

**APPROVED**  
**Town of Red Hook Planning Board**  
**Meeting Minutes**  
**November 1, 2010**

**CALL TO ORDER/ DETERMINATION OF QUORUM**

The meeting was opened at 7:32 p.m., and a quorum was determined present for the conduct of business.

Members present — Chair Christine Kane, members Sam Phelan, Sam Harkins, Kris Munn and alternate Brian Walker. Planner Michele Greig was also present. Charlie Laing, Pat Kelly and Wil LaBossier were absent.

**BUSINESS SESSION**

Christine Kane confirmed the agenda as printed. She said that there was one announcement. The Dutchess County Planning Federation had scheduled a three-program training session for Thursday, November 4 at the Farm and Home Center in Millbrook. This conference would qualify for four hours of training credit.

The October 18, 2010 draft minutes had been circulated among the members and reviewed. Kris Munn made a motion to adopt those minutes. Sam Phelan seconded the motion, and all members present voted in favor.

**REGULAR SESSION – NEW BUSINESS**

**Gwendolyn Bellman & Thomas Hesse – 88 & 107 Station Hill Rd. – Certificate of Appropriateness**

Alan Baer, architect, and Gwendolyn Bellman were present with an application for Certificate of Appropriateness to modify and connect two existing principle buildings, on a ± 1.30-acre lot in the H (Hamlet) Zoning District and the National Historic Landmarks District.

Mr. Baer described the project saying that the applicants planned to demolish the existing kitchen on the house and replace it with a two story addition consisting of a kitchen on the first floor and a study on the second and to add a one story connection between the house and the church. He said that new porches and a terrace were proposed for the house and for the apartment attached to the house and that the resulting structure would have a new footprint.

Mr. Baer went on to discuss the connector, saying that he and the applicants believed that the best way to accentuate the historic buildings would be to build a structure made of steel and glass. He said that probably only the middle glass panes in the structure would open as windows.

Christine Kane asked whether the apartment would need a variance. Mr. Baer said that he had discussed this issue with the Zoning Enforcement Officer and that in Mr. Fennell's opinion, the plans for the apartment would not add to the existing non-

compliant side yard setback, which was less than 6 ft. He said that the roofline for the apartment would be slightly changed. Mrs. Bellman said that the structure on the lot to the east was a work/residence building.

Mr. Baer said that the applicants would match the existing materials wherever possible and that the colors would be in keeping with those currently used on the buildings, with white as the predominant color for the siding, two different greens for the trim and a reddish orange for the church door. The cupola and the cedar shakes on the foundation would be unpainted.

Kris Munn made a motion that the Board determine the project to be a Type 2 action under SEQR, requiring no further environmental review. Sam Harkins seconded the motion, and all members present voted in favor. The Board also referred the project to the Hamlet/Design Review Committee.

The applicants asked whether they could replace the roof before the Board voted on the Certificate. Christine Kane said that while work considered to be maintenance would be exempt from the review, work that resulted in significant changes from the original and that was begun before approvals were granted would be undertaken at the applicants' own risk.

Finally, the Board scheduled a public hearing for November 15, 2010 at 7:35 p.m., saying that the Hamlet Committee was allowed twenty-five (25) days for its review and that if it was unable to submit its comments by November 15, the public hearing could be continued.

### **New Beginnings Assembly of God – 8059 Albany Post Road – Lot Line Alteration and Site Plan Approval**

George Schmitt, P.E. and Phillip Behr, pastor, were present with an application for a Lot Line Alteration to convey 0.43 acres from an adjoining parcel, also owned by the applicant; and presentation of an application for Site Plan approval to remove three sheds, to construct an addition to an existing church and to add an open pavilion, on a ± 3.21-acre parcel in the B1 Zoning District.

Mr. Schmitt described the project saying that the applicants wished to construct an addition to the existing church primarily to house classrooms. He said there would not be an increased intensity of use. He said that the lot line adjustment would solve an existing setback violation and allow an adequate side yard setback for the proposed addition. Mr. Behr said there were two easements that provided access to residences in an adjoining parcel. He said that the pavilion would provide a sheltered area for outside activities. Mr. Behr went on to say that there would be lighting inside the pavilion.

The Board then reviewed a memo prepared by Michele Greig, who said that the project was an Unlisted Action under SEQR. She said that the EAF dated October 8, 2010, which combined the proposed Lot Line Alteration and the proposed Site Plan, should be used. She said that certain sections of the site plan review could be waived by the Board since they did not apply to this project. She said that more information was needed about the existing and proposed parking spaces, existing and proposed exterior lighting. She said that the Ag Data Statement should include both the proposed Lot Line Adjustment and Site Plan.

The Board and the applicants then discussed proposed landscaping. Christine Kane suggested that the applicant consider one or two street trees toward the front of the property, salt resistant plantings near the parking area if salt is used in the winter, and screening as a visual buffer for the nearby residences. Mr. Behr said that the property is mostly located on shale, which in the past has required the use of a jackhammer to install plantings. Christine Kane said that the applicants should do their best and should submit a letter explaining why some plantings would be nearly impossible.

Sam Phelan said that the site as it was looked stark and “industrial”, without landscaping or buffers to soften the appearance. He suggested that the pavilion be angled and moved so that it would not be visible from the road. Mr. Behr said that the original plan showed the pavilion in a different location and included a breezeway that connected the church with the pavilion. Christine Kane added that the applicants could use this opportunity to improve and soften the appearance of the entire site. Finally, she said that the Board would need to see elevations of all proposed structures.

The Board by consensus endorsed the general sketch plan for both the site plan and the lot line alteration. Kris Munn then made a motion to establish the Board as lead agency for the SEQR review. Sam Harkins seconded the motion, and all members present voted in favor.

The Board then tentatively scheduled the project for the November 15<sup>th</sup> meeting, contingent upon the applicants’ submission of the requested documents by the deadline on November 5<sup>th</sup>.

## **OTHER BUSINESS**

### **Training hours**

Christine Kane reminded the members that they must submit proof of four (4) training hours by December 31. She said that she, Pat Kelly and Brian Walker had completed their needed hours. She said that two training sessions were coming up in November and that there were online training sessions sponsored by Pace University.

## **ADJOURNMENT**

Since there was no further business to come before the Board, Sam Harkins made a motion to adjourn. Kris Munn seconded the motion, and all members present voted in favor.

Respectfully submitted,

Paula Schoonmaker