

Town of Red Hook Planning Board
Approved Minutes / Monday August 18, 2025

6:30 PM CALL TO ORDER / DETERMINATION OF QUORUM/ BUSINESS SESSION Chairperson Sam Phelan began the meeting at 6:30pm. The board members present at the Town Hall were Kristina Dousharm, Arthur Salman, Jay Quaintance and Karen Smythe. Planning Board Clerk Katie Khakhar was present in person. Planning Board consultants Ted Fink and Brandee Nelson were present via Zoom.

Sam Phelan confirmed the agenda as published.

Kristina Dousharm made a motion to approve the minutes of the Aug 4, 2025, Planning Board meeting. Jay Quaintance seconded the motion, and Sam Phelan, Kristina Dousharm, Arthur Salman and Jay Quaintance voted in favor. Karen Smythe abstained.

NEW BUSINESS

Burke Garage and Studio- Certificate of Appropriateness – Applicant Robert Burke

Presentation of an application for a Certificate of Appropriateness to construct a new garage with a studio above and modifications to the existing house on parcel 411917 located on 1078 River Road in the RD 5 and Historic Overlay Districts

Kristina Dousharm recused herself as this is a project with KDA. Robert Burke, present in person, gave an overview of the layout of his home and explained he was making updates and wanted a garage with a studio above. He reviewed the proposed design which matches the style of the existing home. He also reviewed the other changes to the side porch and mudroom entrance.

The board members discussed the windows, noting the window design would stay the same, and asked if there was a material list or lighting specifications. The board members requested the applicant submit a materials list that includes the siding and roof materials and will submit the application to the Design Review Committee once they receive that list.

Karen Smythe made a motion to set a public hearing for October 6, 2025. Arthur Salman seconded the motion, and all members voted in favor.

PUBLIC HEARINGS

Migliorelli Lot Line Adjustment- Applicant Ken Migliorelli

Public Hearing for a Lot Line Alteration Application to convey 0.75 acres from parcel 841107 to parcel 787007 located at 404 and 396 Lasher Road in the ABD, Water Conservation, and the RD3 Zoning Districts.

Jay Quaintance made a motion to open the Public Hearing. Arthur Salman seconded the motion, and all members voted in favor. Ken Migliorelli was present in person and gave a quick overview of the application to move a lot line that will transfer 0.873 acres from parcel 841107 to parcel 787007.

There were no public comments.

The board members confirmed that Ken Migliorelli received the area variance from the ZBA for the smaller lot and that ample space remained for parking on the lot with four apartments.

The board members reviewed the SEQR Resolution. Jay Quaintance made a motion to approve the SEQR Resolution. Arthur Salman seconded the motion, and all members voted in favor.

Arthur Salman made a motion to close the Public Hearing. Karen Smythe seconded the motion, and all members voted in favor.

The board members reviewed the Approval Resolution. Jay Quaintance made a motion to approve the Resolution. Arthur Salman seconded the motion, and all members voted in favor.

6:55 pm Karen Smythe left the meeting.

7:00 pm Kristina Dousharm rejoined the meeting.

Mills Subdivision- Minor Subdivision- Applicants: Thomas and Melissa Mills applicant representative Ryan Cornelison

Continued Public Hearing for an application to subdivide and create a new 1-acre parcel on the 3.02 acre parcel numbered 858614 located at 32 Hewlett Road and within the RD1 Zoning District.

Melissa Mills and applicant representative Ryan Cornelison were present in person. Ryan Cornelison gave a brief overview of the subdivision and identified the location of the hydrant and septic system and reviewed the size of each of the lots and the shape and location of the

driveway. The board members discussed the placement of the driveway and the location of the tree that would have needed to be removed if the driveway had been moved further south.

There were no public comments.

Kristina Dousharm made a motion to close the Public Hearing. Jay Quaintance seconded the motion and all members voted in favor.

The board members reviewed the Approval Resolution. Kristina Dousharm made a motion to approve the resolution. Jay Quaintance seconded the motion and all members voted in favor.

OLD BUSINESS-

NEW BUSINESS-

Malik Basement Apartment- Special Use Permit- Applicant Hassan Malik- Applicant Representative Stephen W Crews

Presentation of an application for the renovation of a finished basement to convert into an apartment on parcel 176735 located at 60 Angel's Crest Drive in the Water Conservation and Agricultural Business Districts.

Applicant representative Steve Crews was present in person and explained the project had begun with some renovations, but the kitchen and bedroom cannot be completed without the Special Use Permit. Steve Crews reviewed the drawings of the layout of the basement level and the submitted pictures that showed the location of the apartment entrance at the rear of the house and under the existing deck.

