

**VILLAGE OF COXSACKIE
PLANNING BOARD MINUTES
March 21, 2024**

Chairman Robert Van Valkenburg, Jr. called the Planning Board Meeting to order at 6:02 p.m. Present were Planning Board Members: Matthew Bennett, Jarrett Lane, Patricia Maxwell and Deidre Meier.

A motion to approve the minutes from the January 18, 2024 Planning Board Meeting was made by Jarrett Lane and seconded by Patricia Maxwell. Chairman Van Valkenburg, Jr. voted yes. Matthew Bennett voted yes. Jarrett Lane voted yes. Patricia Maxwell voted yes. Deidre Meier voted yes. The motion carried.

New Business

Chairman Van Valkenburg, Jr. stated that the April Planning Board Meeting date needs to be rescheduled. After deliberation by the Board, it was decided that the April Planning Board Meeting date would be changed from Thursday, April 18th to Tuesday, April 16th at 6:00 p.m.

1. **Lawrence Avenue**– Chairman Van Valkenburg, Jr. stated that the Board needs to have a Sketch Plan Conference for a potential Lot Line Adjustment application from Ryan and Melanie Hobart.

Melanie Hobart stated that they own property on Lawrence Avenue. There are two parcels. One parcel is just land, and the other parcel has a garage. They are looking for approval on a Lot Line Adjustment that would create a parcel that they could build a house on, and the other parcel would have the garage that the parents utilize, as well as a right of way for the driveway.

Ryan Hobart stated that the total acreage is around .72 acres.

Melanie Hobart stated that they are just present tonight to see if the adjustment is even possible before moving forward.

Jarrett Lane stated that the Board needs to make sure that both parcels are large enough.

Patricia Maxwell asked if the Hobart's want to do an easement through their property.

Ryan Hobart stated that they are looking to have a right of way. Basically, his parents want to make sure that if something were to every happen with the property, such as it

being sold, that they can access the garage.

Patricia Maxwell stated that when there is an easement, it goes with the deed, because she has one on her property, that says that she has to let people go behind her house. That way, the Hobarts have more of a chance of having a conforming lot.

Chairperson Van Valkenburg, Jr. stated that the property is zoned as Medium Density Residential-3 (MDR-3).

Deidre Meier stated that the Village Code states that the minimum lot width is 75 feet.

Chairman Van Valkenburg, Jr. stated that the minimum square footage area is 10,000 square feet. So, if they have .7 acres, then potentially they would be able to get 2 lots that meet the requirements. So long as they have the road frontage of the 75 feet on each parcel, they should be able to meet the requirements. As far as the process goes, the Hobarts will need to submit an application for a Lot Line Adjustment, and have a surveyor draw up maps showing the proposed lot line adjustment. Once the surveyed maps are ready to be reviewed, the Planning Board will have a Sketch Plan Conference review to make sure that the plans meet all of the dimensional requirements in the Code. Then, the Board can go forward with scheduling a Public Hearing. Because a Lot Line Adjustment is considered a Minor Subdivision, there is a requirement to notify all property owners within 500 feet of the property about the Public Hearing date. There generally are not a lot of objections to something of this nature, but it is part of the process. After that, the Board can make a determination based on the feedback received during the Public Hearing.

Melanie Hobart stated that they met with Attorney Joan Tailleir, and she instructed them to meet with the Planning Board, in order to make sure that there isn't anything that would prohibit them from doing this.

Chairman Van Valkenburg, Jr. stated that any licensed surveyor should be familiar with the local Code regulations for creating a viable lot. The Village Code is also online through www.ecode360.com, and you can just search for the Village of Coxsackie. In the Zoning Chapter, which is Chapter 155, there is a Schedule C, which shows the dimensional requirements for lots.

Ryan Hobart stated that earlier there was a discussion about road frontage. He asked if that would be for both lots, or just the lot that they are building on.

Chairman Van Valkenburg, Jr. stated that it applies to each lot. If you are doing

something to create a lot, you cannot create a non-conforming lot. So, you need 75 feet of road frontage on both parcels. If the parcels do not meet those standards, then you would have to seek a Variance. He asked if the Hobart's had any questions.

Melanie Hobart stated that she did not have any questions. She just wanted to be sure that there wasn't anything glaring that would prevent them from moving forward. She said that her sister-in-law lives across the street, and she had almost the exact same thing done that they are trying to do.

Ryan Hobart stated that his sister also has a right-of-way in between two houses. He asked if he understood correctly that it is a different zoning on one side of the road vs. the other.

Chairman Van Valkenburg, Jr. stated that the one side of the road is zoned as Medium Density Residential-2 (MDR-2), and the other side of the road is zoned as MDR-3. He is not sure if there is a difference in the dimensional standards, but he can look it up.

Ryan Hobart stated that his parents own the house behind his sister's house, and has basically the same exact layout as their property, only opposite sides.

Jarrett Lane stated that the survey is what is going to give the Board all of the answers, because then you will be able to see the exact measurements in feet etc.

Chairman Van Valkenburg, Jr. stated that the only difference really between MDR-2 and MDR-3 is that MDR-2 allows for taller buildings. Everything else seems to be the same as far as dimensional standards. The biggest things are the road frontage and whether there is enough square footage on each property. He said that their surveyors should be able to tell them that before they get further involved. He said for the Hobarts to reach out to him via email when they are ready to come back before the Board, and they will go from there.

- 2. Other Business** – Chairman Van Valkenburg, Jr. thanked Deidre Meier for her service on the Planning Board, and congratulated her on her victory of winning the Village Election for a Trustee spot on the Village Board. He said that the Planning Board will miss her.

Deidre Meier stated that she will miss working with the fellow Planning Board Members.

Public Comment Period

No public comments were offered.

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

The meeting was adjourned at 6:29 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Nikki Berezna", with a long, sweeping underline that extends to the right.

Nikki Berezna
Clerk