

**TOWN OF RED HOOK PLANNING BOARD
APPROVED MEETING MINUTES
October 5, 2015**

CALL TO ORDER / DETERMINATION OF QUORUM

Christine Kane called the meeting to order at 7:30 pm and confirmed the agenda as published. A quorum was determined present for the conduct of business. Members present: Chairperson Christine Kane, Kallie Robertson, Brian Kelly, Charlie Laing and Brian Walker. Sam Phelan and Sam Harkins were absent. Also present were Planning Consultant Michele Greig, Planning Board Attorney Joel Sachs and Engineering Consultant Amy Haight.

Brian Kelly made a motion to adopt the minutes of September 21. Brian Walker seconded and all members voted in favor.

OLD BUSINESS

Lawrence Suda – 102 Station Hill Road, Barrytown – Certificate of Appropriateness

Continued discussion of application to replace two retaining walls.

Since an owner's consent form had not yet been submitted, the matter was adjourned until October 19.

Hoffman Residential Development – 19, 25 and 45 Old Farm Rd. – Major Subdivision, Preliminary Plat and Site Plan

Continued discussion on Sketch Plat/Plan for preliminary subdivision plat and site plan approval to create 102 residential units on approximately 52 acres of land of which approximately 50 will be developed as a Traditional Residential Neighborhood in the TND (Traditional Neighborhood District - Residential) zoning district, and related zoning incentive plan.

Project Manager Richard Rang and Engineer Ron Morrison were present.

The Board considered the applicant's request to permit the garage on Lot 40 to be accessed directly from the street rather than from a rear lane. Discussion centered on safety concerns vs. convenience and building layout. At the conclusion of the discussion, Brian walker made a motion to deny the request. Brian Kelly seconded. Brian Walker, Brian Kelly, Christine Kane and Kallie Robertson voted to deny the request. Charlie Laing voted to allow it. The request was denied, because the majority of Board members agreed that it was a potential safety hazard due to its proximity to an intersection, and access using the rear lane does not pose a hardship for the applicant.

The Board and applicants reviewed a draft Resolution Granting Approval to the Preliminary Subdivision Plat for Hoffman Property Traditional Neighborhood Development Subdivision in detail. Ms. Kane noted that the applicants had extended the timeframe in which the Board must render a decision on the project's accompanying Site Plan application until December 7. Joel Sachs asked the applicants if they would be agreeable to extending the deadline until such time as the board was ready to consider final subdivision plat approval. Richard Rang said he would discuss it with the applicant's attorney, and added that it was the applicant's goal to submit for final approval by the December 7 meeting.

Upon completion of the review and revising the language of the draft document to the understanding and agreement of both parties, Charlie Laing made a motion to grant preliminary subdivision plat approval. Brian Walker and Kallie Robertson seconded. The roll call vote was: Christine Kane, aye; Sam Harkins absent; Brian Kelly aye; Charlie Laing aye; Sam Phelan absent; Kallie Robertson aye; Brian Walker aye. The resolution was adopted unanimously. The Board and Mr. Sachs thanked Michele Grieg for her diligence on behalf of the board for this particular project.

NEW BUSINESS

Rosenquist / Pfaff Lot Line Alteration

Presentation of application to convey approximately 0.32 acres of land from the Rosenquist parcel located on Freeborn Lane to the Pfaff parcel located on West Kerley Corners Road. Both parcels are located in the RD3 Zoning District.

Surveyor Marie Welch was present to represent the applicants. She explained the purpose of the action, which was for the Pfaff party to gain additional land in order to have adequate room to install a septic system.

The Board reviewed a memo from Michele Grieg and a draft resolution establishing Lead Agency for an Unlisted Action Undergoing Uncoordinated Review. Charlie Laing made a motion to adopt the resolution. Kallie Robertson seconded and all members voted in favor.

A public hearing will be set for October 19.

Christine Kane reminded Board members that four hours of training are required to be completed each year by each board member, and asked Planning staff to send an email to each member indicating how many hours they need to meet the requirement.

Regarding the Hoffman TND project, Ms. Kane said that there is still one issue – determining what housing types may be built on the four lots that front on Old Farm Road – that needs to be resolved by the Board and applicants. This particular consideration falls within the realm of Site Plan approval. She asked Board members to consider their position on this issue for the next meeting with the applicant. She read from the Nov. 19, 2012 meeting minutes in which John Clarke, senior planner with the Dutchess County Department of Planning and Development (DCDPD) stated that the corner lots would be critical to the appearance of the two entrances and that duplexes would have the two fronts necessary to present a good side from each angle. She also quoted the May 6, 2013 meeting minutes, which stated that “The Board and the applicants...discussed the corner lots and corner buildings. Mr. Rang said that the corner buildings were designed to actually front on both intersecting roads.”

