

Village of Coxsackie
Planning Board Minutes – January 17, 2019

1. **Attendance:** Bob Van Valkenburg
Stacey Smith
Jarrett Lane
Deidre Meier
Pat Maxwell

2. **Call to Order, Minutes:** The regular meeting was called to order at 7:04 pm by Acting Chairperson Bob Van Valkenburg. Rodney Levine was absent. The minutes from the December 13, 2018 meeting were approved in a motion made by Stacey Smith and seconded by Jarrett Lane. Motion carried.

3. Kevin Schwenzfeier attended the meeting as our consultant from Delaware Engineering to assist us with Aaron Flach's sketch plan conference and site plan application as discussed below.

4. **New Business:**
 1. **Lot Line Adjustment – Justine Post – 33 Church Street** – Justine is in the process of selling her property and wants to do a lot line adjustment (classified as a minor subdivision) between her property and that of her neighbor, Jim Ryan, at 35 Church Street. The strip of land involved, approximately 8' by 71', would convey title to Mr. Ryan so that he would own what he is already using as lawn and parking space. As of the meeting, Justine hadn't received the new survey detailing the proposed adjustment. We reviewed her preliminary sketch plan and gave her the checklist detailing the documentation needed for the sketch plan conference to be completed and a copy of the application form needed for our review of the minor subdivision to begin. We also told Justine that we would be willing to meet earlier than our next regularly scheduled Planning Board meeting, if necessary, to help move the process along. Justine will get back to us as soon as she has the survey and other documentation.

 2. **Aaron Flach** – the Planning Board continued the sketch plan conference review for the Dolan Riverfront Redevelopment project, renamed the South River Street Redevelopment project, with Aaron Flach and Kevin again attending to provide details and documentation requested at our December meeting. Aaron provided us with a revised narrative as well as copies of the conceptual site plans that incorporated information needed to complete the sketch plan review. Kevin also provided us with an updated memo addressing those items as well as other information needed to review the site plan application itself. (See attachment for details and updates). We reviewed the revisions and additional information and discussed them with both Aaron and Kevin. Aaron confirmed that the paperwork necessary to combine parcel #56.20-2-10, 5 New Street with the Dolan Block, parcel #56.20-2-5 had been submitted to the Assessor and forwarded to the County. County records should be updated by March 1, 2019 and the combined parcel should be on the roles for the 2019-2020 school tax assessment. With no other open items to be addressed, the Board, in a motion made by Dee Meier and seconded by Jarrett Lane, accepted the sketch plan as completed, and closed the sketch plan conference. We then began our review of the site plan application. Much of the documentation needed for our review had been provided in the sketch plan conference. However, we did confirm that parking for the 4 phases of the project were adequate per Village Code for both the Village Center and the Waterfront Development zoning districts, and that increased traffic should not be an issue warranting further traffic study. The updated drawings included all of the revisions requested at our December 2018 meeting, with the exception of a correction to the final calculation of the impervious surfaces for each phase of the project. The project is well within the requirements for maximum

impervious surfaces in each zoning district but the plans needed to reflect it more clearly. We also noted that the narrative needed to be corrected for Phases I and II to be in the Waterfront Development and Village Center zoning districts, respectively, and that Phase III was also in the Village Center district. The application form and EAF, Part 1 will be revised to reflect the name change for the project, and Aaron will make sure that the name change, square footage, etc. are consistent throughout the documents. These changes were considered minor to the overall site plan application, and would have no negative effect on the project itself or the area that it impacted. The Planning Board, in a motion made by Dee Meier and seconded by Stacey Smith declared itself as Lead Agency in an uncoordinated review due to its being an unlisted action under SEQR. In a motion made by Jarrett Lane and seconded by Stacey Smith, the Board then declared that the site plan application was substantially complete, and met the requirements for a public hearing, subject to receiving the requested revisions in advance of such hearing. All motions related to the above sketch plan and site plan application review were unanimously approved, with the Public Hearing scheduled for February 21, 2019 at 7:00 PM before our regularly scheduled meeting.

5. Old Business:

- A. Lot Line Adjustment – 46-48 Van Dyke Street – Pat Bini had submitted the final copies of the subdivision plat for the lot line adjustment approved by the Planning Board in November 2018. They were signed and stamped as approved by Bob VanValkenburg as Acting Chairperson, with a mylar and 2 paper copies provided for the County, a copy to be retained by the Planning Board to complete the file, and the remaining copies returned to Pat for her records.
- B. Review of Town of Cocksackie draft solar regulations – tabled for a future meeting.
- C. Chapter 155 – Zoning – Review table for a future meeting.

