

**Village of Coxsackie**  
**Planning Board Minutes November 17, 2016**

1. **Attendance:** Pat Maxwell, Sec. Stacey Smith  
Deidre Meiers Bob VanValkenburg
  
2. **Minutes:** The regular Planning Board meeting was called to order at 6:59 by Pat Maxwell, Chairperson and Secretary of the Planning Board. Kathie Tatara was present from Delaware Engineering to consult with us on our review of the Village Code. We approved the Minutes from our October 20, 2016 meeting with a motion made by Bob VanValkenburg and seconded by Stacey Smith.
  
3. **New Business:** 2 new potential sub-division applications were discussed:
  1. Corner lot – Church and Ely Streets – Aaron Flach is selling his renovated property on Church Street and the new homeowners wish to purchase the adjoining vacant lot which abuts Aaron’s property on Ely Street (former Bidell home). Aaron requested input on sub-dividing the lot on Ely Street to re-align it with the Church Street property. This is a lot line adjustment under the Village Code, which was confirmed by K. Tatara from Delaware Engineering, so a minor sub-division application will have to be submitted to the Planning Board by Aaron. Pat Maxwell will inform him of this requirement.
  2. Town House – corner of Ely and Reed Street – Aaron will also be purchasing the duplex attached to the Hermance Library, with a closing date set for November 21, 2016. He wants to subsequently combine the new purchase with the former Eagle Hotel property adjoining it, thereby making one lot out of 2. This is not a lot line adjustment and requires no Planning Board approval; rather it is a “Delete and combine” administrative event and needs to be addressed by Greene County. K. Tatara advised us of this, and requested he contact the Real Property Division of the County, which Pat Maxwell will do.
  
4. **Old Business:**
  1. **Aaron Flach Project** – Pat Maxwell contacted Aaron regarding progress on the DOL approval of the asbestos contractor that Aaron has engaged for the demolition of the old True Value building. The approval hasn’t been finalized as of today’s date, but Aaron states that the demolition will still be done by December 31, 2016.
  2. **UHM** – no new information or updates.
  
5. **Review of the Village Code** –
  - A. Chapter 75 – Historic Districts. In their workshop on November 10<sup>th</sup>, the Trustees requested one final change: to add “rest of” in front of the term Village Board in Section 75-5. The Planning Board approved this change and Kathie Tatara will update the Local Law #3 amending Chapter 75 to include it. She will also provide drafts of EAF Parts 1, 2, and 3, a Negative Declaration under SEQR, and a resolution for inclusion with the amendment. That will provide the total documentation needed for final approval. The Village Board has scheduled a Public

Hearing on the amendment for 6:45pm on December 12, 2016, immediately preceding the regularly scheduled Village Board meeting.

- B.** Chapter 132 - Sub-Divisions. Since there is still confusion regarding the type of hydrants used by the Village, Kathie will check on the appropriate wording for Section 132-14, B(1) and send an updated draft to the Planning Board. We had already approved the revisions to this chapter, subject to the hydrant clarification being resolved. Pat Maxwell will present the proposed amendment to the Village Board workshop on December 8<sup>th</sup> for their review.
- C.** Chapter 87- Manufactured Home Parks. We continued our review, using an updated draft prepared by Kathie that incorporated our recommendations for changes from our October meeting. We proposed further changes to Articles I and II to include definitions and to clarify the restriction on mobile homes as single family residences outside of parks. We then discussed and finalized footage, etc. in Article III A, Section 87-7. We reviewed Sections 87-8 through 87-13 on licensing, with more follow-up needed to be done by Pat Maxwell and Kathie on some of our questions. We decided that deleting Article IV in its entirety would be the best approach for that section. Kathie will incorporate our changes in a revised draft for continued review at our next meeting.

**6. Other –**

- D.** No other business was brought before the Board so the meeting was adjourned at 8:21pm in a motion made by Dee Meiers and seconded by Bob VanValkenburg.
- E.** Our next meeting is scheduled for December 15<sup>th</sup>, assuming we have a quorum and/or Aaron Flach presents his Minor Subdivision application. If that meeting is canceled, our next meeting will be January 26<sup>th</sup> instead of the 19<sup>th</sup> to accommodate members' schedules.

Respectfully submitted,

Patricia H. Maxwell, Secretary of the Planning Board