

APPROVED
Town of Red Hook Planning Board
Meeting Minutes
October 6, 2014

CALL TO ORDER / DETERMINATION OF QUORUM

Christine Kane called the meeting to order at 7:30pm and confirmed the agenda as published.

A quorum was determined present for the conduct of business. Members present: Sam Harkins, Sam Phelan, Charlie Laing, Brian Walker, Christine Kane and Kallie Robertson.

Ms. Kane announced that a SEQR workshop will be offered in Poughkeepsie Dec. 4.

Ms. Kane formally introduced new Board Member Kallie Robertson and welcomed her to the Board.

Sam Harkins made a motion to adopt the minutes of August 18. Brian Walker seconded and all members voted in favor except for Ms. Robertson, who abstained.

PUBLIC HEARING

Red Hook Self Storage— 19 Maizeland Road – Amended Site Plan

Public Hearing on application to construct a 30 x 80 foot self-storage building on a 4.45 acre parcel on Route 9 in the TND-CC (Traditional Neighborhood Development - Commercial Center Subdistrict.) The parcel currently has 11 existing self-storage buildings and a single family home with a garage.

Martin Willms Sr. and Martin Willms Jr. were present to give an overview of the project, which consists of adding one 16-unit storage building to their existing business.

Christine Kane asked if there were any comments from the public. There were none. Sam Harkins made a motion to close the public hearing. Brian walker seconded and all members voted in favor.

The Board reviewed a draft resolution for site plan approval with the applicants and made some changes in the conditions. Sam Harkins made a motion to grant the conditional approval as revised. Brian Walker seconded and all members voted in favor.

The Board reviewed a draft approval for special permit and made one revision. Sam Harkins made a motion to grant the special permit as revised. Kallie Robertson seconded and all members voted in favor.

During its review the Planning Board determined that no new residential building lots or dwelling units will be created, and that therefore no recreation fee is required.

OLD BUSINESS

Chelsea Streifeneder – 49 Spring Lake Road - Certificate of Appropriateness

Continued discussion on construction of a new 25 x 50 home on a 0.42 acre lot in the hamlet of Upper Red Hook.

Chelsea and Richard Streifeneder were present to represent the project. Christine Kane asked if Ms. Streifeneder had responded to the Hamlet Review Committee (HRC) with additional information. Mr. Streifeneder said she had emailed the committee chairperson with details on building materials and design as requested. With regard to the HRC concerns over tearing down the cottage on the property, she said that they will not decide what to do with the cottage until the house is complete, which will take a few years. Ms. Kane said that if and when they do tear down the cottage, a demolition permit would have to be obtained from the town and the HRC would review the permit application.

Charlie Laing made a motion to adopt a SEQR resolution classifying the proposed project as a Type II Action meaning no further review under SEQR is required.

The Board then reviewed a draft Certificate of Appropriateness. Charlie Laing made a motion that the Board grant the Certificate of Appropriateness. Sam Harkins Seconded and all members voted in favor.

Old Rhinebeck Aerodrome – Amended Site Plan

Continued discussion of application to replace an existing gift shop (to be demolished) with a new one of approximately the same size and in nearly the same location, with the addition of new permanent accessible restroom facilities connected to a new sanitary disposal system on the 115 acre Old Rhinebeck Aerodrome property.

Architect Warren Temple Smith and Old Rhinebeck Aerodrome board member Warren Batson were present to represent the project.

Mr. Temple described minor changes made to the design of the gift shop and showed samples of building materials. The board and applicants discussed the possible need for signs or lighting. Ms. Kane said that information on any signs, outdoor lighting or retaining wall should be included on the site plan.

It was generally agreed that the requirement for a full survey and location of properties within 100 feet of the property could be waived. Sam Phelan suggested that double hung windows and a different style door would be a better match to the existing architecture at the site.

The Board and applicants reviewed a memo from the Town Planning Consultant. A public hearing was scheduled for Oct. 20. Ms. Kane asked the applicants to have the material samples and cut sheets for any lighting available for the public hearing.

