

**Village of Coxsackie**  
**Planning Board Minutes – December 15, 2016**

1. **Attendance:** Pat Maxwell, Sec. Stacey Smith  
Deidre Meier
  
2. **Minutes:** The meeting was called to order at 7:00 by Pat Maxwell, Chairperson and Secretary of the Planning Board. Kathie Tatara was present from Delaware Engineering to consult with us on our continued review of the Village Code. Bob VanValkenburg was excused from the meeting and Bouncy Cole, alternate member, did not attend. The minutes from our meeting on November 17, 2016 were approved in a motion made by Dee Meier and seconded by Stacey Smith.
  
3. **New Business:**
  1. **Minor Subdivision – Corner of Ely and Church Streets:** Aaron Flach presented his application, along with a completed short form EAF, Part 1, for what we had determined to be a lot line adjustment for the property. In a motion made by Dee Meier and seconded by Stacey Smith, the Board accepted the application. The Board, after finishing its review of the documents submitted and in motions made and seconded by Dee Meier and Stacey Smith, respectively, accepted the application as complete and determined that it was a Type II action under SEQR. We then prepared EAF, Part II and issued a negative declaration under SEQR, determining after our preparation of Part II that there was no adverse environmental impact. The motion to do so was made and seconded by Dee Meier and Stacey Smith, respectively. The Board then set a public hearing date for January 26, 2017, to immediately precede our regularly scheduled meeting. Aaron will mail out the required neighborhood notifications regarding the hearing. Subsequent to our meeting, it was discovered, in a discussion between Pat Maxwell and an attorney related to the transaction, that the proposal was actually a division of the property running along Ely Street into 2 separate parcels. The vacant lot created by the sub-division would, in turn, be resold to the purchaser of the home adjoining it on Church Street. While the Board reviewed the application as if it were a lot line adjustment, by definition a minor subdivision, there should be no changes to our decision to approve the application, and the motions outlined above will be amended at our next meeting to reflect the transaction as a minor subdivision only.
  
4. **Old Business:**
  1. **Aaron Flach Project, True Value Building:** To date the application to DOL for a waiver for total demotion under asbestos abatement guidelines has been denied several times. A revised application was just submitted by the contractor and George Bailey, Aaron's consultant for working with the DOL. Aaron will let us know the results.
  2. **UHM** – no new information or updates.
  
5. **Review of the Village Code –**
  - A. Chapter 75 – Historic Districts. Pat Maxwell will work on redrafting the proposed amendment to include language required by the NYS Model Law.

- B.** Chapter 87- Manufactured Home Parks. Our review was continued using an updated draft prepared by Kathie that incorporated our recommendations for changes from our November meeting. Further suggestions were made for clarification of definitions, the deletion of modular homes discussion from the Chapter, and inclusion of the Planning Board in the licensing process. Kathie will update the draft for our January meeting so that we can finalize our review. She also advised us that the Tables in Chapter 155 on Zoning would need to be amended to conform with the changes proposed for Chapter 87.
- C.** Chapter 132 – The Village Board has scheduled a Public Hearing for January 9, 2017 on the amendment (i.e. replacement of the chapter) as recommended by the Planning board. If there are no adverse public comments, the Board will approve the adoption of the amendment as Local Law #1 of 2017 in their meeting immediately following.

**6. Other –**

- D.** No other business was brought before the Board so the meeting was adjourned at 8:00 pm in a motion made by Dee Meier and seconded by Stacey Smith.
- E.** Our next meeting is scheduled for January 26, 2017.

Respectfully submitted,

Patricia H. Maxwell, Secretary of the Planning Board