General Municipal bonding for the demolition of the Pike Plan Canopies on North Front Street and Wall Street

SECTION 2. This resolution shall take effect immediately.

Submitted to the Mayor this _____ day
of _____ 2025

Elisa Tinti, City Clerk

Approved by the Mayor this _____ day
of _____ 2025

Steven T. Noble, Mayor

Adopted by Council on _____, 2025

RESOLUTION ___ of 2025

RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK, DECLARING LEAD AGENCY STATUS AND MAKING A FINDING OF NO SIGNIFICANT ENVIRONMENTAL IMPACT UNDER STATE ENVIRONMENTAL QUALITY REVIEW (SEQR) FOR A PROJECT TO DEMOLISH THE PIKE PLAN CANOPIES LOCATED ON WALL STREET AND NORTH FRONT STREET

Sponsored by: Finance and Audit Aldermen:

WHEREAS, the City proposes to demolish the Pike Plan canopies which are owned by the City and located on Wall Street and North Front Street (the “Project”), and

WHEREAS, after reviewing 6 NYCRR 617.4, and as required by 6 NYCRR 617.6(a)(1)(a)(iv), the City has identified that the Project is an Unlisted action under SEQR (6 CRR NY 617), and conducted a coordinated review among potentially interested and involved agencies, and has provided those agencies with the opportunity to object to the Common Council acting as lead agency for this project,

WHEREAS, no potentially interested / involved agency objected to the Common Council acting as lead agency, and

WHEREAS, Full Environmental Assessment Form (“Full EAF”) was prepared and the Common Council has reviewed this document

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK, AS FOLLOWS:

SECTION 1. That the Common Council of the City of Kingston hereby declares itself to be lead agency under SEQR (6 CRR-NY 617.6) with respect to the SEQR review for the Project

SECTION 2. That the Common Council of the City of Kingston makes a finding of no significant environmental impact for the project with regard to 6 NYCRR 617.6

SECTION 3. This resolution shall take effect immediately.

Submitted to the Mayor this _____ day
of _____ 2024

Approved by the Mayor this _____ day
of _____ 2024

Elisa Tinti, City Clerk

Steven T. Noble, Mayor

Adopted by Council on _____, 2024

**Full Environmental Assessment Form
Part 1 - Project and Setting**

Instructions for Completing Part 1

Part 1 is to be completed by the applicant or project sponsor. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification.

Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information; indicate whether missing information does not exist, or is not reasonably available to the sponsor; and, when possible, generally describe work or studies which would be necessary to update or fully develop that information.

Applicants/sponsors must complete all items in Sections A & B. In Sections C, D & E, most items contain an initial question that must be answered either "Yes" or "No". If the answer to the initial question is "Yes", complete the sub-questions that follow. If the answer to the initial question is "No", proceed to the next question. Section F allows the project sponsor to identify and attach any additional information. Section G requires the name and signature of the applicant or project sponsor to verify that the information contained in Part 1 is accurate and complete.

A. Project and Applicant/Sponsor Information.

Name of Action or Project: Pike Plan canopy demolition		
Project Location (describe, and attach a general location map): Starting on Wall Street from John Street north to North Front Street and on North Front Street from Fair Street west to Crown Street, within the public ROW		
Brief Description of Proposed Action (include purpose or need): This proposed action is the removal of the canopy arcade structures initially built between 1973 and 1976, which were substantially rebuilt and substantially altered between 2011 and 2012. The proposed action or project will remove these structures, and the canopies will not be replaced. The canopies are deteriorated and will be removed to protect public safety. It will include the potential impacts resulting from the removal, including restoring excavated footings and damage to facades where appropriate.		
Name of Applicant/Sponsor: City of Kingston	Telephone: 845-334-3967	E-Mail: jschultheis@kingston-ny.gov
Address: 420 Broadway		
City/PO: Kingston	State: New York	Zip Code: 12401
Project Contact (if not same as sponsor; give name and title/role): John Schultheis City Engineer	Telephone: 845-334-3967	E-Mail: jschultheis@kingston-ny.gov
Address: 420 Broadway		
City/PO: Kingston	State: New York	Zip Code: 12401
Property Owner (if not same as sponsor):	Telephone:	E-Mail:
Address:		
City/PO:	State:	Zip Code:

B. Government Approvals

B. Government Approvals, Funding, or Sponsorship. (“Funding” includes grants, loans, tax relief, and any other forms of financial assistance.)

Government Entity	If Yes: Identify Agency and Approval(s) Required	Application Date (Actual or projected)
a. City Council, Town Board, <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No or Village Board of Trustees	City of Kingston Common Council, Kingston Building and Safety Division,	Estimated January 2025
b. City, Town or Village <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Planning Board or Commission		
c. City, Town or <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Village Zoning Board of Appeals		
d. Other local agencies <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Kingston Historic Landmarks Preservation Commission	10-10-24 HLPC decision
e. County agencies <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Ulster County Department of Planning	
f. Regional agencies <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
g. State agencies <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
h. Federal agencies <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
i. Coastal Resources.		
i. Is the project site within a Coastal Area, or the waterfront area of a Designated Inland Waterway?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
ii. Is the project site located in a community with an approved Local Waterfront Revitalization Program?		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
iii. Is the project site within a Coastal Erosion Hazard Area?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

C. Planning and Zoning

C.1. Planning and zoning actions.

Will administrative or legislative adoption, or amendment of a plan, local law, ordinance, rule or regulation be the only approval(s) which must be granted to enable the proposed action to proceed? Yes No

- If Yes, complete sections C, F and G.
- If No, proceed to question C.2 and complete all remaining sections and questions in Part 1

C.2. Adopted land use plans.

a. Do any municipally- adopted (city, town, village or county) comprehensive land use plan(s) include the site where the proposed action would be located? Yes No
 If Yes, does the comprehensive plan include specific recommendations for the site where the proposed action would be located? Yes No

b. Is the site of the proposed action within any local or regional special planning district (for example: Greenway; Brownfield Opportunity Area (BOA); designated State or Federal heritage area; watershed management plan; or other?) Yes No
 If Yes, identify the plan(s):
 Kingston Stockade Local, State, and National Historic District (period of significance 17th century to 1965); NYS Kingston Heritage Area

c. Is the proposed action located wholly or partially within an area listed in an adopted municipal open space plan, or an adopted municipal farmland protection plan? Yes No
 If Yes, identify the plan(s):

C.3. Zoning

a. Is the site of the proposed action located in a municipality with an adopted zoning law or ordinance. Yes No

If Yes, what is the zoning classification(s) including any applicable overlay district?
T5 Main Street (T5MS), Kingston Stockade Local Landmark (Historic) District

b. Is the use permitted or allowed by a special or conditional use permit? Yes No

c. Is a zoning change requested as part of the proposed action? Yes No
If Yes,

i. What is the proposed new zoning for the site? _____

C.4. Existing community services.

a. In what school district is the project site located? Kingston Central School District

b. What police or other public protection forces serve the project site?
City of Kingston Police, State Police, Ulster County Sheriffs

c. Which fire protection and emergency medical services serve the project site?
City of Kingston Fire & EMS

d. What parks serve the project site?
Not applicable.

