

Town of Red Hook Planning Board

Approved Meeting Minutes / Monday, May 16, 2022

Chairman Sam Phelan called the meeting to order at 7:30 pm. A quorum was determined present for the conduct of business. Members present at Town Hall: Sam Phelan, Arthur Salman, Kristina Dousharm, Karen Smythe, and Brian Kelly. Also present at Town Hall was Planning Board Clerk Jordan Rosario.

Kristina Dousharm moved to approve the meeting minutes of May 2, 2022. Brian Kelly seconded, and 5 members voted in favor with 1 member absent.

Mr. Phelan announced the meeting was being held virtually and at Town Hall and was properly announced and publicized.

PUBLIC HEARINGS

Red Hook Barbershop – 7345 South Broadway – Site Plan

Public Hearing on application to open a barbershop in an existing building on a 1.34-acre site in the TNDCC Zoning District.

Mr. Phelan read the Public Hearing Notice published in the Poughkeepsie Journal. Ms. Smythe moved to open the Public Hearing, Ms. Dousharm seconded and all members present voted in favor. Applicant Del Cruz and property Manager Tom LeGrand were present. Mr. LeGrand gave an overview of the project and reviewed the site plan and building layout for the public. There were no questions or comments from the Public or from the Planning Board.

Mr. Kelly made a motion to close the Public Hearing, Ms. Dousharm seconded and all members present voted in favor. Mr. Phelan read a draft resolution to approve the site plan with conditions. Ms. Smythe moved to approve the resolution, Ms. Dousharm seconded the motion and the resolution was adopted on a vote of 5 in favor and 1 member absent.

Mead Cottage Conversion – 267 Hapeman Hill Rd – Special Use Permit

Public Hearing on application to convert a portion of a detached garage into a 1-bedroom cottage on a 2.0-acre parcel in the RD3 Zoning District.

Mr. Phelan read the Public Hearing Notice published in the Poughkeepsie Journal. Ms. Smythe made a motion to open the Public Hearing, Mr. Kelly seconded and all members present voted in favor. Applicants Derrick Mead and Gretchen Jones were present with representative Josh Payne of Josh Payne Architect. Mr. Payne gave an overview of the project. He reviewed the latest site plan which was updated to show the 4 required parking spaces. Mr. Payne told the Board he is working with a licensed and professional engineer to ensure the water and sewage are adequate for the additional bedroom created in the cottage. There were no questions or comments from the Public or the Board.

Ms. Smythe moved to close the Public Hearing, Ms. Dousharm seconded and all members present voted in favor. Mr. Phelan read a draft resolution to approve the Special Use Permit with conditions. Ms. Smythe moved to approve the resolution, Mr. Kelly seconded and the resolution was adopted on a vote of 5 in favor and 1 member absent.

NEW BUSINESS

Reclaimed Motel – 7958 Albany Post Rd – Site Plan

Presentation of application to construct an exterior wooden platform under an existing roofline of an existing motel on a 1.62-acre lot in the RD3 Zoning District.

Ms. Dousharm recused herself from this discussion.

Applicants Jared Vengrin and Kendra Sinclair were present. Mr. Vengrin gave an overview of the project. The proposed deck will be 8 feet in depth and just under 100 feet wide, it will be 30 inches from the ground and therefore no railing is required. The proposed deck will instead have landscaping along the entire front facing Rte 9. The proposed landscaping was reviewed. Town Engineer Brandee Nelson's comment regarding the State Sanitary Code was reviewed. The applicants confirmed they are working with the Department of Health and already have the necessary approvals and permits. Planning Consultant Ted Fink's memo was reviewed. His memo stated that the Planning Board has the authority to waive some of the submission requirements since the proposed changes are limited and the building is existing. The Board discussed how they want to proceed with the Site Plan application based on Mr. Fink's memo that the project is very minimal and limited in scope. The Board decided to go ahead with a Public Hearing and Site Plan review with the documents that have already been provided. There were no other questions or comments. A Public Hearing was scheduled for June 6, 2022.

Castiglione Cottage – 7 Whalesback Rd – Special Use Permit

Presentation of application to build a detached garage with a 1-bedroom cottage on a 3.57-acre parcel in the RD3 Zoning District.

Applicant Adam Castiglione was present. Mr. Castiglione gave an overview of the project. He stated that he has received an area variance from the Zoning Board of Appeals. Mr. Castiglione showed the proposed floor plan and discussed the layout with the Board, he also stated the proposed building will match the existing main residence. The Board asked Mr. Castiglione about the parking space on the property, this project will require 4 parking spaces. The applicant responded that there will be 2 spaces in the proposed garage, as well as 2 spaces in the current garage along with additional space in the driveway. The Board told Mr. Castiglione that any newly installed lighting on the exterior of the proposed cottage must be downward facing and motion sensor-controlled. The Board asked the applicant about his plans for landscaping. Mr. Castiglione said he plans to fill in an area near the proposed building to match the level of the backyard. The Board asked about the septic system on the property and told the applicant to pull the certificate from the Dutchess County Department of Health to see how many bedrooms his system supports. Mr. Castiglione will submit an updated site plan to

show parking and lighting, as well as the information on the septic system for review at a future meeting.

OTHER BUSINESS

Discussion on Lighting Guidance for Applicants

Continued discussion to provide information packet to applicants regarding requirements on lighting when a new project is started.

The Board reviewed the changes discussed at the previous meeting. A final draft will be presented for approval at the next meeting.

Discussion on Proposing Revisions to Zoning Code

The board discussed proposing revisions to the Town Zoning Code sections regarding cottages and cottage conversions.

ADJOURNMENT

There being no further business before the Board, Ms. Smythe moved to adjourn. Mr. Kelly seconded, and 5 members voted in favor with 1 absent.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Jordan Rosario', with a long horizontal flourish extending to the right.

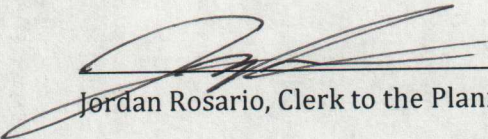
Jordan Rosario
Clerk for the Board

On a motion by Karen Smythe, seconded by Brian Kelly, and a roll call vote, which resulted as follows:

Chairman Sam Phelan	Voting Aye
Deputy Chairman Brian Kelly	Voting Aye
Member Kristina Dousharm	Voting Aye
Member Arthur Salman	Voting Aye
Member Lewis Rose	Voting Absent
Member Karen Smythe	Voting Aye
& one vacant seat	

Resolution was declared adopted on May 16, 2022.

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


 Jordan Rosario, Clerk to the Planning Board

May 17, 2022
Date