

Town of Red Hook Planning Board

Approved Meeting Minutes / Monday, May 2, 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, and Arthur Salman. Members present at Town Hall: Kristina Dousharm, Karen Smythe, and Brian Kelly. Also present at Town Hall was Planning Board Clerk Jordan Rosario. Town Engineer Brandee Nelson and Planning Consultant Ted Fink were present via Zoom.

Kristina Dousharm moved to approve the meeting minutes of April 18, 2022. Brian Kelly seconded, and 5 members voted in favor with 1 member recused.

Mr. Phelan announced the meeting was being held virtually and at Town Hall and was properly announced and publicized.

PUBLIC HEARINGS

There were no public hearings on the agenda.

OLD BUSINESS

Red Hook Barbershop – 7345 South Broadway – Site Plan

Continued discussion of application to open a barbershop in an existing building on a 1.34-acre site in the TNDCC Zoning District

Applicant Delfirio Cruz and property manager Tom LeGrand were present. Mr. LeGrand gave an overview of the various uses on the property, including the office for owner Todd Abraham's plumbing business, a driving school, and a dance school. He also stated that an oil tank was removed from the property about 8-10 years ago. The Board asked about the mobile homes in the back of the property. Mr. LeGrand responded that he isn't sure if the mobile homes are on the same property and that there are 3 or 4 parcels owned by Mr. Abraham all next to each other in that area. Mr. LeGrand reviewed a sketch of the site as well as a floorplan of the building.

The parking on the property was discussed. Mr. LeGrand said that there is always plenty of parking because the other businesses don't use the parking spaces that are there – the driving school and dance school students typically are dropped off and picked up. The Board mentioned landscaping would be nice on the property, Mr. LeGrand replied that they have made several improvements to the look of the building and property over the years. The Board looked at the previous landscaping on the property via Google Maps Street View. There were no other questions from the Planning Board.

Ted Fink reviewed the barber pole and signage submitted by the applicant. Mr. Fink noted that the proposed signage is within the allowed limits but the barber pole is still internally lit which is not allowed in the TNDCC Zoning District. The Board discussed if the new barber pole is considered a sign or a light fixture since it looks like a small barber pole inside of a sconce light fixture. Brandee Nelson reviewed the lighting specs provided for the barber pole and noted that it is 5600 kelvin which is above the recommended temperature. The Board told the applicant they would prefer he put up a regular barber pole and have external lights shining down on it and is only on during business hours. Mr. Cruz asked the

Board if he could put up the barber pole and not turn the light on so it will not be internally lit. The Board replied that he could do that.

Mr. Phelan said the application needs to go to a Public Hearing. He asked Mr. LeGrand for an updated survey or image from Parcel Access that shows a clearer picture of what is going on with the site, as well as an updated floorplan of the building to include the square footage of each unit. A Public Hearing was scheduled for May 16, 2022.

Mead Accessory Dwelling – 267 Hapeman Hill Rd – Special Use Permit

Continued discussion of application to convert a portion of a detached garage into a 1-bedroom accessory dwelling on a 2.0-acre parcel in the RD3 Zoning District.

The applicant's representative Josh Payne was present. Mr. Phelan reviewed the Zoning Enforcement Officer's determination that this project is considered a conversion to a cottage and not an accessory apartment. There were no questions or concerns from the Planning Board members. Mr. Payne gave an overview of the site plan. He noted that there are no changes being made to the driveway or pathways and the intention is to keep everything as it currently exists. Mr. Payne told the Board he has an engineer reviewing the current septic system to figure out if they will need a new system to support the additional bedroom created by the cottage.

Mr. Fink reviewed the section of the Zoning Code pertaining to parking and stated that 4 parking spaces are required. Mr. Payne responded that that isn't a problem and there is ample parking space on the property, he will update the site plan to show the parking. Mr. Fink stated the cottage must be in compliance with the uniform fire prevention and building code. He also stated that the application is a type II action under SEQR and that a Public Hearing is required.

Mr. Phelan read the draft type II resolution. Karen Smythe made a motion to approve the resolution, Lew Rose seconded and all members voted in favor. A Public Hearing was scheduled for May 16, 2022.

NEW BUSINESS

Bard College: Master Plan

Review of Bard College's updated Master Plan.

Representatives present for Bard were attorney Ian MacDonald, VP of Administration Coleen Alexander, and Liz Axelson of CPL. Mr. MacDonald gave an overview of 11 projects proposed on Bard's Master Plan. He stated that the impact will be relatively small considering the proposed projects are within existing areas of campus. Ms. Alexander gave another overview of the Master Plan, noting that Bard has been working on this since 2017 and the current plan is a very scaled down version of the previously submitted Master Plan – many large projects were removed. Mr. Phelan commented that approval of a Master Plan is not an approval of the projects listed in the Master Plan, it is only an approval on issues such as parking, traffic, public transportation, impacts on local communities, etc.