6. Other –

- D. **Public Comment** – None.
- E. No other business was brought before the Board so the meeting was adjourned at 8:10 PM in a motion made by Dee Meier and seconded by Stacey Smith.
- F. Our next regular meeting is scheduled for February 21, 2019.

Respectfully submitted, Patricia H. Maxwell, Secretary



Memo:

To: Village of Coxsackie Planning Board

From: Kevin Schwenzfeier

CC: KA Martin Engineers, Aaron Flach

Date: January 17, 2019

Re: South River Street Redevelopment

The Village of Coxsackie Planning Board has received an application for Site Plan Review of the South River Street Redevelopment project on November 15, 2018 from Flach Development and Realty Inc. The site stretches from the Dolan Block to the former State Wire facility. The project consists of the redevelopment of four historic buildings into residential apartments, commercial spaces, restaurant/event space, and accommodations. The project will also include the formalization of parking for 154 vehicles and the installation of docks and kayak launch. The event center is intended to be used for private affairs as well as community events. All of the building footprints will be maintained, with no additional structures or extensions.

- Phase 1 includes the redevelopment of the riverfront warehouse at 60 South River Street into a restaurant, bar, and catering hall.
- Phase 2 includes the redevelopment of the street front warehouse at 60 South River Street into a 3-story boutique hotel.
- Phase 3 includes the redevelopment of 52 South River Street into offices and a restaurant.
- Phase 4 includes the redevelopment of 22-34 South River Street into luxury apartments and retail storefronts.

The following parcels are included as part of the total action:

Parcel #	Address	Acres	Height	Sq Ft	Parking	Zoning	Uses	Permitted	Hours
56.20-2-12	60 S River St	2.86	30/45	33,000	91	VC/WD	Restaurant/Hotel	Permitted	9am-12am
56.20-2-11	52 S River St	1.29	25	4,888	31	VC/WD	Restaurant/Offices	Permitted	9am-9pm
56.20-2-10	5 New St	0.27	0	0	14	WD	Parking	Not Permitted	9am-9pm
56.20-2-5	22-34 S River St	1.68	65	16,000	15	VC/WD	Commercial/Residential	Permitted	9am-9pm

Delaware Engineering has the following comments based on the sketch plan submission received on December 12, 2018 and associated comments from the applicant; supplemented with revisions from a submission on 1/16/19:

1. All of the proposed uses are allowed within each parcel's zoning, with the exception of parcel #56.20-2-10, 5 New Street. The primary use proposed for this parcel is parking, however, parking is not allowed as a principle use within the Waterfront Development District. While the parking is secondary to the businesses for whom it serves, it is primary to the parcel. This parcel will need to be combined with one of the contiguous parcels under the same ownership in order to allow for this use.

The parcel that's land locked 2-10, is being combined with the Dolan block parcel. Parcel combination paperwork has been submitted to the county with guidance from the tax assessor.

2. While parcel #56.20-2-9 and #56.20-2-8 are shown to be part of this action on the sketch plan, they are neither controlled by or mentioned by the applicant. The use of these parcels will need to be clarified in order to know the full extent of the action.

Parking has been adjusted to avoid these parcels.

3. Please provide the dimensions for the building on parcel #56.20-2-11.

2 stories; 30' x 65'; 3,750 sf; 15 Parking Spaces

4. Originally the hotel was to have 50 units, forty 325 sf air bnb suites and ten 750 sf singles. The narrative states that there will be 40 parking spaces, however, 1 parking space is required for each unit. Please clarify whether there will be 50 or 40 units and if the air bnb component is still part of the project; revise parking if necessary.

It will be 40 units total with 2 employees at any given time.

5. Village code states that 1 parking space is needed for every 4 seats as well as every 2 employees. Please provide the maximum number of guests and employees that could be present at the restaurant/event center at any given time.

The plan is for air Bnb hotel suites for 280 guests and 10 employees which is where we determined 75 parking spaces.

6. The building at 52 South River Street is 4,888 sf. The code states that 1 parking space is needed for every 250 sf. This would require there to be a minimum of 20 parking spaces for customers, plus 1 space for every 4 employees. Please adjust required parking to the estimated max employees for this site, plus 20 for square footage.

