

APPLICATION REVIEW FORM

PART I

RECEIVED
MAR 12 2026

VILLAGE OF MONTEBELLO

Date 1/29/2026
VILLAGE OF MONTEBELLO
Building Clerk

Please check all that apply:

<input checked="" type="checkbox"/> Planning Board	<input type="checkbox"/> Village Board
<input type="checkbox"/> Zoning Board of Appeals*	<input type="checkbox"/> Historic Preserv. Comm.
<i>*(Fill out Part II of this form)</i>	<input type="checkbox"/> Architectural Review Board
<input type="checkbox"/> CDRC	
<input type="checkbox"/> Subdivision	<input type="checkbox"/> Number of Lots
<input checked="" type="checkbox"/> Site Plan	<input type="checkbox"/> Informal
<input type="checkbox"/> Architectural Review	<input type="checkbox"/> Preliminary
<input type="checkbox"/> Stream and Wetlands Permit	<input type="checkbox"/> Final
<input type="checkbox"/> Special Permit	<input type="checkbox"/> Cert. of Appropriateness
<input type="checkbox"/> Zoning Code Amendment	<input type="checkbox"/> Zone Change
<input type="checkbox"/> Variance	<input checked="" type="checkbox"/> Other <u>reapproval of expired site plan</u>

Project Information

Project Name: 5 Hemion Road

Tax Map Designation:

Section 55.10 Block 1 Lot(s) 5.2

Section _____ Block _____ Lot(s) _____

Location: On the west side of Hemion Road,
_____ feet north of Route 59 in the
Village of Montebello.

Street Address: 5 Hemion Road

Acreage of Parcel 1.57 acres **Zoning District** NS

School District RAMAPO CENTRAL S.D. **Postal District** SUFFERN 10901

Fire District TALLMAN **Ambulance District** RAMAPO VALLEY

Water District UNITED WATER **Sewer District** ROCKLAND #1

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Project Description: *(If additional space required, please attach a narrative summary.)*

2 story office building with parking. 8,176 sq. ft. footprint x 2 = 16,352 sq. ft. gross area plus basement. See attached narrative for further information.

If subdivision:

- 1) Is any variance from the subdivision regulations requested? _____
- 2) Is any open space being offered? ____ If so, what amount? _____
- 3) Is this a standard or average density subdivision? _____

If site plan:

- 1) Total size of building(s) in square feet 16,352 sq. ft.
- 2) Proposed addition _____

If special permit, list special permit use and what the property is proposed to be used for.

Environmental Constraints:

Are there **slopes greater than 15%**? No

Are there **streams, flood plains, lakes, or other land under water** on the site? No

If yes, please provide the names. _____

Are there **wetlands** on the site? No

If yes, please provide the names and type. _____

If yes to any of the above, please indicate the amount and show the gross and net area per section 195-14.A. _____

****SHOW ENVIRONMENTAL CONSTRAINTS ON SEPARATE DRAWINGS.** ***

Project History: Has this project or property ever been reviewed before? Yes

If so, provide a narrative, including the list case number, name, date, and the board(s) that reviewed it, together with the status of any previous approvals.

Site Plan approval was granted for a bank use in 2012.
~~Site Plan approval was granted in 2020 for a similar 12,000 square foot office use. Site Plan approval for current plan granted on March 12, 2024; expired September 12, 2025. Current application is to reinstate SP approval.~~

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List tax map section, block & lot numbers for all other abutting properties in the same ownership as this project.

General Municipal Law Review:

This property is within 500 feet of (Check all that apply):

<input checked="" type="checkbox"/> State or County Road	<input type="checkbox"/> State or County Park
<input type="checkbox"/> New York State Thruway	<input type="checkbox"/> County Stream
<input checked="" type="checkbox"/> Municipal Boundary	<input type="checkbox"/> County Facility

List name(s) and/or numbers of facility(ies) checked above. _____
NYS Route 59, County Route 93, Village of Suffern, Village of Airmont, Town of Ramapo

IF ANY ITEM IS CHECKED, A REVIEW MUST BE DONE BY THE ROCKLAND COUNTY COMMISSIONER OF PLANNING UNDER THE STATE GENERAL MUNICIPAL LAW, SECTIONS 239 K, L, M, AND N.

