

Fire Chief Correspondence

From: [Joanne Cioffi](#)
To: rgandonpb@gmail.com; [Robert Magrino](#); [Peter Gaito Jr](#); [Daniel Richmond](#)
Subject: Fw: 156-160 Wayne Ave.
Date: Monday, September 22, 2025 4:43:40 PM
Attachments: [image001.png](#)

Please see the email below from the Fire Chiefs regarding the above application. We have requested one of the chiefs to attend the meeting if possible. Perhaps you can have answers to these comments by Thursday's meeting.

Thank you and best regards,

Joanne Cioffi

Planning Board Clerk
Village of Suffern
61 Washington Avenue
Suffern, NY 10901
Tel #(845) 357-2600 X125
Email: jcioffi@suffernny.gov

From: Fire Chiefs <firechiefs@suffernny.gov>
Sent: Monday, September 22, 2025 2:28 PM
To: Joanne Cioffi <jcioffi@suffernny.gov>
Subject: 156-160 Wayne Ave.

Good afternoon, Joanne,

In reviewing the prints for 156-160 Wayne Avenue, we had a few questions/concerns listed below:

1. We would like to verify the actual distance between the shrubs and the rear of the structures. I did not see the distance listed on the print and this is important for setting up ground ladders in the event of an emergency.
2. Will there be a gate at the access point to the woods in the rear of the property?
3. 156 Wayne Avenue is already designated to a building in Berkely Square.

We will try to make the meeting Thursday, but I have not yet confirmed if anyone is able to

attend. I will be working. Let me know if you have any questions.

Best regards,

Vincent Mastrullo, Chief
Suffern Fire Department
61 Washington Avenue
Suffern, New York 10901
Office Phone: (845)357-6066
Mobile Phone: (845)659-2955
E-Mail: FireChiefs@SuffernNY.gov



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Outlook

RE: Review of 156-160 Wayne Avenue Proposed Site Plan

From Fire Chiefs <firechiefs@suffernny.gov>

Date Tue 3/4/2025 1:34 PM

To Joanne Cioffi <jcioffi@suffernny.gov>; Adam Gordon <agordon@suffernny.gov>

Good afternoon, Joanne,

I also wanted to add a note for there to be adequate space allotted in the rear of the buildings from any obstacles or landscaping allowing us to set up ground ladders for rescue in the event of an emergency.

Thank you,

Vincent Mastrullo, Chief
Suffern Fire Department
61 Washington Avenue
Suffern, New York 10901
Office Phone: (845)357-6066
Mobile Phone: (845)659-2955
E-Mail: FireChiefs@SuffernNY.gov



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From: Fire Chiefs

Sent: Monday, March 3, 2025 2:04 PM

To: Joanne Cioffi <jcioffi@suffernny.gov>; Adam Gordon <agordon@suffernny.gov>

Subject: Review of 156-160 Wayne Avenue Proposed Site Plan

Good afternoon, Joanne,

I hope you're having a lovely Monday afternoon! After review of the site plan there were a few items that came up that I would like to relay.

1. A cul-de-sac between units 15 and 16 capable of allowing our apparatus to turn around rather than backing out onto Wayne Avenue.
2. Ideally, we would like two hydrants on the property. One in front of unit 5 and another in front of unit 11.
3. I believe 156 Wayne Avenue is designated to Berkely Square, may want to notify the proper authority that numeric is accounted for.
4. We also discussed if it was possible having some sort of access to the existing "heavy wooded area" behind the property via roadway with a security gate.

If any questions arise, feel free to give me a call. Thank you!

Best regards,

Vincent Mastullo, Chief
Suffern Fire Department
61 Washington Avenue
Suffern, New York 10901
Office Phone: (845)357-6066
Mobile Phone: (845)659-2955
E-Mail: FireChiefs@SuffernNY.gov



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Building Inspector Correspondence

From: [Joanne Cioffi](#)
To: [Bonnie Franson](#); [Bonnie Franson \(bfranson@nelsonpoppevoorhis.com\)](mailto:bfranson@nelsonpoppevoorhis.com); [Robert Magrino](#); rgandonpb@gmail.com; [Peter Gaito Jr](#); [Daniel Richmond](#)
Subject: Fw: 156-160 WAYNE AVENUE APARTMENTS
Date: Thursday, September 25, 2025 9:09:42 AM
Attachments: [Outlook-pu3l24ea.png](#)

Good morning,

Below are comments from our Building Inspector regarding the latest submission.