Ms. Kane further noted that the Board needs to look carefully at the Ruge’s Automotive expansion project proposed for across Old Farm Road from the Hoffman project, to insure that the proposed landscape screening is adequate. Kallie Robertson asked for clarification regarding the Zoning Law which allows the Board to grant Ruge’s up to a 50% expansion. She asked if the board must grant the maximum expansion. Ms. Kane replied that the board is not required to grant a full 50% expansion for a non-conforming uses.

Michele Greig said there would have to be very good grounds for not granting the applicant the maximum of what the law allows. Examples would include if a maximum expansion intruded on a wetland, or created runoff that might affect environmental resources. Ms. Kane commented that good grounds for a denial or reduction in size allowed could also be if the board felt the maximum expansion could not be properly mitigated.

Charlie Laing commented that transitioning existing businesses in the district that has been re-zoned to Traditional Neighborhood Development Commercial Center (TND-CC) is difficult. Ms. Grieg added that the board cannot require an applicant to build a new building along the road, as the TND-CC Zoning requires; that the Board cannot prevent the applicant from using the existing building if the use is allowed. She cited as an example Plimpton and Hills, a newly established business that moved into an existing building in the TND-CC. Through the Site Plan process for that project, the Board encouraged the applicant to bring the site closer to conformance with the new zoning by moving the parking to the side and rear of the building and designating space for a future new building along the road.

Ms. Greig reminded the Board that the DC Department of Planning and Development has a developed a plan for the area behind Ruge's that proposes a new road that would connect the properties adjoining Ruge's in the rear and create double frontage in the Commercial Center. The site now includes somewhat of an existing road and the board should determine if that plan would still be viable if the Ruge addition is approved. Charlie Laing said the expansion would not preclude that plan.

Ms. Robertson questioned whether there is indeed enough room for a 50% expansion, truck maneuvering room and adequate landscaping to mitigate. The Board generally agreed that the applicant will have to address these issues on their plans.

There being no further business to come before the Board, Ms. Robertson made a motion to adjourn. Brian Walker seconded and all members voted in favor.

Respectfully Submitted,



Kathleen Flood
Secretary

**Resolution Granting Approval to the Preliminary Subdivision Plat for
Hoffman Property Traditional Neighborhood Development Subdivision**

Name of Project: Hoffman Property Traditional Neighborhood Development Subdivision

Name of Applicant: Kirchhoff Properties LLC

Whereas, the applicant, Kirchhoff Properties LLC, has submitted an application for Preliminary Subdivision Plat approval dated January 16, 2013 to the Town of Red Hook Planning Board for one hundred and two (102) residential lots, four open space parcels (which will include a Community Center and Mail Kiosk), and one lot to be retained by Roger Hoffman on ± 52.05 acres of land located at 19, 25 and 45 Old Farm Road (Tax Parcel Nos. 6272-00-204261, 6272-00-191306, and 6272-00-103351), partially within the TND Residential Subdistrict and partially within the TND Commercial Center Subdistrict in the Town of Red Hook, Dutchess County, New York (the “project” or “the Hoffman Property Traditional Neighborhood Development”); and

Whereas, the applicant submitted a plan set dated June 5, 2015, which included a Preliminary Subdivision Plat, prepared by LRC Group entitled “Hoffman Property,” consisting of Sheets CV-1, EX-1, SB-1 to SB-3, SG-1, SD-1, UT-1, SDS-1, OP-1 to OP-3, PP-1, PP-2, LL-1, LP-1, TT-1, TT-2, AM-1, and DN-1 to DN-5 dated January 16, 2013 and last revised June 5, 2015, and Sheets EX-1 and EX-2 dated September 11, 2015 and last revised September 23, 2014; a Property Survey of Parcel 1, Parcel 2, and Remaining Lands for Red Hook Acres, LLC prepared by Welch Surveying dated October 6, 2014; and a Wetlands Delineation Map prepared by Welch Surveying dated January 28, 2008 and revised October 24, 2011 (together the “Preliminary Plat”); and a Site and Architectural Package prepared by Union Studio dated June 4, 2015; and

Whereas, on February 4, 2013, the Planning Board circulated the project application and Full Environmental Assessment Form (EAF) to all Involved and Interested Agencies; and

