

Village of Coxsackie
Planning Board Minutes – March 23, 2017

1. **Attendance:** Pat Maxwell, Sec. Stacey Smith
Bob VanValkenburg Rodney Levine

2. **Minutes:** The regular Planning Board 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. Dee Meier was excused due to a back injury. The minutes from our meetings on February 23, 2017 were approved in a motion made by Bob VanValkenburg and seconded by Stacey Smith

3. **New Business:**

1. **40 Bailey Street** – Ed Ross, owner of the property, sent the Board sketch drawings of the façade, layout and signage for the property. However, he had not provided the details and additional documentation needed for us to move to accept a sketch plan at tonight’s meeting. Site plan review is also needed because of the vacancy of greater than one year after previous industrial use of the property, and because Ed is also proposing new uses for the property, even though those new uses are permitted under current Zoning Law (Industrial District).
2. **New member** – we welcomed Rodney Levine as a new full member at the meeting and provided him with materials needed for his help in our review of the Village Code. Rodney was appointed by the Village Board at their March 9th Board meeting.

4. **Old Business:**

1. **Aaron Flach Project, True Value Building:** As of our meeting date, the asbestos contractor had been taking measurements, etc. necessary for him to begin asbestos removal per DOL permits. Demolition is expected to begin shortly.
2. **Aaron Flach Project – Corner of Ely and Reed Streets** – At this point any applications for approvals for exterior improvements (roof, gutters) will be made to the Historic District Commission and not to the Planning Board.
3. **UHM** – no new information or updates.

5. **Review of the Village Code** –

- A. Chapter 75 – Historic Districts. Pat Maxwell is almost done with the model law language from the NYS Dept of Parks & Recreation that needs to be integrated with our amendments. Pat will forward the completed draft to NYS for their review and comments before the Planning Board finalizes their review.
- B. Chapter 87- Manufactured Home Parks. Pat Maxwell discussed our proposed revisions with the Village Board and Village Attorney, Jason Shaw, at the March workshop. The Board agreed that Pat should forward the proposal to Jason and to Nikki for distribution to the Village Board members for their review and comment. The Board and Jason also discussed updating the Tables in Chapter 155 on Zoning to accommodate the changes in setbacks, etc. related to the

Chapter 87 draft revisions as opposed to waiting for Table revisions until the Planning Board begins the entire Zoning Chapter review, probably in the Fall of 2017. Kathie has discussed this with Mary Beth at Delaware Engineering, and it is their recommendation that all revisions to Zoning be drafted together, and that the tables not be amended ahead of time.

- C. Chapter 106 – Property Maintenance – the Board finalized our review of the Chapter, including revisions to incorporate Chapter 38 (Brush, grass and weeds). We, in a motion made and seconded by Bob VanValkenburg and Stacey Smith, respectively, recommended that the draft be sent to the Village Board for their review, along with proposals to repeal Chapters 38 above and Chapter 143 (Vehicles Abandoned, Junked or Unregistered) since most of the language in these 2 chapters is now redundant and has been more effectively combined and restated in Chapter 106. We also finalized our review of Chapter 78 on Junk Storage, and our review of Chapter 82 (Littering) by deleting any repetitions of language now included in Chapter 106 and by updating definitions and enforcement language to be consistent among all 3 amended Chapters. We also recommended these Chapters for Village Board review in a motion made by Bob and Stacey, respectively. Both motions were unanimously approved with the caveat that the Village Board accepts the amendments in review form only, and that before any new laws are adopted to incorporate the proposals, the SEQR process must be adhered to and completed by the Village Board.

6. Other –

- D. Chapter 132 had previously been sent to the Village Board by us for their review. The Board had no revisions to make to the draft and adopted it as Local Law#1 on January 9, 2017. However, the proposal had not been written in E Code format, nor had the SEQR forms been forwarded to the Village Board for their review. Neither the Village Clerk nor the Village Attorney had filled out the forms as they conducted their SEQR review. Pat Maxwell informed the Village Clerk that the SEQR forms needed to be filled out to finalize their review and approval process. To be technically correct, any local law amending the Village Code must include a SEQR review. The forms have now been drafted by the Planning Board and reviewed by Delaware Engineering, and Pat will present them to the Village Board at their April workshop, with the recommendation the Village Board finish conducting the SEQR process by reviewing and signing off on the forms and then re-adopting the Local Law once SEQR has been completed.
- E. Since no other business was brought before the Board, the meeting was adjourned at 7:52 in a motion made by Stacey Smith and seconded by Rodney Levine.
- F. Our next meeting is scheduled for April 20, 2017, assuming the 40 Bailey Street or another new project is brought before the Board. Otherwise, we will re-convene in May to continue our Code review and/or updating of forms for Site Plans and Sub-Divisions.

Respectfully submitted,

Patricia H. Maxwell, Secretary of the Planning Board