Referral Agencies:

<input checked="" type="checkbox"/> RC Highway Department	<input type="checkbox"/> RC Division of Environmental Resources
<input type="checkbox"/> RC Drainage Agency	<input checked="" type="checkbox"/> RC Dept. of Health
<input checked="" type="checkbox"/> NYS Dept. of Transportation	<input type="checkbox"/> NYS Dept. of Environmental Conservation
<input type="checkbox"/> NYS Thruway Authority	<input type="checkbox"/> Palisades Interstate Park Comm.
<input checked="" type="checkbox"/> Adjacent Municipality	<u>Suffern, Airmont, Ramapo</u>

Contact Information

Applicant: Hemion Land Lease LLC Phone # 845-533-2250
Address 102 Norben Road Monsey, NY 10952 Email: Mark@mjd3insurance.com
Street Name & Number (Post Office) State Zip code

Property Owner: Hemion Land Lease LLC Phone # 845-533-2250
Address 102 Norben Road Monsey, NY 10952 Email: Mark@mjd3insurance.com
Street Name & Number (Post Office) State Zip code

Engineer: Joseph Nitray, PE Phone # 845-357-4411
Address 74 Lafayette Ave, Suite 501 Suffern, NY 10901 Email: Joseph.Nitray <jnyitray@brookerengir
Street Name & Number (Post Office) State Zip code

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Surveyor: Weston & Sampson, PE Phone # 845-357-4411
Address 74 Lafayette Ave, Suite 501 Suffern, NY 10901 Email: _____
Street Name & Number (Post Office) State Zip code

Architect: AB Design Phone # 845-425-7526
Address 55 Union Road, Suite 105, Spring Valley, NY 10977 Email: gabe@abdesignusa.com
Street Name & Number (Post Office) State Zip code

Attorney: Amy Mele, Esq. Phone # (845) 596-8260
Address 4 Laurel Road New City, New York 10956 Email: amy@amymelelaw.com
Street Name & Number (Post Office) State Zip code

Contact Person: Joseph Nitray, PE Phone # 845-357-4411
Address 74 Lafayette Avenue, Suite 501, Suffern NY 10901 Email: Joseph Nitray <jnyitray@brookerengi
Street Name & Number (Post Office) State Zip code

TO ALL APPLICANTS - YOU MUST SEND COPIES OF APPLICATIONS AND PLANS TO:

Regional Manager
Orange and Rockland
75 West Route 59
Spring Valley, NY 10977

I have informed the above checked agencies and Orange and Rockland on _____.

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Owners of Nearby Properties

The following are all of the owners of property within five hundred (500) feet of the subject premises (you may attach a list):

<u>SECTION/BLOCK/LOT</u>	<u>NAME</u>	<u>ADDRESS</u>
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TO BE PROVIDED UPON SETTING OF PUBLIC HEARING

APPLICATION REVIEW FORM

Applicant's Combined Affidavit and Certification

State of New York)
County of Rockland) ss.:

Hemion Land Lease LLC, being duly sworn, deposes and says:
Applicant's Name

I am the applicant in this matter. I make these statements to induce the Village of Montebello, its boards, commissions, officers, employees, and consultants, to entertain my application, knowing that the Village will rely upon the statements made herein.

1. Verification of Facts. All statements contained in this application and in all documents, drawings, writings, and other communications submitted in connection with this application are true.

2. Consent to Enter. I hereby give permission to members of said boards and/or supporting staff to visit the property in question at a reasonable time during the day.

3. Affidavit Pursuant to General Municipal Law Section 809. All the following statements and the statements contained in the papers submitted herewith are true and the nature and extent of any interests set forth are disclosed to the extent that they are known to the applicant.

