

RED HOOK TOWN BOARD MEETING
February 8, 2022

A meeting of the Town Board of the Town of Red Hook, Dutchess County, New York was convened by Zoom Videoconference due to COVID-19 pandemic stay in place rules at the Town Hall, 7340 South Broadway, Red Hook at 7:30 pm

Present: Supervisor Robert McKeon
Councilmember William Hamel
Councilmember Jacob Testa
Councilmember Julia Solomon
Town Clerk Deanna Cochran
Also Present: Attorney Chris Chale
Bruce McCaskill – Account Executive from Granicus, Host Compliance
Absent: Councilmember Kane

Supervisor McKeon opened with the Pledge of Allegiance and reviewed the agenda.

SUPERVISOR’S REPORT:

The Supervisor’s Report for the period of January 1, 2022 to January 31, 2022 was read as follows: Opening Balance - 7, 586,007.27; Receipts - \$447,227.84; Disbursed - \$685,999.30; Balance - \$7,347,235.81. Supervisor McKeon reviewed the Variance Reports and Budget Adjustments.

On a motion by Councilmember Hamel seconded by Councilmember Testa to approve the Supervisor’s Report and Budget Adjustments.

Adopted	Ayes	4	McKeon, Hamel, Testa, Solomon
	Nay	0	

TOWN CLERK’S REPORT:

The Town Clerk’s report for the period of January 1, 2022 to January 31, 2022 was read as follows: Total Local Shares remitted to the Supervisor - \$4,686.50; Amount paid to NYS Ag. & Markets - \$41.00; Amount paid to NYS Dept. of Health for Marriage Licenses - \$67.50; Amount paid to NYS Dept. of Racing & Wagering - \$15.00; Total State, County, and Local revenues - \$4,810.00

On a motion by Councilmember Testa seconded by Councilmember Solomon to approve the Town Clerk’s Report

Adopted	Ayes	4	McKeon, Hamel, Testa, Solomon
	Nay	0	

ANNOUNCEMENTS:

DCSPCA is hosting a free Rabies Vaccination Clinic Saturday, February 19, 2022 from 8am to 12pm at 636 Violet Ave, Hyde Park.

Red Hook Central School District is having an Information Session February 8, 2022 regarding the Capital Project and the upcoming vote on February 22, 2022. More information can be found on their website Redhookcentralschools.org.

At home COVID test kits are available at the Red Hook Library. Check their website, redhooklibrary.org, for hours of operation. Tests will be distributed first come, first serve with one test kit per Town of Red Hook, Village of Red Hook or Village of Tivoli resident.

PRESENTATION - GRANICUS, HOST COMPLIANCE

Supervisor McKeon explained Granicus currently provides services relating to Short-Term rentals for Dutchess County.

Bruce McCaskill, Account Executive from Granicus, Host Compliance, a Short-Term Rental Management Company, gave a presentation explaining the different services Granicus offers.

- Helps identify Short-Term Rentals within a municipality. Identifying STR’s also includes monitoring them.

- Generates STR Market Details. These details are generated with Granicus’s Dashboard Software using public information.
- Generates rental unit records which includes their active and compliance statuses, complaints, and documented stays.
- Performs Compliance Monitoring by sending no permit letters to STR owners.
 - Supervisor McKeon asked for clarification if our Town’s Building and Zoning Department would be responsible for sending these letters. McCaskill answered the Town would be responsible for populating the letters, and Granicus would mail the letters.
- Performs Rental Activity Monitoring.
- Provides a Short-Term Rental Hotline to get community feedback.
 - Councilmember Hamel asked how long grievance calls are stored. McCaskill answered all calls are permanently stored forever.
- Granicus can also help with registering STR’s. This service can be used on their app.

Attorney Chris Chale asked where funds go for online payments. Bruce McCaskill answered Granicus uses the payment processing company, Stripe, to process credit card transactions and explained the process.

Bruce McCaskill described the Modular Pricing Module. Pricing is based on which services are needed and prices are locked in for 12 months.

Councilmember Solomon asked if many municipalities utilize the Compliance Monitoring service. Bruce McCaskill answered many begin without the service, then add it later, usually the following year.

Councilmember Hamel asked if the pricing is locked in for 12 months would the price have to be reevaluated every year. Bruce McCaskill answered one option is to lock in a price for multiple years and another option is to take the average over a few years, and lock in that price.

Supervisor McKeon stated \$200 per site should cover the cost of Granicus.

ENGINEERING STUDY - DRAINAGE FOREST PARK

Supervisor McKeon explained the need for the engineering study for Forest Park and the improvement plan proposal submitted by the Town Engineer’s, Tighe & Bond.

On a motion by Supervisor McKeon seconded by Councilmember Hamel to approve the engineering study by Tighe & Bond as it relates to Forest Park Drainage.

