

Village of Coxsackie
Planning Board Minutes – May 18, 2017

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| 1. Attendance: | Pat Maxwell, Sec.
Bob VanValkenburg
Deidre Meier | Stacey Smith
Rodney Levine
Jarrett Lane |
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2. Call to Order: 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.

3. New Business:

1. **40 Bailey Street** – Ed Ross, owner of the property, had not submitted his site plan application before our meeting, so no further action will be taken until the application is received. Pat Maxwell sent Ed the checklist from Zoning Chapter 155-64 for his use in filling out the application. It supersedes and is to be used in lieu of the Chapter 122 checklist currently attached to the application. She also sent him the SEQR short form EAF Part 1 which he needs to fill out and return as part of the application so that we can begin our SEQR review.
2. **29 Elm Street** – no updates since our April meeting.
3. **Town Building** – 56 Bailey Street. Members of the Town Board appeared before the Planning Board along with John Bishop and Dan Hershberg, Town Contractor and Engineers, respectively. Dan and John presented an overview of the project as part of the sketch plan conference for the project. They answered questions from the Board and Kathie Tatara regarding specifics of the design, layout, wet land disturbance, plantings, and salt storage and storm water drainage issues. The Board asked members of the Public (primarily Town Board members) if they had anything else to add. No comments were made, and after some discussion, the Board voted unanimously in a motion made and seconded by Dee Meier and Bob VanValkenburg, respectively to accept the sketch plan as complete as presented and to close the sketch plan conference. We thanked John, Dan and the Town Board for their presentation.

Since the documentation and materials presented to us for the sketch plan conference met the requirements for acceptance of the site plan application, the Board unanimously accepted the site plan application in a motion made by Bob VanValkenburg and seconded by Stacey Smith. We then went on to begin our review by discussing the application in more detail.

Our original understanding that the salt would be stored in the covered alternate storage area attached to the back of the proposed building was incorrect, as confirmed earlier by John Bishop. We asked Tom Burke, a Town Board member who stayed for the remainder of our meeting, about information he might have regarding the storage. He said 2 alternatives were under consideration, in addition to providing an adequately protected area at the new site. They could continue to rent covered storage space from Ed Ross at 40 Bailey Street, or there was the possibility of salt storage at the current town maintenance building site. The Town Board is aware of the problem and the need to have it resolved, especially because of limited space at the new site in conjunction with exiting wetlands.

We also further discussed the bio-retention area and related non-invasive plantings, as well as the appropriateness of the red maple at the bottom of the retention pond. Overall we thought the building design and general site layout was well done, but we do have concerns about and want to follow up on these 2 areas, particularly as they relate to wetland protection. We need a copy of the SWPPP as well to finalize our review of any storm water and drainage issues.

The Village Board has accepted the Town Board's declaration as the lead agency for SEQR review. The Town had presented a draft of their preliminary SEQR findings as part of their application. However, SEQR needs to be finalized and completed. In addition, the Village Board needs to approve a zoning waiver for the allowance of government offices in the Industrial Zone, where such offices are currently prohibited. Lastly, the Planning Board's has several concerns referred to above. Pat Maxwell will email the Town Supervisor regarding SEQR and the Zoning waiver, as well as a list of open items that need to be addressed in order for us to continue with the site plan application review. She will copy Kathie and the Planning Board on the request.

4. Minutes: In a motion made by Bob VanValkenburg and seconded by Dee Meier, the Board approved the minutes from our April 20, 2017 meeting.

5. Old Business:

A. Aaron Flach Project, True Value Building: The old building has been demolished and the site cleaned up waiting project construction to begin. Pat Maxwell contacted Aaron about the projected construction beginning and completion dates, but had not heard back from him before the meeting. She also reminded him of the need for another Special Use Permit extension should completion be delayed beyond October 16, 2017.

B. UHM – no new information or updates.

C. Review of the Village Code –

Chapter 75 – Historic Districts. Linda Mackey at NYS Dept of Parks & Recreation responded with further comments and recommendations for changes to the draft that Pat Maxwell sent incorporating model law updates that needed to be integrated with our amendment. Pat reviewed and responded to her suggestions and comments. As of today, Linda hasn't responded again. Pat will follow up.

Chapter 87- Manufactured Home Parks. The Village Attorney, Jason Shaw, has reviewed and rewritten the draft that we sent to him, and returned it to the Village Board and us for our input. Pat has compared Jason's draft to our original one for comments, questions, etc., conveyed those to Jason, and he in turn has responded. The draft is now with the Village Board for their review and has also been forwarded to the IDA for their input. Once that is completed, Pat will consult with the Village Board on how they want to proceed and what further Planning Board action is necessary.

Chapters 106 – Property Maintenance, 78 – Junk Storage, and 82 – Littering – The Village Board has reviewed our drafts, including rescinding the related Chapters 43 and 138. They have scheduled a public hearing previous to their next Board meeting on June 12th and would

like to adopt the amendments as new local laws during their meeting. Kathie will draft the chapters and the related SEQR documents for the Village to review. The Village will then complete the SEQR process before the meeting date and subsequent adoption.

Chapter 132 – Subdivisions – in Pat’s discussion with Jason Shaw regarding the adoption of this draft by the Village Board in their January 2017 meeting, he agreed that the SEQR process needed to be formally completed and approved by the Village Board, and that they should then readopt a new local law so that its passage will be technically correct and enforceable. Pat has not heard back from him regarding their review of the draft of the chapter and the related SEQR documents, but will contact him again if a response isn’t received soon.

Review of Application forms – subdivisions, site plans, special use permits – tabled for a future meeting.

6. Other –

1. We welcomed Jarrett Lane as our alternate member and thanked him for making the commitment to the Board.
2. Since no other business was brought before the Board, the meeting was adjourned at 8:06 in a motion made by Deidre Meier and seconded by Rodney Levine.
3. Our next meeting is scheduled for June 15, 2017.

Respectfully submitted,

Patricia H. Maxwell, Secretary of the Planning Board