RICHMOND
COMMUNITY
SERVICES

May 5, 2016

Mr. Peter Parsons, Town Supervisor and
The Honorable Members of the Lewisboro Town Board
Town of Lewisboro – Town House
11 Main Street; P.O. Box 500
South Salem, NY 10590

Dear Supervisor Parsons and Members of the Town Board,

Pursuant to Section 41.34 of the Mental Hygiene Law of the State of New York, this letter shall serve as formal notification of Richmond Children's Services, Inc., d/b/a Richmond Community Services' intent to establish a community residential facility. This will be a home for six (6) individuals with physical and intellectual disabilities who may be medically fragile. The proposed site is located at 8 Laurel Road, in the hamlet of South Salem located in the Town of Lewisboro, New York.

Richmond Community Services, is a voluntary not for profit agency operating under license from the New York State Office for People with Developmental Disabilities (OPWDD). Its administrative office is located at 272 North Bedford Road, Mount Kisco, New York. Richmond Community Services provides Residential, Day Programs, Medicaid Support Coordination and other support services to people with developmental disabilities throughout Westchester County.

A site assessment of the home located at 8 Laurel Road, South Salem has been conducted to determine its suitability for use as an Individualized Residential Alternative (IRA). It was found to meet the needs for providing a good living and community environment for the six individuals OPWDD has asked us to support. The attached fact sheet outlines the specific nature of the proposed site and community support requirements. This home is being established as a residence for six individuals currently residing in residential schools who have aged out and need a place to live.

This house will be staffed to meet the needs of the individuals with supervisory and/or home care staff on duty twenty-four hours, seven days per week.

Enclosed please find a printout of a recent social service directory listing residential and institutional facilities in the hamlet of South Salem.

I look forward to working closely and cooperatively with you and the entire Town Board to develop the kind of quality residence we have done in the past. Our intention is to provide a home for six individuals so that they can reside in a normalized setting and become a meaningful part of the community. As usual, we plan to be an asset to the community and make every effort to employ residents from the area to staff the home.

I will be happy to meet with you and/or the Members of the Town Board to discuss this proposed project and any additional information that you require. The law requires a decision from you within forty (40) days of receipt of this letter and I will make it my business to reply to your inquiries in a timely fashion.

I look forward to working with you and the Town Board. I can be reached at 914.471.4173 (office), 914.619.0328 (cell) or via email at ffarias@richmondcommmserv.org.

Sincerely,

Frank Farias
Dir. of Operations & Business Development

cc: **Town of Lewisboro Town Board**:
Peter Delucia, Town Board Member
John Pappalardo, Town Board Member
Frank Kelly, Town Board Member
Daniel Welsch, Town Board Member
Jessica Becal – Town Attorney
Lewis Prescott, Director Hudson Valley DDSO of the OPWDD
Raji Iyer, Team Leader Resource Development, Region 3 NYS OPWDD
Edvin Kuruvila, Hudson Valley DDSO of the OPWDD
Mary Newhard, Deputy Director, OPWDD
Robert Astorino, Westchester County Executive
Terrance P. Murphy, State Senator
Sandy Galef, NYS Assemblyman
Paca Lipovac, CEO Richmond Community Services
Claudette Beckford, COO Richmond Community Services

Attachments: Site Selection Fact Sheet
NY. Mental Hygiene Law 41.34 – Site selection of community residential facilities
Social Service Directory

SITE SELECTION FACT SHEET
8 Laurel Road
South Salem, New York

Mr. Peter Parsons, Town Supervisor and
The Honorable Members of the Lewisboro Town Board
Town of Lewisboro – Town House
11 Main Street; P.O. Box 500
South Salem, NY 10590

Sponsoring Agency:

Richmond Children's Center d/b/a
Richmond Community Services
272 North Bedford Road
Mount Kisco, New York 10549

Sponsoring Agency Contact Persons:

Frank Farias: Director of Operations & Business Development
Claudette Beckford: Chief Operating Officer
Paca Lipovac: President & Chief Executive Officer

SITE/AREA INFOMATION

The house will be located at the property known as 8 Laurel Road, South Salem, New York. The home currently has 4 bedrooms, 3 baths and provides plenty of living space for the individuals who will call the house their home. The home will be remodeled to allow the individuals accessibility to the living spaces. The home is serviced by municipal water and has a private septic system. This house was selected with consideration for its potential compliance with OPWDD regulations on federal and local life safety codes.