D. Project Details

D.1. Proposed and Potential Development

a. What is the general nature of the proposed action (e.g., residential, industrial, commercial, recreational; if mixed, include all components)? Demolition of a municipal structure including restoring excavated footings & potential restoration of damaged facades

b. a. Total acreage of the site of the proposed action? _____ 0.343 acres
b. Total acreage to be physically disturbed? _____ 0.006 acres
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ 0.449 acres

c. Is the proposed action an expansion of an existing project or use? Yes No
i. If Yes, what is the approximate percentage of the proposed expansion and identify the units (e.g., acres, miles, housing units, square feet)? % _____ Units: _____

d. Is the proposed action a subdivision, or does it include a subdivision? Yes No
If Yes,
i. Purpose or type of subdivision? (e.g., residential, industrial, commercial; if mixed, specify types) _____

ii. Is a cluster/conservation layout proposed? Yes No

iii. Number of lots proposed? _____

iv. Minimum and maximum proposed lot sizes? Minimum _____ Maximum _____

e. Will the proposed action be constructed in multiple phases? Yes No

i. If No, anticipated period of construction: _____ 2 months

ii. If Yes:
• Total number of phases anticipated _____
• Anticipated commencement date of phase 1 (including demolition) _____ month _____ year
• Anticipated completion date of final phase _____ month _____ year

• Generally describe connections or relationships among phases, including any contingencies where progress of one phase may determine timing or duration of future phases: _____

f. Does the project include new residential uses? Yes No
 If Yes, show numbers of units proposed.

	One Family	Two Family	Three Family	Multiple Family (four or more)
Initial Phase	_____	_____	_____	_____
At completion	_____	_____	_____	_____
of all phases	_____	_____	_____	_____

g. Does the proposed action include new non-residential construction (including expansions)? Yes No
 If Yes,
 i. Total number of structures _____
 ii. Dimensions (in feet) of largest proposed structure: _____ height; _____ width; and _____ length
 iii. Approximate extent of building space to be heated or cooled: _____ square feet

h. Does the proposed action include construction or other activities that will result in the impoundment of any liquids, such as creation of a water supply, reservoir, pond, lake, waste lagoon or other storage? Yes No
 If Yes,
 i. Purpose of the impoundment: _____
 ii. If a water impoundment, the principal source of the water: Ground water Surface water streams Other specify: _____
 iii. If other than water, identify the type of impounded/contained liquids and their source. _____
 iv. Approximate size of the proposed impoundment. Volume: _____ million gallons; surface area: _____ acres
 v. Dimensions of the proposed dam or impounding structure: _____ height; _____ length
 vi. Construction method/materials for the proposed dam or impounding structure (e.g., earth fill, rock, wood, concrete): _____

D.2. Project Operations

a. Does the proposed action include any excavation, mining, or dredging, during construction, operations, or both? Yes No
 (Not including general site preparation, grading or installation of utilities or foundations where all excavated materials will remain onsite)
 If Yes:
 i. What is the purpose of the excavation or dredging? Removal of column footings
 ii. How much material (including rock, earth, sediments, etc.) is proposed to be removed from the site?
 • Volume (specify tons or cubic yards): approx. 40 cubic yards
 • Over what duration of time? 2 months
 iii. Describe nature and characteristics of materials to be excavated or dredged, and plans to use, manage or dispose of them.
concrete footers to be removed and disposed of offsite by standard methods in approved locations.
 iv. Will there be onsite dewatering or processing of excavated materials? Yes No
 If yes, describe. _____
 v. What is the total area to be dredged or excavated? _____ 0.01 acres
 vi. What is the maximum area to be worked at any one time? _____ 0.01 acres
 vii. What would be the maximum depth of excavation or dredging? _____ 3 feet
 viii. Will the excavation require blasting? Yes No
 ix. Summarize site reclamation goals and plan: _____
Areas where columns are removed will be restored as sidewalks to match surrounding sidewalks

b. Would the proposed action cause or result in alteration of, increase or decrease in size of, or encroachment into any existing wetland, waterbody, shoreline, beach or adjacent area? Yes No
 If Yes:
 i. Identify the wetland or waterbody which would be affected (by name, water index number, wetland map number or geographic description): _____

ii. Describe how the proposed action would affect that waterbody or wetland, e.g. excavation, fill, placement of structures, or alteration of channels, banks and shorelines. Indicate extent of activities, alterations and additions in square feet or acres:

iii. Will the proposed action cause or result in disturbance to bottom sediments? Yes No
If Yes, describe: _____

iv. Will the proposed action cause or result in the destruction or removal of aquatic vegetation? Yes No
If Yes:

- acres of aquatic vegetation proposed to be removed: _____
- expected acreage of aquatic vegetation remaining after project completion: _____
- purpose of proposed removal (e.g. beach clearing, invasive species control, boat access): _____
- proposed method of plant removal: _____
- if chemical/herbicide treatment will be used, specify product(s): _____

v. Describe any proposed reclamation/mitigation following disturbance: _____

c. Will the proposed action use, or create a new demand for water? Yes No
If Yes:

i. Total anticipated water usage/demand per day: _____ gallons/day

ii. Will the proposed action obtain water from an existing public water supply? Yes No
If Yes:

- Name of district or service area: _____
- Does the existing public water supply have capacity to serve the proposal? Yes No
- Is the project site in the existing district? Yes No
- Is expansion of the district needed? Yes No
- Do existing lines serve the project site? Yes No

iii. Will line extension within an existing district be necessary to supply the project? Yes No
If Yes:

- Describe extensions or capacity expansions proposed to serve this project: _____
- Source(s) of supply for the district: _____

iv. Is a new water supply district or service area proposed to be formed to serve the project site? Yes No
If Yes:

- Applicant/sponsor for new district: _____
- Date application submitted or anticipated: _____
- Proposed source(s) of supply for new district: _____

v. If a public water supply will not be used, describe plans to provide water supply for the project: _____

vi. If water supply will be from wells (public or private), what is the maximum pumping capacity: _____ gallons/minute.

d. Will the proposed action generate liquid wastes? Yes No
If Yes:

i. Total anticipated liquid waste generation per day: _____ gallons/day

ii. Nature of liquid wastes to be generated (e.g., sanitary wastewater, industrial; if combination, describe all components and approximate volumes or proportions of each): _____

iii. Will the proposed action use any existing public wastewater treatment facilities? Yes No
If Yes:

- Name of wastewater treatment plant to be used: _____
- Name of district: _____
- Does the existing wastewater treatment plant have capacity to serve the project? Yes No
- Is the project site in the existing district? Yes No
- Is expansion of the district needed? Yes No

- Do existing sewer lines serve the project site? Yes No
- Will a line extension within an existing district be necessary to serve the project? Yes No

If Yes:

- Describe extensions or capacity expansions proposed to serve this project: _____

iv. Will a new wastewater (sewage) treatment district be formed to serve the project site? Yes No

If Yes:

- Applicant/sponsor for new district: _____
- Date application submitted or anticipated: _____
- What is the receiving water for the wastewater discharge? _____

v. If public facilities will not be used, describe plans to provide wastewater treatment for the project, including specifying proposed receiving water (name and classification if surface discharge or describe subsurface disposal plans):

vi. Describe any plans or designs to capture, recycle or reuse liquid waste: _____

e. Will the proposed action disturb more than one acre and create stormwater runoff, either from new point sources (i.e. ditches, pipes, swales, curbs, gutters or other concentrated flows of stormwater) or non-point source (i.e. sheet flow) during construction or post construction? Yes No

If Yes:

i. How much impervious surface will the project create in relation to total size of project parcel?