The Board offered their questions and comments on Bard's Master Plan. Mr. Rose asked about Bard's policy regarding students living on campus since that affects the off-campus housing market – does Bard require students to live on campus for a certain amount of time? Ms. Alexander answered that only first

year students are required to live on campus and that Bard does not have any intention of requiring any other students to live on campus with the proposed building of a new residence hall. She said that Bard currently is unable to provide adequate housing for the students who need it and the current housing market is challenging for students to find nearby rentals. The proposed residence hall will provide 300 beds which will be a mix between new and replacement of old beds. Brian Kelly commented that more students living on campus will open more local rentals throughout the town and village which he sees as a positive to the community. Mr. Rose asked about the issue of traffic flow down River Road, which is a residential area, to Bard College. Ms. Alexander replied that Bard has told all of their vendors not to use River Road to get to Bard and that traffic is not directed down River Road on their maps. She discussed signage that is presently directing traffic away from using River Road and said that Bard is in communication with the Department of Public Works about their options to encourage traffic to and from Bard away from River Road. Mr. Rose asked if Bard plans to close off certain entrances to Bard where there were previously safety concerns regarding issues of harassment. Ms. Alexander told the Board that Bard is working with the DPW and their planners to look at surveys and taking safety measures, but that Bard does not intend to close off any entrances.

Mr. Fink asked about the need for the proposed additional 200 parking spaces on Bard's Master Plan and the traffic implications of having more students living on campus who will then not need to drive to the school every day. Ms. Alexander said the additional parking spaces would be because of the performing arts studio building and that that project will require additional parking. She also said that Bard gives out a limited number of parking registrations to students each year; Bard encourages students to walk and ride bicycles rather than driving to class or bringing their car to campus. Ms. Nelson asked if Bard has ever conducted a traffic impact analysis. Ms. Alexander replied yes, Bard has conducted traffic studies and she will find the information from the study and submit it. Mr. Salman asked if Bard had plans for charging stations in their parking on campus. Ms. Alexander said Bard currently has some charging stations throughout campus and there is a grant proposal out right now to get more charging stations on campus. She stated that Bard has a push to become carbon neutral by 2035.

The Board asked if Bard will be replacing existing buildings with their proposed projects since they are all on already developed land. Ms. Alexander said that some proposed projects are additions to current buildings and some are replacements, such as the visitor center and the new dorms. The Board said it would be helpful to identify the parcel and Zoning District for each individual project, as well as how each parcel adds up to percentage of coverage and setbacks. Mr. MacDonald said that Bard has provided a map that shows the Zoning Districts and all of the projects are within the Institutional Zoning District except for the Visitor Center for Montgomery Place which is in the Agricultural Business District. Liz Axelson showed where each proposed project is using Parcel Access.

Mr. Kelly said the Master Plan mentions using the Visitor Center for administrative offices and asked what the intended use is for the expansion. Ms. Alexander answered that the Visitor Center will be offices for administrative staff for BPI members who are currently not all working in one area together, as well as offices for their Montgomery Place staff members. Ms. Alexander also mentioned that when Bard bought Montgomery Place they took on the Historic Hudson Valley employees and there would be offices for those employees. She said that the Visitor Center will have a public programming space for anybody to use but that it will be administrative offices.

Ms. Dousharm asked about areas of public access and asked for clarification on if the public access areas noted on the Master Plan were new or existing. Ms. Alexander clarified that they are just highlighting what exists; she said Bard has everything from a Post Office open to the public to Fisher Center - Bard is an open campus. The Board asked if Bard has reopened the gym to the public, Ms. Alexander replied that since Covid they have not reopened the gym to the public but they are moving close to doing so.

Mr. Fink stated that there are several special conditions in the Zoning Code pertaining to educational campuses and told Bard it would be useful to point out in their plan how they are going to satisfy each of the conditions. Mr. Fink said this is a type I action under SEQR; he has a draft resolution to begin the SEQR review process. He also stated that the Planning Board is the only involved agency and should declare itself Lead Agency. Mr. Fink advised that the Planning Board allow Bard to make revisions to their Master Plan based on tonight's meeting before submitting the plan to the Dutchess County for review.

Mr. Phelan read a draft Resolution Establishing Lead Agency. Mr. Kelly made a motion to approve the resolution, Ms. Dousharm seconded the motion, and the motion passed unanimously.

Ms. Nelson reviewed her comments.

OTHER BUSINESS

Discussion on Lighting Guidance for Applicants

Continued discussion to provide information packet to applicants regarding requirements on lighting when a new project is started.

Ms. Dousharm reviewed the updates to the proposed lighting information packet and commented she wasn't sure if they should include the links to the Zoning Code. The Board discussed how technical they think the packet should or shouldn't be and that the intent is to provide guidance for applicants to help them handle lighting issues that often come up. The Board will review the packet and continue discussion to finalize at the next meeting.

