



**LYONS MCGOVERN** LLP  
ATTORNEYS

399 Knollwood Road, Suite 216  
White Plains, NY 10603  
Tel: 914.631.1336  
Fax: 914.631.1161

450 Seventh Avenue, Suite 1508  
New York, New York 10123  
Tel: 212.594.3087  
Fax: 212.378.2054

June 15, 2012

RECEIVED

JUN 15 2012

BUILDING DEPT.  
VILLAGE OF SLEEPY HOLLOW

By Hand

Honorable Members of the Village  
of Sleepy Hollow Planning Board  
Municipal Building  
28 Beekman Avenue  
Sleepy Hollow, New York 10591

Re: Open Door Family Medical Center  
300 North Broadway, Sleepy Hollow, New York

Dear Acting Chairman Rosenbloom and the Honorable Board Members:

In preparation for the public hearing before the Sleepy Hollow Planning Board (the Board") scheduled for June 28, 2012, I am enclosing the following additional documents for submission to the Board on behalf of the Open Door Family Medical Centers, Inc. ("Open Door"):

- A final compilation of the traffic and pedestrian studies conducted by Adler Consulting, Transportation Planning & Traffic Engineering, PLLC ("Adler") at the request of the Board for Open Door's proposed relocation to 300 North Broadway.
- A copy of a letter dated June 5, 2012, I received from Andrew V. Tung, Esq. of Divney Tung & Shwalbe, LLP, the engineering and architectural firm representing Phelps Memorial Hospital ("Phelps") in the development and expansion of the Phelps campus, confirming Phelps has ample parking to dedicate to Open Door for its employee parking without creating any zoning conformance issues. I understand the Village has a copy of the Phelps Master Plan, and amendments thereto, on file to reference with Mr. Tung's letter. Should the Planning Board need additional copies, please let us know.

In addition, in order to insure the Board's receipt of Open Door's full submission in support of its pending application, I set forth below a list of all of the submissions made to date by Open Door to the Board.

- A copy of the February 1, 2012 letter from Kyle C. McGovern, Esq., to the Board, regarding the site plan application overview and requested traffic study, with a copy of the September 6, 2011 letter from Gary Gianfrancesco, of Arconics Architecture, Inc., to the Village annexed as Exhibit "A" [submitted 2/1/12]
- A copy of the April 4, 2012 letter from Kyle C. McGovern, Esq., to the Board, with a copy of the Open Door Policy and Procedure for Employee Parking at all Open Door facilities, effective date March 21, 2012, annexed as an exhibit [submitted 4/4/12]
- A copy of the Open Door's revised Policy and Procedure for Employee Parking at all Open Door facilities, dated May 7, 2012 [submitted to the Board at the 5/17/12 Board meeting]
- A copy of Gary Gianfrancesco, of Arconics Architecture P.C. ("Arconics"), Site Plan, Location Map, Zoning Map & Calculations, dated January 10, 2011 [submitted 9/6/11]
- A copy of the Gary Gianfrancesco, of Arconics, Lower Level Construction Plan, dated January 10, 2011 [submitted 9/6/11]
- A copy of Gary Gianfrancesco, of Arconics, Upper Level Construction Plan, dated January 10, 2011 [submitted 9/6/11]
- A copy of the West and South Elevations, Tower Elevations, dated January 10, 2011 [submitted 9/6/11]
- A copy of the East and South Elevations, dated January 10, 2011 [submitted 9/6/11]
- A copy of the Survey prepared by Ward Carpenter, dated April 4, 2007 [submitted 9/6/11]
- A copy of the Planning Board Application [submitted 9/6/11]

- A copy of the Escrow Agreement [submitted 9/6/11]
- A copy of the Short Environmental Assessment Form [submitted 9/6/11]
- A copy of the Tax Parcel Map [submitted 9/6/11]
- A copy of the list of property owners within 250 feet of subject property [submitted 9/6/11]
- A copy of Gary Gianfrancesco, of Arconics, cover letter dated September 6, 2011 [submitted 9/6/11]
- A copy of Gary Gianfrancesco, of Arconics, Site Plan, Location Map, Zoning Map & Calculations, dated January 10, 2011 [submitted 2/1/12, revised 1/31/12]
- A copy of Gary Gianfrancesco, of Arconics, Landscape Plan, Notes and Details, dated January 10, 2011 [submitted 2/1/12, revised 1/31/12]
- A copy of Gary Gianfrancesco, of Arconics, Lower Level Construction Plan, dated January 10, 2011 [submitted 2/1/12, revised 1/31/12]
- A copy of Gary Gianfrancesco, of Arconics, Upper Level Construction Plan, dated January 10, 2011 [submitted 2/1/12, revised 1/31/12]
- A copy of the West and South Elevations, Tower Elevations, dated January 10, 2011 [submitted 2/1/12, revised 1/31/12]
- A copy of the East and South Elevations, dated January 10, 2011 [submitted 2/1/12, revised 1/31/12]
- A copy of the Traffic Letter Report and Capacity Analysis as prepared by Adler Consulting [submitted 2/1/12]
- A copy of Gary Gianfrancesco, of Arconics, cover letter dated February 1, 2012 [submitted 2/1/12]
- A copy of Gary Gianfrancesco, of Arconics, cover letter dated April 4, 2012 [submitted 4/4/12]
- A copy of the Location Maps [submitted 4/4/12]

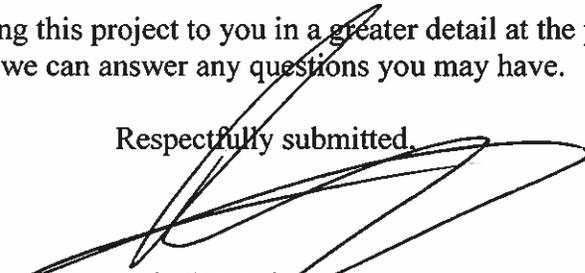
Hon. Members of the Sleepy Hollow Planning Board  
June 15, 2012  
Page 4

- A copy of the Facility Maps – Contextual [submitted 4/4/12]
- A copy of the Facility Maps [submitted 4/4/12]
- A copy of the sets of parking availability diagrams [submitted 4/4/12]
- A copy of the Suggested Pedestrian Road Map and Crosswalk [submitted 5/17/12]

The public hearing notice was sent out by the law firm of Hocherman Tortorella & Wekstein, LLP and I understand that Geraldine Tortorella, Esq. will be filing an Affidavit of Mailing under separate cover shortly.

We look forward to presenting this project to you in a greater detail at the public hearing before the Board, at which time we can answer any questions you may have.

Respectfully submitted,



Kyle C. McGovern

KCM/cg  
Enclosures

cc: Sean E. McCarthy, Village Architect (w/ enclosures)  
Lindsay Farrell (w/ enclosures)  
Gary Gianfrancesco, AIA, AICP, LEED AP (w/ enclosures)  
Bernie Adler, PE (w/ enclosures)  
Geraldine N. Tortorella, Esq. (w/ enclosures)