_____ Square feet or _____ acres (impervious surface)

_____ Square feet or _____ acres (parcel size)

ii. Describe types of new point sources. _____

iii. Where will the stormwater runoff be directed (i.e. on-site stormwater management facility/structures, adjacent properties, groundwater, on-site surface water or off-site surface waters)?

- If to surface waters, identify receiving water bodies or wetlands: _____

- Will stormwater runoff flow to adjacent properties? Yes No

iv. Does the proposed plan minimize impervious surfaces, use pervious materials or collect and re-use stormwater? Yes No

f. Does the proposed action include, or will it use on-site, one or more sources of air emissions, including fuel combustion, waste incineration, or other processes or operations? Yes No

If Yes, identify:

i. Mobile sources during project operations (e.g., heavy equipment, fleet or delivery vehicles)

heavy equipment during construction and restoration. Heavy equipment will not remain onsite following project completion.

ii. Stationary sources during construction (e.g., power generation, structural heating, batch plant, crushers)

Power Generation _____

iii. Stationary sources during operations (e.g., process emissions, large boilers, electric generation)

None _____

g. Will any air emission sources named in D.2.f (above), require a NY State Air Registration, Air Facility Permit, or Federal Clean Air Act Title IV or Title V Permit? Yes No

If Yes:

i. Is the project site located in an Air quality non-attainment area? (Area routinely or periodically fails to meet ambient air quality standards for all or some parts of the year) Yes No

ii. In addition to emissions as calculated in the application, the project will generate:

- _____ Tons/year (short tons) of Carbon Dioxide (CO₂)
- _____ Tons/year (short tons) of Nitrous Oxide (N₂O)
- _____ Tons/year (short tons) of Perfluorocarbons (PFCs)
- _____ Tons/year (short tons) of Sulfur Hexafluoride (SF₆)
- _____ Tons/year (short tons) of Carbon Dioxide equivalent of Hydrofluorocarbons (HFCs)
- _____ Tons/year (short tons) of Hazardous Air Pollutants (HAPs)

h. Will the proposed action generate or emit methane (including, but not limited to, sewage treatment plants, landfills, composting facilities)? Yes No

If Yes:

- i. Estimate methane generation in tons/year (metric): _____
- ii. Describe any methane capture, control or elimination measures included in project design (e.g., combustion to generate heat or electricity, flaring): _____

i. Will the proposed action result in the release of air pollutants from open-air operations or processes, such as quarry or landfill operations? Yes No

If Yes: Describe operations and nature of emissions (e.g., diesel exhaust, rock particulates/dust):

Paint dust, and sawdust from saw cutting, metal cutting and related demolition. Any asbestos or hazardous dust generated will be managed in accordance with all legal requirements.

j. Will the proposed action result in a substantial increase in traffic above present levels or generate substantial new demand for transportation facilities or services? Yes No

If Yes:

- i. When is the peak traffic expected (Check all that apply): Morning Evening Weekend
 Randomly between hours of _____ to _____.
- ii. For commercial activities only, projected number of truck trips/day and type (e.g., semi trailers and dump trucks): _____

iii. Parking spaces: Existing _____ Proposed _____ Net increase/decrease _____

iv. Does the proposed action include any shared use parking? Yes No

v. If the proposed action includes any modification of existing roads, creation of new roads or change in existing access, describe: _____

vi. Are public/private transportation service(s) or facilities available within 1/2 mile of the proposed site? Yes No

vii. Will the proposed action include access to public transportation or accommodations for use of hybrid, electric or other alternative fueled vehicles? Yes No

viii. Will the proposed action include plans for pedestrian or bicycle accommodations for connections to existing pedestrian or bicycle routes? Yes No

k. Will the proposed action (for commercial or industrial projects only) generate new or additional demand for energy? Yes No

If Yes:

i. Estimate annual electricity demand during operation of the proposed action: _____

ii. Anticipated sources/suppliers of electricity for the project (e.g., on-site combustion, on-site renewable, via grid/local utility, or other): _____

iii. Will the proposed action require a new, or an upgrade, to an existing substation? Yes No

l. Hours of operation. Answer all items which apply.

i. During Construction:

- Monday - Friday: 7:00 AM - 7:00 PM
- Saturday: None
- Sunday: None
- Holidays: None

ii. During Operations:

- Monday - Friday: None
- Saturday: None
- Sunday: None
- Holidays: None

m. Will the proposed action produce noise that will exceed existing ambient noise levels during construction, operation, or both? Yes No

If yes:

i. Provide details including sources, time of day and duration:
Hammering, saw cutting, compressors, generators, and general demolition activities. Time of day to be determined and noise permit to be applied
 for if exceeding local law limits. Noise is limited to the duration of the project and no permanent noise increase will result.

ii. Will the proposed action remove existing natural barriers that could act as a noise barrier or screen? Yes No
 Describe: _____

n. Will the proposed action have outdoor lighting? Yes No

If yes:

i. Describe source(s), location(s), height of fixture(s), direction/aim, and proximity to nearest occupied structures:

ii. Will proposed action remove existing natural barriers that could act as a light barrier or screen? Yes No
 Describe: _____

o. Does the proposed action have the potential to produce odors for more than one hour per day? Yes No
 If Yes, describe possible sources, potential frequency and duration of odor emissions, and proximity to nearest occupied structures:

p. Will the proposed action include any bulk storage of petroleum (combined capacity of over 1,100 gallons) or chemical products 185 gallons in above ground storage or any amount in underground storage? Yes No

If Yes:

i. Product(s) to be stored _____

ii. Volume(s) _____ per unit time _____ (e.g., month, year)

iii. Generally, describe the proposed storage facilities:

q. Will the proposed action (commercial, industrial and recreational projects only) use pesticides (i.e., herbicides, insecticides) during construction or operation? Yes No

If Yes:

i. Describe proposed treatment(s):

ii. Will the proposed action use Integrated Pest Management Practices? Yes No

r. Will the proposed action (commercial or industrial projects only) involve or require the management or disposal of solid waste (excluding hazardous materials)? Yes No

If Yes:

i. Describe any solid waste(s) to be generated during construction or operation of the facility:

- Construction: _____ 85.4 tons per _____ overall project (unit of time)
- Operation : _____ 0 tons per _____ 0 (unit of time)

ii. Describe any proposals for on-site minimization, recycling or reuse of materials to avoid disposal as solid waste:

- Construction: Recycle standing seam metal roofing and drip edges
- Operation: _____

iii. Proposed disposal methods/facilities for solid waste generated on-site:

- Construction: UCRRA
- Operation: _____

s. Does the proposed action include construction or modification of a solid waste management facility? Yes No

If Yes:

- i. Type of management or handling of waste proposed for the site (e.g., recycling or transfer station, composting, landfill, or other disposal activities): _____
- ii. Anticipated rate of disposal/processing:
 - _____ Tons/month, if transfer or other non-combustion/thermal treatment, or
 - _____ Tons/hour, if combustion or thermal treatment
- iii. If landfill, anticipated site life: _____ years

t. Will the proposed action at the site involve the commercial generation, treatment, storage, or disposal of hazardous waste? Yes No

If Yes:

- i. Name(s) of all hazardous wastes or constituents to be generated, handled or managed at facility: _____
Possible asbestos containing material
- ii. Generally describe processes or activities involving hazardous wastes or constituents: _____
Demolition of mixed building materials
- iii. Specify amount to be handled or generated <1 tons/month
- iv. Describe any proposals for on-site minimization, recycling or reuse of hazardous constituents: _____
None
- v. Will any hazardous wastes be disposed at an existing offsite hazardous waste facility? Yes No

If Yes: provide name and location of facility: _____

State-licensed facility to be selected at time of demolition

If No: describe proposed management of any hazardous wastes which will not be sent to a hazardous waste facility: _____

E. Site and Setting of Proposed Action

E.1. Land uses on and surrounding the project site

a. Existing land uses.

i. Check all uses that occur on, adjoining and near the project site.

