

## **Town of Red Hook Planning Board**

### **Approved Meeting Minutes / Monday, April 4, 2022**

Chairman Sam Phelan called the meeting to order at 7:30 pm. A quorum was determined present for the conduct of business. Members present via Zoom: Sam Phelan, Lew Rose, Kristina Dousharm, Karen Smythe, Brian Kelly, and Arthur Salman. Also present were Planning Board Clerks Kathleen Flood and Jordan Rosario, and Town Engineer Brandee Nelson.

Lew Rose moved to approve the meeting minutes of March 21, 2022. Kristina Dousharm seconded, and all members were in favor.

Mr. Phelan announced the meeting was being held virtually only and was properly announced and publicized.

#### **PUBLIC HEARINGS**

##### **Coon TND Cottage – 7306 South Broadway – Site Plan**

Public Hearing on application to construct a cottage on a .68-acre parcel in the Traditional Neighborhood District Commercial Center Zoning District.

Mr. Phelan read the Public Hearing Announcement that was published in the Poughkeepsie Journal. Mr. Rose made a motion to open the Public Hearing, Ms. Dousharm seconded and the motion passed unanimously. Applicant Glen Coon gave an overview of the project. Mr. Phelan reviewed and explained the Site Plan for the public. The applicants confirmed they are on village water and their own septic system. Exterior lighting was discussed.

John Fragala, owner of 7307 South Broadway, asked where the driveway comes out onto. The applicants confirmed the driveway comes out onto Metzger Rd. Mr. Fragala had no concerns with this. Karen Smythe asked if the water line is coming from the main house, as shown on the Site Plan. The applicants said they are doing a new water service line, so no it will not be coming from the main house. Mr. Phelan told the applicants to update their Site Plan to show exactly where the water line is coming from. There were no other questions from the public or the Planning Board.

Brandee Nelson reviewed her comments on the proposed lighting fixtures. The sconces were found to be compliant, however the proposed floodlights are not compliant with Town code. Ms. Nelson encouraged the Board to condition the project's approval on a different style of light which meets Town requirements; the light must be a full cut-off fixture.

Ms. Smythe made a motion to close the Public Hearing, Ms. Dousharm seconded and the motion passed unanimously. Mr. Phelan read a draft resolution. A few revisions regarding approval on condition of the lighting, as well as a condition to update the Site Plan with an accurate water line were made. Brian Kelly made a motion to approve the resolution, Mr. Rose seconded and all members voted in favor.

### **OLD BUSINESS**

There was no old business on the agenda.

### **NEW BUSINESS**

There was no new business on the agenda.

### **OTHER BUSINESS**

#### **Extension Request – Sabroso Mexican Restaurant**

The applicants were not present. Mr. Phelan read an email sent by Elida of Sabroso Mexican Restaurant requesting a 90-day extension to fulfill the conditions of their Site Plan approval. Ms. Nelson discussed her comments on the lighting and parking on the Site Plan. Mr. Rose commented on a lack of exterior lighting. Ms. Smythe made a motion to grant the extension, Ms. Dousharm seconded and all members voted in favor.

#### **Reclaimed Motel – 7958 Albany Post Rd – Sketch Plan Review**

Pre-application discussion of sketch plan for construction of an exterior wooden platform under an existing roofline of an existing motel on a 1.62-acre lot in the RD3 Zoning District.

Ms. Dousharm recused herself from the discussion. Applicant Jared Vengrin gave an overview of the project. Arthur Salman asked if the shrubs around the building would be removed, Mr. Vengrin said the shrubs had already been removed. Mr. Phelan asked if the project would include adding exterior lights and the applicant confirmed no exterior lights would be added. The Planning Board will ask the Zoning Enforcement Officer for a determination on whether or not the project will require a Site Plan approval.

#### **Discussion on Lighting Guidance for Applicants**

Discussion of suggestion presented at previous meeting to provide information packet to applicants regarding requirements on lighting when a new project is started.

Ms. Nelson reviewed and explained a lighting guidance document she had gotten from the International Dark-Sky Association. The Planning Board discussed making a few revisions to the document so it is relevant to Town code and including it in the application packet for new projects. Ms. Dousharm and Mr. Phelan agreed to work on the document for review at the next meeting.

### **ADJOURNMENT**

There being no further business before the Board, Ms. Smythe moved to adjourn. Mr. Kelly seconded, and all members voted in favor.

Respectfully submitted



Jordan Rosario  
Clerk for the Board