PROGRAM INFORMATION

The house will be operated as an Individualized Residential Alternative (IRA) residence for six people with intellectual and physical developmental disabilities: Housing, meals, recreation, activities for daily living, medical/nursing services and 24 hour, 7 days per week continuous supervision will be provided to all the residents. The house will have a dedicated Manager and Director responsible for its management and operations.

COMMUNITY SUPPORT/LOCATIONS

In order to insure that prospective residents receive all necessary support services, the location is selected with attention to proximity and/or accessibility to local community services including recreation and shopping facilities.

SUPPORT STAFF

There will be 24 hours, 7 days a week support for the individuals provided by trained Direct Support Staff (DSP), health and wellness professionals and other clinical staff who will meet their medical and nursing needs.

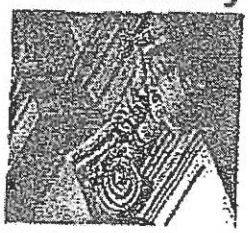
All staff for this residence will be finger printed and drug tested along with other stringent screening procedures to meet and exceed OPWDD guidelines.

COMMUNITY RELATIONS

Richmond Community Services intends to be good neighbors as we are for all of our sites located throughout Westchester County.

We hope this information provides a brief summary of our proposed site and operations. We intend to share more details when we meet.

N.Y. Mental Hygiene Law 41.34 - Site selection of community residential facilities



Mental Health

N.Y. Mental Hygiene Law 41.34 - Site selection of community residential facilities

New York Laws > Mental Hygiene > Title E > Article 41 > § 41.34. ***Site selection of community residential facilities***

Current as of: 2010

Check for updates

2008 version

§ 41.34 Site selection of community residential facilities.

(a) For the purposes of this section, the following definitions shall apply:

(1) "Community residential facility for the disabled" means a supportive living facility with four to fourteen residents or a supervised living facility subject to licensure by the office of mental health or the office for people with developmental disabilities which provides a residence for up to fourteen individuals with mental disabilities, including residential treatment facilities for children and youth.

(2) "Sponsoring agency" means an agency or unit of government, a voluntary agency or any other person or organization which intends to establish or operate a community residential facility for the disabled.

could accommodate such a facility; or

(C) object to the establishment of a facility of the kind described by the sponsoring agency because to do so would result in such a concentration of community residential facilities for the mentally disabled in the municipality or in the area in proximity to the site selected or a combination of such facilities with other community residences or similar facilities licensed by other agencies of state government, including all community residences, intermediate care facilities, residential care facilities for adults and residential treatment facilities for individuals with mental illness or developmental disabilities operated pursuant to article sixteen or article thirty-one of this chapter and all similar residential facilities of fourteen or less residents operated or licensed by another state agency, that the nature and character of the areas within the municipality would be substantially altered.

Such response shall be forwarded to the sponsoring agency and the commissioner. If the municipality does not respond within forty days, the sponsoring agency may establish a community residence at a site recommended in its notice.

(2) Prior to forwarding a response to the sponsoring agency and the commissioner, the municipality may hold a public hearing pursuant to local law.

(3) If the municipality approves the site recommended by the sponsoring agency, the sponsoring agency shall seek to establish the facility at the approved site.

(4) If the site or sites suggested by the municipality are satisfactory with regard to the nature, size and community support requirements of the program of the proposed facility and the area in which such site or sites are located does not already include an excessive number of community residential facilities for the mentally disabled or similar

commissioner shall make a determination within thirty days of the hearing.