52 south river street is the 2-story brick building and the dimensions are 30x65 ft. That being said I came up with 3750 square feet and 15 total parking spaces.

7. The combined storefronts along the Dolan Block, if calculated as 1/3 of the total 16,000 sf, are 5,334 sf. This bulk square footage of commercial space requires 22 parking spaces plus 1 additional space for every 4 employees. Please adjust required parking to the estimated max employee for this site, plus 22 for the commercial square footage, plus the required 20 for the apartments. Please also provide the square footage for each storefront.

The Dolan block has 5 storefronts with 600 square feet each. Approximately 13 feet wide by 45 feet long each. I came up with a total of 13 spaces for the commercial space. There are many brick load bearing walls and 3 staircases to access the upstairs which greatly reduced the commercial space. 12 spaces for the 3000 square feet and 1 for employees for a total of 13 plus the 20 for the 10 apartments. Grand total of 33 spaces for that building.

8. Please provide the location of the loading area for all buildings over 2,500 square feet.

Are the vendor entrances considered to be the loading areas for the +2,500 sf buildings? If so, there are no vendor entrances on the Dolan Block or 52 South River Street. If not please include for all buildings.

9. The proposed docking could prove to be a major component of the environmental review. Please provide details on this facility including the riparian rights for each parcel.

We are including a basic plan for a few docks to be accessible to guests arriving by boat.

10. If a marina is to be established, then 1 parking spot per boat slip will be required.

No, boat slips or marina are part of the plan.

11. The sketch plan shows a total of 142 parking spaces, while the narrative accounts for 154 parking spaces. The estimated total needed for the entire site is about 180. Please revise accordingly.

My estimate for total parking required by code is 163. Ken is working on getting within a few spaces of that number. That being said we can certainly provide overflow parking on some green space is necessary during busy times.

Current plan shows 151 parking spaces. The row of 29 is counting the 4 blocked-out spaces for the handicap parking. Where are the additional 11 spaces stated in the narrative (162)?

Next Steps

1. Submission of a sketch plan that meets or exceeds the village requirements.

The project narrative needs to include:

Gross floor area
24,800 sf

Buildings heights
The Wire – 30'
The Hotel – 45'
Print Shop – 25'
Dolan Block – 65'

Total number of employees
The Wire – 3 full, 7 part
The Hotel – 2 full, unknown part

Print Shop – unknown
Dolan Block – unknown

Site coverage statistics by surface type
Shown on site plan

The conceptual site plan needs:

A vicinity map
Completed
2' topography
Completed
Existing zoning
Completed
Wetlands
Completed (none)
Flood plain
Completed (all)
Tabulation of total dwelling, retail, and commercial areas
13,000 sf Dwelling
24,500 sf Commercial/Retail
Fencing location, height, and design
screening included around refuse areas
Stormwater drainage system
Completed

2. Submission of the details of the docking aspect of the proposed action.

Completed

3. A traffic impact study will need to be completed due to the large vehicle influx this project would bring into downtown.

I am asking that the traffic study be waived for several reasons. It's costly and will take time with no benefits. I equate this project to be similar to the farmers market that is at the park now. On any given Wednesday night, they attract over 300 people and there's never any significant problem with traffic and I can tell you first hand that the state park doesn't provide 150 parking spaces, but it works well regardless. When those buildings were in full swing, they had heavy truck traffic with many employees at a time when there were several other large-scale industrial facilities close by. I can't imagine that we will exceed what has already been done there as far as traffic impact. Most importantly, there's no way to mitigate traffic as the village streets and downtown are already established. There really is no benefit to the planning board in me spending time and money on a traffic study.

4. Submission of a site plan that meets or exceeds the village requirements, including water, sewer, stormwater, lighting, and landscaping.

Updated drawings include existing water sewer utility locations, landscaping and lighting and storm water. Included Refuse areas and screening.

5. The Village of Cocksackie Planning Board will declare its intent to act as Lead Agency in an uncoordinated review.
6. Planning Board to hold a public hearing on the proposed action within 62 days of a complete application.

7. The Planning Board shall render its decision on the application within 62 days after the public hearing.
8. Prior to any decision making, the Planning Board must issue a Determination of Significance and conclude the SEQR process with the preparation of an Environmental Impact Statement and Findings or issuance of a Negative Declaration.
9. Final site plan to be submitted and action taken for acceptance as complete and adequate.
Language for parking coordination and hosting the Farmer's Market with the Village to be included in the final site plan approval resolution.