NEW BUSINESS

Patrick Murphy Accessory Apartment – 163 Hapeman Hill Road

Presentation of application for special permit for an accessory apartment on a 3.15 acre parcel located in the RD3 zoning district.

Patrick and Debra Murphy were present to represent their application. Mr. Murphy explained that he lived in the proposed apartment for five years before moving into his new home on the same property. He provided copies of all permits associated with the property. He said the apartment has its own separate access.

The board reviewed a memo from the Planning Consultant with the applicants. The applicants revised the application and short environmental form according to the comments therein. The board asked Mr. Murphy to submit the plans for the second story of the apartment. Mr. Murphy said he would submit it for the next meeting.

Sam Phelan made a motion to adopt a SEQR Resolution Establishing Lead Agency for an Unlisted Action Undergoing Uncoordinated Review. Charlie Laing seconded and all members voted in favor.

A public hearing will be held Oct. 20.

Willms and R&R Development of Red Hook Inc. Lot Line Alteration – Metzger Road

Presentation of application to convey .10 acres of land from the Willms' parcel to a parcel owned by R&R Development of Red Hook, Inc. to provide 25' of lot frontage on Metzger Road for the R&R Development parcel.

Since neither the applicant nor a representative for the project was in attendance, this agenda item was tabled.

OTHER BUSINESS

Conditional Approval Extension request– Anderson Commons

Ms. Kane read a Sept. 17 email requesting the extension. Charlie Laing made a motion to grant a 60 day extension. Sam Harkins seconded and it was carried unanimously.

Conditional Approval Extension request – Catlin minor subdivision.

Ms. Kane read a request for a ninety day extension. Ms. Kane said that the Town Engineer had performed an inspection and submitted a positive report of her findings. Mark Graminski, the project engineer was present. He said he had recently prepared a storm water maintenance agreement for the subdivision which is being reviewed by the Town Attorney. Sam Phelan made a motion the extension be granted. Brian Walker seconded and all members voted in favor.

Martin Schweizer – Crestview Road - Request for building envelope change.

Mr. Schweizer and Engineer Mark Graminski were present to discuss the project. Board member Sam Harkins recused himself from the discussion.

Mr. Graminski explained that Mr. Schweizer's lot is the result of a previous lot line revision and subdivision. He showed the board where the original building envelope was sited on aerial and topographical maps. He said the current building envelope was sited on a slope that would require cutting a large number of trees along the ridgeline to maximize views or building in a hole at the base of the slope which would cause drainage problems. The applicant would like to move the building envelope slightly to encompass an existing ridge. Ms. Kane said that part of the idea in siting the building envelopes was to 'hide' the houses, keep homes off fields and high points and within tree lines. Mr. Graminski said the applicant's intent is to maintain the pasture setting on the property.

Mr. Schweizer showed the board the plans for his house, a modern style one story 3-bedroom with a low profile and walk-out basement, a total of approximately 4,000 square feet. He said that his proposed site would afford him a partial Catskill view that would otherwise be shrouded by trees and the ridge.

The Board generally agreed to do a site visit Oct. 11 at 9am. Mr. Graminski asked that board what a revision to a building envelope is considered procedurally. The board considered the question and agreed that it could be considered an amendment to a subdivision map, but more research and thought should be given on how to proceed with application. Mr. Graminski asked if a SEQR review would be required. Ms. Kane said she could not answer that at this time, but in the meantime the Board could visit the site to get a feel for the project.

Pre-Application discussion – Daniel Shapiro and Bonnie Loopesko, special permit for tree removal within 1000 feet of the Hudson River.

Daniel Shapiro, Bonnie Loopesko Shapiro and arborist George Vengrin were present to discuss the application to remove trees near the house and barn that are diseased or otherwise pose a threat to the buildings in the event of strong winds. They presented a map of their 28 acre property showing which trees they would like to remove with a corresponding key showing the species, height and diameter of trees to be removed, which was prepared by Mr. Vengrin.