Whereas, on October 27, 2014, due to changes in the project design, the Planning Board re-circulated the project application and the new Full Environmental Assessment Form to all Involved and Interested Agencies; and

Whereas, and on December 1, 2014, due to changes in the project design, the Planning Board re-circulated again to the Red Hook Town Board, and on December 15, 2014 the Planning Board was designated the lead agency for the purpose of conducting a coordinated review of a Type I action pursuant to SEQR and Chapter 68 of the Town Code; and

Whereas, on March 16, 2015, after reviewing the Full EAF and the ‘criteria for determining significance’ set forth in 6 NYCRR Part 617.7(c), and further because a Generic Environmental Impact Statement had been adopted by the Red Hook Town Board in 2011 for the zoning amendments that created the Traditional Neighborhood Development District, the Planning Board determined that the proposed action will not cause any significant adverse

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impact on the environment, and thus issued a Negative Declaration deeming an environmental impact statement need not be prepared; and

Whereas, on April 14, 2015 the Town Board amended §143-49.1 of the Town's Zoning Law to increase the maximum size of a TND Cottage from 1,200 square feet to 1,500 square feet; and

Whereas, the applicant submitted correspondence from the Dutchess County Water and Wastewater Authority (DCWWA) dated September 29, 2014 specifying that the DCWWA intends to assume ownership and management responsibility for the proposed water and wastewater systems; and

Whereas, the applicant submitted correspondence from the Mayor of the Village of Red Hook dated February 27, 2015 indicating the Village of Red Hook intends to supply water to the proposed project and stating that the Village's water system has adequate capacity to serve the project; and

Whereas, the Planning Board consulted with the Town Highway Superintendent regarding sight distance, the Town Tree Committee regarding proposed street trees, the Town Trail Committee and Recreation Committee regarding proposed recreational amenities, the Town Design Review Committee regarding proposed architecture, and the Town Conservation Advisory Committee regarding environmental aspects of the proposed project; and

Whereas, on April 6, 2015, the Planning Board, pursuant to § 143-49.1K(5), resolved that the frontage of the by-right lots could be reduced from the required minimum 95' since incentive units are proposed as part of the TND and the narrower lot width for by-right lots results in a design that better conforms with the purpose of the TND District to provide compact, walkable neighborhoods; and

Whereas, pursuant to § 120-20C(1) of the Code of the Town of Red Hook, before the Planning Board can approve a subdivision plat containing residential units, such subdivision plat shall also show, when required by such board, a park or parks suitably located for recreational purposes; and

Whereas, the parcels are located within 500 feet of a certified agricultural district (Agricultural District 20) and the applicant submitted an Agricultural Data Statement, dated January 1, 2013, which the Planning Board duly forwarded to all owners of farm operations within 500' of the subject parcels; and

Whereas, the Planning Board considered the Agricultural Data Statement in its review of the application; and

Whereas, the Planning Board notified the Clerk of the Village of Red Hook of the public hearing pursuant to General Municipal Law § 239-nn; and

Whereas, on July 6, 2015, the Planning Board opened a duly noticed public hearing on the Preliminary Plat and Incentive Zoning, which Public Hearing was continued on July 20, 2015, at which time all interested persons were given the opportunity to speak; and

Whereas, the Planning Board closed the Public Hearing on July 20, 2015 and accepted written comments on the application until July 31, 2015; and

Whereas, on June 4, 2015, the applicant submitted a request for a number of waivers from the design requirements of the TND Zoning District; and

Whereas, on September 21, 2015, the Planning Board granted the applicant's request to waive the requirement that the garage on TND House G, as identified on the Site and Architectural Package prepared by Union Studio and dated June 04, 2015, be set back a minimum of 20' from the front building façade and permitted the garage on TND House G to be set back a minimum of 12' from the front façade as long as no more than three (3) lots of the total 102 lots were developed with TND House G; and

Whereas, on September 21, 2015, the Planning Board granted the applicant's request to waive the required 9:12 roof pitch for various projections and dormers that the Planning Board determined fall under the shed roof classification, and for instances of roof pitch of 8:12 for TND Cottage E, and TND House B, D, and G, and for instances of roof pitch of 7:12 for TND House B Garage, as well as Garage Options 1 and 3 and for instances of roof pitch of 4:12 for TND House C Master Bedroom; and

Whereas, on September 21, 2015, the Planning Board denied the applicant's request to waive the requirement that sidewalks be provided on the north and south sides of Open Space Parcel D; and

Whereas, on October 5, 2015, the Planning Board denied the applicant's request to permit the garage on Lot 40 to be accessed directly from a street rather than from a rear lane; and

Whereas, the applicant agreed to extend the time frame for the Planning Board to make a decision on the preliminary plat subsequent to the close of the Public Hearing to October 5, 2015; and

Whereas, the Planning Board has reviewed and deliberated on the application and all the matters before it.

