

Village of Coxsackie
Planning Board Minutes April 21, 2016

1. **Attendance:** Pat Maxwell, Sec.
Deidre Meier
Bob VanValkenburg

2. **Minutes:** The regular Planning Board meeting was called to order at 7:00 by Pat Maxwell, Chairperson and Secretary of the Planning Board. The February 18, 2016 minutes were approved in a motion made by Bob VanValkenburg and seconded by Deidre Meier.

3. **New Business:** None

4. **Old Business:**
 1. **Aaron Flach Project** – no new information or updates. Pat Maxwell contacted Aaron in early March to remind him of the special use permit expiration next October, and told him she would also check any other limitations on his application that may arise because of the delay in beginning the project. No return communication has been received.
 2. **UHM** – no new information or updates

5. **Review of the Village Code** –
 - A. Katherine Tatara from Delaware Engineering to joined us to begin our review of the sections of the Village Code pertinent to Planning Board reviews and approvals. She came prepared with questions and comments related to the Chapters in the Code that we had agreed to review at our February meeting: Chapter 75 regarding Historical Preservation Districts, Chapter 122 regarding Site Development Plans, and Chapter 132 regarding Subdivision of Land. Those chapters are being reviewed in conjunction with related sections of Chapter 155 on Zoning: Sections 155-8, 155-10, 155-16 and 155-17 (WRC Waterfront Recreation Districts, WR Waterfront Residential Districts, VC Village Center Districts and WD Waterfront Development Districts, respectively) in conjunction with Historical Preservation Districts, and Article X – Site Plan Approval in conjunction with Chapter 132. We discussed uniform consistency (or lack thereof) in the various chapters relative to filing procedures and deadlines, definitions, restrictions, etc., as well as conformity with the Village’s Comprehensive Plan.
 - B. We discovered that, while there is an historic district set up to encompass buildings in the Reed Street area that are on the National Historic Register, there was never any updating of that district to extend into the rest of the zoning district known as the Village Center. This was a goal of the Comprehensive Plan. Pat agreed to look into archived Village records to see if any mention of this existed, as well as to contact the original members of the Historic Committee to gain insight in how far this process got. Kathie suggested bringing the Committee under the auspices of the Village Planning Board as a way of coordinating future efforts.

- C. We had not been able to locate a copy of the comprehensive plan instituted in 2008 for the Village and Town, but Kathie was able to find it in Delaware's records and brought a copy to the meeting. She will email copies to us before our next meeting so we can read through it as we compare the document to the Chapters listed above and in line with Kathie's comments and suggestions.
- D. At this point we will gather what additional data is available on the Historic District to see if a meeting in May is viable. If so, it will be on May 11th and not the 18th, since Bob will be on vacation for the last 2 weeks of the month. We would also like to have Scott attend.
- E. **Other** –No other business was brought before the Board so the meeting was adjourned at 8:22 pm in a motion made by Dee Meier and seconded by Bob VanValkenburg.

Respectfully submitted,

Patricia H. Maxwell, Secretary of the Planning Board