

100-300 RELLA OPERATIONS MEMORANDUM

1. Project Overview

The applicant proposes the development and operation of a warehouse with flex space located at 300 Rella Boulevard. The facility will consist of approximately 240,000 sf of space for light industrial, warehousing, and limited office use. All or part of the space will be used as flex space (as defined in the Montebello Zoning Code) based upon the needs of future tenants. It is understood that individual flex space units may not exceed 10,000 sf. The space is designed to accommodate many tenants and supports diverse operational needs within a controlled and compliant environment. This memorandum addresses the use of flex spaces, only, as requested by the Planning Board.

2. Proposed Flex Use and Tenants

A. Flex Space. The Montebello Zoning Code (§195-124) defines “Flex Space, Business Park” as:

A building or buildings designed for the commercial use of one or more tenants, generally for an undefined mix of office, light assembly, showroom, distribution/warehousing or storage of equipment and/or material inside a building. A business park flex space development shall not include restaurants, personal care, or retail establishments. Tenant spaces shall have a minimum of 2,000 square feet and a maximum of 10,000 square feet of gross floor area and may include individual loading berths.

Flex space will be made available for tenants engaged in all allowed activities including light manufacturing, e-commerce fulfillment, storage, or administrative functions. All NYS and local codes shall be followed by the Tenants and all leases shall be subject to all restrictions outlined in § 195-11 (“Prohibited Uses”) of the Montebello Zoning Code. All spaces not used as flex space will be deemed warehouse space, irrespective of size.

B. Flex Space Prohibited Activities. In addition to the uses prohibited in the Montebello Zoning Code, the following activities and uses shall be prohibited in flex spaces:

(i) Heavy Industrial Uses

- Heavy manufacturing or processing (e.g., chemical plants, metal foundries, petroleum refining).
- Heavy machinery operations (e.g., steel production, large-scale fabrication).

(ii) High-Impact Industrial Uses:

- Hazardous material storage or processing (beyond limited, non-hazardous materials for permitted uses).
- Waste treatment, disposal, or recycling facilities.
- Junkyards, salvage yards, or scrap metal operations.

(iii) Agricultural and Animal-Related Uses:

- Farming, livestock operations, or animal processing (e.g., slaughterhouses).
- Kennels or veterinary hospitals (unless accessory to research facilities).

(iv) Other Uses:

- On-site retail sales

- Entertainment facilities
- Fuel dispensaries

C. Building Code Limitations. Although specific tenants have not yet been established, the applicable NYS building code that the building has been designed to limits the tenant activities the following uses:

- S-2 Low Hazard Storage, including but not limited to such uses as: Cement, Electrical components, food products, glass, dry cell batteries, metals, appliances, etc.
- S-1 Moderate Hazard Storage, including but not limited to such uses as: bags, books, cardboard, clothing, dry goods, furniture, lumber, tires, mattresses, etc.
- Additionally, some tenants may have a primary or secondary factory component to their use, but this will fall under similar restrictions as indicated above for storage occupancies (F-2 Low Hazard Factory Industrial and F-1 Moderate Hazard Factory Industrial).
- The current size and design of the building generally limits high hazardous uses without further design changes and approvals by the local AHJ. Such High Hazard Uses include, but are not limited to, Class I, II, III Flammable or combustible liquids, fireworks, oxidizers, reactive materials, corrosives, and/or other toxic materials.
- Therefore, the uses of the tenants will be limited to those allowed within the S-2, S-1, F-2, and F-1 occupancies outlined in the NYS Building Code.

D. Compliance with other codes and regulations. All flex space uses shall comply with applicable federal, state, and local regulations with respect to noise, odors, emissions, and waste disposal (liquid and solid).

3. Flex Space Hours of Operation

Normal business hours will be:

- Monday to Friday: 7:00 AM – 7:00 PM
- Saturday/Sunday: 8:00 AM – 4:00 PM

Extended or off-hours activity will occur on occasion.

4. Staffing and Employment.

The property will be managed by a management company. We do not anticipate an onsite leasing and management office. The staff onsite will be tenant staff.

5. Flex Space Deliveries and Shipping

Truck access will be accommodated via Rella Boulevard.

- Vehicle types: primarily double-axle trucks with occasional tractor trailers
- All loading will occur on-site, with no backing into public rights-of-way
- Movement of trucks having three axles or more will be restricted to 6am to 9pm, Monday through Friday, only

- Outdoor mechanized loading and unloading will be restricted to 6am to 9pm, Monday through Friday, only

6. Parking and Traffic

The site includes 156 parking spaces, including 14 ADA-accessible spots. Traffic associated with employees and deliveries is expected to have minimal impact on surrounding roadways. A traffic impact analysis has been submitted with the site plan application. Lawful truck movement will be enforced by signage, gates, and local law enforcement. Emergency-only access roads will be gated and locked as directed by the local fire department.

7. Waste Management

The facility will include a screened dumpster area for solid waste and recyclables. Tenants will contract with licensed private haulers. Waste pickup will be scheduled during normal operating hours to avoid disruption to neighbors or businesses.

8. Environmental and Noise Considerations

The proposed operations will comply with all applicable local, state, and federal regulations, including those related to air quality, noise, and wastewater. Equipment and operational activities will not exceed permitted noise levels at the property line. No outdoor industrial activity is planned.

9. Security and Life Safety

- The facility will have exterior lighting, cameras, and optional tenant-controlled alarm systems.
- The site will not have access control.
- Fire protection and emergency access are designed in accordance with State and local fire code.
- The site will always remain accessible to emergency vehicles.

10. Contact Information

Applicant: Rella Owner LLC

Phone: 732-833-3583

Email: ZM@acginfo.com

Date: July 16, 2025