

**Village of Red Hook
Workshop Meeting
October 28, 2013
7:15 PM**

Present: Mayor Blundell, Deputy Mayor Kovalchik, Trustee Trapp, Trustee Norris, Clerk Cole, and Attorney Victoria Polidoro. Trustee Zacharzuk was absent.

- **Police Appointment** – Sergeant Hildenbrand presented the Board with the recommendation of hiring a part-time police officer Brian DiPasqual. Recently Officer Beth Imperati resigned from her position of part-time police officer which leaves an opening to hire another police officer. Brian DiPasqual is a local resident and will complete Phase I of the Ulster Police Academy and will start Phase II on November 7th. Graduation is November 21st. Brian has also served in the Army and served twice overseas. There, Brian was a squad leader and a member of the Hasmat Team. He is also a member of the local VFW. Before Phase II can start Brian must be hired by a police department and complete 160 hours of field training. Mayor Blundell stated the Village relies on the judgement and selection process within our police management and policy. He reminded the applicant the PD is community police agency and we want him to keep that in mind. Mayor Blundell made a motion to hire Brian Di Pasqual as a part-time police officer with one year probation which begins after Brian graduates, at the hourly rate as specified in our contract. Deputy Mayor Kovalchik seconded. All were in favor.

- **ZONING REVISION** – VillagePlanning/Zoning Attorney Victoria Polidoro was present. Trustee Trapp and Deputy Mayor Kovalchik wrote changes to the existing zoning regulations – these changes were submitted to the Board and Village Attorney for review. Mayor Blundell opened the discussion stating there will be a Public Hearing on the new wording in zoning. A second Public Hearing for the Local Law for the Pattern Book. The over-all goal is for future planning to maintain a street-scape and a walkable Village. DM Kovalchik stated there are 3 illustration plans on the web. Trustee Zacharzuk was unable to attend but submitted some questions which will be read into the record where appropriate.

IT SHOULD BE NOTED THESE ARE STILL DRAFT FORMAT AND UNDER REVIEW BY BOARD AND COUNSEL:

- a. **200-33A(1) – Location.** No parking shall be permitted in a front yard. All off-street parking shall be located behind the principal building so it is screened from the street. The Planning Board may modify or waive this requirement on lots of the GBD, where unusual lot configurations such as corner lots make compliance with this requirement impractical or impossible, in which case parking lots may be located to the side of a principal building. Parking spaces located to the side shall, if possible, be screened from public view. Deputy Mayor Kovalchik stated the real goal here is to have parking in the rear of buildings. Trustee Zacharzuk concerns on Location: I would like to ask for

clarification on this. It says the Planning Board may modify or waive this in the GBD. What about a location that is currently in business, but not located in the GBD? Are we looking to deny businesses to locate in these buildings as they change hands? Trustee Trapp stated just the opposite of stated, business will be given Planning Board flexibility. Attorney Polidoro stated clarification behind rear building line is needed. Mayor Blundell does not like the word unusual. Attorney Polidoro stated using the words “replacing” or “addition” would work. Deputy Mayor Kovalchik stated parking for residential family homes not subject to this provision – add to sentence. Trustee Norris asked if the CVS would have parking in the rear would there be two entrances? Too far to walk! Trustee Norris stated CVS must also have side parking. Attorney Polidoro will reword and resubmit this section.

- b. **200-33A(1)(6) – ADA Requirements.** Parking areas shall comply with all applicable requirements of the Americans with Disabilities Act. This section is agreed upon and will be inserted into the Code.
- c. **200-16E(6)** – In order to encourage safe and convenient traffic circulation, the Planning Board may require that adjoining parking areas be connected directly to one another or to a service road or access drive where feasible. Agreements between all involved property owners shall be submitted to the Village Attorney for approval to permit and maintain such internal access and circulation and inter-use parking facilities. Nonconforming parking lots shall be brought into conformity with this subsection to the extent practical whenever a site plan or special permit application is filed for an expansion or change of use. Trustee Trapp stated the intent is to connect parking lots with adjoining owners. Attorney Polidoro states could not approve if one of the owners will not agree. This would be a “suggest” to the Planning Board. Attorney Polidoro asked if this will be a replacement or addition. Deputy Mayor Kovalchik stated an addition to 4(c) not 4(6).
- d. **200-16E(8) – Drainage Systems.** Detailed drainage plans shall be provided. All submitted plans shall be in accordance with all applicable regulations in the current NYSDEC Storm Water Management Design Manual and all best management practices. When required a SWPPP shall be prepared and submitted to the Planning Board for review. Trustee Trapp stated SWPPP stands for Storm Water Pollution Protection Plan. This section will be a replacement.
- e. **200-29(D) Revision –(refer to section in 200-22).** Parking areas shall be designed and landscaped to avoid long, uninterrupted rows of vehicles by breaking them into separate parking lots divided by tree lines, pedestrian areas or buildings. Parking lots containing more than 40 spaces shall be divided into smaller areas by landscaped islands at least 9 feet wide located no more than 100 feet apart. 34 Trees bearing seed pods, fruit, nuts or other material that may damage parked cars, injure pedestrians, etc. are not recommended. Parking lots containing less than 40 spaces shall provide at