The board members discussed the septic system. Steve Cruz responded that the plan was to convert one of the upstairs bedrooms to an office. Because the number of bedrooms was going to remain at four for the entire house, which will include the apartment, Board of Health approval was not needed.

The board members discussed the enforcement of the number of bedrooms and approval of the septic system which falls outside of the purview of the Planning Board. They requested the applicant submit a formal site plan showing the driveway with designated parking and location of the lighting.

The board members discussed which parking areas were designated for each dwelling unit. Steve Crews responded that each unit would have one space in the garage and one outside the

garage. Town planner Ted Fink added this could be verified in a lease that can be submitted by the applicant. The board members clarified the size of the proposed parking is adequate but discussed zoning code 143-26 d1 and if the proposal meets the maneuverability requirement. Town engineer, Brandee Nelson reviewed zoning code 143-64 that stated the need for a minimum of two spaces per dwelling unit and be located to be convenient without encroaching on any required yard or setback area.

The board members discussed the entrance from the garage into the apartment. Steve Crews clarified that there is an entrance from the garage into the proposed kitchen.

The board members requested an updated site plan that clarifies the project details, shows the converted bedroom from the upper level, and has the calculations of the total square footage of the building and the apartment.

Arthur Salman made a motion to set the public hearing for September 15, 2025. Jay Quaintance seconded the motion and all members voted in favor.

7:25 pm Migliorelli Lot Line Adjustment- Applicant Ken Migliorelli

Katherine Gagin, neighbor to the parcels owned by Ken Migliorelli, came in person to add a public comment for the Public Hearing of the Lot Line Adjustment. She spoke in opposition to the project as she was concerned about a proposed road added to the parcels.

The board members explained that final action had been taken, and movement of the lot line was approved. They added there was no discussion of any proposed roadway or any alterations.

The Church of St. John the Evangelist Sign- Certificate of Appropriateness- Applicant Mary Grace Williams-

Presentation of an application for a Certificate of Appropriateness to replace a new sign for the church on parcel 414009 located at 1114 River Road in the Hamlet of Barrytown.

Mary Grace Williams was present in person and explained the church had some renovations done recently but the sign is still in need of replacement. The proposed sign is larger than the existing sign and the location will now be set 14 feet back from the road.

The board members reviewed the allowable size of eight square feet, requested the applicant submit plans that show the dimension of the actual sign and reviewed the proposed material of

the signed. Mary Grace Williams responded that it was not a wood frame but made of a material that is expected to last longer.

The board members discussed the proposed lighting. Mary Grace Williams explained there currently is a light that illuminates the sign from the ground up and had planned to move that light with the sign at the new location. The board members requested the applicant remove the non-compliant lighting and installed downward facing lighting built into the sign. The board discussed the required setback and Max height which was 15 feet from the property line and a Max height of 10 feet.

The board members requested the applicant submit updated specifications for the sign and a rendering of the proposed design.

Mendelsohn Kitchen Reno- Certificate of Appropriateness- Applicant Daniel Mendelsohn

Presentation of an application for a Certificate of Appropriateness to install an expansion for a renovation of a kitchen on parcel 991959 located at 130 Station Hill Road in the Hamlet of Barrytown.

Daniel Mendelsohn and his design consultant Jessika Farkas were present via zoom. Daniel Mendelsohn explained that the kitchen wing was added as an extension and there was significant beetle damage so he was ready to renovate and also enlarge the kitchen space. He proposed to lengthen the kitchen instead of widening it to maintain the proportions of the exterior of the house.

Jesika Farkas reviewed the proposed materials which included matching the existing house color, one shielded light fixture, casement pushouts, double hung windows, a new glass exterior door and a new front window that will match that proportion of the door.

The board members requested renderings of the proposed windows and referred the application to the Design Review Committee

Kristina Dousharm made a motion to set a public hearing for September 15, 2025. Arthur Salman seconded the motion and all members voted in favor.

OTHER BUSINESS -

ADJOURNMENT

There being no further business before the board, Kristina Dousharm made a motion to adjourn the meeting. Jay Quaintance seconded the motion and all members voted in favor.

The next regular meeting of the Town Planning Board will take place on Monday September 15, 2025. Only new applications received by noon September 5, 2025, and continuing submissions received by noon September 8, 2025, will be considered at the next meeting.

Respectfully submitted,
Katie Khakhar
Clerk for the Board