A. I certify that I am the owner, officer, member or agent of owner, of all that certain lot, piece or parcel of land and/or building described in this application and if not the owner that he has been duly and properly authorized to make this application and to assume responsibility for the owner in connection with this application for the relief below set forth:

B. There is no state officer, Rockland County officer or employee or village officer or employee nor his or her spouse, brother, sister, parent, child or grandchild, or a spouse of any of these relatives who is the applicant or who has an interest in the person, partnership or association making this application, petition or request, or is an officer, director, partner or employee of the applicant, or that such officer or employee, if this applicant is a corporation, legally or beneficially owns or controls any stock of the applicant in excess of 5% of the total of the corporation if its stock is listed on the New

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York or American Stock Exchanges; or is a member or partner of the applicant, if the applicant is an association or a partnership; nor that such village officer or employee nor any member of his family in any of the foregoing classes is a party to an agreement with the applicant, express or implied, whereby such officer or employee may receive any payment or other benefit, whether or not for service rendered, which is dependent or contingent upon the favorable approval of this application, petition or request.

C. To the extent that the same is known to your applicant, and to the owner of the subject premises **there is disclosed herewith** the interest of the following officer or employee of the State of New York or the County of Rockland or of the Village of Montebello in the petition, request or application or in the property or subject matter to which it relates:

(if none, so state)

- a. Name and address of officer or employee _____
- b. Nature of interest _____
- c. If stockholder, number of shares _____
- d. If officer or partner, nature of office and name of partnership _____
- e. If a spouse or brother, sister, parent, child, grandchild or the spouse of any of

these blood relatives of such state, county or town/village officer or employee, state name and address of such relative and nature of relationship to officer and employee and nature and extent of office, interest or participation or association having an interest in such ownership or in any business entity sharing in such ownership. _____

f. In the event of corporate or limited liability company ownership: A list of all directors, officers and stockholders of each corporation or members of each limited liability company owning more than five (5%) percent of any class of stock or more than five (5%) percent beneficial interest, must be attached, if any of these are officers or employees of the State of New York, or of the County of Rockland, or of the Village of Montebello.


D. I do hereby depose and say that all the above statements and statements contained in the papers submitted herewith are true, knowing that a person who knowingly and intentionally violates this section is guilty of a misdemeanor.

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4. Reimbursement for Professional Consulting Services. I understand that the Village Board, Planning Board, Zoning Board of Appeals, and other municipal boards, in the review of any application described above, may refer any such application presented to it to such engineering, planning, environmental or other technical consultant as such Board shall deem reasonably necessary to enable it to review such application as required by law. The charges made by such consultants shall be in accord with charges usually made for such services in the metropolitan New York region or pursuant to an existing contractual agreement between the Village and each such consultant for the cost of such consultant services upon receipt of the bill.

I agree to establish an escrow account with the Village of Montebello from which these consultants' fees will be paid. The escrow account will not draw interest, and will be replenished upon notification by the Village. Any additional sums needed to pay the Village's consultants shall be paid prior to final action on the application. The Village may suspend processing of the application if there is a deficiency in the escrow account.

Permits will not be issued and site plan or subdivision will not be signed until bill is paid in full. Any sums remaining in the escrow account after the consultants have been paid in full will be returned to the applicant. The applicant has the right to examine escrow and payment records upon prior written notice to the Village.

Applicant's Sign 
Print Applicant's Name HERMION LAND LEASE, LLC.

SWORN to before me this
day of 26th February, 20 26


Notary Public

ANDRENE SINCLAIR-PENNIX
NOTARY PUBLIC
STATE OF NEW JERSEY
MY COMMISSION EXPIRES JULY 31, 2027

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Affidavit of Ownership/Owner's Consent

State of New York)
County of Rockland) SS.:

I, Hemion Land Lease LLC being duly sworn, hereby
depose and say that I reside at: 102 Norben Road Monsey, NY 10952

in the county of Rockland in the state of New York.