Best regards,

Joanne Cioffi

Planning Board Clerk
Village of Suffern
61 Washington Avenue
Suffern, NY 10901
Tel #(845) 357-2600 X125
Email: jcioffi@suffernny.gov

From: Adam Gordon <agordon@suffernny.gov>
Sent: Wednesday, September 24, 2025 5:19 PM
To: Joanne Cioffi <jcioffi@suffernny.gov>
Cc: Theresa Shedler <tshedler@suffernny.gov>
Subject: Re: 156-160 WAYNE AVENUE APARTMENTS

1. On DWG CO-9, the specs used are for an E-ONE HP100 aerial, which is a shorter vehicle than the current "19-Tower". Please update showing the specs for "19-Tower", which is a Sutphen SP-95 Aerial truck, specs previously provided.
2. Most of the sheet have the owners address as Armonk, NY, should be Airmont, NY.
3. Is the plan now to construct all of these as townhouses, not only as defined by our village code, but also as defined by the 2020 building code of nys?

Adam L. Gordon
Assistant Building Inspector
Village of Suffern, NY

845-357-2603 Office
845-777-3010 Direct
845-538-3073 Cell



From: Joanne Cioffi <jcioffi@suffernny.gov>

Sent: Wednesday, September 17, 2025 10:54 AM

To: halper91@optonline.net <halper91@optonline.net>; Dan McInerney <dpm192@hotmail.com>; hvans008@aol.com <hvans008@aol.com>; richardvbyrnes@gmail.com <richardvbyrnes@gmail.com>; Robert Magrino <rmagrino@suffernny.gov>; Joanne Cioffi <jcioffi@suffernny.gov>; Paul Stanbridge <pstanbridge@FosterandPartners.com>; rgandonpb@gmail.com

Cc: Adam Gordon <agordon@suffernny.gov>; Theresa Shedler <tshedler@suffernny.gov>; Charles Sawicki <csawicki@suffernny.gov>

Subject: 156-160 WAYNE AVENUE APARTMENTS

Just a heads up, I do have large packets from the above applicant, please let me know if you can stop in to pick them up. Our meeting is set for the 25th of September, it's a Thursday this time.

ps: This is too much information to hand out to you at the meeting.

Thank you and best regards,

Joanne Cioffi

Planning Board Clerk

Village of Suffern

61 Washington Avenue

Suffern, NY 10901

Tel #(845) 357-2600 X125

Email: jcioffi@suffernny.gov

Village of Suffern
Building and Zoning Department
61 Washington Avenue
Suffern, NY 10901
(845) 357-2603

Memo

To: Richard Gandon, Planning Board Chairman
From: Adam Gordon, Assistant Building Inspector/Fire Inspector 
Date: January 15, 2025
Re: Comments for Planning Board Meeting 01/15/2025

1. **Rumba Grill and Bar** – 20 Chestnut Street – 54.35-2-34

Sign Application:

Currently Rumba Grill and Bar does not have a Certificate of Use nor a Fire Safety Certificate, however the inspections are scheduled for Wednesday, January 15, 2025.

2. **156-160 Wayne Avenue Multi-Family Project** – 48.69-1-1, 1.1 & 1.2

Please see my comments below:

1. Due to the language in our code under "required off street parking" for the MR-15 zone on our general use table 266 attachment 2: "1. *Low-rise multiple dwellings: 2 spaces per dwelling unto, plus 1/2 space per bedroom for units with 3 or more bedrooms*", and the previous approval and zone change, that the proposed three bedroom "townhouses" would be allowable.
2. The only limit in our code as to how many rooms are allowable in our MR-15 zoning district is the bulk table/dimensional requirements 266 attachment 5, where schedule A2 states:

Schedule A: MR-15 District Additional Lot Area Requirements

Apartment Size Additional Lot Area

(as determined by the Planning Board) (square feet)

1 to 1½ (no bedroom) 2,200

2 to 2½ (one bedroom) 2,700

3 to 3½ (one bedroom) 3,200

4 to 4½ (two bedroom) 3,700


There shall be no more than four and one-half (4½) rooms per dwelling permitted.