NOW THEREFORE BE IT RESOLVED, that the Planning Board has considered the provisions for reservation of parklands under Town Law 277 and under the Town Code and finds that the action will create a need for recreational land and facilities due to the generation of approximately 315 to 363 new residents of the Town including 75 to 105 new school age children (based on multipliers provided by Rutgers University, Center for Urban Policy Research "Residential Demographic Multipliers," June 2006). When considering the cumulative demands of all recently approved and pending subdivision applications on Town recreational facilities, there may be a need to expand such facilities in the near future as a result of this and other

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subdivisions. Based on the present and anticipated future need for park and recreational opportunities in the Town, and the recreation demands that will arise from the future population of this project, parklands shall be reserved as a condition of approval of this subdivision. The Planning Board has considered the suitability of the subject lands for parkland, and has determined that portions of the subject lands would be suitable to meet the recreational requirements of the people who will be living on the site, as shown on Sheet EX-2. The size and type of the proposed recreation facilities are roughly proportional to the recreation demands that will arise from the project. Therefore, a proper case exists for dedicating portions of the subject lands for parkland and recreation, pursuant to New York State Town Law § 277 and the Town Code. The applicant has agreed to and shall delineate on the Final Subdivision Plat the area that the Planning Board has determined should be dedicated for parkland as more particularly shown on Sheet EX-2, and shall prepare a public access easement in such form and content as the Town Attorney may require with respect to proposed parkland that will be open to the public, and agrees to construct the recreational amenities shown on said Sheet EX-2 (in accordance with the phasing schedule to be approved as part of Final Subdivision Approval), which shall be maintained throughout the duration of the residential uses by the Homeowners Association.

BE IT FURTHER RESOLVED, that the Planning Board has reviewed the application for incentive zoning and determined that the proposed project is not likely to have a significant adverse impact on the environment; that the proposed project, including the incentive, can be adequately supported by the public facilities available or provided as a result of the project, including but not limited to sewer, water, transportation, waste disposal and fire protection; that the community benefit provided by the applicant is commensurate with the incentive granted by the Planning Board; that the project is in harmony with the stated objectives of § 143-49.2 of the Town Code and will promote the purposes therein; and that the project is sufficiently advantageous to render it appropriate to grant the incentive of adjustments in permissible building potential and area requirements of Chapter 143 of the Town Code in exchange for the community benefit of cash paid to the Town of Red Hook's dedicated open space reserve fund for utilization by the Town exclusively for the permanent protection of open space in the AB District pursuant to § 143-49.2E(1)(c) of the Town Code.

BE IT FURTHER RESOLVED, that the Planning Board hereby grants approval to the Preliminary Plat for the Hoffman Property Traditional Neighborhood Development in accordance with the plans and specifications heretofore submitted, subject to the approval of the plat in final form in accordance with Town Law §§ 276 and 277 and the provisions of the Town Code, and subject to the following conditions and modifications:

- I. Conditions to be met prior to Final Plat Approval, and shown on the proposed Final Plat:
 - A. Revise the plat to satisfactorily address all comments set forth in the attached October 5, 2015 review memorandum from GREENPLAN.
 - B. Revise the plat to satisfactorily address all comments set forth in the attached September 17, 2015 memorandum from Crawford & Associates Engineering, PC.