- Urban Industrial Commercial Residential (suburban) Rural (non-farm)
- Forest Agriculture Aquatic Other (specify): _____

ii. If mix of uses, generally describe: _____

b. Land uses and covertypes on the project site.

Land use or Covertype	Current Acreage	Acreage After Project Completion	Change (Acres +/-)
• Roads, buildings, and other paved or impervious surfaces	0.343	0.343	0
• Forested	0	0	0
• Meadows, grasslands or brushlands (non-agricultural, including abandoned agricultural)	0	0	0
• Agricultural (includes active orchards, field, greenhouse etc.)	0	0	0
• Surface water features (lakes, ponds, streams, rivers, etc.)	0	0	0
• Wetlands (freshwater or tidal)	0	0	0
• Non-vegetated (bare rock, earth or fill)	0	0	0
• Other Describe: _____			

c. Is the project site presently used by members of the community for public recreation? Yes No
i. If Yes: explain: Walking, shopping.

d. Are there any facilities serving children, the elderly, people with disabilities (e.g., schools, hospitals, licensed day care centers, or group homes) within 1500 feet of the project site? Yes No
If Yes,
i. Identify Facilities:
YWCA of Ulster County, Fair Street Nursery School

e. Does the project site contain an existing dam? Yes No
If Yes:
i. Dimensions of the dam and impoundment:

- Dam height: _____ feet
- Dam length: _____ feet
- Surface area: _____ acres
- Volume impounded: _____ gallons OR acre-feet

ii. Dam's existing hazard classification: _____
iii. Provide date and summarize results of last inspection:

f. Has the project site ever been used as a municipal, commercial or industrial solid waste management facility, or does the project site adjoin property which is now, or was at one time, used as a solid waste management facility? Yes No
If Yes:
i. Has the facility been formally closed? Yes No

- If yes, cite sources/documentation: _____

ii. Describe the location of the project site relative to the boundaries of the solid waste management facility:

iii. Describe any development constraints due to the prior solid waste activities: _____

g. Have hazardous wastes been generated, treated and/or disposed of at the site, or does the project site adjoin property which is now or was at one time used to commercially treat, store and/or dispose of hazardous waste? Yes No
If Yes:
i. Describe waste(s) handled and waste management activities, including approximate time when activities occurred:

h. Potential contamination history. Has there been a reported spill at the proposed project site, or have any remedial actions been conducted at or adjacent to the proposed site? Yes No
If Yes:
i. Is any portion of the site listed on the NYSDEC Spills Incidents database or Environmental Site Remediation database? Check all that apply: Yes No
 Yes – Spills Incidents database Provide DEC ID number(s): See screenshot attached.
 Yes – Environmental Site Remediation database Provide DEC ID number(s): _____
 Neither database
ii. If site has been subject of RCRA corrective activities, describe control measures: _____

iii. Is the project within 2000 feet of any site in the NYSDEC Environmental Site Remediation database? Yes No
If yes, provide DEC ID number(s): C356035, C356060
iv. If yes to (i), (ii) or (iii) above, describe current status of site(s):
Certificate of completion for C356035 was given on 12/03/2010. Satisfactory completion letter was given for C356060 on 05/04/2021
The Project is not expected to encounter any spill or contamination sites.

v. Is the project site subject to an institutional control limiting property uses? Yes No

- If yes, DEC site ID number: _____
- Describe the type of institutional control (e.g., deed restriction or easement): _____
- Describe any use limitations: _____
- Describe any engineering controls: _____
- Will the project affect the institutional or engineering controls in place? Yes No
- Explain: _____

E.2. Natural Resources On or Near Project Site

a. What is the average depth to bedrock on the project site? _____ 10+ feet

b. Are there bedrock outcroppings on the project site? Yes No
 If Yes, what proportion of the site is comprised of bedrock outcroppings? _____ %

c. Predominant soil type(s) present on project site: RvA Riverhead fine sandy loam _____ 100 %
 _____ %
 _____ %

d. What is the average depth to the water table on the project site? Average: _____ 10+ feet

e. Drainage status of project site soils: Well Drained: _____ 90 % of site
 Moderately Well Drained: _____ 10 % of site
 Poorly Drained _____ % of site

f. Approximate proportion of proposed action site with slopes: 0-10%: _____ 100 % of site
 10-15%: _____ % of site
 15% or greater: _____ % of site

g. Are there any unique geologic features on the project site? Yes No
 If Yes, describe: _____

h. Surface water features.

i. Does any portion of the project site contain wetlands or other waterbodies (including streams, rivers, ponds or lakes)? Yes No

ii. Do any wetlands or other waterbodies adjoin the project site? Yes No

If Yes to either *i* or *ii*, continue. If No, skip to E.2.i.

iii. Are any of the wetlands or waterbodies within or adjoining the project site regulated by any federal, state or local agency? Yes No

iv. For each identified regulated wetland and waterbody on the project site, provide the following information:

- Streams: Name _____ Classification _____
- Lakes or Ponds: Name _____ Classification _____
- Wetlands: Name _____ Approximate Size _____
- Wetland No. (if regulated by DEC) _____

v. Are any of the above water bodies listed in the most recent compilation of NYS water quality-impaired waterbodies? Yes No

If yes, name of impaired water body/bodies and basis for listing as impaired: _____

i. Is the project site in a designated Floodway? Yes No

j. Is the project site in the 100-year Floodplain? Yes No

k. Is the project site in the 500-year Floodplain? Yes No

l. Is the project site located over, or immediately adjoining, a primary, principal or sole source aquifer? Yes No

If Yes:
 i. Name of aquifer: Principal Aquifer 77512462 _____

m. Identify the predominant wildlife species that occupy or use the project site:		Rabbit _____
Squirrel _____	_____	Bird _____
Mice _____	_____	_____
Raccoon _____	Skunk _____	_____

n. Does the project site contain a designated significant natural community? Yes No

If Yes:

i. Describe the habitat/community (composition, function, and basis for designation): _____

ii. Source(s) of description or evaluation: _____

iii. Extent of community/habitat:

- Currently: _____ acres
- Following completion of project as proposed: _____ acres
- Gain or loss (indicate + or -): _____ acres

o. Does project site contain any species of plant or animal that is listed by the federal government or NYS as endangered or threatened, or does it contain any areas identified as habitat for an endangered or threatened species? Yes No

If Yes:

i. Species and listing (endangered or threatened): _____

p. Does the project site contain any species of plant or animal that is listed by NYS as rare, or as a species of special concern? Yes No

If Yes:

i. Species and listing: _____

q. Is the project site or adjoining area currently used for hunting, trapping, fishing or shell fishing? Yes No

If yes, give a brief description of how the proposed action may affect that use: _____

E.3. Designated Public Resources On or Near Project Site

a. Is the project site, or any portion of it, located in a designated agricultural district certified pursuant to Agriculture and Markets Law, Article 25-AA, Section 303 and 304? Yes No