(d) Review of a decision rendered by a commissioner pursuant to this section may be had in a proceeding pursuant to article seventy-eight of the civil practice law and rules commenced within thirty days of the determination of the commissioner.

(e) (1) A licensing authority shall not issue an operating certificate to a sponsoring agency for operation of a facility if the sponsoring agency does not notify the municipality of its intention to establish a program as required by subdivision (c) of this section. Any operating certificate issued without compliance with the provisions of this

section shall be considered null and void and continued operation of the facility may be enjoined.

(2) The office of mental health and the office for people with developmental disabilities shall not issue an operating certificate for the operation of a supportive living facility or a supervised living facility of more than fourteen residents if the agency or unit of government, voluntary agency or any other person or organization which intends to establish or operate such a facility does not notify the chief executive officer of the municipality in which that facility is to be established in writing of the intention to establish such facility and include in such notice the specific address of the site, the type of residence, the number of residents and the community support requirements of the program; provided, however, that nothing contained in this paragraph shall either be construed to require facilities of more than fourteen beds to meet any other requirement of this section, or to deem such facilities family units for the purposes of local laws and ordinances.

(f) A community residence established pursuant to this section and family care homes shall be deemed a family unit, for the purposes of local laws and ordinances.

COUNTY: WESTCHESTER MUNICIPALITY: IRVINGTON VILLAGE OF HEALTH SERVICE AREA: 7 01/15/16 PAGE 0017

ANNIE E POTH HOME R
67 NORTH BROADWAY FACILITY ID: 0800001E GROUP SERVED: AGE: 65-99 SEX: M/F
IRVINGTON 10533 CAPACITY: 0020 SCHOOL DISTRICT CODE - 660402 PERSONS SERVED: DEPENDENT ADULT

LICENSING AGENCY: NEW YORK STATE DEPARTMENT OF HEALTH TYPE: NOT-FOR-PROFIT HOME FOR ADULTS
SPONSOR:
COMPANIONS OF THE FOREST OF AMERICA SERVICES: ROOM/BOARD/HSE. CASE MANAGEMENT
250 W 57TH STREET RM 209 SUPERVISION SOCIAL REHABILITATION
NEW YORK NY 10019 TEL. (212) 246-1330 SPONSORSHIP: NOT-FOR-PROFIT PERSONAL CARE

COUNTY: WESTCHESTER MUNICIPALITY: LARCHMONT VILLAGE OF HEALTH SERVICE AREA: 7

LARCHMONT HOUSE R
1 MAYHEW AVENUE FACILITY ID: 00012115 GROUP SERVED: AGE: 18-99 SEX: M
LARCHMONT 10538 CAPACITY: 0009 SCHOOL DISTRICT CODE - 660701 PERSONS SERVED: MENTALLY DISABLED

LICENSING AGENCY: OFFICE OF MENTAL HEALTH TYPE: COMM RESIDENCE/SUPERVISED LIVING
SPONSOR:
SEARCH FOR CHANGE INC SERVICES: RESIDENTIAL/ADL
66 FULTON STREET
WHITE PLAINS NY 10606 TEL. SPONSORSHIP: NOT-FOR-PROFIT

COUNTY: WESTCHESTER MUNICIPALITY: LEWISBORO TOWN OF HEALTH SERVICE AREA: 7

177 FALMOUTH ROAD ICF 01
177 FALMOUTH ROAD FACILITY ID: 00011193 GROUP SERVED: AGE: 00-99 SEX: M/F
SCARSDALE 10583 CAPACITY: 0011 SCHOOL DISTRICT CODE - 660101 PERSONS SERVED: MENTALLY RETARDED/DV

LICENSING AGENCY: OFF OF MENTAL RETARDATION & DEVEL DISAB TYPE: COMMUNITY-BASED ICF/DD
SPONSOR:
YOUNG ADULT INSTITUTE AND WORKSHOP INC SERVICES: RESID./HABILIT. SERV. COUNSELING
460 WEST 34TH STREET MEDICAL
NEW YORK NY 10001 TEL. (212)563-7474 SPONSORSHIP: NOT-FOR-PROFIT ADL

