



TOWN OF HENRIETTA  
County of Monroe  
State of New York

475 Calkins Road, Rochester, NY 14623  
(585) 334-7700 • [www.henrietta.org](http://www.henrietta.org)

TOWN OF HENRIETTA  
APPLICATION TO TOWN BOARD  
- SPECIAL USE PERMIT -

Appeal No. SP2024-005  
Date 2/23/24

Applicant: Impact Earth  
Name: \_\_\_\_\_ Email: \_\_\_\_\_  
55 Dartford Road Rochester NY 14618

Business Owner: Robert Putney  
Name: \_\_\_\_\_ Email: \_\_\_\_\_  
55 Dartford Road Rochester YN 14618

Business Name: Impact Earth  
Business Address: 55 Dartford Road Rochester NY 14618

Property Owner: Town of Henrietta  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
475 Calkins Road Henrietta NY 14623  
Email: sschwartz@henrietta.org  
Phone Number: (585) 359-7001

Architect/Engineer: N/A  
Name: \_\_\_\_\_ Email: \_\_\_\_\_  
No. & Street: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Hereby request from the Town Board for a Special Use Permit for the property located at:  
520 Middle Road Henrietta, NY 14623

No. & Street: 175.04-1-10.12 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Tax Map No: \_\_\_\_\_ Zoning District: Residential R-1-15 (to be Industrial)

If property is under a purchase option, indicate date option expires: \_\_\_\_\_

Under the Zoning Ordinance, a Special Permit is requested pursuant to:

Article: VIII Section: 295 Subsection: 25 Paragraph: A 15 of the Zoning Ordinance.  
Description of Proposal: SSO Composting Site using a combination of ASP and windrow processes.

Multiple Dwelling Applications - Dwelling Units per Acre: N/A

Does this exceed allowed amount per Henrietta Code §295-13[E](1)(b)  Yes  No

Printed Name: Robert M. Putney Signature: Robert M. Putney

T Wenzel Received By March 27, 2024 Date of Meeting\* 6:00 pm Time  
(unless rescheduled)

\*A meeting date will be assigned when applications are turned in but if the application is deemed incomplete, it will

Statement of Applicant and Owner with Respect to Reimbursement  
of Professional and Consulting Fees

In conjunction with an application made to the Town of Henrietta, the undersigned states, represents and warrants the following:

- 1) I/We am/are the applicant and owner with respect to an application to the Town of Henrietta.
- 2) I/We have been advised of, are aware of and agree to comply with the obligation to reimburse the Town of Henrietta for any and all professional and consulting fees incurred by the Town in conjunction with this and any other applications by me/us, including but not limited to engineering and/or legal fees, all as more fully set forth in the Henrietta Town Code.
- 3) I/We have been provided with, or have otherwise reviewed the Henrietta Town Code provisions related to the obligation to reimburse the Town with respect to professional and consulting fees, and agree to comply with the same.
- 4) I/We understand that this obligation shall not be dependent upon the approval or success of the application.
- 5) I/We further agree that in the event the Town of Henrietta is required to refer for collection an outstanding debt for such professional and/or consulting fees due to the Town of Henrietta, I/we shall be obligated to pay the reasonable attorney's fees incurred as a result of the Town's efforts to collect such fees. Reasonable attorney's fees shall also include any and all disbursements that may result from the commencement of litigation.
- 6) Each party to the application, including the applicant and the owner, shall be jointly and severally liable for all consulting and professional fees and expenses incurred in conjunction with the application.

Applicant/Business Owner: Impact Earth  
By: Robert M. Potney R  
Title: Co-owner & CEO  
Dated: Feb. 23<sup>rd</sup> 2024  
Signed: Robert M. Potney R

Property Owner: Town of Henrietta  
By: Stephen L. Schultz  
Title: Town Supervisor  
Dated: 02/23/2024  
Signed: [Signature]

February 23rd, 2024

RE: Letter of Intent  
520 Middle Road  
Henrietta, NY 14623

Dear Town of Henrietta,

Impact Earth is a privately held S-Corp founded in 2014 and headquartered in Rochester, New York. We graduated from the RIT incubator in 2017 and currently employ 22 staff. Eleven (11) of which work a portion of their day as drivers or on-site personnel at the current 1335 Erie Station road composting location.

We also operate a zero waste consumer goods store on Monroe Avenue in Brighton and are Makers as part of the USA Faire Trade wholesale network.

Our environmental education team provides services and sustainability training for local businesses, K-12 schools, municipalities, colleges and restaurants.

Our customers include local residents and other entities such as RIT, Brighton Central School District, Cooper Vision, the City of Rochester, L3Harris and Lori's Natural Foods.

Impact Earth's intended use of a portion of the 520 Middle Road property is to process organic materials into finished compost. Our hours of operation are M-F 7am-5pm with some seasonal variance. Organic feedstocks include:

- Food waste (both pre and post consumer) - 95% is generated in Monroe County
- SMS (spent mushroom substrate) - Leep Foods in Henrietta
- Coffee chaffe - Tim Horton's Coffee Roasters in Henrietta
- Wood chips - High Falls Tree Service in Henrietta
- Corrugated (mostly pizza boxes) - from our Curbside customers

80% of the finished compost goes back to our customers as part of their membership. The balance is donated to local community gardens or sold to local landscaping companies.