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- C. Revise all plat sheets to be consistent with the lot line revisions shown on Sheet EX- 2 that were made to increase the size of Open Space Parcel C.
- D. Revise the plat to include sidewalks on the north and south side of Open Space Parcel D.
- E. Submission of a Stormwater Pollution Prevention Plan (SWPPP) acceptable to the Town Engineer and Town Attorney. The SWPPP shall clearly identify which entity (HOA or Town of Red Hook) is proposed to be responsible for which stormwater management features and indicate the timeframe for construction or phase for each feature.
- F. Submit details of the proposed Old Farm Road storm drain realignment and mitigating design features to infiltrate runoff so as to reduce existing discharge runoff to the downstream system.
- G. Submit a description of all easements, including stormwater easements, 20' rear lane easements, easements under the road and rear lane for sanitary sewer, water and utilities, public access easement for recreational amenities open to the public, snow storage easements, and the easement for SDS area. For each easement, include a legal description of the easement area and identify the grantor and grantee, and the phasing for executing and recording the easement.
- H. Add the agricultural notice from § 72.2B of the Town Code to the plat.
- I. Revise the plat to depict the proposed evergreen plantings that will augment the existing vegetative buffer to the rear of the four lots that face Cambridge Drive and adjoin the applicant's parcel (64, 68, and 72 Cambridge Drive, and 65 Old Farm Road), to the satisfaction of the Planning Board, and add a note stating that the plantings will be planted during the first phase of site development.
- J. Revise titles of Sheets so they are consistent with the Subdivision Plat SB-2 Notes on Sheet SB-2.
- K. Include detail of a sign conforming to highway standards and designed to the satisfaction of the Highway Superintendent to be placed at the three site entrances from Old Farm Road stating that on-street parking is only permitted in parking spaces that are delineated on the road.
- L. Amend the plat to indicate where the above-reference signs will be located.
- M. Submit information about proposed street lighting in accordance with the requirements specified in the memorandum by Crawford & Associates dated September 17, 2015 to the satisfaction of the Town Engineer.
- N. Submit a petition for formation of a lighting district to the Town Board for street lights proposed to be located in the highway right-of-way.

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- O. Submission of engineered plans for the sidewalk extension on Old Farm Road within the existing ROW to Route 9 to the satisfaction of the Town Engineer, including an explanation of when the sidewalk will be constructed if the project is to be phased. The plan shall include an ADA compliant sidewalk and tree lawn that is consistent with the TND standards and Town's highway standards.
 - P. Amendment of the Insert View For Sidewalk Extension to Route 9 on Sheet SP-1 to include the above-referenced engineered plans and to delete the note and replace it with the following note: Future 5' wide ADA compliant sidewalk extension to Route 9 to be designed and constructed by the applicant.
 - Q. Payment of all required fees and escrow associated with this application.
- II. General conditions that may be carried over to Final Plat approval. The Planning Board reserves the right to add additional conditions to the Final Plat approval:
- A. Approval of the Site Plan by the Town of Red Hook Planning Board.
 - B. Submission of detailed project phasing plan including all infrastructure to be constructed in each phase, sedimentation and erosion control for each phase, the recreational facilities that will be constructed to meet the recreational needs of residents in each phase, identification of construction traffic routes for each phase, and an explanation of who will own and maintain facilities proposed to be dedicated to the Town until the Town accepts such dedication.
 - C. Submission of a fully executed copy of the General Release of all property interests in the subject parcels of this application claimed by Alexander Bulay.
 - D. Approval from the Dutchess County Department of Health for methods of water supply and wastewater disposal.
 - E. Submission of draft Memorandum of Understanding with the Dutchess County Water and Wastewater Authority (DCWWA) for the ownership and operation of the water supply and wastewater facilities, including the posting of all bonds and security required by the DCWWA.
 - F. Prior to the issuance of a building permit and before any land disturbance, the applicant shall obtain coverage from the New York State Department of Environmental Conservation (NYSDEC) SPDES General Permit for Stormwater Discharges from Construction Activity (GP-0-15-002) and a SPDES Permit for wastewater discharge (SPDES P/C/I) from the community septic system shall be obtained.
 - G. Submission of a Homeowners Association (HOA) agreement, including covenants and bylaws of the Homeowners Association, in final form acceptable to the Town Planning Board Attorney. Amongst other provisions, the HOA agreement shall:

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- (a) Prohibit individual property owners from unlawfully disturbing the NYSDEC wetland, the plantings in the bioswales, and the 100 foot adjacent area. The HOA shall be responsible for maintaining the plantings in the bioswales throughout the duration of the residential use. Regular mowing in the 100 foot adjacent area shall be limited to the designated and approved trails and picnic areas. Any other mowing in the adjacent area shall be limited to periodic maintenance mowing, not to exceed three (3) times per year, for the purpose of preventing invasive and/or woody growth.
 - (b) Include the agricultural notice from § 72.2B of the Town Code.
 - (c) Include language addressing the use of pesticides and other harmful chemicals to the satisfaction of the Planning Board.
 - (d) Identify the HOA as the ultimate owner of Open Space Parcels A, B, C, and D.
 - (e) Identify the HOA as the holder of the 20' lot access easements that encompass the private rear lanes.
 - (f) State that the HOA is responsible for the long-term maintenance of the private rear lanes, maintenance and operation of the on-site stormwater management facilities, and maintenance of the recreational amenities throughout the duration of the residential uses in the subdivision.
 - (g) Include the long-term operation and maintenance policy for the on-site stormwater management facilities that the SWPPP has identified the HOA is responsible for.
 - (h) Prohibit homeowners from obstructing the private rear lanes and, to the extent there is such an obstruction, grant the HOA or any individual homeowner the right to remove such obstruction.
 - (i) State that the individual homeowners in the subdivision shall be required to pay fees for the operation and maintenance of the community SDS.
- H. Submit the information sheet including key points from the HOA that will be distributed to every homeowner.
 - I. Proof of formation of the Homeowners Association by filing of the requisite documents with the Office of the Attorney General.
 - J. Prior to the start of construction, receipt of road opening permit from the Town Highway Department for the curb cuts on Old Farm Road.