8 WACCABUC ROAD IRA 01
8 WACCABUC ROAD FACILITY ID: 00012946 GROUP SERVED: AGE: 00-99 SEX: M/F
P.O.BOX 490,GOLDENS BRIDGE 10526CAPACITY: 0008 SCHOOL DISTRICT CODE - 662402 PERSONS SERVED: MENTALLY RETARDED/DV

LICENSING AGENCY: OFF OF MENTAL RETARDATION & DEVEL DISAB TYPE: INDIV RESIDENTIAL ALTERNATIVE (IRA)
SPONSOR:
HUDSON VALLEY DDSO SERVICES: RESID./HABILIT. SERV.
P.O.BOX 470
THIELLS TEL. (845)947-6000 SPONSORSHIP: NOT-FOR-PROFIT

SMITH RIDGE ROAD CR-IRA
250 SMITH RIDGE ROAD FACILITY ID: 00013866 GROUP SERVED: AGE: 00-99 SEX: M/F
SOUTH SALEM 10590 CAPACITY: 0006 SCHOOL DISTRICT CODE - 660805 PERSONS SERVED: MENTALLY RETARDED/DV

LICENSING AGENCY: OFF OF MENTAL RETARDATION & DEVEL DISAB TYPE: INDIV RESIDENTIAL ALTERNATIVE (IRA)
SPONSOR:
DATAHR REHABILITATION INSTITUTE SERVICES: RESID./HABILIT. SERV.
PO BOX 145 ADL
BREWSTER NY 10509 TEL. SPONSORSHIP: NOT-FOR-PROFIT COUNSELING

FAIRMOUNT HOUSE
1 FAIRMOUNT ROAD FACILITY ID: 00010796 GROUP SERVED: AGE: 18-99 SEX: M/F
GOLDENS BRIDGE 10526 CAPACITY: 0012 SCHOOL DISTRICT CODE - 660101 PERSONS SERVED: MENTALLY RETARDED/DV

LICENSING AGENCY: OFF OF MENTAL RETARDATION & DEVEL DISAB TYPE: COMMUNITY-BASED ICF/DD
SPONSOR:
COMMUNITY BASED SERVICES INC SERVICES: RESID./HABILIT. SERV. COUNSELING
P O BOX 59 MEDICAL
PURDYS NY 10578 TEL. (914) 764-8401 SPONSORSHIP: NOT-FOR-PROFIT ADL

FOUR WINDS HOSPITAL
800 CROSS RIVER RD FACILITY ID: 00007185 GROUP SERVED: AGE: 14-99 SEX: M/F
KATONAH 10536 CAPACITY: 0175 SCHOOL DISTRICT CODE - 660101 PERSONS SERVED: MENTALLY DISABLED

LICENSING AGENCY: OFFICE OF MENTAL HEALTH TYPE: PSYCHIATRIC HOSPITAL
SPONSOR:
FOUR WINDS INC SERVICES: INPATIENT/TREATMENT
CROSS RIVER ROAD
KATONAH NY 10536 TEL. 914-763-3141 SPONSORSHIP: PROPRIETARY

COUNTY: WESTCHESTER MUNICIPALITY: MAMARONECK HEALTH SERVICE AREA: 7

360 PALMER AVENUE IRA 01
360 PALMER AVENUE FACILITY ID: 00016073 GROUP SERVED: AGE: 00-99 SEX: M/F
MAMARONECK 10643 CAPACITY: 0004 SCHOOL DISTRICT CODE - PERSONS SERVED: MENTALLY RETARDED/DV

LICENSING AGENCY: OFF OF MENTAL RETARDATION & DEVEL DISAB TYPE: INDIV RESIDENTIAL ALTERNATIVE (IRA)
SPONSOR:
ANOTHER STEP,INC. SERVICES: RESID./HABILIT. SERV.
23 WEST CENTRAL AVENUE
PEARL RIVER TEL. (845)920-0170 SPONSORSHIP: