

**VILLAGE OF COXSACKIE
PLANNING BOARD MINUTES
March 16, 2023**

Chairman Robert Van Valkenburg, Jr. called the Planning Board Meeting to order at 6:00 p.m. Present were Planning Board Members: Patricia Maxwell and Deidre Meier. Jarrett Lane and Rodney Levine were absent.

A motion to approve the minutes from the February 16, 2023 Planning Board Meeting was made by Patricia Maxwell and seconded by Deidre Meier. Chairman Van Valkenburg, Jr. voted yes. Patricia Maxwell voted yes. Deidre Meier voted yes. The motion carried.

Public Hearing

Chairman Van Valkenburg, Jr called the Public Hearing to order at 6:00 p.m. for the review of the Site Plan application received from Crawford & Associates Engineering, acting on behalf of Ted Kennedy of Trenton Corporation, for 30 Bailey Street.

Theresa Fuller, of Crawford & Associates Engineering, stated that last month there were a few action items that the Board wanted them to take a look at. The first item addressed was the lighting, and making sure that it is Village Code compliant. When taking a look at the Village Code, there was no mention of “Dark Sky” rating, or anything like that. However, there was a mention of making sure that the light was shielded in a way so that it doesn’t illuminate a neighbor’s yard. They showed the lighting detail on the Site Plan, and intend to comply with the Code requirements. Also, they are not adding any new poles. They will be just updating the existing lights. The next item to be addressed was the dumpster, which they added on the Site Plan to show the placement. When looking through the Village Code, they found that the dumpster will need 6’ fencing around it. They intend to do this to comply with the requirements. The next item to be addressed is the 6’ x 4’ sign that is by the entrance to the property. This was not included on the initial Site Plan, so they have included it on the revised plan. The last item is not something that was necessarily requested of them, but they wanted to show some additional parking spots, as well as ADA parking spots. The ADA parking spots might change in terms of placement, but they wanted to ensure that they have more than adequate parking on the property. They also spoke with the Fire Chief, which was requested of them after the last meeting, and there weren’t any issues.

Crawford & Associates Engineering submitted proof of certified mailings of the Public Hearing Notice to the Clerk.

Chairman Van Valkenburg, Jr. asked if they wouldn’t mind giving a brief overview of the

project for those residents who may be interested.

Jen Crawford, of Crawford & Associates Engineering, stated that the property that is being discussed at 30 Bailey Street is where the old GNH Lumber once was. The property was purchased by Ted Kennedy, of Trenton Corporation. They are planning to renovate the space for use as professional office space, as well as artist studios. Trenton Corporation will be using this space to make in house safety and marketing videos for their corporation. The Trenton Corporation main office is located in Michigan.

Ted Kennedy, of Trenton Corporation, stated that at their main location in Michigan they make coatings that get applied to metal pipes to prevent corrosion. This is used for things like natural gas lines and water lines. They have been around since 1949. He moved out to New York 10 years ago, and in the past couple of years moved to Cocksackie. They are expanding their marketing and sales video production, which will be used for internal training. They felt that 30 Bailey Street would be a good space to utilize for video production. He is also a filmmaker, which is why he is interested in this aspect.

Chairman Van Valkenburg, Jr. stated that this project is classified as a Type II Unlisted Action for SEQR purposes.

Chairman Van Valkenburg, Jr. read the Short Environmental Assessment Form (SEAF) Part 1 questions, and applicant's answers, aloud pertaining to the Site Plan for Ted Kennedy, of Trenton Corporation, for 30 Bailey Street to the public.

Chairman Van Valkenburg, Jr. stated that the Planning Board needs to read the SEAF Part 2 questions aloud pertaining to the Site Plan for Ted Kennedy, of Trenton Corporation, for 30 Bailey Street. The Board responded with the answers which declared that there were no adverse impacts.

Chairman Van Valkenburg, Jr. read the Negative Declaration aloud which states the reasons for supporting the determination.

No further public comments were offered.

A motion to adjourn the Public Hearing and return to the regular meeting at 6:15 p.m. was made by Deidre Meier and seconded by Patricia Maxwell. Chairman Van Valkenburg, Jr. voted yes. Patricia Maxwell voted yes. Deidre Meier voted yes. The motion carried.

New Business

1. **30 Bailey Street** - A motion to approve the Site Plan application submitted by Crawford & Associates Engineering, acting on behalf of Ted Kennedy, of Trenton Corporation, at 30 Bailey Street was made by Deidre Meier and seconded by Patricia Maxwell. Chairman Van Valkenburg, Jr. voted yes. Patricia Maxwell voted yes. The motion carried.

Chairman Van Valkenburg, Jr. asked Crawford & Associates Engineering to mail 4 stamped copies of the Site Plan to the Board. He will then stamp and sign them, and return the necessary copies to them for their records.