Adopted	Ayes	4	McKeon, Hamel, Testa, Solomon
	Nay	0	

Resolution Approving Revised Schedule of Building Department Fees

Supervisor McKeon recommended increasing the Zoning Amendment Fee to \$1,000.00 and the beginning escrow of \$2500.00.

Supervisor McKeon reviewed the updated Building Permit Fee Schedule from the Building Department.

Councilmember Hamel discussed the rate of increases and suggested the increases seemed too big of a change at this time.

Councilmember Solomon added the Board should plan on reviewing these fees yearly.

The Board discussed the changes for a Permit Renewal Fee with considerations of language and unexpected delays, especially those due to the pandemic.

Supervisor McKeon combined Certificate of Occupancy and Certificate of Completion fees with permit fees.

Councilmember Hamel asked for clarification concerning a Standby Generator Permit Fee.

The Board discussed permit fees for Solar Panel, Wind Power and Microhydro installations.

Supervisor McKeon suggested setting a permit fee for Short-Term Rentals of \$200. The Board discussed Short-Term Rental Permit Fees with consideration for the one-time exception STR’s.

**TOWN OF RED HOOK
RESOLUTION NO. 6
DATED FEBRUARY 8, 2022**

**RESOLUTION APPROVING REVISED SCHEDULE OF
BUILDING DEPARTMENT FEES**

WHEREAS, the Town Supervisor, on consultation with the Building Department of the Town of Red Hook, has submitted a report to the Town Board regarding the costs and timeframes for approvals of applications before the Building Department, and has requested that the Town Board revise its schedule of Building Department Fees; and

WHEREAS, the Town Board has reviewed the information provided and has determined that the proposed revision will better reflect the reasonable and necessary costs of application review and the proposed revision is necessary for the Building Department to fulfill its duties;

NOW, THEREFORE, BE IT RESOLVED, by the Town Board of the Town of Red Hook, Dutchess County, New York, that the schedule of Building Department Fees, in substantially the form on file with the Clerk, is hereby approved, effective immediately.

**TOWN OF RED HOOK
ZONING AND BUILDING DEPARTMENT
7340 SOUTH BROADWAY
RED HOOK, NEW YORK 12571
Phone: (845) 758-4623 Fax: (845) 758-9018 Email: scole@redhook.org**

BUILDING PERMIT FEE SCHEDULE

MINIMUM BUILDING PERMIT FEE	\$100.00
RESIDENTIAL:	
NEW CONSTRUCTION or RENOVATION	\$40.00 per 100 sq. ft. plus
\$100.00 C/O	
NON-RESIDENTIAL BUILDINGS (ALL WORK)	
NEW CONSTRUCTION or RENOVATION.....	\$60.00 per 100 sq. ft. plus
\$100.00 C/O	
(INCLUDING BASEMENT OR CELLAR)	
BARN/POLE BARN/STORAGE SHED	\$10.00 per 100 sq. ft.
ALL AGRICULTURAL BUILDINGS (AG USE)	(CAP OF \$250.00)
ALL OTHER BARN/POLE BARN/SHED	\$35.00 per 100 sq. ft.
1 YEAR PERMIT RENEWAL	NO CHARGE
ADDITIONAL RENEWAL 50% OF ORIGINAL FEE NOT TO EXCEED \$150.00	
ELECTRICAL	\$100.00
BUILDING WITHOUT BUILDING PERMIT	DOUBLE THE CALCULATED
TYPE FEE	
CERTIFICATES OF OCCUPANCY SEARCH	
RESIDENTIAL	\$150.00
COMMERCIAL	\$200.00

DECKS AND PORCHES	\$35.00 per 100 sq. ft.
DEMOLITION	\$100.00
COMMERCIAL/INDUSTRIAL	\$500.00
DRIVEWAY PERMITS	\$200.00
PERFORMANCE BOND (REFUNDABLE)	\$2,500.00
FENCE	\$100.00
FIRE INSPECTIONS	
up to 1000 sq. ft.	\$200.00
more than 1000 sq. ft.	\$250.00
OIL TANK ABANDONMENT OR REPLACEMENT	\$175.00
POOLS	
INGROUND	\$350.00
ABOVE GROUND (FOR POOLS 24” AND DEEPER)	\$225.00
HOT TUBS AND SPAS	\$150.00
ROOF REPAIR OR REPLACE	\$150.00
SHORT TERM RENTAL	\$250.00 per 12 months
SIGN PERMIT	\$100.00
SOLAR	
UNIFIED SOLAR - LESS THAN 25 KW	\$150.00
MEDIUM SOLAR SYSTEM - LESS THAN 200 KW	\$2,000.00
LARGE COMMERCIAL SOLAR SYSTEM - GREATER THAN 200 KW	\$4,000.00
SOLID FUEL PERMIT:	
WOOD, COAL, PELLETT	\$200.00
STAND BY GENERATOR	\$150.00
WINDMILL	\$1,500.00
MICRO HYDRO	\$1,000.00
APPLICATION FOR ZONING AMENDMENT	\$1,000.00

EXTRACT OF MINUTES

A regular meeting of the Town Board of the Town of Red Hook, Dutchess County, New York was convened in public session on February 8, at 7:30 p.m., local time via videoconference and/or teleconference pursuant to NYS Laws Ch. 417 of 2021. A live transmission was available to the public as described in the notice of meeting attached hereto. The meeting was recorded and a full transcript is required to be prepared to the extent required by such law.

