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**Village of Millerton
Planning Board Meeting
May 10, 2023**

10 The Village of Millerton Planning Board held a meeting on Wednesday, May 10, 2023, at 7:01
11 PM with Chair Lance Middlebrook presiding. Other members attending were Carol Gribble,
12 Andrew Rebillard, Matt Soleau, and Patti Lynch VandeBogart. Also present: Planning Secretary
13 Anna Clune and Architect Ray Nelson.

14 **Roll** was called at 7:02.

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16 **Minutes**

17 *Motion* was made by Carol Gribble at 7:03 to approve the 4/12/2023 minutes without change,
18 seconded by Matt Soleau, approved by all qualified members present, and passed.

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20 **7-9 Main Street: Site Plan and Special Permit Applications**

21 A letter from the Building Inspector referring the 7-9 Main Street building project to the
22 Planning Board was presented. Site plan approval was determined to be required to legally
23 increase the number of dwelling units from 6 to 12, and a special permit is required because the
24 building is a multi-family residence in the General Business (GB) Zone.

25 Ray Nelson was asked to discuss the project. He explained that the plan was to make the front,
26 first-floor entrance wider and create a foyer out of the existing porch, which would serve as an
27 entrance for all tenants. The existing side entrance and fire escape stairway at the back of the
28 building would remain, so there would be three ways to enter and exit the building.

29 Nelson said that there would be some siding replacement to cover the new front entrance area,
30 but replacing the current siding on the rest of the building was not being proposed. Chair
31 Middlebrook commented that it would be a large aesthetic improvement if the exterior on all
32 sides of the building matched. Nelson said that he would inquire whether the owner was willing
33 to re-side the entire building. Siding the entire front in a single material and painting the other
34 sides a matching color (or painting the entire structure) was discussed as an alternative to re-
35 siding the entire building. Nelson stated that he didn't know the current condition of the roof, and
36 Middlebrook asked him to provide this information at the next planning meeting.

37 The zoning codes relevant to site plan approval and special permitting for the project were
38 discussed. Then Nelson described the proposed parking arrangement for the building. Designated
39 parking spaces—perhaps ten—would be made available in a nearby businessperson's lot, and
40 tenants would be able to reserve them at the cost of \$40 per month (paid to the lot owner). Some
41 board members thought that this cost would be prohibitive and that tenants might choose to park
42 on the street instead, causing congestion and problems for the surrounding businesses. The board
43 discussed the suitability of this lot and possible right-of-way issues, and Middlebrook asked
44 Nelson to provide a layout of the lot and proposed spaces.

44 It was established that 18 parking spaces (no. of units x 1.5) would be required to meet zoning
45 requirements, wherever those spaces were located. Matt Soleau stated that, for the above-
46 mentioned lot, the planning board should get some kind of assurance that tenants would park in
47 their designated spaces and not in other places, especially on Main Street. Andrew Rebillard
48 advised that the business community be informed about the proposed parking arrangements, to
49 avoid potential conflicts. The question of what would happen if the lot were sold and the parking
50 spaces were no longer available was also raised. Nelson suggested that a contract attached to the
51 property might solve that problem.

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53 Nelson stated that the Dutchess Co. Health Department had approved the existing septic system
54 as adequate for the 12-unit apartment building. He also raised the issue of making the third floor
55 legal for habitation, which would require a sprinkler system and some repairs.

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57 Middlebrook said that the project would require an escrow to cover legal fees. The board agreed
58 on the amount of \$2,500, with the account replenished to that amount whenever it fell under
59 \$1,000 due to expenses. Matters referred to legal counsel once the escrow was paid would
60 include SEQR determination.

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62 Items for clarification or review at the next meeting: exterior siding, the condition of the roof,
63 who would manage the building (given that the owner lives in another county), the parking plan
64 and layout, the specific variances that the proposed project would require, and the septic permit.
65 A revised plan and other necessary information would be submitted by Nelson before or at the
66 next planning meeting.

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68 It was established that the Zoning Board would need to grant the necessary variance(s) before the
69 Planning Board made decisions on the site plan and special permit applications.

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71 The board agreed to visit the property singly or in pairs.

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73 **Adjourn:** *Motion* was made at 8:30 pm by Andrew Rebillard to adjourn the meeting and
74 seconded by Patti Lynch-Vandebogart. All Board members approved, and the motion passed.

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