Approximately 45 trees are proposed to be removed. Thirty six pose a significant threat to their house and barn.

The Board and applicants discussed disturbance and animal habitats that may be affected. Mr. Vengrin acknowledged that the time frame for cutting would be between November and mid-December to avoid disturbing possible bat habitats.

A public hearing will be scheduled for Nov. 3. It was generally agreed that a survey need not be completed. The applicants were instructed to put the name of the project and a location map on their map, and make sure the map is accurate to scale. The Environmental Assessment Form was reviewed and revised for accuracy.

ADJOURNMENT

There being no further business to come before the board, Sam Harkins made a motion to adjourn the meeting. Kallie Robertson seconded and all members voted in favor. The meeting was adjourned at 10:15 pm.

Respectfully Submitted

Kathleen Flood

Resolution Granting Site Plan Approval to Red Hook Self-Storage Building "L"

Name of Project: Red Hook Self-Storage Building "L"

Name of Applicant: Martin and Elizabeth Willms

Date: OCTOBER 6, 2014

Whereas, the Town of Red Hook Planning Board has received an application for Site Plan approval from Martin and Elizabeth Willms to construct a 30' by 80' (2,400 square foot) self-storage building on a $\pm$ 4.35 acre parcel (Tax Map Parcel No. 134889-6272-00-346380-0000) located at 7320 South Broadway in the TND Commercial Center Subdistrict in the Town of Red Hook, Dutchess County, New York; and

Whereas, the Planning Board has reviewed a Site Plan prepared by the applicant based on a survey prepared by Robert Zimmerman (dated September 1, 2000 and last revised March 17, 2009) and revised by Marie T. Welch, LS on August 7, 2014; and

Whereas, after comparing the thresholds contained in 6 NYCRR 617.4 and 5, the Planning Board has determined that the proposed project is a Type II Action that meets the thresholds found in 6 NYCRR 617.5(c)(7) and, therefore, SEQR does not apply; and

Whereas, the Planning Board has reviewed the Site Plan application against the requirements of Section 143-49.1 and Article VII of the Zoning Law and has found the proposal complies with all applicable sections of the Zoning Law; and

Whereas, due to the location of the property along a State Road, the application was referred to the Dutchess County Department of Planning and Development for review under General Municipal Law § 239m and the County Planning Department recommended in its review letter dated September 16, 2014 that the application was a matter of local concern; and

Whereas, on October 6, 2014, the Planning Board held a Public Hearing on the Site Plan application, at which time all interested persons were given the opportunity to speak; and

Whereas, the Planning Board has deliberated on the application and all matters before it.

NOW THEREFORE BE IT RESOLVED, that the Planning Board hereby grants Site Plan approval to Martin and Elizabeth Willms to construct a $\pm$ 2,400 sq. ft. self-storage in accordance with the plans and specifications heretofore submitted upon the following conditions:

1. The following conditions shall be fulfilled prior to the signing of the Site Plan by the Planning Board Chairwoman:
 - A. The Site Plan shall be revised to include the following information:
 - i) Title of drawing, including names and addresses of the applicant and the person

- responsible for the preparation of the drawing
- ii) A signature block for the Planning Board's endorsement.
 - iii) A note indicating that there are no existing watercourses, wetlands and floodplains on the subject property, or rock outcrops or specimen trees.
 - iv) A note indicating that the hours of operation of the self-storage warehouse shall be limited to 6:00 AM to 9:00 PM.
 - v) A clear indication of all traffic patterns on the site.
 - vi) The location of outdoor storage for equipment and materials, if any, and the location, type and design of all solid waste-related facilities, including dumpsters and recycling bins.
 - vii) Location of fire and other emergency zones.
 - viii) Location, design and construction materials of energy distribution facilities.
 - ix) Identification of Zoning Districts adjacent to the parcel.
 - x) Update the area map should so it is consistent with the Zoning Map.
 - xi) Include the Location Map as part of the Site Plan.
- B. Submission of Site Plan drawings for stamping and signing in the number and form specified under the Town's Zoning Law, including all required P.E. and L.S. stamps and signatures.
- C. Payment to the Town of Red Hook of any outstanding fees due and owing for the review of this application.