I am the (* _____) owner in fee simple of premises located at:
5 Hemion Road

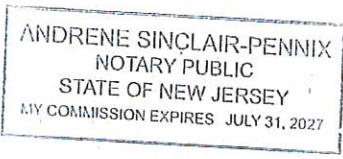
described in a certain deed of said premises recorded in the Rockland County Clerk's
Office in Liber _____ of conveyances, page _____ or as Instrument ID# 2011-16878.

Said premises have been in my/its possession since _____, Said premises are also
known and designated on the Town of Ramapo Tax Map as:
section 55.10 block 1 lot(s) 5. 2.

I hereby authorize the within application on my behalf, and that the statements of fact
contained in said application are true, and agree _____ termination of the
board.

Owner's Signature [Signature]
Mailing Address 102 Norben Road
Monsey, NY 10952

SWORN to before me this
26th day of February
[Signature]
Notary Public



**If owner is a corporation or LLC, fill in the office held by deponent and name of corporation or LLC, and provide a list of all directors, officers and stockholders owning more than 5% of any class of stock and all members having greater than 5% beneficial interest.*

Short Environmental Assessment Form

Part 1 - Project Information

Instructions for Completing

Part 1 – Project Information. The applicant or project sponsor is responsible for the completion of Part 1. 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.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 – Project and Sponsor Information				
Name of Action or Project: 5 Hemion Road				
Project Location (describe, and attach a location map): 5 Hemion Road - West side of Hemion Road, just North of intersection of Route 59.				
Brief Description of Proposed Action: Site Plan Approval for construction of a 2 story office building on 'stilts' and parking lot. Additional parking under first floor of building. Building Footprint area is 8,176 sq. ft. and the gross area of the 1st and 2nd floors is 16,352 sq. ft. Above ground parking will contribute 44 spaces. The underground parking will contribute 24 additional parking spaces.				
Name of Applicant or Sponsor: Hemion Land Lease LLC		Telephone: 845-533-2250 E-Mail: mark@mjd3insurance.com		
Address: 102 Norben Road				
City/PO: Monsey		State: NY	Zip Code: 10952	
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other government Agency? If Yes, list agency(s) name and permit or approval: RCDOH (Mosquito Control, Sewer/Water), TOR Sewer Review, RC Highway Department, RCSD,			NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>
3. a. Total acreage of the site of the proposed action? _____ 1.57 acres b. Total acreage to be physically disturbed? _____ 0.95 acres c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ 1.57 acres				
4. Check all land uses that occur on, are adjoining or near the proposed action:				
5. <input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input checked="" type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban) <input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other(Specify): <input type="checkbox"/> Parkland				

	NO	YES	N/A
5. Is the proposed action, a. A permitted use under the zoning regulations? b. Consistent with the adopted comprehensive plan?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NO YES
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? Name:Historic & Scenic Roads Overlay, Reason:Exceptional & Unique environmental characteristics, If Yes, identify: Agency:Village of Montebello, Date:8-06-21	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NO YES
8. a. Will the proposed action result in a substantial increase in traffic above present levels? b. Are public transportation services available at or near the site of the proposed action? c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	NO YES
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NO YES
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NO YES
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NO YES
12. a. 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? b. 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?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	NO YES
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency? b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	NO YES
If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

