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**Village of Millerton
Planning Board Meeting
June 28, 2023**

The Village of Millerton Planning Board held a Special Meeting on Wednesday, June 28, 2023, at 7:04 PM with Chair Lance Middlebrook presiding. Other members in attendance were Carol Gribble, Andrew Rebillard, Matt Soleau, and Patti Lynch VandeBogart. Also present: Zoning Board members Delora Brooks and Ron Orlando, Planning Secretary Anna Clune, attorney Ian MacDonald, architect Ray Nelson, applicant Chris Raapi, and members of the public Bill Flood, Clyde Miller, and Christine Bates.

Roll was called at 7:04 pm.

Webinar Opportunity

Anna Clune distributed information about an on-line Sexual Harassment and Discrimination Training (a mandatory training) open to Planning Board members.

Minutes

Motion was made by Matt Soleau at 7:07 to approve the 5/10/2023 minutes with two corrections, seconded by Andrew Rebillard, approved by all members present, and passed.

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

Lance Middlebrook asked Ray Nelson to discuss how the revised site plans for the proposed 7-9 Main Street multifamily residence differed from previous versions. Nelson said that the plans now included (1) notes to match the siding on the front and sides of the building and to paint the entire structure the same color and (2) a parking site diagram. The proposed parking would be in the lot owned by Leslie Hoss Flood, 550 feet away from the apartment building, and probably consist of 12 spaces. Middlebrook said that a long-term contract or easement for the parking plan would be required to ensure that parking was available in the future. Ian MacDonald stated that an easement attached to the property might be preferable because it would be permanent. If the property were sold, the easement would pass to the new owners.

MacDonald described the two necessary parking variances, one because the parking area would be located more than the code maximum of 400 feet from the residence and a second because there would be fewer than 18 parking spaces, which is the code requirement for a 12-unit building. There would also be a third variance related to area per dwelling unit (bulk requirement).

MacDonald described the steps necessary for conducting a coordinated SEQR review with the Zoning Board of Appeals. Middlebrook stated that it had already been agreed that the Planning and Zoning Boards would carry out a coordinated review for the sake of efficiency.

Middlebrook asked if Nelson had obtained a copy of the septic permit, and Nelson replied that he had not and that this would take more time.

45 After discussion among Board members, the applicant, and the attorney, it was decided that the
46 Special Permit application was incomplete. No further action, including SEQR review, would be
47 made by the Planning Board until the septic permit from the Department of Health (DOH), the
48 SPDES permit from the Department of Environmental Conservation (DEC), and the parking
49 plan—with a signed letter of intent from the site owner specifying the number of spaces
50 available—were received.

51
52 Matt Soleau asked whether it was feasible to create a parking lot behind the 7-9 Main Street
53 building, rather than use an off-site area. The location of septic fields and the need to obtain a
54 right of way to create a driveway were discussed. Patti Lynch asked Nelson to indicate the
55 location of relevant septic leach fields on a revised site plan.

56
57 The Chair invited members of the public to comment or ask questions. Delora Brooks asked if
58 additional parking spaces for guests (beyond the 18) were required by the code. Middlebrook
59 answered that the code did not require any extra guest parking. Christine Bates asked about the
60 size of the septic system. Middlebrook replied that it was not yet known if the existing septic
61 system was adequate for 12 units, and the DOH would provide that information.

62
63 Middlebrook questioned whether the DOH should be made an involved agency. Given the
64 uncertainty about how many bedrooms the current septic permit was based on, the Board felt that
65 involving the DOH would be a likely step.

66
67 Carol Gribble asked how hard it would be to get an easement for the parking plan. MacDonald
68 said that a letter of intent from the parking site owner would be the first step, and that
69 the applicant might prefer that the final easement be made contingent upon ZBA and Planning
70 Board approval to grant the variances and approve the Special Permit, respectively.

71
72 Final discussion centered on the condition of the building, the number of bedrooms represented
73 by the proposed plan, the possible number of future tenants, and other concerns.

74
75 **Adjourn:** *Motion* was made at 8:03 pm by Andrew Rebillard to adjourn the meeting and
76 seconded by Patti Lynch-Vandebogart. All Board members approved, and the motion passed.

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