When the above conditions have been satisfied, three (3) sets of the above referenced plans shall be submitted for Planning Board Chairwoman endorsement. One (1) set shall be returned to the applicant, one (1) set will be retained by the Planning Board, and one (1) set will be provided to the Building Inspector. The applicant must return for approval from the Planning Board if any changes from the endorsed plans are subsequently desired.

In taking this action, the Planning Board has determined that no new residential building lots or dwelling units will be created, and thus deems not applicable to this application the requirement for set-aside of recreation or other open space land or the alternative payment of a cash-in-lieu-of-land recreation fee.

On a motion by **SAM HARKINS**, seconded by **BRIAN WALKER**, and a vote of **6** for, **0** against, and **1** absent, this resolution was adopted on **OCTOBER 6, 2014**.

Resolution Certified, Filed with the Town Clerk and Mailed to the Applicant

Kathleen Flood
Kathleen Flood, Planning Board Secretary

10-6-14
Date

Resolution Granting Special Permit Approval to Red Hook Self-Storage Building "L"

Name of Project: Red Hook Self-Storage Building "L"

Name of Applicant: Martin and Elizabeth Willms

Date: OCTOBER 6, 2014

Whereas, the Town of Red Hook Planning Board has received an application for Special Permit approval from Martin and Elizabeth Willms to construct a 30' by 80' (2,400 square foot) self-storage building on a $\pm$ 4.35 acre parcel (Tax Map Parcel No. 134889-6272-00-346380-0000) located at 7320 South Broadway in the TND Commercial Center Subdistrict in the Town of Red Hook, Dutchess County, New York; and

Whereas, the Planning Board has reviewed the application for Special Permit against the general standards for a special use permit found in § 143-51 of the Town of Red Hook Zoning Law and with the specific standards for self-storage warehouses found in § 143-91.1 and has found the proposal complies with all applicable sections of the Zoning Law; and

Whereas, after comparing the thresholds contained in 6 NYCRR 617.4 and 5, the Planning Board has determined that the proposed project is a Type II Action that meets the thresholds found in 6 NYCRR 617.5(c)(7) and, therefore, SEQR does not apply; and

Whereas, due to the location of the property along a State Road, the application was referred to the Dutchess County Department of Planning and Development for review under General Municipal Law § 239m and the County Planning Department recommended in its review letter dated September 16, 2014 that the application was a matter of local concern; and

Whereas, on October 6, 2014, the Planning Board conducted a duly noticed public hearing on the Special Permit application at which time all interested persons were given the opportunity to speak; and

Whereas, the Planning Board had deliberated on the application and all the matters before it.

NOW THEREFORE BE IT RESOLVED, that the Planning Board hereby grants Special Permit approval to Martin and Elizabeth Willms to construct a $\pm$ 2,400 sq. ft. self-storage in accordance with the plans and specifications heretofore submitted upon the following conditions:

- A. The hours of operation of the self-storage warehouse shall be limited to 6:00 AM to 9:00 PM.
- B. Payment to the Town of Red Hook of any outstanding fee amounts and reimbursement to the Town of costs incurred in reviewing the application.

In taking this action, the Planning Board has determined that no new residential building lots or dwelling units will be created, and thus deems not applicable to this application the requirement for set-aside of recreation or other open space land or the alternative payment of a cash-in-lieu-of-land recreation fee.

On a motion by **SAM HARKINS**, seconded by **KALLIE ROBERTSON**, and a vote of **6** for, **0** against, and **1** absent, this resolution was adopted on **OCTOBER 6, 2014**.