We maintain the composting piles 7 days per week utilizing tractors and a combination of ASP and static pile systems that blows air through the piles and are then turned over on a regular schedule. We are a science-driven organization that collects & analyzes a variety of data such as moisture content, temperature and PH levels then adjust pile maintenance based on this information relative to the weather and other on-site conditions like smell.

We appreciate the opportunity to work with the Town of Henrietta and its residents to build a healthier and more sustainable future.

Sincerely,



Robert M. Putney Jr.,  
Co-founder/owner of Impact Earth



**TOWN OF HENRIETTA**

County of Monroe • State of New York  
475 Calkins Road, P.O. Box 999, Henrietta, N.Y. 14467  
(585) 334-7700 • www.henrietta.org

STEPHEN L. SCHULTZ  
Supervisor

CRAIG C. ECKERT  
Deputy Town Supervisor

M. RICK PAGE  
JOSEPH D. BELLANCA JR.  
ROBERT BARLEY, JR.  
MICHAEL J. STAFFORD  
Council Members

**LETTER OF AUTHORIZATION**

**Impact Earth Commercial Compost Site at 520 Middle Road**

WHEREAS, the Town intends to enter into an operating agreement to allow Impact Earth to operate a compost facility located on the Town’s fill site located at 520 Middle Road; and

WHEREAS, as part of the operating agreement, residents would be able to participate in the composting program free of charge, with participants dropping off organic material for composting and able to receive output compost material during scheduled compost distribution times; and

WHEREAS, said agreement is being negotiated and drafted, but such work should not hold up the Special Use Permit application process.

THEREFORE, the Town authorizes the submittal of a Special Use Application by Impact Earth for a Commercial Compost Site, under Town Code §295-25[A](15).

Sincerely,

A blue ink signature of Stephen L. Schuitz, written in a cursive style.













Stephen L. Schuitz  
Henrietta Town Supervisor



Site Map:



Key:

- |   |                                       |  |   |
|---|---------------------------------------|--|---|
|  | Weigh Station/Washing House/Attendant |  | Outside Traffic                                       |
|  | Food Waste Drop Off Area              |  | Mixing Pad Carbon/Foodwaste                           |
|  | Wood Chip/Brush Drop Off              |  | Decontamination/Sifting site of<br>Processed Material |
|  | Leaf Drop Off                         |  |   |
|  | Fence                                 |  |   |
|  | Leachate Containment Tank             |  |   |
|  | Rainwater Runoff Retainment Pond      |  |   |
|  | Processed Material                    |  |   |
|  | ASP (Aerated Static Piles) System     |  |   |

## 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: <div style="text-align: center; font-size: 1.2em;">Composting Site</div>			
Project Location (describe, and attach a location map): <div style="text-align: center; font-size: 1.2em;">520 Middle Road Henrietta, NY 14623</div>			
Brief Description of Proposed Action: <div style="text-align: center; font-size: 1.2em;">SSO Composting site</div>			
Name of Applicant or Sponsor: <div style="text-align: center; font-size: 1.2em;">Impact Earth</div>		Telephone: <span style="background-color: #cccccc; display: inline-block; width: 100px; height: 15px;"></span>	
		E-Mail: <span style="background-color: #cccccc; display: inline-block; width: 150px; height: 15px;"></span>	
Address: <div style="text-align: center; font-size: 1.2em;">55 Dartford Rd</div>			
City/PO: <div style="text-align: center; font-size: 1.2em;">Rochester</div>		State: <div style="text-align: center; font-size: 1.2em;">NY</div>	Zip Code: <div style="text-align: center; font-size: 1.2em;">14618</div>
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 checked="" type="checkbox"/>	YES <input 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: <div style="text-align: center; font-size: 1.2em;">NYS DEC Composting Registration</div>		NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>
3. a. Total acreage of the site of the proposed action? _____ acres			
b. Total acreage to be physically disturbed? _____ acres			
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ acres			
4. Check all land uses that occur on, are adjoining or near the proposed action:			
<input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input 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			



5. Is the proposed action,	NO	YES	N/A
a. A permitted use under the zoning regulations?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Consistent with the adopted comprehensive plan?	<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?	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area?	NO	YES	
If Yes, identify: _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
b. Are public transportation services available at or near the site of the proposed action?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	<input type="checkbox"/>	<input type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements?	NO	YES	
If the proposed action will exceed requirements, describe design features and technologies: _____ _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply?	NO	YES	
If No, describe method for providing potable water: _____ _____	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities?	NO	YES	
If No, describe method for providing wastewater treatment: _____ _____	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
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?	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
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 type="checkbox"/>	<input 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?	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody?	<input type="checkbox"/>	<input type="checkbox"/>	
If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ _____ _____			

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 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
	<input type="checkbox"/>	<input type="checkbox"/>
16. Is the project site located in the 100-year flood plan?	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes,	NO	YES
	<input type="checkbox"/>	<input checked="" type="checkbox"/>
a. Will storm water discharges flow to adjacent properties?	<input checked="" type="checkbox"/>	<input 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: <u>effluent and gray water will be collected onsite in</u> <u>tanks</u>		
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)? If Yes, explain the purpose and size of the impoundment:	NO	YES
	<input 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? If Yes, describe:	NO	YES
	<input 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? If Yes, describe:	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
<b>I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</b> Applicant/sponsor name: <u>Impact Earth - Robert M. Putney Jr</u> Date: <u>2/23/24</u> Signature: <u>Robert M. Putney Jr</u> Title: <u>Co-owner &amp; CEO</u>		