

**VILLAGE OF RED HOOK
PLANNING BOARD MEETING
June 15, 2021**

REMOTE MEETING VIA RINGCENTRAL

Present Via RingCentral: Chair Beth Pagano, Co-Chair David Pearson and Member Don Hanson

Absent: Member Steve Zacharzuk and Member Jim Rogers

(Note: All Members were visible, with exception of Member Hanson who was audio only)

Meeting was postponed from original date of June 10, 2021

Chair Pagano motioned to open the June 15, 2021 meeting of the Planning Board at 7:05pm. Motion seconded by Member Pearson. All in favor.

Chair Pagano advised meeting is being held in accordance with NYS Executive order 202.1 & continuing orders which Governs the Open Meetings Law and that tonight's meeting is being held remotely via RingCentral and is being recorded and a transcript will be provided at a later date.

Chair Pagano did a Roll Call for Attendance:

Pagano – present

Pearson – present

Hanson - present

Zacharzuk – absent

Rogers – absent

There is a quorum for the June 15, 2021 Planning Board meeting.

Chair Pagano made a motion to accept and approve the Planning Board minutes dated May 13, 2021, as amended (Co-Chair Pearson said he sent over some amendments. Secretary Hart said she will amend minutes. Motion seconded by Co-Chair Pearson. All in favor. Motion approved.

Agenda Item #1

DLV Ventures

7468 South Broadway

Tax Parcel ID 6272-10-435669

Representative: Robert Dupont, Architect

Robert Dupont was present and advised that both his clients, Laurie and Dave Vosburgh, were present.

Mr. Dupont said the building in question is across the street from the Village Hall and is a 2-story building around 3,400 square feet and in the GB District and currently divided into three office tenancies one of which is empty and the owners are looking to improve the exterior aesthetics (which is about 20-25 years old) and they are looking to replace siding and want to improve the three entrances by adding something more substantial such as framed porticos with stone bases and improved planters in front of the building to increase the aesthetic appeal. Mr. Dupont said he has spoken with Clark Kimble in the building department and they are also looking to add an apartment in the one vacant occupancy so basically creating a mixed use and after reviewing Zoning this is an allowed use but wanted to confirm that this evening.

Chair Pagano said after reviewing Village Code it is a permitted accessory use and subject to the conditions under Section 200-19. Chair Pagano advised that the apartment can only be between 400-600 square feet. Mr. Dupont asked if an exception can be made because the space is larger than that. Chair Pagano said you would need to go to the Zoning Board and get a variance and Code only allows a one bedroom apartment with only 2 residents and you would need to determine if existing septic would support. Co-Chair Pearson said this is a change in use so needs Health Department approval. Chair Pagano said DOH looks at septic based on number of bedrooms and bathrooms. Chair Pagano said being how long the process can take they should look into that now.

Laurie Vosburgh asked when sewer came in and made changes would that allow them to have any more extended use of the building. Chair Pagano said there are 2 issues – DOH and Zoning Code. Mr. Dupont advised Laurie they could limit to 400-600 square feet or seek a variance. Mr. Dupont asked David Vosburgh about current septic. Mr. Vosburgh advised tank is out in front and believes there are 4 drywells between Graminski's building and his building and he did put in 2,000 gallon drywell but not sure how much is tied into each building.

David Vosburgh asked why it is called an accessory apartment. Chair Pagano said it is an allowed use and the Code calls it an accessory apartment in the GB District under Section 200-10-C-2 which refers to Section 200-19.

Chair Pagano asked the Board felt counsel should retained. Secretary Hart advised acreage is required for an apartment in a detached structure.

Mr. Dupont asked about signage and that they would want more attractive business signage and asked for the square footage allowed. Chair Pagano advised it was 24 square feet for anything parallel and flat against the façade of the building per Section 200-38. Mr. Dupont referred to Section 200-38-A-(5)-(c)-(3) – building set back from the roadway by greater than 50 feet, an attached wall sign not exceeding 60 square feet. Chair Pagano said that is for the building. Mr. Dupont said ok with 24 square feet.

Mr. Dupont spoke on parking and that they meet parking regulations. Chair Pagano said they are within parking regulations.

Chair Pagano referenced Section 200-29 – Landscaping and Buffering.

Chair Pagano said they will need to submit a landscaping plan. Mr. Dupont said there is already good

screening along adjacent properties and wide open in the front with the shared parking lot but will be adding ornamental planters up close to the building. Chair Pagano said this will need to be part of the site plan. Mr. Dupont said ok.

Chair Pagano spoke about landscaping within the parking area. Co-Chair Pearson suggested more greenery and low plantings. Co-Chair Pearson said there was a letter submitted from a neighboring property owner regarding applicant possibly taking the bushes down along the property line. Mr. Vosburgh said they were his bushes but they are being left up.

Mr. Dupont said that was all the questions he had.

Chair Pagano said if any changes to lighting the Board would need a lighting plan showing fixtures and how they throw light. Mr. Dupont said there is illumination of the signs now off of the building which shine backwards and they are improving that. Mr. Dupont asked if the Board needs photometrics. Chair Pagano said yes. Chair Pagano said there is a clause that the Board uses that they have 60 days to revisit lighting regarding dimming and shieling of lighting fixtures.

Chair Pagano referenced the Pattern Book and asked applicant to review the pattern book for design principals.

Chair Pagano advised to submit design pictures, elevations, lighting and landscaping on the plans. Mr. Dupont asked if they wanted to see the floor plan. Chair Pagano said yes. Co-Chair Pearson said it will only be a one-bedroom apartment. Chair Pagano said yes and that is Code.

Secretary Hart advised she will let everyone know if meetings will continue remote or in-person.

Chair Pagano said the next regularly scheduled Planning Board meeting will be held on July 8, 2021 at 7:00pm with location to be determined.

Chair Pagano made a motion to adjourn the June 15, 2021 Planning Board meeting at 7:40pm. Motion seconded by Member Pearson. All in favor. Meeting adjourned.

LARA HART, Secretary
Village of Red Hook Planning Board