

**TOWN OF RED HOOK PLANNING BOARD
APPROVED MEETING MINUTES
November 7, 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, Lisa Foscolo, Sam Harkins and Sam Phelan. Brian Kelly was absent. Also present was planning consultant Michele Grieg.

Charlie Laing made a motion to approve the minutes of the September 19 meeting. Sam Harkins seconded and all members voted in favor.

Ms. Kane announced that training programs were being offered by the Dutchess County Planning Federation in November and December, and distributed information about the programs.

Ms. Kane announced one change to the agenda. A pre-application discussion with Marie Welch about a lot line adjustment was added under Other Business.

NEW BUSINESS

John Curran Accessory Apartment- 35 West View Lane- Special Use Permit

Presentation of application to approve the adaptive re-use of an existing garage as an accessory apartment on an 11 acre parcel in the RD3 Zoning District.

Engineer Tim Ross was present to represent John Curran. He described the project, which is the conversion of an existing two car garage into a one-bedroom accessory apartment. He said the apartment consisted of 536 square feet of habitable living space. He said that the applicants will construct a separate septic system, and the water will be shared from the main well.

Mr. Ross presented information from Parcel Access that shows that the garage legally existed on January 1, 1993. Christine Kane asked that he submit that information showing Parcel Access as the source.

Ms. Kane asked if there were any other apartments on the premises. Mr. Ross replied there are not. Michele Grieg said the applicant should acknowledged in writing to the town that should subdivision of the parcel later be proposed, no less than 1 acre must be provided for the principal dwelling and its accessory dwelling if their certificates of occupancy are to be maintained.

Charlie Laing made a motion to adopt a Resolution Establishing Lead Agency for an Unlisted Action Undergoing Uncoordinated Review. Sam Phelan seconded and all members voted in favor.

A Public Hearing will be held November 21.

Renee Wagar Accessory Apartment – 102 Yantz Road – Special Use Permit

Presentation of application for special permit for an accessory apartment on a 3 acre parcel located in the RD3 Zoning District.

Renee Wagar was present. She said that she had recently purchased a home with an accessory apartment and she wished to obtain the necessary permits to legalize it.

Ms. Kane asked if Ms. Wagar could show that the septic and water supply were adequate for the additional apartment. Ms. Wagar said that the septic was designed for a four bedroom house and that would be how many bedrooms were being served. She said she would get something to substantiate that from the previous owner. Michele Grieg said she may be able to get that information from the Dutchess County Health Department as well.

Ms. Grieg recommended that Ms. Wagar provide some photos showing where parking will be, and an aerial photo from Parcel Access indicating the parking area. She also recommended that the Short Environmental Form be revised to better describe the project. Ms. Wagar amended the form.

It was determined that an Agricultural Data Statement must be submitted and circulated prior to the Public Hearing.

Sam Harkins made a motion to adopt a Resolution Establishing Lead Agency for an Unlisted Action Undergoing Uncoordinated Review. Kallie Robertson seconded and all members voted in favor.

A public hearing will be held November 21.

Susan Elias Accessory Apartment – 44 Reade Road – Special Use Permit

Re-submission of application for special permit for an accessory apartment on a 5.7 acre parcel in the RD3 Zoning District.

Neither the applicant nor any representatives for the applicant was present, so the Board moved on to the next agenda item.

OTHER BUSINESS

Katherine Gagin Daycare – Extension Request

Sam Harkins made a motion to allow an extension until the end of December for the Special Permit granted 9-15-14. Charlie Laing seconded and all members voted in favor.

Pre-application discussion – Marie Welch

Ms. Welch was present. She described a proposed lot line alteration in the Agricultural Business District. After some discussion, the Board and Ms Grieg generally agreed the concept seemed like it would work, but there may have to be language on the new plat limiting further subdivision.

There being no further business to come before the board, Charlie Laing made a motion to adjourn. Sam Harkins seconded and all members voted in favor.

Respectfully Submitted,



Kathleen Flood

617.6

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

Name of Action: Wagar Accessory Apartment

Whereas, the Town of Red Hook Planning Board is in receipt of a Special Permit application from Peter and Renee Wagar for a \pm 575 sq. ft. accessory apartment in an existing single family dwelling on a \pm 3 acre parcel of land located at 102 Yantz Road in the RD3 Zoning District, Town of Red Hook, Dutchess County, New York; and

Whereas, an Environmental Assessment Form (EAF) dated October 19, 2016 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 other involved and/or federal agencies on this matter may include the Dutchess County Department of Health.

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 **Sam Harkins**, seconded by **Kallie Robertson**, and a vote of **Christine Kane, Lisa Foscolo, Sam Harkins, Charlie Laing, Sam Phelan and**

Kallie Robertson for, and **none** against, and **Brian Kelly** absent, this resolution was adopted on **November 7, 2016**.