



Glenn McCreedy, P.E., C.M.E.
Stuart Strow, P.E., C.F.M.

January 15, 2025

Village of Wesley Hills
Building Department
432 Route 306
Wesley Hills, New York 10952

Attn: Alicia Schultz, Building Clerk

Re: 9 Fieldcrest Drive
Tax Lot 41.14-1-17
Clearing and filling violation
CDW #WH24-323

Dear Ms. Schultz,

We have received and reviewed:

1. Application for Clearing, Filling or Excavation of Land, dated 10/14/2024.
2. Clearing, Filling Violation letter signed by Matthew Trainor, PE, Brooker Engineering, PLLC, dated July 29, 2022.
3. Updated survey for 9 Fieldcrest Drive, prepared by Anthony Celentano, PLS, dated August 7, 2024.

We have performed a review of the submitted documents as noted above. It is understood that this application is submitted to correct a violation that involved the construction of the retaining walls and placement of fills without a permit.

The Application materials as submitted are incomplete, and the Applicant shall submit the following:

1. A Site Plan meeting all requirements as on the Permit Application Form for "Clearing, Filling or Excavation of Land" must be provided. The site plan should clearly show pre-construction and proposed/post-construction topography. It should also clearly denote whether features (walls, sports court, etc.) are existing or proposed at this time.
2. A bulk table with dimensions and appropriate calculations for impervious surface ratio and building coverage should be provided. If any variances are required, it shall be noted on the plan.
3. A vicinity map shall be provided on the site plan.
4. The survey shows an existing well near the end of the retaining wall on the southwesterly side of the site. The application form (question #5) states that there are no wells within 50 feet of the disturbed area. The application form should be corrected, and the site plan shall clearly state the purpose of the well, and if the well is to remain or to be abandoned. If the well is proposed to remain on site, appropriate details showing modification of the well are required. The site plan shall also note whether any approvals for the well have been obtained or are required from the Rockland County Department of Health.
5. Provide a cut and fill analysis indicating the volume of excavation and the volume of fill that has been brought onto the site.

6. A receipt and/or certification letter containing the source of fill material, description of the material and volume of fill brought to the site shall be provided. The source, volume and a description of the fill material shall be noted on the site plan. If certifications are not available, testing of the imported fill material may be required.
7. Drainage calculations and details of pervious pavers shall be provided.
8. The site plan shall include notes and details as may be required for the restoration, seeding and final stabilization of disturbed areas.
9. Details of the retaining walls shall be provided on the site plan. Top and bottom elevations of existing and proposed walls shall be shown on the site plan. If the height of a wall exceeds four feet, a certification letter from a licensed Professional Engineer will be required.
10. The plan that was submitted with the application is an Updated Survey. The applicant may choose to use this as a "post-construction" conditions plan, and it should be updated to meet the Village of Wesley Hills final survey checklist requirements. Please note, the survey shall show retaining walls top and bottom elevations.
11. The site plan shall denote the limit and area of disturbance. Application fees will be calculated based on the affected area of disturbance, as noted on the permit application form.

Please contact our office if you have any questions. We will continue our review upon receipt of updated/revised plan submissions and materials.

Sincerely,



Civil Design Works, LLC
Alena Guckian, P.E.
Senior Project Engineer

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