If Yes, provide county plus district name/number: _____

b. Are agricultural lands consisting of highly productive soils present? Yes No

i. If Yes: acreage(s) on project site? _____

ii. Source(s) of soil rating(s): _____

c. Does the project site contain all or part of, or is it substantially contiguous to, a registered National Natural Landmark? Yes No

If Yes:

i. Nature of the natural landmark: Biological Community Geological Feature

ii. Provide brief description of landmark, including values behind designation and approximate size/extent: _____

d. Is the project site located in or does it adjoin a state listed Critical Environmental Area? Yes No

If Yes:

i. CEA name: _____

ii. Basis for designation: _____

iii. Designating agency and date: _____

e. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places? Yes No

If Yes:

i. Nature of historic/archaeological resource: Archaeological Site Historic Building or District

ii. Name: Kingston Stockade District, Senate House, First Reformed Protestant Dutch Church of Kingston, Clinton Ave Historic District

iii. Brief description of attributes on which listing is based:
 The Kingston Stockade Historic District was an early Dutch settlement that played pivotal roles in the foundation of early NYS and the US.

f. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory? Yes No

g. Have additional archaeological or historic site(s) or resources been identified on the project site? Yes No

If Yes:

i. Describe possible resource(s): _____

ii. Basis for identification: _____

h. Is the project site within five miles of any officially designated and publicly accessible federal, state, or local scenic or aesthetic resource? Yes No

If Yes:

i. Identify resource: Sojourner Truth State Park, Catskill Park

ii. Nature of, or basis for, designation (e.g., established highway overlook, state or local park, state historic trail or scenic byway, etc.): State Park

iii. Distance between project and resource: _____ 2.64 miles.

i. Is the project site located within a designated river corridor under the Wild, Scenic and Recreational Rivers Program 6 NYCRR 666? Yes No

If Yes:

i. Identify the name of the river and its designation: _____

ii. Is the activity consistent with development restrictions contained in 6NYCRR Part 666? Yes No

F. Additional Information

Attach any additional information which may be needed to clarify your project.

If you have identified any adverse impacts which could be associated with your proposal, please describe those impacts plus any measures which you propose to avoid or minimize them.

G. Verification

I certify that the information provided is true to the best of my knowledge.

Applicant/Sponsor Name City of Kingston / John Schultheis Date 11-22-2024

Signature **John Schultheis** Digitally signed by John Schultheis
 DN: cn=John Schultheis, o=City of Kingston, ou, email=jschultheis@kingston-ny.gov, c=US
 Date: 2024.11.22 16:20:46 -05'00'

Title City Engineer

PRINT FORM

Extent of Work North Front Street

	Gross Roof Area	Linear Feet	
North Front Street North	3,311 Ft ²	322 ft	
North Front Street South	3,109 Ft ²	361 ft	



Area of Work North Front Street

Drawn by: BB

	Gross Roof Area	Linear Feet	
Wall Street East	4,060 Ft ²	447 ft	
Wall Street West	4,455 Ft ²	448 ft	

Extent of Work Wall Street



Match Line

Match Line

Area of Work North Front Street

Drawn by: BB

Pike Plan Canopy Demolition Project Description

An arcade structure now known as the Pike Plan Canopy was initially built between 1973 and 1976 in the Stockade Historic District in uptown Kingston New York. The canopy was substantially altered and rebuilt between 2011 and 2012. The Pike Plan canopies are within the public right-of-way and are attached to commercial and residential buildings on Wall Street and North Front Street.

The entirety of the Pike Plan canopy is now proposed for removal and will not be replaced. The location of the project in the City of Kingston, Ulster County, New York is:

- 300 to 334 Wall Street (east side)
- 301 to 335 Wall Street (west side)
- 14 to 54 North Front Street (south side)
- 31 through 59 North Front Street (north side)
- Specific to 334 Wall Street the Pike Plan canopy wraps around the north side of this building and ends at the corner of North Front Street and Fair Street.

The total length of the Pike Plan canopy as described above is approximately one thousand five hundred seventy eight linear feet, [1,578 feet].



NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION

Spill Incidents Database Search Results

Record Count: 10 Rows: 1 to 10

[Export XLS](#) [Export CSV](#)

	Spill Number	Date Spill Reported	Spill Name	County	City/Town	Address
1.	9809537	10/29/1998	IN LOT	Ulster	KINGSTON	63 NORTH FRONT ST
2.	9815491	03/30/1999	DEISINGS BAKERY	Ulster	KINGSTON	111 NORTH FRONT ST
3.	0110051	01/18/2002	DREAM WEAVERS	Ulster	KINGSTON	40 NORTH FRONT ST
4.	1503494	06/30/2015	ROADWAY	Ulster	KINGSTON	WASHINGTON AVE AND NORTH FRONT ST
5.	1604085	07/25/2016	COMMERCIAL PROPERTY UST	Ulster	KINGSTON	108 NORTH FRONT ST
6.	1608632	12/08/2016	COLUMBIA COSTUMES	Ulster	KINGSTON	66 NORTH FRONT ST
7.	1708120	11/27/2017	COMMERCIAL	Ulster	KINGSTON	50 NORTH FRONT ST
8.	2107984	12/02/2021	HERZOG'S COMMERCIAL BUILDING	Ulster	KINGSTON	9 NORTH FRONT ST
9.	2305572	09/28/2023	ROADWAY	Ulster	KINGSTON	NORTH FRONT ST AND WASHINGTON AVE
10.	2309559	03/07/2024	SOIL	Ulster	KINGSTON	170 NORTH FRONT ST

Spill Incidents Database Search Results

Record Count: 10 Rows: 1 to 10

[Export XLS](#) [Export CSV](#)

	Spill Number	Date Spill Reported	Spill Name	County	City/Town	Address
1.	9310374	11/26/1993	GAER RESIDENCE	Ulster	KINGSTON	161 WALL STREET
2.	9313131	02/05/1994	WOOLWORTH BUILDING	Ulster	KINGSTON	311 WALL STREET
3.	9313275	02/09/1994	FITNESS UNLIMITED	Ulster	KINGSTON	320 WALL STREET
4.	9408019	09/16/1994	325 SOUTH WALL STREET	Ulster	KINGSTON	325 SOUTH WALL STREET
5.	9415258	02/21/1995	PIRRELLO RESIDENCE	Ulster	KINGSTON	133 WALL STREET
6.	0012654	02/27/2001	RESIDENCE	Ulster	KINGSTON	314 WALL STREET
7.	0404005	07/14/2004	CRANTZ PROPERTY	Ulster	KINGSTON	34 SOUTH WALL STREET
8.	0608977	11/06/2006	STROBER BUILDING TRUCK	Ulster	KINGSTON	329 WALL STREET
9.	0612194	02/06/2007	CHASE BANK	Ulster	KINGSTON	301 WALL STREET
10.	1802882	06/14/2018	WINCHELL RES	Ulster	KINGSTON	171 WALL STREET

[Refine This Search](#)

OLD BUSINESS

CITY OF KINGSTON

Office of the Mayor

mayor@kingston-ny.gov

FYA

Steven T. Noble
Mayor



November 4th, 2024

Honorable Andrea Shaut
President/Alderman-at-Large
Kingston Common Council
420 Broadway
Kingston, NY 12401

Re: 46 Grand Street

Dear President Shaut,

The Office of Housing Initiatives recently conducted an RFEI to solicit interested individuals and organizations who would like to utilize 46 Grand Street. Respondents were asked to put forth their plan, as well as how much they proposed to purchase the building for from the City. An RFP review committee was formed and reviewed a variety of applications from private contractors to nonprofits, some of which included; proposing to create community space, offer community services or build affordable housing.