Jen Crawford, of Crawford & Associates Engineering, asked how the Building Inspector gets notified.

Chairman Van Valkenburg, Jr. stated that they will coordinate with the Building Inspector, and he will receive a set of the final approved and stamped plans. He can then issue any permits needed based on those plans.

2. **38 South River Street** - Chairman Van Valkenburg, Jr. stated that the Planning Board needs to review the Lot Line Adjustment application received from Claudia Braymer, of Braymer Law, acting on behalf of Karen Gunderson, regarding 38 South River Street.

Chairman Van Valkenburg, Jr. stated that per Village Code, Lot Line Adjustments are treated the same as Minor Subdivisions. The first thing to do, is to determine whether this would be classified as a “Minor” or “Major” Subdivision. Because it is not creating 4 or more parcels, he believes that the Board can confidently classify this as a “Minor” Subdivision.

A motion to classify the Lot Line Adjustment for 38 South River Street as a Minor Subdivision was made by Patricia Maxwell and seconded by Deidre Meier. Chairman Van Valkenburg, Jr. voted yes. Patricia Maxwell voted yes. Deidre Meier voted yes. The motion carried.

Chairman Van Valkenburg, Jr. stated that the next step is to make a SEQR classification for this Lot Line Adjustment. He stated that this would be considered a Type II Action for SEQR purposes. Any sort of Lot Line Adjustment seems to be listed as a Type II Action. This means that a SEAF is needed. The applicant did fill out an SEAF Part 1 and supplied it as part of their application.

Chairman Van Valkenburg, Jr. asked if there were any plans to do anything with this parcel, or if it would just be creating a buffer.

Claudia Braymer, of Braymer Law, stated that they initially had concerns about the neighboring property, owned by Aaron Flach, of Empire Riverfront Ventures, LLC, back when they were

before the Planning Board for their Site Plan development. They are currently in the process of resolving of the property title issues and are happy to be here with Mr. Flach's attorney, Joan Tailleir. Mr. Flach was gracious enough to sign the application, and it is the intention that Mr. Flach's company would convey to them that sliver of property shown on the map. They do not have any plans for development of that area, as far as extending the building or anything like that. This would allow Ms. Gunderson to be able to manage that area as she would like to, as far as landscaping, and the proposal to put in a driveway there. They have talked to the Mayor about what would be needed to put in a driveway, and it doesn't seem like there are any further permitting required. That is the only development that is proposed for that particular sliver of land, other than landscaping.

Patricia Maxwell asked if they had checked setback requirements for the driveway.

Claudia Braymer, of Braymer Law, stated that they do not believe that any setbacks are required.

Patricia Maxwell asked if this was because it is zoned "Village Center".

Claudia Braymer, of Braymer Law, stated that that is correct. She said that no new lots are being created. It is just the adjustment of the line. She stated that they are requesting that the Board schedule a Public Hearing if it looks like everything is in order.

Chairman Van Valkenburg, Jr. stated that their sketch plan does look adequate. It looks like it has everything that the Board needs.

A motion to approve accepting the Lot Line Adjustment application received from Claudia Braymer, of Braymer Law, acting on behalf of Karen Gunderson, regarding 38 South River Street, as complete, for the purposes of scheduling the Public Hearing for the month of May, was made by Patricia Maxwell and seconded by Deidre Meier. Chairman Van Valkenburg, Jr. voted yes. Patricia Maxwell voted yes. Deidre Meier voted yes. The motion carried.

Chairman Van Valkenburg, Jr. stated that the Public Hearing will be scheduled for May 18, 2023 at 6:00 p.m. As for the legal notices, the Village will provide the notice to the newspaper, and the applicant is responsible for notifying all property owners within 500 feet. If they need any help with populating a list they can reach out to the Village Clerk. The Clerk can also supply them with a form letter that can be used for the Public Hearing Notice. The mailing needs to be certified/return receipt, and they need to furnish the receipts to the Board at the Public Hearing. The letters need to be received at least 10 days prior to the Public Hearing date. The only other thing is that when the Board finalizes this, they will need 5 full size copies, that are stamped by the surveyor, as well as 1 full size mylar copy. After approval, it is the client's responsibility to file the mylar, and 2 full size copies, with the County once they are stamped and signed.

Public Comment Period

No public comments were offered.

A motion to adjourn the Planning Board meeting was made by Patricia Maxwell and seconded by Deidre Meier. Chairman Van Valkenburg, Jr. voted yes. Patricia Maxwell voted yes. Deidre Meier voted yes. The motion carried.

The meeting was adjourned at 6:35 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Nikki Berezna", written in a cursive style.

Nikki Berezna
Clerk