The meeting was called to order by Supervisor Robert McKeon, and, upon roll being called, the following members were: (Note: Where members are marked Present, specify whether In Person at the Town Hall, 7340 South Broadway, Red Hook, NY, via Videoconference, or via Teleconference.)

	Present	Absent
Supervisor Robert McKeon	Via Videoconference	
Councilmember William Hamel	Via Videoconference	
Councilmember Christine Kane		X
Councilmember Julia Solomon	Via Videoconference	
Councilmember Jacob Testa	Via Videoconference	

The following persons were ALSO PRESENT:

Christine M. Chale, Esq., Attorney for the Town, via Videoconference

The following resolution was offered by Supervisor McKeon, seconded by Councilmember Hamel, to wit;

TOWN OF RED HOOK
RESOLUTION NO. 6
DATED FEBRUARY 8, 2022

RESOLUTION APPROVING REVISED SCHEDULE OF
BUILDING DEPARTMENT FEES

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

Supervisor Robert McKeon	VOTING <u>Aye</u>
Councilmember William Hamel	VOTING <u>Aye</u>
Councilmember Christine Kane	VOTING <u>Absent</u>
Councilmember Julia Solomon	VOTING <u>Aye</u>
Councilmember Jacob Testa	VOTING <u>Aye</u>

The foregoing resolution was thereupon declared duly adopted.

SHORT TERM RENTAL APPLICATIONS
Supervisor McKeon talked about the new Short-Term Rental Permit Applications.



TOWN OF RED HOOK
7340 SOUTH BROADWAY ~ RED HOOK, NY 12571
BUILDING & ZONING DEPARTMENT
• Zoning Enforcement Officer
• Code Enforcement Officer
Office: 845.758.4623 or 845.758.4603 ~ Fax: 845.758.9018
Email: bfennell@redhook.org ~ scole@redhook.org ~ Web: www.redhook.org

ANNUAL STR PERMIT APPLICATION

An annual operating permit is required to operate any STR, whether Hosted, Un-hosted or Farm Stay. Please refer to Chapter 112 and Chapter 143 of the Town Code for applicable regulations. [Please see the Building Department for the registration form for the once per year exception for a REGISTERED STR.]

An STR shall only be used for overnight accommodations for transient residential occupancy. Activities other than residential occupancy (such as events, gatherings, luncheons, banquets, parties, weddings, meetings, or similar activities) are not permitted. No restaurant may be operated, and no meals may be prepared or served to guests other than to rental occupants of the STR. Meals served to permitted occupants of the STR as in a typical "bed and breakfast" are permitted.

It is unlawful for any person to operate an STR, including any hosted STR, un-hosted STR or farm stay STR, within the Town of Red Hook without having obtained the required annual operating permit and requisite planning and zoning approvals under Chapter 143, Zoning, if any. Violation of Chapter 112 of the Town of Red Hook Town Code or violation of any statement, application, permit, or registration approved under the provisions of Chapter 112 is considered an offense punishable by a fine and/or imprisonment as provided in Chapter 112.

For a New permit, fill in all blanks with signature by property owner. For a Renewal, you may attach a copy of the current permit, fill in changed information only, and sign the form. NOTE if a permit has expired, please complete a full permit application. Renewal applications may be submitted on or after October 1 of each year for the following calendar year.

PROPERTY Address: _____, Town of Red Hook

Tax Grid #: _ _ _ _ _ Zoning District: _____

Total Bedrooms in Dwelling: _____ Number of Bedrooms for STR use: _____
(A maximum of 2 guests are permitted per bedroom (children under 6 years of age shall not count towards this maximum).

ATTACH Floor Plan showing all bedrooms in the dwelling and identifying those to be used as an STR. Show Square Footage and Ceiling Height of bedrooms to be used for STR. Indicate 2 means of egress for STR bedrooms.

ATTACH Sketch Map showing location of available off-street parking on the lot.
A single-family dwelling requires two (2) off-street parking spaces; each rented room of an STR requires an additional space.

PROPERTY OWNER: _____

Mailing Address: _____

Telephone: _____ Email: _____

ATTACH: Current Deed or Property Tax Record evidencing ownership of Property.