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- K. Approval of street names for the proposed public roads from the Town Board and Dutchess County 911.
- L. Prior to issuance of the road opening permit on Old Farm Road, the applicant shall trim the lower branches of the deciduous trees and the two conifer trees as outlined in the Crawford & Associates memorandum dated September 17, 2015 to the satisfaction of the Town Engineer and the Town Highway Superintendent to improve sight distance along Old Farm Road.
- M. ~~Revise the Final Plat to include a note that Open Space Parcels B, C, and D must be permanently reserved for recreational use, and the recreational amenities shown on these parcels and on Open Space Parcel A are to be permanently maintained by the Homeowners Association throughout the duration of the residential uses.~~
- N. Submission of the Common Use and Maintenance Agreement for the shared rear lanes in a final form acceptable to the Town Attorney.
- O. Submission of written assurance from each public utility company, pursuant to § 120-18 of the Town Code, that such company will make the necessary service installations within a time period and according to specifications satisfactory to the Planning Board, which shall include the underground installation of all on-site and, to the extent practicable, off-site extensions.
- P. Revision of the Plat to indicate that the applicant shall be responsible for constructing all road and drainage improvements as shown on the plans.
- Q. Submission of easement(s) acceptable to the Town Attorney.
- R. The applicant shall post an inspection escrow with the Town in the amount to be determined by the Town Engineer for engineering inspections of all improvements in accordance with § 120-14 of the Town Code.
- S. The applicant shall establish and place with the Town a performance guarantee or other agreement(s) containing such terms and conditions that are satisfactory to the Town Attorney and Town Engineer for the purpose of guaranteeing or securing performance by the applicant with regards to the construction of the required improvements in accordance with § 120-14(A) of the Code of the Town of Red Hook for a minimum period of one (1) year, renewable in one (1) year increments but not to exceed three (3) years. The amount of the guarantees shall be determined by the Town Engineer. Such performance guarantees may be filed based on approved sections of the plat as provided in Town Law 277 (9) consistent with a TND phasing plan approved by the Planning Board.
- T. Approval by the Town Attorney of the form of all documents required for the dedication of all public improvements, including an irrevocable offer of cession,

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hold harmless and security, to the Town of the proposed Town roads, sidewalks and tree lawns, and each of the related drainage easements.

- U. Submission of detailed plans for the proposed recreational amenities, including but not limited to phasing, location, design, height, materials, and color of all fences, design of the multipurpose field (which must meet recreational standards), surfacing and maintenance of walking trail, playground equipment, fire pit and picnic area equipment, signage indicating which facilities are open to the general public.
- V. Identify area of proposed trail easement extending from the public right-of-way through the applicant's unencumbered open space parcel to permit a future connection to a Hucklebush Rail Trail.
- W. Submit details of proposed historic information post commemorating the Hucklebush Rail history, including proposed design and language.
- X. Identification of the grantee of the proposed public recreation easement and trail easement.
- Y. Pursuant to § 72-2C of the Town Code, prior to the initial sale, purchase or exchange of any real property within the subdivision, the applicant shall deliver to the prospective grantee a typewritten document containing the agricultural notice set forth in § 72-2B of the Town Code. Further, the applicant shall incorporate the agricultural notice of the Town Code in any deeds wherein title to any property is to be initially conveyed to a grantee.
- Z. The applicant shall pay the incentive zoning fee estimated to be a total of \$660,000 for 33 incentive dwelling units before the Chair signs the plat, or alternatively record a declaration and pay the incentive zoning fees as the project is developed to the extent permitted in the Zoning Law as may be amended.
- AA. The applicant shall verify that the corners of the tract and individual lots and all proposed street intersections and points along the proposed streets have been marked by monuments or steel rods, of a type approved by the Town Engineer as required by § 120-29B(2)(b) and (f) of the Town Code.
- BB. Payment to the Town of Red Hook of any outstanding fees due and owing for the review of this application.
- CC. Payment of any and all outstanding escrow balances for consultant review.
- DD. The proposed Final Plat and an application for Final Approval must be filed with the Clerk of the Planning Board within 180 days of the date of the adoption of this resolution, unless such time is extended by mutual consent of the applicant and the Planning Board.