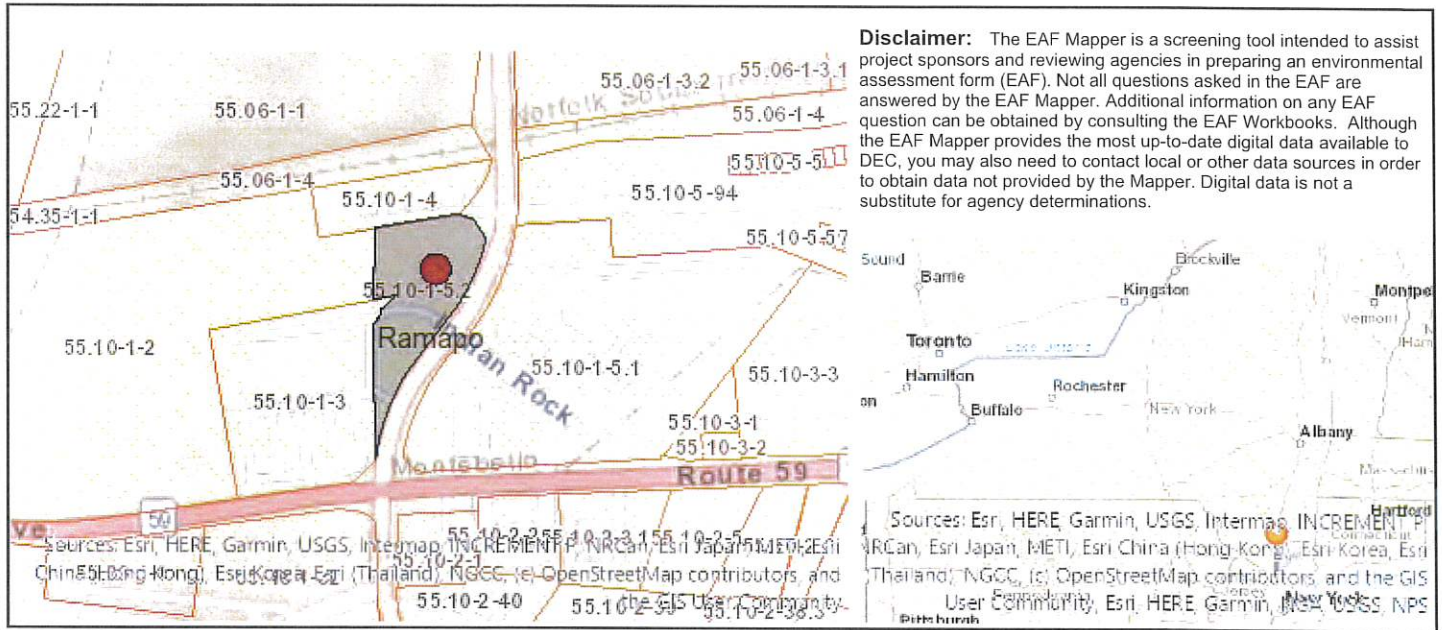
14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply:		
<input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input checked="" type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input type="checkbox"/> Urban <input type="checkbox"/> Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES
Timber Rattlesnake	<input type="checkbox"/>	<input checked="" type="checkbox"/>
16. Is the project site located in the 100-year flood plan?	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
17. Will the proposed action create storm water discharge, either from point or non-point sources?	NO	YES
If Yes,	<input type="checkbox"/>	<input checked="" type="checkbox"/>
a. Will storm water discharges flow to adjacent properties?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If Yes, briefly describe:		

Roof, parking lot to be detained and slowly discharged to existing conveyance system. Some green area around building will by-pass and flow to adjacent properties. Zero-net increase in peak storm-water runoff will be achieved.		
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)?	NO	YES
If Yes, explain the purpose and size of the impoundment: _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>

19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility?	NO	YES
If Yes, describe: _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>

20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste?	NO	YES
If Yes, describe: _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>

I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE		
Applicant/sponsor/name: <u>Matthew Trainor, Engineer for the Applicant</u> Date: <u>05/10/2023</u>		
Signature: _____ Title: <u>Project Engineer</u>		



Part 1 / Question 7 [Critical Environmental Area]	Yes
Part 1 / Question 7 [Critical Environmental Area - Identify]	Name:Historic & Scenic Roads Overlay, Reason:Exceptional & Unique environmental characteristics, Agency:Village of Montebello, Date:8-06-21
Part 1 / Question 12a [National or State Register of Historic Places or State Eligible Sites]	No
Part 1 / Question 12b [Archeological Sites]	Yes
Part 1 / Question 13a [Wetlands or Other Regulated Waterbodies]	No
Part 1 / Question 15 [Threatened or Endangered Animal]	Yes
Part 1 / Question 15 [Threatened or Endangered Animal - Name]	Timber Rattlesnake
Part 1 / Question 16 [100 Year Flood Plain]	No
Part 1 / Question 20 [Remediation Site]	No