I hereby certify that the Property is my primary residence. (Not applicable to Farm Stay permit)

ATTACH evidence of primary residence. (approved STAR exemption or combination of evidence satisfactory to assessor such as voter registration, driver's license, federal tax return)

For Non-Hosted or Farm Stay, provide the Owner's temporary address if staying at a location within 15 air miles of the Town of Red Hook OR provide an alternate local contact if the property owner is not staying within 15 air miles of the Town of Red Hook at the time the property is rented. *The local contact shall be a person 18 years of age or older and shall be able to respond to an emergency or complaint at the property in a timely manner, not to exceed one hour.*

Local Contact Name & Address: _____

Telephone: _____ Email: _____

PROPERTY USE:

Check One: HOSTED _____ UNHOSTED _____ FARM STAY _____

Identify any that are in use at the Property: Home Occupation Class 1 _____

Home Occupation Class 2 _____ Accessory Dwelling Units: _____

An STR shall not be permitted in addition to an accessory dwelling unit or Class 2 home occupation. Only one Class 1 home occupation is permitted on the same parcel as an STR.

I hereby certify that each bedroom to be used for STR rental contains a functioning smoke detector and two safe means of ingress/egress as well as a functioning CO detector and a functioning fire extinguisher on each floor.

ATTACH: Evidence of payment of Hotel Occupancy Tax required by Dutchess County for the prior fiscal year.

Date: _____

PROPERTY OWNER'S SIGNATURE

BUILDING DEPARTMENT USE ONLY BELOW THIS LINE

Annual Permit Fee Amount \$ _____ Received _____, 202__ BY _____

Building Inspector review of floor plan, sketch map, and number of bedrooms to be rented:
Approved By: _____ Denied/ Reason: _____

STR PERMIT IS NOT TRANSFERABLE.

STR Permit #:STR20__-____ (Year and Sequential Number) FOR the following Annual Period:

Starting Date: January 1, 20__ Ending Date: December 31, 20__
(Annual operating permits approved in 2022 shall expire December 31, 2023)

Permit Approved: _____
Date Signature of ZONING ENFORCEMENT OFFICER

-OR-

Permit Denied: _____
Date Signature of ZONING ENFORCEMENT OFFICER

Reason(s) for denial: _____

Copies of any approved Permit will be provided by the Town to the County of Dutchess Department of Taxation and Finance.

THE OWENER SHALL PROVIDE the permit or registration number of the STR, and the name and contact number of the property owner and (where required) the local contact (i) in any rental confirmation provided to a prospective occupant; (ii) in a written posting at the premises; (iii) in any advertising or listing, the permit or registration number only; and (iv) to any adjacent landowner upon request.

THE OWNER IS RESPONSIBLE FOR POSTING the following at all times during any period of STR use in an open and conspicuous place in the rental unit that shall be readily visible to all guests:

- 1) STR Permit Number;
- 2) A copy of Chapter 92 (Noise) of the Code.
- 3) A safety/egress plan shall be posted in a visible location inside the STR and on the back of each bedroom door offered for rent.
- 4) A property map (either a survey of the property or a tax map printed from Dutchess County Parcel Access) depicting property boundaries and notice to guests not to trespass on neighbors' property.
- 5) Information identifying location of easily accessible solid waste and recycling facilities, and pickup date(s).



TOWN OF RED HOOK
7340 SOUTH BROADWAY ~ RED HOOK, NY 12571
BUILDING & ZONING DEPARTMENT
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Email: bfennell@redhook.org ~ scole@redhook.org ~ Web: www.redhook.org

STR ONE TIME EXEMPTION REGISTRATION

In all zoning districts property owners who have registered with the Town of Red Hook are permitted to rent out their primary residence as a registered STR a maximum of one (1) time per calendar year (for a period of fewer than 30 days) without an annual operating permit. The registered STR must comply with all other provisions of this Chapter, including the use regulations listed at § 112-5 and the Zoning Law.

Annual registration with the building department is required to operate an STR under the once per year exception. Please refer to Chapter 112 and Chapter 143 of the Town Code for applicable regulations. [Please see the Building Department for the annual permit application form for the STR annual operating permit required to operate any STR other than under the once per year exception. An owner may not hold a one time exemption registration under Section 112-4 and an annual operating permit under Section 112-3 at the same time.]

An STR shall only be used for overnight accommodations for transient residential occupancy. Activities other than residential occupancy (such as events, gatherings, luncheons, banquets, parties, weddings, meetings, or similar activities) are not permitted. No restaurant may be operated, and no meals may be prepared or served to guests other than to rental occupants of the STR. Meals served to permitted occupants of the STR as in a typical "bed and breakfast" are permitted.