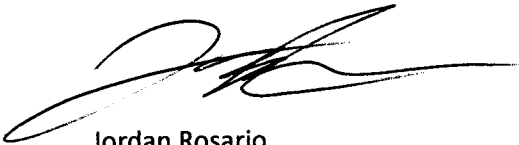
Extension Request – Shafer's Hudson Valley

The applicants were not present. The Board reviewed an email sent by Vanessa Shafer requesting an extension. Mr. Phelan suggested the Board grant a 180-day extension. Ms. Dousharm made a motion to approve the extension, Mr. Kelly seconded and the motion passed with 1 member absent.

ADJOURNMENT

There being no further business before the Board, Ms. Smythe moved to adjourn. Ms. Dousharm seconded, and 5 members voted in favor with 1 absent.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Jordan Rosario', with a long horizontal flourish extending to the right.

Jordan Rosario
Clerk for the Board

617.6
State Environmental Quality Review (SEQR)
Resolution
Type 2 Action

Name of Action: Mead Accessory Apartment Special Use Permit

Whereas, the Town of Red Hook Planning Board is in receipt of an application for Special Use Permit approval by Derrick Mead for a parcel of land consisting of ± 2.0 acres, located at 267 Hapeman Hill Road, Town of Red Hook, Dutchess County, New York, and

Whereas, an Environmental Assessment Form (EAF) dated 4/1/22 was submitted at the time of application, and

Whereas, after comparing the thresholds contained in 6 NYCRR 617.4 and 5, the Planning Board has determined that the proposed project is a Type II Action that meets the threshold found in 6 NYCRR 617.5(c)(11) and, therefore, SEQR does not apply, and

Whereas, the Planning Board has determined that the proposed project is within a New York State Agricultural District or on property with boundaries within 500 feet of a farm within an Agricultural District and, therefore, the requirements of 6 NYCRR 617.6(a)(5) apply meaning that an Agricultural Data Statement must be filed with the owner(s) of farm operations identified in the Statement and the Planning Board must evaluate and consider the Statement to determine possible impacts the proposed project may have on the functioning of farm operations within the agricultural district, and

Whereas, after examining the EAF, the Planning Board has determined that there are other involved and/or federal agencies on this matter including the Town Zoning Board of Appeals, which has already made its own SEQR determination that the application is a Type II action.

Now Therefore Be It Resolved, that the Planning Board hereby declares that no further review under SEQR is required.

On a motion by Karen Smythe, seconded by Lew Rose, and a vote of
6 for, and 0 against, and 0 absent, this resolution was adopted on
May 2, 2022.

617.6
State Environmental Quality Review (SEQR)
Resolution Establishing Lead Agency
Type I Action

Name of Action: Bard College Campus Master Plan 2022 Special Use Permit

Whereas, the Town of Red Hook Planning Board is in receipt of an application for Special Use Permit approval from Bard College for its existing ± 930 acre area of the College's campus located in the Town of Red Hook, Dutchess County, New York; and

Whereas, an Environmental Assessment Form (EAF) dated April 6, 2022 was submitted at the time of application; and

Whereas, after comparing the thresholds contained in 6 NYCRR 617.4 and 5, the Planning Board has determined that the proposed project is a Type I Action; and

Whereas, the Planning Board has determined that the proposed project is within an agricultural district and, therefore, the requirements of 6 NYCRR 617.6(a)(6) apply meaning that an Agricultural Data Statement must be filed with the owner(s) of farm operations identified in the Statement and the Planning Board must evaluate and consider the Statement to determine possible impacts the proposed project may have on the functioning of farm operations within the agricultural district; and

Whereas, after examining the EAF, the Planning Board has determined that there are no other involved and/or federal agencies on this matter, but the Dutchess County Department of Planning and Development is an Interested Agency for the purposes of SEQR due to its review responsibilities under Section 239 of General Municipal Law.

Now Therefore Be It Resolved, that the Planning Board hereby declares itself lead agency for the review of this action; and

Be It Further Resolved, that the Planning Board hereby authorizes its Chairman to discharge any other SEQR responsibilities as are required by 6 NYCRR 617 in this regard.

On a motion by Brian Kelly, seconded by Kristina Dousharm, and a roll call vote, which resulted as follows:

Chairman Sam Phelan	Voting Aye
Deputy Chairman Brian Kelly	Voting Aye
Member Kristina Dousharm	Voting Aye
Member Arthur Salman	Voting Aye
Member Lewis Rose	Voting Aye
Member Karen Smythe	Voting Aye

& one vacant seat

Resolution was declared adopted on May 2, 2022.

Resolution Certified, Filed with the Town Clerk and Mailed to the Applicant



Jordan Rosario, Clerk to the Planning Board

May 2, 2022

Date