Resolution declared: **ADOPTED** on **OCTOBER 6, 2014**

Resolution Certified, Filed with the Town Clerk and Mailed to the Applicant

Kathleen Flood
Kathleen Flood, Secretary to the Board

10-6-14
Date

617.6
State Environmental Quality Review (SEQR)
Resolution
Classifying the Proposed Project as a Type II Action

Name of Action: Chelsea Streifeneder Residence

Whereas, the applicant proposes to construct a residence on her property at 49 Spring Lake Road in the Hamlet District in the Town of Red Hook, Dutchess County, New York, and

Whereas, an Environmental Assessment Form (EAF) dated September 8, 2014 has been prepared for the proposed action, and

Whereas, after comparing the thresholds contained in 6 NYCRR 617.4 and 5, the Planning Board has determined that the proposed project is a Type II Action that meets the thresholds found in 6 NYCRR 617.5(c)(9) and, therefore, SEQR does not apply.

Now Therefore Be It Resolved, that the Planning Board hereby classifies the proposed project as a Type II action and declares that no further review under SEQR is required.

On a motion by **CHARLIE LAING**, seconded by **SAM PHELAN** and a vote of **6** for, **0** against, and **1** absent, this resolution was adopted on **OCTOBER 6, 2014**.

Town of Red Hook Planning Board
CERTIFICATE OF APPROPRIATENESS

Date: October 6, 2014

For: Chelsea Streifeneder Residence
Tax Parcel #6373-01-341908

The applicant owns 0.42 acres at 49 Spring Lake Road in the Hamlet of Upper Red Hook. She wishes to construct 35 x 50, 1700 SF, 1 ½ story residence at this site.

The application and supporting documents were sent to the Hamlet Design Review Committee August 21, 2014.

The Hamlet Design Review Committee submitted comments to the Planning Board September 13, 2014.

The project was classified as a Type II action with no further SEQR review required and a public hearing was held September 15, 2014.

The Planning Board has reviewed and discussed the proposed plans and determined that the project proposed is compatible with the historic character of the property as well as with the neighboring properties and the district and that there will be no visual negative impact. Therefore,

On a motion by **CHARLIE LAING**, seconded by **SAM HARKINS**, and a vote of 6 for, 0 against and 1 absent, the Town of Red Hook Planning Board hereby issues this **Certificate of Appropriateness** to Chelsea Streifeneder for the proposed construction described above.

Certified by: Kathleen Flood
Kathleen Flood, Secretary to the Planning Board

Date: 10 - 6 - 14

617.6
State Environmental Quality Review (SEQR)
Resolution Establishing Lead Agency
Unlisted Action Undergoing Uncoordinated Review

Name of Action: Murphy Accessory Apartment

Whereas, the Town of Red Hook Planning Board is considering action on a proposed Special Permit application by Patrick and Debra Murphy for an accessory apartment within a new independent structure on a $\pm$ 3.15 acre parcel of land located at 163 Hapeman Hill Road, Town of Red Hook, Dutchess County, New York; and

Whereas, an Environmental Assessment Form (EAF) dated 9/5/2014 was submitted at the time of application; and

Whereas, after comparing the thresholds contained in 6 NYCRR 617.4 and 5, the Planning Board has determined that the proposed project is an Unlisted action; and

Whereas, the Planning Board has determined that the proposed project is not within an agricultural district and, therefore, the requirements of 6 NYCRR 617.6(a)(6) do not apply; and

Whereas, after examining the EAF, the Planning Board has determined that there are other involved and/or federal agencies on this matter including the Dutchess County Department of Health.

Now Therefore Be It Resolved, that the Planning Board hereby declares itself Lead Agency for the review of this action.

Be It Further Resolved, that a Determination of Significance will be made at such time as all reasonably necessary information has been received by the Planning Board to enable it to determine whether the action will or will not have a significant effect on the environment.

On a motion by **SAM PHELAN**, seconded by **CHARLIE LAING**, and a vote of 6 for, and 0 against, and 1 absent, this resolution was adopted on

OCTOBER 6, 2014.