It is unlawful for any person to operate an STR, including any hosted STR, un-hosted STR or farm stay STR, within the Town of Red Hook without having obtained the required annual operating permit or applicable registration and requisite planning and zoning approvals under Chapter 143, Zoning, if any. Violation of Chapter 112 of the Town of Red Hook Town Code or violation of any statement, application, permit, or registration approved under the provisions of Chapter 112 is considered an offense punishable by a fine and/or imprisonment as provided in Chapter 112.

For a New registration, fill in all blanks with signature by property owner. For a Renewal, you may attach a copy of the current registration, fill in changed information only, and sign the form.

PROPERTY Address: _____, Town of Red Hook
Tax Grid #: _____ Zoning District: _____
Total Bedrooms in Dwelling: _____ Number of Bedrooms for STR use: _____
(A maximum of 2 guests are permitted per bedroom (children under 6 years of age shall not count towards this maximum).

Dates to be rented: _____ (a period of less than 30 continuous days in total).
Maximum number of guests in total in the STR: _____

ATTACH Floor Plan showing all bedrooms in the dwelling and identifying those to be used as an STR. Show Square Footage and Ceiling Height of bedrooms to be used for STR. Indicate 2 means of egress for STR bedrooms.

ATTACH Sketch Map showing location of available off-street parking on the lot.
A single-family dwelling requires two (2) off-street parking spaces; each rented room of an STR requires an additional space.

PROPERTY OWNER: _____
Mailing Address: _____
Telephone: _____ Email: _____

ATTACH: Current Deed or Property Tax Record evidencing ownership of Property.
I hereby certify that the Property is my primary residence.
ATTACH evidence of primary residence. (approved STAR exemption or combination of evidence satisfactory to assessor such as voter registration, driver's license, federal tax return)

For Non-Hosted or Farm Stay, provide the Owner's temporary address if staying at a location within 15 air miles of the Town of Red Hook OR provide an alternate local contact if the property owner is not staying within 15 air miles of the Town of Red Hook at the time the property is rented.
The local contact shall be a person 18 years of age or older and shall be able to respond to an emergency or complaint at the property in a timely manner, not to exceed one hour.

Local Contact Name & Address: _____
Telephone: _____ Email: _____

Identify any that are in use at the Property: Home Occupation Class 1 _____
Home Occupation Class 2 _____ Accessory Dwelling Units: _____
An STR shall not be permitted in addition to an accessory dwelling unit or Class 2 home occupation. Only one Class 1 home occupation is permitted on the same parcel as an STR.

I hereby certify that each bedroom to be used for STR rental contains a functioning smoke detector and two safe means of ingress/egress as well as a functioning CO detector and a functioning fire extinguisher on each floor.

PROPERTY OWNER'S SIGNATURE Date: _____

BUILDING DEPARTMENT USE ONLY BELOW THIS LINE

Registration Fee Amount \$ _____ Received _____, 202__ BY _____

Building Inspector review of floor plan, sketch map, and number of bedrooms to be rented:
Approved By: _____ Denied/ Reason: _____.

REGISTRATION PERMIT IS NOT TRANSFERABLE.
STR Registration #:STR20__R-____ (Year and Sequential Number) FOR the following Period
(less than 30 days):

Starting Date: _____, Ending Date: _____, 20__

Registration Approved: _____
Date Signature of ZONING ENFORCEMENT OFFICER

-OR-

Registration Denied: _____
Date Signature of ZONING ENFORCEMENT OFFICER

Reason(s) for denial: _____

THE OWNER SHALL PROVIDE the registration number of the STR, and the name and contact number of the property owner and (where required) the local contact (i) in any rental confirmation provided to a prospective occupant; (ii) in a written posting at the premises; (iii) in any advertising or listing, the permit or registration number only; and (iv) to any adjacent landowner upon request.

THE OWNER IS RESPONSIBLE FOR POSTING the following at all times during any period of STR use in an open and conspicuous place in the rental unit that shall be readily visible to all guests:

- 1) STR Registration Number;
- 2) A copy of Chapter 92 (Noise) of the Code.
- 3) A safety/egress plan shall be posted in a visible location inside the STR and on the back of each bedroom door offered for rent.
- 4) A property map (either a survey of the property or a tax map printed from Dutchess County Parcel Access) depicting property boundaries and notice to guests not to trespass on neighbors' property.
- 5) Information identifying location of easily accessible solid waste and recycling facilities, and pickup date(s).

EXCERPTS FROM CHAPTERS 112 AND 143 OF THE TOWN OF RED HOOK TOWN CODE:

§ 112-5. STR Operating Standards and Supplemental Regulations. The following regulations apply to all STRs including those requiring an annual operating permit under § 112-3 and those requiring registration for the once per year exception under § 112-4.

