

**TOWN OF RED HOOK PLANNING BOARD
APPROVED MEETING MINUTES
August 1, 2016**

CALL TO ORDER / DETERMINATION OF QUORUM

Christine Kane called the meeting to order at 7:30 pm. A quorum was determined present for the conduct of business. Members present: Christine Kane, Charlie Laing, Kallie Robertson, Brian Walker, Sam Harkins and Sam Phelan. Also present were planning consultant Michele Grieg and engineering consultant Brandee Nelson. Brian Kelly was absent.

Ms. Kane announced two changes to the agenda. Under other business two items were added: a request for an extension on site plan approval from Katherine Gagin Daycare, and a request from the Town Board to review Local Law H and review the accompanying Local Waterfront Revitalization Program Consistency Determination (LWRPCD) form prepared by the Town Board.

Charlie Laing made a motion to approve the minutes of the July 18 meeting. Kallie Robertson seconded, and Sam Harkins, Sam Phelan, Brian Kelly, Kallie Robertson and Charlie Laing voted aye. Christine Kane abstained because she was absent from the meeting.

Ms Kane announced that this would be Brian Walker's last meeting with the Planning Board. She thanked Mr. Walker on behalf of the board for the time he had spent with the Board and wished him and his family all the best. Mr. Walker said serving for over six years had been a pleasure.

NEW BUSINESS

Wieboldt / French Lot Line Alteration – 428 and 430 West Kerley Corners Road, Red Hook

Presentation of application to Transfer 2.17 acres from the Wieboldt property at 430 W. Kerley Corners Rd. to the French property at 428 W. Kerley Corners Rd.

Monica Wieboldt was present. She presented an owner consent statement from Patrine French allowing her to represent Ms. French. Ms. Wieboldt gave an overview of the project, which is to transfer 2.17 acres from her 88.87 acre parcel located at 430 West Kerley Corners Road to the adjacent 5.22 French parcel located at 428 West Kerley Corners Road. She said that the property proposed to be transferred is currently and will remain being used as a horse paddock. She indicated on the map where Ms. French's residence is, and the common driveway.

Ms. Kane said the although the project looks simple, it is complicated by the fact that Ms. Wieboldt's land is located in the Agricultural Business District (ABD) and in close proximity to the Heermance Farmhouse, a building that is listed on the National Register of Historic Places.

Ms. Kane then asked Ms. Grieg reviewed her comments dated 7-31-16. Greig explained that Ms. Wieboldt's property lies in the ABD, and Ms. French's lies in RD 3. She said that the proposed project is a Type I action under SEQR, since both properties are substantially contiguous to the Heermance Farmhouse, and therefore a full Environmental Assessment Form is necessary.

Ms. Grieg said that the project is classified as a “limited development” in the ABD, and so must include the development of a farmland protection plan, which safeguards the future of important agricultural soils and uses siting standards for future development to minimize impacts of residential development on agricultural resources and operations.

Ms. Grieg explained to Ms. Wieboldt how a farmland protection plan is developed. She said the first thing to do is research and provide more information about the soils on the property, as well as wetlands, forests, etc. The next step would be to meet with members of the Planning Board and the Ag and Open Spaces Advisory Board to determine the significant agricultural resources, and determine where future building envelopes could be located on the property. She noted that 80% of the land must be preserved, and a conservation easement would need to be placed on that tract. She added that the board could waive the requirement for a conservation easement for this particular project because of its small scope.

Ms. Kane said that the thinking behind this is to take a complete look at the property and make sure that if it was ever sold for development there is a plan in place. Ms. Grieg added that farmland protection plans can be amended.

Charlie Laing asked if there was a conservation easement on Ms. Wieboldt’s lands. Ms. Wieboldt said there is not.

Ms. Grieg asked Ms. Wieboldt to provide an easement agreement for the common driveway she has with Ms. French and put that information on the plat. She reviewed some other minor corrections and additions to the application.

DMAJS Associates LLC Minor Subdivision – Edgewood Drive/Cedar Drive/Overlook Drive, Red Hook
Presentation of sketch plan application to create a 3 lot subdivision from a 29.6 acre parcel.

Doug and Andrew Strawinski were present.

Ms. Kane said that comments had been received by Ms. Grieg and Town Engineer Brandee Nelson. She asked Ms. Grieg to review her comments.

Ms. Grieg said that the project creates three flag lots, 19.123 acres, 5.04 acres and 5.470 acres in size. A common driveway is necessary. The Board and applicants discussed the unique aspects of the proposed driveway(s) in detail. Specifically, one entrance is proposed off Overlook Drive, which would require an easement from the Town of Red Hook for ingress, egress and utilities. The other proposed entrance for two driveways is located off the cul-de-sac at the end of Cedar Drive, which is on DJMAS land and could provide an easement from DMAJS to the Town of Red Hook for highway maintenance. The cul-de-sac currently serves 12 homes, the maximum number allowed. The Board generally agreed that part of the common driveway could traverse the cul-de-sac, if the frontage requirement is met by the lot’s frontage off Edgewood Drive. Therefore the road could be considered a shared driveway serving three lots.

Mr. Strawinski said he was involved in conversations with the Town Attorney about the easement agreements. The Board and applicants also discussed the setback proposed for the residence on lot 3, which is recommended to be 200 feet away from the adjoining farmlands. Ms. Grieg recommended the Board conduct a site visit.

Brandee Nelson commented additionally that a SPDES General Permit with an Erosion Sediment Control plan is required and should be provided for review. She added that drainage plans should be provided for the driveway. She said she had an appointment to meet at the site with the Town Highway Superintendent to discuss the entrance on Overlook Drive.

In other business, Sam Harkins made a motion to extend conditional site plan approval for Katherine Gagin Daycare to Oct. 1. Brian Walker seconded and all members voted in favor.

The Board reviewed the proposed Town Local Law H 2016 amending Section 143-49.2 entitled "Open Space Incentive Zoning" and accompanying LWRPCD. The law, as proposed, would provide for a procedure for payment of an incentive fee in installments if a subdivision plat or site plan is proposed to be filed in sections, and clarifies how the yearly adjustment of the community benefit cash payment is calculated. Charlie Laing made a motion to approve the LWRPCD and to provide for a positive recommendation on the proposed law. Brian Walker seconded and all members voted in favor.

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

Respectfully submitted,

Kathleen Flood
Secretary