Based on the above, specifically the underlined bold text, ultimately, the PB has to determine the additional area based on apartment size. It is my opinion that the plan you submitted has 4.5 rooms (3 bedrooms, 1 living/dining room and a kitchen, which is ½ a room. I used chapter 162 Housing Standards - 162-2 Definitions and word usage: **HABITABLE ROOM A room or enclosed floor space used or intended to be used for living, sleeping, cooking or eating purposes, excluding bathrooms, water-closet compartments, laundries, pantries, foyers or communicating corridors, closets and storage spaces** as a guide.

3. I would like to see a fire truck turn analysis drawing for this project, showing how Suffern FD's Tower Ladder truck can access and turn around with this new configuration.
4. Lot width should be shown on the drawing portion, not only on the bulk table.
5. This plan shows a front yard, 2 side yards and a rear yard. Both our definition of Lot, Corner and 266-15 H. (1) both state that each lot line which abuts a street shall be deemed to be a front lot line and both frontages shall be considered a front yard. The plan should be changed accordingly
6. Your bulk table lists "minimum off-street parking for side and rear yards" as 5 feet required, 6 feet required. On the plan the 6 feet is shown as measured from the side yard to what appears to only be a dead end, not a parking area. Please elucidate or revise.

Re: Wayne Avenue Low Rise Townhouses GML Review Letter

From Adam Gordon <agordon@sufferny.gov>
Date Wed 3/19/2025 5:19 PM
To Joanne Cioffi <jciocffi@sufferny.gov>
Cc Theresa Shedler <tshedler@sufferny.gov>; Bruce Simon <bsimon@sufferny.gov>

 1 attachment (103 KB)
Sutphen SPH100 Turning Radius.pdf;

Here is my quick review:

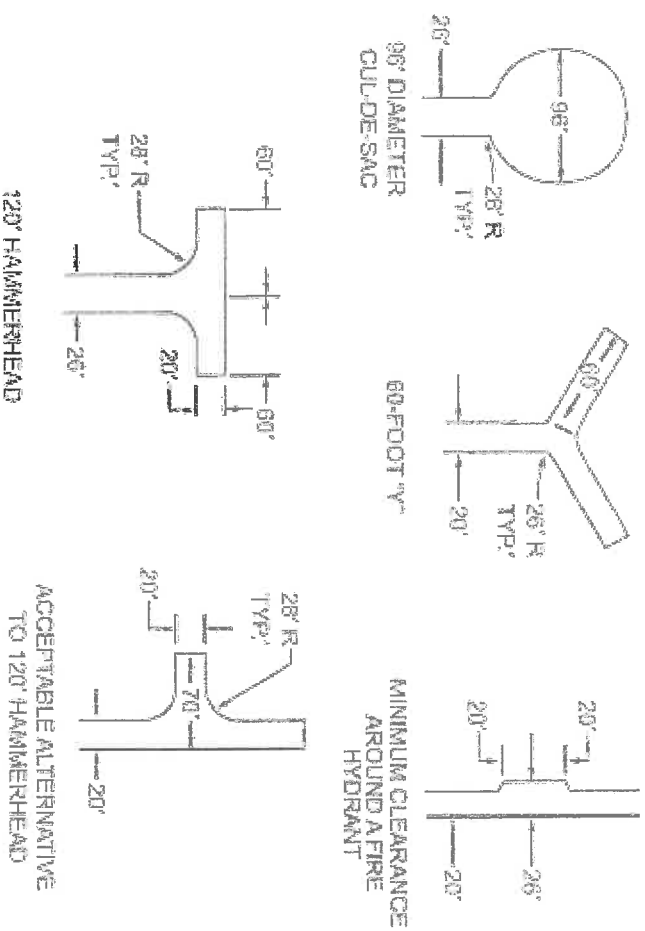
1. The main issue I have with this is that as per the **2020 Fire Code of NYS, section 503.2.5 Dead Ends: Dead-end fire apparatus access roads in excess of 150 feet (45 720 mm) in length shall be provided with an approved area for turning around fire apparatus. Appendix D of the same code, specifically D103 Minimum specifications, D103.4 Dead Ends states: Dead-end fire apparatus access roads in excess of 150 feet (45 720 mm) shall be provided with width and turnaround provisions in accordance with [Table D103.4](#). I have added said table below and highlighted the applicable requirement:**