- A. Only the owner of the property containing a proposed STR may apply for and operate an STR.
- B. Except for farm stay STRs, a property owner may only operate an STR on the parcel where their primary residence is located and may only operate an STR on one parcel in the Town.
- C. Annual operating permits for an STR and registrations for a registered STR are specific to the designated owner and property and cannot be transferred to other owners or properties.
- D. Neither an annual operating permit nor a registration shall be issued to any owner or for any property with an outstanding notice of violation under the Town of Red Hook Code, nor to any owner or property with a permit or registration that was suspended or revoked and remains uncured, or that was suspended or revoked two or more times during the two-year period preceding the year applied for.
- E. If the structure to be used as the STR is the subject of a pending building permit or does not have a current certificate of occupancy, the building inspector may require an inspection for compliance with applicable requirements of the NYS Uniform Fire Prevention and Building Code.
- F. The parking spaces required by the Zoning Law must be available for use by the short-term rental tenants.
- G. All STRs shall comply with all applicable provisions of the Town Code.
- H. The owner of an STR shall provide the permit or registration number of the STR, and the name and contact number of the property owner and (where required) the local contact (i) in any rental confirmation provided to a prospective occupant; (ii) in a written posting at the premises; (iii) in any advertising or listing, the permit or registration number only; and (iv) to any adjacent landowner upon request.
- I. STR owners shall post a copy of the following in an open and conspicuous place in the rental unit that shall be readily visible to all guests:
 - 1) STR Permit or Registration Number;
 - 2) A copy of Chapter 92 (Noise) of the Code.
 - 3) A safety/egress plan shall be posted in a visible location inside the STR and on the back of each bedroom door offered for rent.
 - 4) A property map (either a survey of the property or a tax map printed from Dutchess County Parcel Access) depicting property boundaries and notice to guests not to trespass on neighbors' property.
 - 5) Information identifying location of easily accessible solid waste and recycling facilities, and pickup date(s).

- J. Facilities to handle solid waste, including recycling, shall be made available to STR guests and shall be easily accessible, secure and screened from adjacent properties. Failure to adequately provide for and dispose of refuse shall be a violation of this chapter.
- K. Except for farm stay STRs, Hosted STRs limited to one bedroom (which limit must be stated in the application and permit) may be rented not more than an aggregate of 210 days per year and all other STRs may be rented not more than an aggregate of 120 days per year. (This restriction is not applicable to registered STRs which are limited to a maximum of one (1) time per calendar year for a period of fewer than 30 days).
- L. Each STR owner shall be required to maintain a record of all STR rentals, which shall be available for inspection by the Zoning Enforcement Officer upon request. The record shall be a true and accurate record of the use of the STR and shall include the dates and total number of days rented, number of bedrooms rented, and number of guests. Each owner shall retain such records for at least three (3) years.
- M. Occupancy Taxes. The property owner shall be responsible for payment of the Hotel Occupancy Room Tax to Dutchess County either directly or through Airbnb or other platforms if applicable, and for collecting and remitting all applicable occupancy and sales taxes required by state law and/or County local law. Failure to pay all required taxes shall be a violation of this Chapter. The Town may transmit permit and registration information to Dutchess County for enforcement purposes.

Section 143-4B Definitions

PRIMARY RESIDENCE – Primary residence shall be the domicile of the owner applicant. The property must be owned by the natural person or persons who occupy the home as their primary residence except that (i) if legal title to the property is held by one or more trustees, the beneficial owner or owners are considered to own the property for purposes of this exemption, (ii) a farm dwelling that is held in the name of a business corporation, limited liability company, or a partnership is eligible, provided such dwelling serves as the primary residence of a shareholder or one of the partners, and (iii) a married couple may receive a permit or registration for no more than one residence unless they are legally separated. No other form of ownership shall be eligible for a permit or registration under this chapter.

SHORT-TERM RENTAL (STR) – The accessory use of a structure whereby overnight accommodation is provided for transient occupancy for compensation, whether monetary or otherwise, for fewer than 30 consecutive days/nights. This term does not include boardinghouses or rooming houses. The following are types of short-term rentals:

- (1) **FARM STAY STR** – An STR, whether hosted or un-hosted, on property in the AB District and which may include an adjacent RD3 or RD5 parcel operated as part of the same farm subject to the conditions set forth in this chapter.
- (2) **HOSTED STR** – An STR where the property owner is present on the premises overnight with their guest(s).
- (3) **REGISTERED STR** – An un-hosted STR within a detached single-family dwelling which is the primary residence of the owner thereof, when used only once per year and registered in accordance with Chapter 112 of the Code.
- (4) **UN-HOSTED STR** – An STR where the property owner is not present on the premises overnight with their guest(s). This term includes house swaps, home exchange, or similar temporary use of a home. Un-hosted STR does not include a farm stay STR otherwise permitted by this Chapter.

