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October 7, 2025

**VILLAGE OF WARWICK PLANNING BOARD
77 MAIN STREET
WARWICK, NY 10990**

ATT: JESSE GALLO, CHAIRMAN

**RE: CHANGE OF USE APPLICATION – “MEDI SPA”
10 OAKLAND AVENUE
SECTION 210, BLOCK 9, LOT 8.22
WO# 1802.93**

Dear Mr. Gallo and Planning Board Members:

We have reviewed the change of use waiver application submitted for the existing building located at 10 Oakland Avenue. The applicant proposes to change the use from a business or professional office to a personal service store, further identified as a Medi Spa.

The site is a 0.18± acre parcel located in the Central Business (CB) zoning district and is located within the Village's Historic District. The parcel is located outside any designated FEMA Special Flood Hazard Areas (SFHA), including floodways and 100-year flood plains. The proposed use of a “personal service store” is a permitted use within the CB district. The existing use of a business/professional office would fall under Use Group ‘j’, whereby the proposed use of “personal service store” would fall under Use Group ‘k’. In comparing the different use groups, the previously utilized Use Group “j” is the more restrictive group in the bulk requirements.

Review Comments:

1. Applicant to confirm the proposed use of a “Medi Spa” conforms to the Village's definition of a “personal service store”, more accurately defined as the following:
 - a. *“An establishment primarily engaged in providing services involving the specialized care of a person or a person's apparel, including but not limited to barber and beauty shops, tailor shops and exercise or dance studios...”*

2. Applicant to acknowledge that any exterior modifications to be made to the existing structure, including signage, shall be reviewed and approved by the Village's Architectural and Historic District Review Board (AHDRB).
3. The application should list the square footage of the space. The copy of the real estate listing for this space details 450 square feet, applicant to confirm.
4. The proposed water and sewer usage rates provided on the application should be revised to estimate 210 gallons per day (GPD). (1 employee + 13 patrons) x 15 GPD.
5. The application has identified that 2 parking spaces were provided for the previous use, and the proposed use shall maintain the same number of spaces. Additionally, the Village's 1st Street Parking Lot is in close proximity to the project providing 16 metered parking spaces.

Sincerely,

Engineering & Surveying Properties, PC, Village Engineers



Keith Woodruff, CFM, CPESC
Senior Engineer

cc: Elizabeth Cassidy, Planning Board Attorney