The RFP review committee has proposed that the COOP Concept be allowed to move forward. Prior to any decision by the Common Council, I would encourage the body to meet with the leadership of the Coop Concept to learn about the proposal, to determine whether this entity has the financial ability to complete this project and whether the proposed uses fit our zoning and building code prior to the transfer of the property.

Respectfully Submitted,

Steven T. Noble
Mayor

City of Kingston, NY

RFEI#: K24-25

Request for Expressions of Interest Regarding the Sale of 46 Grand



Request for Expressions of Interest Regarding the Sale of 46 Grand

KINGSTON, NY

Steven T. Noble
Bartek Starodaj

Mayor of the City of Kingston
Director of Housing Initiatives

The City of Kingston, New York hereinafter referred to as (the "City") is seeking responses from qualified applicants to purchase a vacant property currently owned by the City of Kingston. This RFEI is intended as a preliminary step to determine the level of interest by potential purchasers.

RFEI Release Date: June 26, 2024
RFEI Number: RFEI K24-25
Proposals Due: August 1, 2024

Definitions:

An "RFEI" describes the situation in which interest in a project needs to be assessed and useful information is solicited from interested parties. Respondents are invited to propose solutions that will result in the satisfaction of the City's objectives. The proposed solutions are evaluated against a predetermined set of criteria.

The term "Respondent" means any firm or individual submitting a response for the services listed in this RFEI. The term "response" means the material submitted by a Respondent in reply to this RFEI.

RFEI/Project Contact Person:

Bartek Starodaj
Director of Housing Initiatives
City Hall, 420 Broadway
Kingston, NY 12401

Telephone: (845) 334-3928 **Email:** bstarodaj@kingston-ny.gov

City of Kingston, NY
RFEI#: K24-25
Request for Expressions of Interest Regarding the Sale of 46 Grand

RECEIPT CONFIRMATION FORM

PLEASE COMPLETE AND RETURN THIS CONFIRMATION FORM WITHIN 5 WORKING DAYS OF RECEIVING THIS RFEI SPECIFICATION TO:

Bartek Starodaj
City Hall, 420 Broadway
Kingston, NY 12401
Telephone: (845) 334-3928
bstarodaj@kingston-ny.gov

Failure to return this form may result in no further communication or addenda regarding this RFEI.

Company Name/Contact Person:

Address:

City: _____ State: _____ Zip
Code: _____

Telephone Number: _____ EXT: _____ Fax:

Email:

I have received a copy of the above noted RFP Specification. Mark one choice below.

We plan to submit a PROPOSAL.

We DO NOT plan to submit a PROPOSAL (please indicate reason below).

Signature:

Title:

City of Kingston, NY
RFEI#: K24-25
Request for Expressions of Interest Regarding the Sale of 46 Grand

1.0 PROPERTY OVERVIEW

The City of Kingston, New York hereinafter referred to as (the "City") is seeking responses from qualified purchasers to purchase a vacant property currently owned by the City of Kingston. The City is interested in rehabilitating and renewing the property with site uses that create community benefits via commercial or residential activity that complements the current structures and use patterns currently existing in the neighborhood.

This RFEI is intended as a preliminary step to determine the level of interest by potential purchasers. The successful respondent to the RFEI will negotiate the terms and conditions of the sale of these parcels the terms of which will be contained in an Agreement negotiated by and between the Purchaser and the City.

There is one site for which the City will contemplate proposals for purchase; the location is as follows:

46 Grand
SBL# 56.26-8-47

The property is a vacant two-story mixed-use property with approximately 3,000 sq ft. Historically, the ground floor commercial space was used as a bar/tavern.

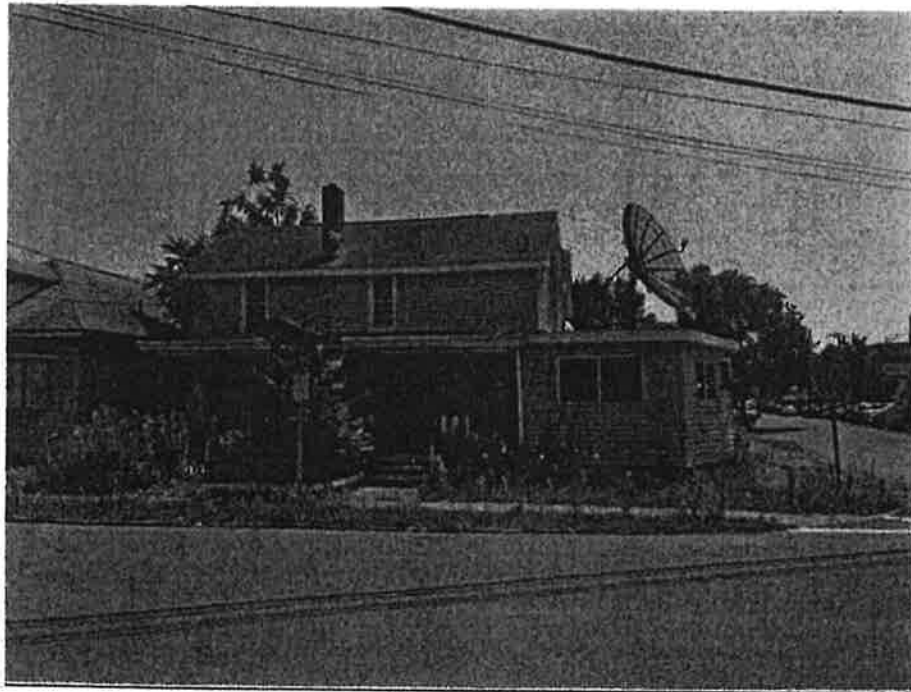


Figure 1 - 46 Grand Front

City of Kingston, NY
RFEI#: K24-25
Request for Expressions of Interest Regarding the Sale of 46 Grand



Figure 2 - 46 Grand Corner Grand St/Hasbrouck Avenue



Figure 3 - 46 Grand Rear

City of Kingston, NY

RFEI#: K24-25

Request for Expressions of Interest Regarding the Sale of 46 Grand



Figure 4 - 46 Grand Historical Photo

2.0 DEVELOPMENT OBJECTIVES

Under the City's form-based zoning code, 46 Grand is zoned T5-Flex. This allows for a wide variety of uses and building types. The intent of this transect is *"To provide an urban form that can accommodate a very diverse range of uses and building types, including some light industrial as well as work/live, to reinforce the pattern of existing walkable neighborhoods and to encourage revitalization and investment."*

The City intends to transfer the property to the winning Respondent upon selection and Common Council approval. The winning Respondent will be responsible for the rehabilitation of the property. The property will be transferred "as is."

The City seeks to achieve the following objectives through this RFEI:

1. Rehabilitation of the building on the site;
2. Maximize the level of public benefits to be generated by the proposed development including new commercial, non-profit, and/or residential activity;
3. Secure a financially feasible rehabilitation.

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3.0 SCHEDULE OF PERTINENT DATES

Listed below are specific and estimated dates and times of actions related to this RFEI. In the event it is necessary to change the return date, the City will issue a supplemental addendum.