STR Regulations

§ 143-32.1. Short-Term Rentals

Hosted STR and un-hosted STR uses are subject to the following regulations in addition to all other requirements of the Code.

- A. An STR is allowed only as an accessory use to a single-family detached dwelling. The single-family dwelling must be the primary residence of the property owner.
- B. A maximum of 2 guests are permitted per bedroom (children under 6 years of age shall not count towards this maximum).
- C. An STR shall not be permitted in addition to an accessory dwelling unit or Class 2 home occupation. Only one Class 1 home occupation is permitted on the same parcel as an STR.
- D. An STR shall only be used for overnight accommodations for transient residential occupancy. Activities other than residential occupancy (such as events, gatherings, luncheons, banquets, parties, weddings, meetings, or similar activities) are not permitted. No restaurant may be operated, and no meals may be prepared or served to guests other than to rental occupants of the STR. Meals served to permitted occupants of the STR as in a typical “bed and breakfast” are permitted.
- E. No recreational vehicle, bus, camping or travel trailer, or temporary housing, including but not limited to a tent or treehouse, shall be used as an STR. Outdoor storage of recreational vehicles, buses or trailers, including those driven by guests, shall be consistent with all applicable provisions of the Zoning Law, including but not limited to § 143-42 thereof.
- F. The STR shall not exceed the number of bedrooms that are shown in the approved certificate of occupancy or for preexisting occupied structures, the property tax record, or shall otherwise demonstrate compliance with all applicable requirements of the Dutchess County Sanitary Code including issuance of and compliance with any required approval or permit of the Dutchess County Department of Behavioral and Community Health regarding on-site sanitary sewage or water supply facilities.
- G. Off-street parking shall be provided in accordance with § 143-26 of this chapter and shall be located on the parcel on which the STR is located.
- H. A short-term rental shall be incidental and secondary to the use of the dwelling unit for residential purposes. It shall be conducted in a manner which does not give the outward appearance of a business, does not infringe on the right of neighboring residents to enjoy the peaceful occupancy of their residential premises, and does not alter the residential character of the property or the neighborhood. No alteration to either the exterior or the interior of any principal dwelling shall be made that changes the residential character and appearance of the premises.
- I. All STRs require an Annual Operating Permit from the Zoning Enforcement Officer pursuant to Chapter 112 of the Town Code prior to the commencement of the accessory use, with the exception of the registered STR which shall require registration in accordance with Chapter 112D.

STR Regulations

- J. Other licensing requirements administered by the Dutchess County Department of Behavioral and Community Health applicable to bed-and-breakfast establishments as such term is used in the county code shall be satisfied.
- K. A hosted or un-hosted STR is permitted only for a maximum of four (4) bedrooms located within a detached single-family dwelling or an aggregate of not more than four (4) bedrooms a portion of which are located within a detached single-family dwelling and not more than two of which are located in an accessory dwelling unit located on the same parcel, subject to the requirements of § 143-32.1G, provided that R1.5, R1 and H Districts are limited to a maximum of one hosted bedroom as an STR. For a hosted STR, at least one bedroom shall be retained for the exclusive use of the property owner(s).

STR Regulations

On a motion by Supervisor McKeon seconded by Councilmember Testa to accept the Short-Term Rental Applications

Adopted	Ayes	4	McKeon, Hamel, Testa, Solomon
	Nay	0	

REORGANIZATION:

Agriculture and Open Space Advisory

11 Members 2-year appointment

Chair-Mary Ann Johnson 2022

Michael Robertson 2022

Mary Ann Johnson 2023

Richard Biezynski 2023

Vacant 2020

Ken Migliorelli 2023

Peter Hubbell 2022

Norman Greig 2023

John Hardeman 2023

Sam Rose 2023

Clerk/PT: Vacant

Liaison: Christine Kane

On a motion by Supervisor McKeon seconded by Councilmember Hamel to reappoint Michael Robertson and Pete Hubbell for terms ending in 2022, to reappoint Mary Ann Johnson, Richard Biezynski, Ken Migliorelli, Norman Greig, John Hardeman and Sam Rose for terms ending in 2023 and to reappoint Mary Ann Johnson as the Chair for a term ending in 2022.

Adopted	Ayes	4	McKeon, Hamel, Testa, Solomon
	Nay	0	

Assessment Review Board

5 Members

5-year appointment (terms begin Oct. 1-Sept. 30th)

Chair R. Pete Hubbell 2022

Jane Biezyński 2025

R. Pete Hubbell 2026

Steve Appenzeller 2024

Vacant 2022

Secretary PT: Vacant

Liaison: Robert McKeon

On a motion by Supervisor McKeon seconded by Councilmember Solomon to appoint Steve Appenzeller to a term ending in 2024, to reappoint Pete Hubbell for a term ending in 2026 and to appoint Pete Hubbell as the Chair for a term ending in 2022.