TABLE D103.4

REQUIREMENTS FOR DEAD-END FIRE APPARATUS ACCESS ROADS

LENGTH (feet)	WIDTH (feet)	TURNAROUNDS REQUIRED
0-150	20	None required
151-500	20	120-foot Hammerhead, 60-foot "Y" or 96-foot diameter cul-de-sac in accordance with Figure D103.1
501-750	26	120-foot Hammerhead, 60-foot "Y" or 96-foot diameter cul-de-sac in accordance with Figure D103.1
Over 750		Special approval required

For SI: 1 foot = 304.8 mm.



For SI: 1 foot = 304.8 mm.

FIGURE D103.1 DEAD-END FIRE APPARATUS ACCESS ROAD TURNAROUND

As you can see from the above, the plan one of the above configurations need to be used.

2. I would like to see a "Fire Apparatus Turn Analysis" drawing based on Suffern Fire Department's tower ladder truck "19-Tower". I have attached the specs.
3. Minimum Total side yard is listed as 55. It should say N/A because pursuant to 266-15H of our code, this proposal has 2 front yards, one rear yard and only one side yard.
4. I would like to confirm that the plan has now changed so that each unit now has a separate basement AND that each basement, which is now listed as "Storage" is indeed planned as non-habitable space i.e. laundry, mechanical room, storage uses only.

Adam L. Gordon

Assistant Building Inspector/Fire Inspector
Village of Suffern, NY
845-538-3073 C
845-357-2603 O



From: Joanne Cioffi <jcioffi@suffernny.gov>
Sent: Thursday, January 30, 2025 2:46 PM
To: halper91@optonline.net <halper91@optonline.net>; Dan McInerney <dpm192@hotmail.com>; hvans008@aol.com <hvans008@aol.com>; richardvbyrnes@gmail.com <richardvbyrnes@gmail.com>; Robert Magrino <rmagrino@suffernny.gov>; Andrew Dale <copcareer@gmail.com>; Joanne Cioffi <jcioffi@suffernny.gov>; Paul Stanbridge <pstanbridge@FosterandPartners.com>; rgandonpb@gmail.com <rgandonpb@gmail.com>; Charles Sawicki <csawicki@suffernny.gov>; Adam Gordon <agordon@suffernny.gov>; Theresa Shedler <tshedler@suffernny.gov>; Terry Rice <trice@suffernny.gov>; Terry Rice <tr0823@msn.com>
Subject: Fw: Wayne Avenue Low Rise Townhouses GML Review Letter

FYI

From: noreply@epimail.tylerapp.com <noreply@epimail.tylerapp.com>
Sent: Thursday, January 30, 2025 1:14 PM
To: Joanne Cioffi <jcioffi@suffernny.gov>; Robert Magrino <rmagrino@suffernny.gov>
Cc: pgatojr@pfga.net <pgatojr@pfga.net>; Michael Curley <mcurley@suffernny.gov>; lairdj@pipc.org <lairdj@pipc.org>; melloe@co.rockland.ny.us <melloe@co.rockland.ny.us>; dergutil@co.rockland.ny.us <dergutil@co.rockland.ny.us>; kearc@co.rockland.ny.us <kearc@co.rockland.ny.us>; Fire Chiefs