Dates	Milestone
June 26, 2024	RFEI advertised
July 17, 2024	Tour at 46 Grand
July 24, 2024, 5pm	Last day to submit written inquiries
July 25, 2024	Addendum issued if any questions
August 1, 2024 2:00 p.m.	Due Date for Proposals
August/September, 2024	Selection Committee evaluates proposals
October 2024	Notice of Intent to Award (estimate)

4.0 SUBMISSION REQUIREMENTS

All Respondents to this RFEI are required to submit detailed information as set forth below. Responses that do not materially conform to this outline will not be considered. Additional material and information, as deemed appropriate by the Respondent, may be included in the submission package.

Receipt confirmation form which follows the cover page of this RFEI should be completed and sent to the City of Kingston immediately if planning on submitting a proposal. Failure to file this form may result in no further communications regarding this RFEI.

RFEI submissions must emailed to Bstarodaj@kingston-ny.gov. Responses will be electronic only.

Responses are due and must be received no later than **August 1, 2024 at 2:00 PM**. Responses will not be accepted after the due date and time.

- Proposals must be sent electronically via email. Printed proposals will not be accepted.
- Respondents are required to complete, and include within their RFEI submission, the Information Sheet and Affidavit of Non-Collusion that are included in this RFEI.
- The response will be evaluated on the basis of its content, not length. The proposal shall be clear, concise and include sufficient detail for effective evaluation.
- The City of Kingston will not be liable for any costs incurred by Respondents in the preparation of responses or for any work performed in connection therein.

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5.0 PROPOSAL CONTENT

- **TITLE PAGE:** Showing RFEI number, responder's name, address, telephone, and title of the person(s) with the authority to represent and make legally binding commitments for the Respondent. Responder should also clearly identify the name(s) of the contact person responsible for inquiries, if different.
- **COVER LETTER:** A cover letter signed by the duly authorized member of the Respondent identified above.
- **PROJECT VISION AND NARRATIVE.** Respondents shall provide a description of the vision and program for the proposed project. This should include a clear concept and narrative. As part of the project narrative, Respondents must include descriptions of the desired mix of uses, including the number of residential and/or commercial units as applicable.
- **PLAN FOR EXECUTION:** Provide a development plan for the RFEI which is consistent with the Development Objectives outlined within this RFEI, including:
 - A description of the steps necessary to evaluate due diligence, environmental remediation, financing, pre-development, design approach, construction, lease-up, and property management.
 - A timeline for execution that includes proposed start date of predevelopment activities.
- **RESPONDENT TEAM:** Provide a full description of the Respondent (and its related development entities and subsidiaries, if applicable) along with all team members, including all principals and persons who have or will have either a direct or indirect financial interest in the development project. This includes:
 - Identify the development entity's/Respondent's name, street address, mailing address, phone number, email address and web page. Specify the legal form of the organization (e.g. corporation, partnership, LLC, Joint Venture, other).
 - If applicable, describe the development entity including the number of years in business.
 - If applicable, identify the person(s) with the authority to represent and make legally binding commitments for the principal development entity.
 - If applicable, list all officers, partners, owners, shareholders and members of the development entity by name, title, percentage of ownership and list addresses, telephone numbers and e-mail addresses.
 - If applicable, provide biographical summaries of company officers and/or principals/owners.
 - If applicable, identify all members of the proposed development team that are likely to be engaged in this project including engineering, architectural, construction, property

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management, marketing agent, geotechnical, environmental, legal, financial, public relations, and other consultants, Indicate the role of each in implementing the development and managing the completed project.

- If applicable, describe the development team's familiarity of the project location and City of Kingston.

- **EXPERIENCE:** As applicable, respondents shall provide demonstrable expertise with projects similar to this opportunity. Project examples from the lead member of the team are encouraged, though experience from any team member will be accepted and evaluated. For each project example, Respondents should include:
 - Name and location of project;
 - Site plans, massings, renderings, and/or photographs;
 - Development team members;
 - Scope (land area, gross square footage by program/product type, etc.);
 - Total cost (excluding land);
 - Timeline; and
 - Details of the project financing, including Respondent's role in securing the financing.

- **FINANCIAL QUALIFICATIONS AND CAPACITY:** Respondents must provide evidence of their financial capacity, financial success over time, and demonstrate their credit worthiness to undertake the Project.
 - If available, audited financial statements of the parent company of the principal developer, whether publicly traded or privately held for the last three fiscal years
 - letter from a financial institution with whom the Respondent has a relationship
 - Narrative describing any current or outstanding litigation pending against the team or any of its members, as well as any litigation brought by or against any individual involved with the project, during the last five years.
 - List of prior debts involving monetary defaults, bankruptcies or foreclosures.

- **PURCHASE PRICE AND SPECIAL CONDITIONS:** Proposed purchase price. Any and all special conditions that the Respondent may offer or request from the City of Kingston are required to be listed.

6.0 EVALUATION CRITERIA

All responses will be reviewed and evaluated by a selection committee. Responses will be reviewed and evaluated based upon information contained in the respective submission packages and responsiveness to the submission criteria delineated below.

The selection committee will evaluate the submissions beginning after the posted submission date.

Upon review of the submissions, the City reserves the right to:

1. Take no further action.
2. Invite one or more respondents to submit a response to a more detailed Request for Additional Information.
3. Enter into exclusive negotiations with one or more preferred respondents.

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The factors to be considered in the selection process are based upon an evaluation using the following criteria:

1. Project feasibility: Likelihood of Respondent and proposed project vision meeting the City of Kingston objectives in an expedient manner (30%);
2. Impact and amount of community benefit derived from the project (30%).
3. Development team qualifications, capabilities and prior experience (20%);
4. Financial strength of the Respondent /developer/developer team (20%);

7.0 INQUIRIES

All questions pertaining to this RFEI are required to be made in writing no later than **July 24, 2024**. All questions must be emailed to **Bartek Starodaj** at bstarodaj@kingston-ny.gov.

All substantive questions received by the above-mentioned deadline will receive a response in the form of an addendum issued no later than **July 25, 2024**.

The addendum will be sent to all Respondents who have registered to receive the RFEI. Only an addendum from the City of Kingston will be considered official. Respondents are advised that the City of Kingston cannot ensure a response to any inquiries received after the due date for question submissions.

8.0 OPEN HOUSE

An open house will be held on July 17. Representatives from the City will be available on site to answer questions and to show the property. Respondents wishing to attend the conference should notify Bartek Starodaj to obtain details. Additional open house dates may be announced based on interest.

9.0 INTERVIEWS

If the Evaluation Committee determines it to be necessary, interviews may be scheduled with selected Respondents as soon as possible after the initial evaluation. This will permit further evaluation and allow the Evaluation Committee to inquire further into the experience the Respondent has had on similar projects, willingness and ability to work closely with City of Kingston Staff and others, understanding of the various aspects of the requirements, ability to maintain a schedule and complete the services on time, and other matters deemed pertinent.

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10.0 TERMS AND CONDITIONS

XI. TERMS AND CONDITIONS

Instructions to Respondents: All submissions must be in accordance with this Request for Qualifications.

RFEI Information: The information set forth in this RFEI concerning the real estate and its condition, size status, legal requirements and other matters is believed to be accurate but is not so warranted. The City of Kingston and its officers, employees, representatives, agents and consultants make no representation express or implied as to the physical condition of the real estate, status of the title thereto, its suitability for any use, the absence of hazardous and toxic materials, or any other matter. The City makes no representations as to the accuracy of any statements made herein regarding any environmental conditions of the real estate and any information provided with regard to the environment is not to be relied upon and should be independently verified. All measurements are approximate.