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On a motion by Charlie Laing, seconded by Kallie Robertson, and vote of

Roll Call Vote:

Chairwoman Christine Kane	Aye
Deputy Chairman Charlie Laing	Aye
Member Brian Kelly	Aye
Member Sam Harkins	Absent
Member Sam Phelan	Absent
Member Kallie Robertson	Aye
Member Brian Walker	Aye

Resolution declared: Adopted.

Resolution Certified, Filed with the Town Clerk and Mailed to the Applicant

Kathleen Flood
 Kathleen Flood, Clerk to the Board

10-6-15
 Date



Crawford & Associates Engineering, PC

Engineering Consultants, Planners, Geologists & Surveyors

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ASSOCIATES

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Daniel J. Russell, LS

PRINCIPAL

David J. Crawford, PE (NY, MA, VT)

Via email: CKane2010@gmail.com

September 17, 2015

Town of Red Hook Planning Board
ATTN: Christine Kane, Chairwoman
7340 South Broadway
Red Hook, NY 12571

**RE: Hoffman Traditional Neighborhood Development
C&A# 3880.07**

Chairwoman Kane and Planning Board Members:

This office is in receipt of the September 11, 2015 submission package from LRC group. This submission included a response to our August 17th letter and a response to Greenplan's letter, also dated August 17th. Revised plans were not submitted. We offer the following comments:

Site distance

The submitted material supports the trimming of the deciduous tree's lower branches. We recommend the trimming be conducted on all deciduous trees and the 2 conifer trees closest to the deciduous trees. All trees should be trimmed to 8 feet above the existing road grade; based on the upper height of a driver's eye; from chapter 3 of "A Policy on Geometric Design of Highways and Streets". This may result in only trimming up another 1 to 2 feet. We have discussed this recommendation with the Highway Superintendent and she concurs.

Proposed roadways

In discussion with the Highway Superintendent, the Applicant should be advised the proposed roads within the Hoffman development project limits will not be recommend for acceptance by the Town if the road is subject to construction traffic serving future Hoffman phases. Road construction will need to be completed prior to consideration for acceptance. No dead end roads will be accepted. Bonds of a sufficient amount shall be posted for unfinished roadways within the project limits, to allow construction completion in the event the Hoffman project is not fully constructed.

Lighting

We recommend the proposed lighting fixtures be in accordance with the Illuminating Engineering Society's "Joint IDA-IES Model Lighting Ordinance", dated June 15, 2011. Per the aforementioned ordinance, Section V. Residential Lighting, the Hoffman Development falls within the LZ-1 lighting zone. As such, the proposed fixtures should have a B2 U1 G1 (or less) rating per tables C-1 through C-3. It is noted the proposed lighting is to be 4000° Kelvin. According to the materials supplied by the applicant, this is likened to moonlight or a clear metal halide. The fixture previously specified on the plan set, (submitted June 5th, 2015) is to be fully shielded. This conforms with §143-27.01 of the Town's Code. However, once the fixture position is modified, this office will review for conformance with the Codes.

Adjacent properties

Once the stormwater adjustments are made to remediate the Heupler's drainage concerns, we will need to review for conformance with all applicable codes.

Additional comments may be expected as items are submitted in the future. If you have any questions regarding the information above please feel free to contact me at (518) 828-2700 ext.1114.

Sincerely,
Crawford & Associates Engineering, P.C.



Amy L. Haight
Senior Engineer

cc: Kathleen Flood, Planning Board Secretary
Michele Robinson Greig, PhD, AICP
Brandee Nelson, P.E.
Joel Sachs, Esq
Jennifer Gray, Esq.
Rod Morrison, LRC
File #3880.07

GREENPLAN

MEMORANDUM

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To: Christine Kane, Chairwoman
Town of Red Hook Planning Board

From: Michèle Robinson Greig, PhD, AICP

Date: 10/5/2015

Subject: Hoffman Property Traditional Neighborhood Development

The following revisions shall be made to the proposed Final Plat:

A. Sheet 1: Cover Sheet:

1. Verify with the Red Hook Planning Office that this is the Signature Block used by the Planning Board
2. Add an Owner's Consent signature block
3. Add a signature block for the Dutchess County Board of Health
4. Add 19 and 25 Old Farm Road to the street address