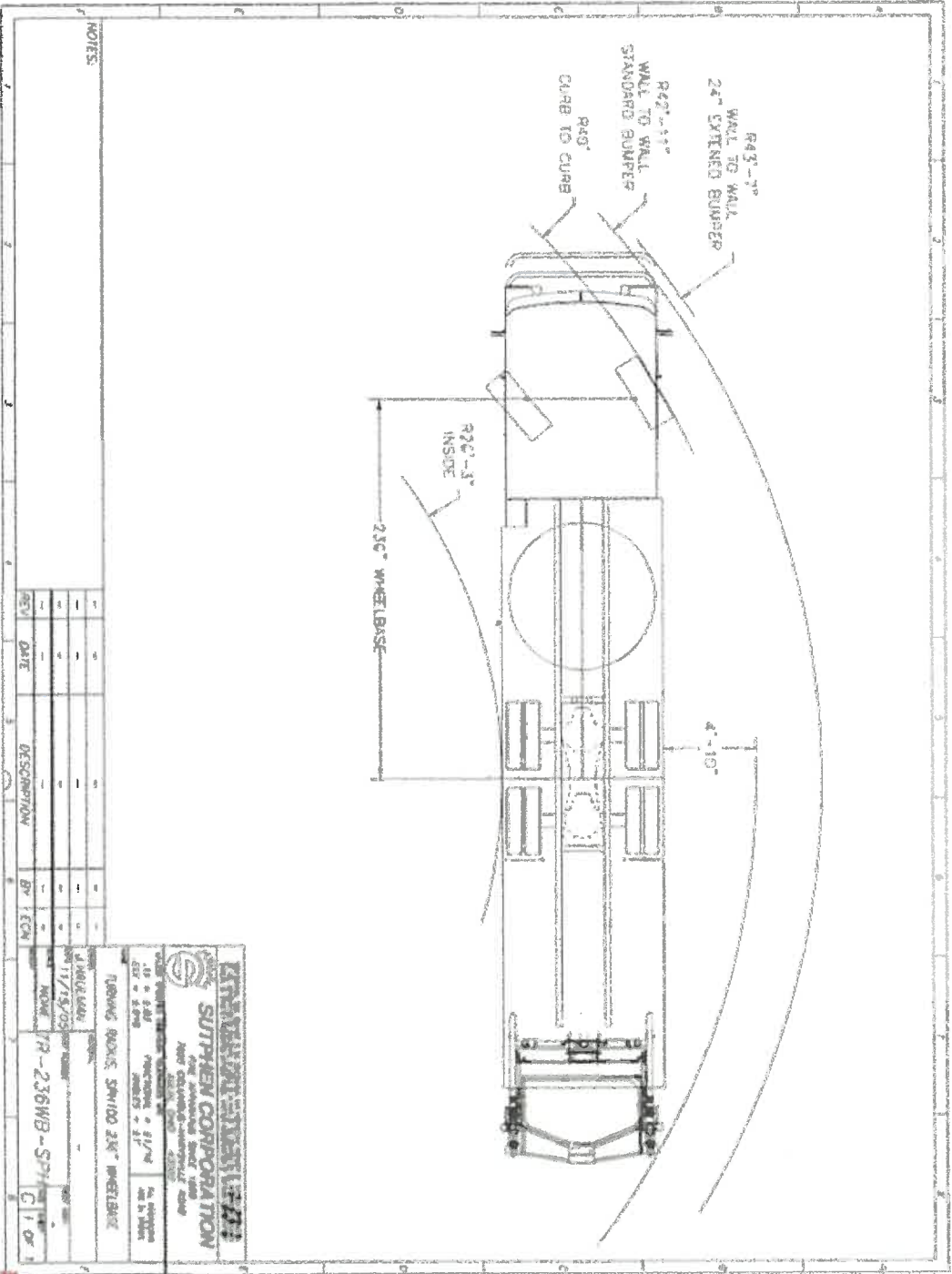
<firechiefs@sufferny.gov>; rossh@ramapo-ny.gov <rossh@ramapo-ny.gov>

Subject: Wayne Avenue Low Rise Townhouses GML Review Letter

Hello,

Please see the attached GML review letter for the above application.

Thank you.



NOTES:

REV	DATE	DESCRIPTION	BY	ECN
1				
2				
3				
4				

EXTENDING SERVICE
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TURNING RADIUS: 5M100 230" WHEELBASE

DATE: 11/15/03
 DRAWN BY: [Signature]
 CHECKED BY: [Signature]
 PROJECT: RR-236WB-SPT
 C 100



100 TLL