least one tree per eight spaces. The Planning Board should refer to Dutchess County Greenway Guides E-1 and E-3 to consider additional standards for parking lot landscaping. Mayor Blundell suggested adding a bike rack parking. Trustee Trapp stated it is usually on the grass in front. Attorney Polidoro states should be added to “encourage”. Mayor Blundell will call other municipalities to see how they word it.

- f. **200-34(A) – Revise General Provisions.** Loading docks and service access areas shall not be visible from public thoroughfares, and shall ensure pedestrian and automobile safety by separating truck traffic and loading operations from pedestrian and automobile circulation. The Planning Board may require loading docks be screened by walls extending from a face of a building or located in a recessed area from a face of a building. The Planning Board may require shared access to loading docks through the use of common loading zones or service roads of adjacent buildings. Mayor Blundell states this section would be added to section 200.34.

- g. **200-10E – Bulk Regulations – (2) Coverage.** The maximum lot coverage permitted, by building area, shall be 30% of the land area of the site. (5) No building or structure shall exceed 45 feet in height or 3 ½ stories, whichever is less. The Planning Board may waive provision for church spires, civic buildings, and monuments. (6) The build to line should conform first to the existing front yard setbacks established by the buildings of adjacent sites. The minimum setback is to take into account and conform to adjacent public amenities such as planting space for street trees, street lighting and sidewalks. Mayor Blundell states the bulk regulations is for GB and is a new addition and will be modified.

Attorney Polidoro asked Clerk Cole to provide Trustee Zacharzuk with a copy of a confidential attorney-client memorandum.

Mayor Blundell made a motion to schedule a Village Workshop on November 12th at 7:15 PM to continue the discussion of zoning amendments. Trustee Trapp seconded. All were in favor.

Mayor Blundell made a motion to schedule a Public Hearing to discuss the Comprehensive Plan amendments on November 21st at 7:00 PM. Trustee Trapp seconded this motion. All were in favor.

Mayor Blundell read the following Resolution 18-2013 – Local Law Number Correction

VILLAGE OF RED HOOK

A meeting of the Village of Red Hook was convened in public session at the Village Hall, 7467 South Broadway, Red Hook, New York on October 28, 2013. The meeting was called to order by Mayor Blundell and, upon roll being called, the following were present: # 20-2013

The following Resolution was offered by _____, seconded by _____ to wit:

RESOLUTION TO CORRECT A CLERICAL ERROR REGARDING A LOCAL LAW PLACING A SIX-MONTH MORATORIUM ON ALL APPLICATIONS FOR SITE PLAN APPROVAL IN THE VILLAGE

WHEREAS, on September 9, 2013, the Village Board of Trustees of the Village of Red Hook adopted a local law entitled, "A local law placing a six-month moratorium on all applications for site plan approval in the Village;" and

WHEREAS, the proposed law was erroneously determined to be Local Law No. 3 of 2013; and

WHEREAS, the proposed law was the fourth local law adopted by the Village of Red Hook in the year 2013.

NOW THEREFORE BE IT RESOLVED, that the Board of Trustees of the Village of Red Hook hereby corrects the clerical error and renumbers "A local law placing a six-month moratorium on all applications for site plan approval in the Village" as Local Law No. 4 of 2013.

The question of the adoption of the foregoing Resolution was duly put to a vote on roll call which resulted as follows:

Ed Blundell	Voting	_____	aye	_____
Brent Kovalchik	Voting	_____	aye	_____
Jennifer Norris	Voting	_____	aye	_____
Jay Trapp	Voting	_____	aye	_____
Steven Zacharzuk	Voting	_____	absent	_____

Dated: October 28, 2013

Mayor Blundell made a motion to approve Resolution 18-2013 as written. Deputy Mayor Kovalchik seconded the motion. All were in favor.

Deputy Mayor Kovalchik made a motion to adjourn the meeting at 9:30 PM. Trustee Trapp seconded. All were in favor.

Submitted by,

CYNTHIA COLE
Clerk/Treasurer