B. Sheet SB-2 (Subdivision Plat):

1. If the Planning Board does not approve the access to Lot #40, replace the existing TND Code Note 1 with the following: "All lots located on a rear lane shall derive their access to off-street parking and garages from the rear lane."
2. If the Planning Board does approves the access to Lot #40, replace the existing TND Code Note 1 with the following: "With the exception of Lot 40, all lots located on a rear lane shall derive their access to off-street parking and garages from the rear lane. Lot 40, however, may derive its access to off-street parking and garage from the secondary frontage street as long as the front facade of the garage is setback a minimum of 11' from the property boundary on the secondary frontage."
3. TND Code Note 2: Replace "front loaded lots" with "street loaded lots."
4. Subdivision Plat SB-2 Notes: Delete the phrase "without approval from the Planning Board" in Note 6, and move this note so it is a footnote to Parcel A, Parcel B, Parcel C and Parcel D in the "Proposed Lot Information" Table.
5. Relabel "Proposed Lot Information" Table as "Lot Information"

6. Delete "Open Space Area Summary" Table.

C. Sheet SB-3:

1. Revise Sheet SB-3 to include the public access easement area for recreational amenities open to the public.
2. Revise Sheet SB-3 to identify to which entity each of the easements will be offered.
3. Revise the "Ownership and Responsibilities" Table to:
 - (a) State that the streets, street trees, conveyance system, and street snow removal are "proposed to be owned" by the Town of Red Hook and are "proposed to be maintained" by the Town of Red Hook. Add a note that until such time as the Town accepts such dedications, these features shall be owned and maintained by the Homeowners Association. Add a note that the HOA shall own and maintain the green infrastructure practices and that Town shall have the right, but not the obligation, to maintain these structures.
 - (b) Revise the Table to indicate that the "lot access lanes" will be owned by individual property owners.
 - (c) Revise the Table to indicate that street lighting will be owned and operated by the HOA.
4. Delete the reference to the potential need for a Transportation Corporation.

D. Sheet LL-1:

1. Delete the reference to "traffic islands" in Note 7.
2. Add a note that all landscaping shown outside of individual lot areas shall be maintained by the Homeowners Association throughout the duration of the residential use.

E. Sheet LP-1:

1. Amend the plan to address comments of Crawford & Associates in their memorandum dated September 17, 2015.

cc: Brandee K. Nelson, PE, LEED AP, Crawford and Associates
Jennifer Gray, Esq. and Joel Sachs, Esq., Keane and Beane
Theresa Burke, Town of Red Hook Highway Superintendent
Christine Chale, Esq. and Victoria Polidoro, Esq., Rodenhausen Chale LLP
John Clarke, Dutchess County Department of Planning and Development

617.6

State Environmental Quality Review (SEQR)
Resolution Establishing Lead Agency
Unlisted Action Undergoing Uncoordinated Review

Name of Action: Rosenquist/Pfaff Lot Line Alteration

Whereas, the Town of Red Hook Planning Board is in receipt of a Subdivision application from Lynne Rosenquist and 283 W. Kerley Corners Road Corp (Judy Pfaff) for a lot line alteration to convey \pm 0.32 acres of land from the Rosenquist parcel located on Freeman Lane to the Pfaff parcel located on W. Kerley Corners Road in RD3 Zoning District in the Town of Red Hook, Dutchess County, New York; and

Whereas, an Environmental Assessment Form (EAF) dated September 25, 2015 was submitted at the time of application; and

Whereas, after comparing the thresholds contained in 6 NYCRR 617.4 and 5, the Planning Board has determined that the proposed project is an Unlisted action; and

Whereas, the Planning Board has determined that the proposed project is not within an agricultural district and, therefore, the requirements of 6 NYCRR 617.6(a)(6) do not apply; and

Whereas, after examining the EAF, the Planning Board has determined that there are no other involved and/or federal agencies on this.

Now Therefore Be It Resolved, that the Planning Board hereby declares itself Lead Agency for the review of this action.

Be It Further Resolved, that a Determination of Significance will be made at such time as all reasonably necessary information has been received by the Planning Board to enable it to determine whether the action will or will not have a significant effect on the environment.

On a motion by **Charlie Laing**, seconded by **Kallie Robertson**, and a vote of **Christine Kane, Charlie Laing, Brian Walker, Brian Kelly and Kallie Robertston** for, and **none** against, and **Sm Phelan and Sam Harkins** absent, this resolution was adopted on **October 5, 2015**.