The information provided for respondents is for informational purposes only, and may not be relied upon and does not constitute a representation or warranty by the City of Kingston, its representatives, employees, officers, agents, or consultants that the information contained therein is accurate or complete, and no legal commitment, obligation or liability of the City of Kingston or its representatives, employees, officers, agents or consultants shall arise by use of, or the information relating to any of these materials.

As is Condition & Disclaimers: The real estate will be conveyed "as is" with all faults. The City of Kingston makes no representations or warranties regarding the real estate and the property whatsoever, including without limitation whether the property is in compliance with applicable zoning use and other similar regulations, laws and codes (including without limitation building codes and Americans with Disabilities Act), and respondents are not to rely upon any representations or warranties of any kind whatsoever, express or implied, from the City of Kingston, its representatives, employees, officers, agents or consultants.

Revisions, Interpretations or Corrections: Revisions, interpretations or corrections of specifications made by the City of Kingston shall be by addendum issued before the date set forth for the submission of responses to this RFEI. Interpretations, corrections or changes made in any other manner will not be binding, and respondents shall not rely upon such revisions, interpretations, corrections or changes.

Conflict of Interest: The City of Kingston's employees and the immediate family of City of Kingston employees are not permitted to submit a response to this RFEI. Furthermore, no official or employee of the City of Kingston shall have any personal interest, direct or indirect, in this transaction, nor shall any such elected or appointed official, department head, agent or employee having such an interest participate in any decision, meeting, evaluation or exert any opinion or influence relating to this transaction that affects his or her personal interests or the interests of any person or entity in which he or she is directly or indirectly, interested.

Zoning and Permitting: The City of Kingston does not warrant that the real estate is suitable for any particular use. Verification of the present zoning and determination of permitted uses, along with compliance of the property for present or proposed future use, shall be the responsibility of the respondent. The City of Kingston does not guarantee that any zoning information is necessarily accurate or will remain unchanged. Any inaccuracies or changes in zoning information shall not be cause for

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adjournment or rescission of any contract resulting from this RFEI. Finally, respondent assumes the entire responsibility of complying with any government requirements and procedures related to intended use, including, but not limited to, licenses, zoning, permitting, habitation restrictions, historic preservation requirements, etc.

RFEI Award Acceptance: The City of Kingston reserves the right at all times to accept or reject in their sole discretion, any or all responses and to waive any defects or technicalities or advertise for new RFEI responses where the acceptance, rejection, waiving or advertising of such would be in the best interest of the City of Kingston. The RFEI process may be terminated or modified without notice at any time.

Notice of Acceptance or Rejection: Notice, by the City of Kingston regarding either acceptance, or rejection of a response to this RFEI shall be deemed to have been sufficiently given when mailed to the respondent, or his or her duly authorized representative, at the address indicated in the cover letter accompanying respondent's submission of a response to this RFEI.

Postponement or Cancellation: The City of Kingston reserves the right to postpone or cancel this RFEI, or reject all responses, if in its judgment it deems it to be in the best interest of the City to do so.

In the event of a postponement or cancellation of this RFEI; the City of Kingston shall not be liable for any costs incurred by respondent in the preparation of their response or for any work performed in connection therein.

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PLEASE RETURN THE FOLLOWING SHEETS
WITH YOUR PROPOSAL

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INFORMATION SHEET

NAME: _____

ADDRESS: _____

TYPE OF ENTITY: Corp. _____ Partnership _____ Individual _____ LLC _____

If a non-publicly owned Corporation:

NAME OF FIRM: _____

DATE OF ORGANIZATION: _____

If an LP, LLP, or LLLP:

PARTNERS: _____

NAME OF PARTNERSHIP: _____

DATE OF ORGANIZATION: _____

** If the business is conducted under an assumed name, a copy of the certificate required to be filed under the New York General Business Law must be attached.*

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AFFIDAVIT OF NON-COLLUSION

NAME OF

RESPONDENT: _____

BUSINESS ADDRESS:

I hereby attest that I am the person responsible within my firm for the final decision as to the prices(s) and amount of this proposal or, if not, that I have written authorization, enclosed herewith, from that person to make the statements set out below on his or her behalf and on behalf of my firm.

I further attest that:

1. The price(s) and amount of this proposal have been arrived at independently, without consultation, communication or agreement for the purpose of restricting competition with any other contractor, Respondent or potential Respondent.
2. Neither the price(s), nor the amount of this proposal, have been disclosed to any other firm or person who is a Respondent or potential Respondent on this project, and will not be so disclosed prior to proposal opening.
3. No attempt has been made or will be made to solicit, cause or induce any firm or person to refrain from responding to this RFEI, or to submit a proposal higher than the proposal of this firm, or any intentionally high or non-competitive proposal or other form of complementary proposal.
4. The proposal of my firm is made in good faith and not pursuant to any agreement or discussion with, or inducement from any firm or person to submit a complementary proposal.
5. My firm has not offered or entered into a subcontract or agreement regarding the purchase of materials or services from any other firm or person, or offered, promised or paid cash or anything of value to any firm or person, whether in connection with this or any other project, in consideration for an agreement or promise by an firm or person to refrain from responding to this RFEI or to submit a complementary proposal on this project.
6. My firm has not accepted or been promised any subcontract or agreement regarding the sale of materials or services to any firm or person, and has not been promised or paid cash or anything of value by any firm or person, whether in connection with this or any project, in consideration for my firm's submitting a complementary proposal, or agreeing to do so, on this project.
7. I have made a diligent inquiry of all members, officers, employees, and agents of my firm with responsibilities relating to the preparation, approval or submission of my firm's proposal on this project and have been advised by each of them that he or she has not participated in any communication, consultation, discussion, agreement, collusion, act or other conduct inconsistent with any of the statements and representations made in this affidavit.

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8. By submission of this proposal, I certify that I have read, am familiar with, and will comply with any and all segments of these specifications.

The person signing this proposal, under the penalties of perjury, affirms the truth thereof.

Signature & Title

Print Name & Title

Company Name

Date Signed _____ Federal ID _____

10

THE CITY OF KINGSTON COMMON COUNCIL
FINANCE/AUDIT
COMMITTEE REPORT

REQUEST DESCRIPTION		
INTERNAL TRANSFER _____	CONTINGENCY TRANSFER _____	TRANSFER _____
AUTHORIZATION _____	BUDGET MODIFICATION _____	BONDING REQUEST _____
CLAIMS _____	ZONING _____	OTHER _____

DEPARTMENT: Common Council DATE: 12/11/24

Description:
 Approve the Kingston City Land bank proposal for 46 Grand Street.

Estimated Financial Impact: \$1.00 Signature _____

Motion by MT

Seconded by JM

Action Required:

<u>Committee Vote</u>	<u>YES</u>	<u>NO</u>
Reynolds Scott-Childress, Chairman, Ward 3 <i>Reynolds Scott Childress</i>	✓	
Michael Tierney, Ward 2 <i>Michael Tierney</i>	✓	
Bryant Drew Andrews, Ward 7 PERYL MURKIN'S Ward 7		
Steve Schabot, Ward 8 <i>Steve Schabot</i>	✓	
Sara Pasti, Ward 1 <i>Sara Pasti</i>	✓	