Adopted	Ayes	4	McKeon, Hamel, Testa, Solomon
	Nay	0	

CPF/ PDR Advisory Committee

7 members

3-year appointment

Chair- MaryAnn Johnson 2022

Richard Biezynski 2022 (farmer)

Brent Kovalchik 2022 (architect)

Vacant **2016 (economist)**

R. Pete Hubbell 2024 (land appraiser)

John Hardeman 2024 (farmer)

Ken Migliorelli 2022 (farmer)

Mary Ann Johnson 2022 (planner)

Liaison: Christine Kane

On a motion by Supervisor McKeon seconded by Councilmember Testa to reappoint Pete Hubbell and John Hardeman to terms ending in 2024 and to reappoint MaryAnn Johnson as the Chair

Adopted	Ayes	4	McKeon, Hamel, Testa, Solomon
	Nay	0	

Communications Committee

Councilmember Testa requested to reorganize this committee at the next meeting.

Disaster Preparedness Committee

Supervisor McKeon requested to reorganize this committee at the next meeting.

Economic Development Committee

9 Members

2-year appointment

Chair- Kristina Dousharm 2022

Amanda Bodian 2023

Kristina Dousharm 2023

Marty Reilingh 2022

Chris Klose 2023

Dan Budd 2022

Vanessa Shafer 2022

Emily Sachar 2022

Ken Migliorelli 2023 (Ag. & Open Space Representative)

Secretary PT – Chris Klose

Liaison: Jacob Testa

On a motion by Councilmember Testa seconded by Councilmember Solomon to reappoint Ken Migliorelli, Amanda Bodian and Chris Klose to terms ending in 2023

Adopted	Ayes	4	McKeon, Hamel, Testa, Solomon
	Nay	0	

On a motion by Councilmember Testa seconded by Councilmember Solomon to reappoint Kristina Dousharm as the Chair for a term ending in 2022

Adopted	Ayes	4	McKeon, Hamel, Testa, Solomon
	Nay	0	

Supervisor McKeon noted Kristian Dousharm was not appointed as a member.

On a motion by Councilmember Testa seconded by Supervisor McKeon to reappoint Kristina Dousharm for a term ending 2023 and to the Chair for a term ending in 2022

Adopted	Ayes	4	McKeon, Hamel, Testa, Solomon
	Nay	0	

Ethics Board

<i>5 Members</i>	<i>5-year appointment</i>
Chair- Brenda Elsey	2022
Amy Linker	2024
Brenda Elsey	2025
Gail Nussbaum	2022
Susan Simon	2023
Sal Guido	2026
Secretary PT –not necessary per chair	
Liaison: Jacob Testa	

On a motion by Councilmember Testa seconded by Robert McKeon to reappoint Brenda Elsey as the Chair for a term ending in 2022

Adopted	Ayes	4	McKeon, Hamel, Testa, Solomon
	Nay	0	

Recreation Commission

<i>7 Members</i>	<i>2-year Appointments</i>
Chair-Doug Strawinski	2022
Vacancy	2020
Doug Strawinski	2022
Shannon Miller	2022
Jim Mulvey	2023
Terry Lown	2023
Tom Gilbert	2023
Pat Bowman	2023
Advisor: Hollis Cochran	
Tivoli Liaison: Robin Bruno	
Student member (non-voting): vacant	
Student member (non-voting): vacant	
Secretary: Vacant	
Liaison: Robert McKeon, Christine Kane	

On a motion by Supervisor McKeon seconded by Councilmember Hamel to reappoint Jim Mulvey, Terry Lown, Tom Gilbert, and Pat Bowman to terms ending in 2023, to reappoint Shannon Miller to a term ending 2022, and to reappoint Doug Strawinski as the Chair

Adopted	Ayes	4	McKeon, Hamel, Testa, Solomon
	Nay	0	

6 members	2-year appointment
Chair- vacant	2021
Harry Colgan	2023
John Kuhn	2023
Deanna Cochran	2023
Jackie Szatko	2023
Emily Majer	2023
Liaison: Christine Kane	

Adopted	Ayes	4	McKeon, Hamel, Testa, Solomon
	Nay	0	

Adopted	Ayes	4	McKeon, Hamel, Testa, Solomon
	Nay	0	

10:52 pm On a motion by Councilmember Hamel seconded by Councilmember Testa to exit Attorney Client Session

On a motion by Supervisor McKeon seconded by Councilmember Solomon to reopen the meeting

Adopted	Ayes	4	McKeon, Hamel, Testa, Solomon
	Nay	0	

On a motion by Supervisor McKeon seconded by Councilmember Hamel to adjourn the meeting

Adopted	Ayes	4	McKeon, Hamel, Testa, Solomon
	Nay	0	

Respectfully Submitted

Deanna Cochran, Town Clerk