



PLANNING BOARD MINUTES

May 20, 2025

C. Howard Post, Chair, opened the meeting at 7:30 p.m. Pledge

Present: C. Howard Post (Chair), Carole Furman (Vice Chair), Mike Tiano, Bob Hlavaty, Kevin Brady, Gina Kiniry, Al Riozzi and Brandon Schiller (alternate).

Also Present: Adriana Beltrani (Town Planner, NPV).

The draft minutes of the April 15, 2025 Planning Board meeting were reviewed. A motion was made by Kiniry, seconded by Riozzi, to approve. Board vote: Post-Aye, Furman-Aye, Tiano-Aye, Hlavaty-Aye, Brady-Aye, Riozzi-Aye, Kiniry-Aye. Motion carried.

PUBLIC HEARINGS

1. Minor Subdivision (2-Lot), Seppo Ritvanen, 60 Lauren Tice Road. Presented by Tom Conrad, Praetorious & Conrad, P.C. The applicant is proposing a 2-lot minor subdivision. Certified mailing receipts were received, along with the green return receipt cards, were received by the Planning Board Secretary prior to the opening of the public hearing.

Post opened the public hearing at 7:32 pm. There was no one present from the public with comments or concerns regarding the proposed subdivision. A motion was made by Hlavaty, seconded by Tiano, to approve a negative declaration under SEQR. Board vote: Post-Aye, Furman-Aye, Tiano-Aye, Hlavaty-Aye, Brady-Aye, Riozzi-Aye, Kiniry-Aye. Motion carried. A motion was made by Brady, seconded by Furman, to close the public hearing. Board vote: Post-Aye, Furman-Aye, Tiano-Aye, Hlavaty-Aye, Brady-Aye, Riozzi-Aye, Kiniry-Aye. Motion carried. The public hearing was closed at 7:33 pm.

Beltrani- the proposed roadway will exceed the maximum grade and length for a private rural road (PRR). Town Engineering review is therefore required to waive these requirements and informal comment has been provided. Map notes have been added as requested. The PRR name, Ritvanen Court, needs to be added to the final map. The road will require improvements to meet the PRR standards. Cross easements will be obtained. Referra was sent to the Ulster County Planning Board as per the response from the UCPB Referral Officer, in email dated 4/28/25, this minor subdivision meets the exception agreement requirements and does not need to be referred for county review. Post-something will need to be done before the 50' right-of-way (ROW). A 20' driving surface is required to allow cars to pass each other. The grade at the entrance/exit of the PRR onto Lauren Tice Road is a concern as it is over 12%. Conrad-there is a flat area at the top of that grade where Ritvanen Court meets Lauren Tice Road to allow vehicles a line of sight when pulling out onto the public road. Beltrani-the Town Engineer has indicated that as long as the slope is into the property, away from the public road, it is acceptable.

A motion was made by Hlavaty, seconded by Tiano, to conditionally approved the minor subdivision pending written comment from the Town Engineer regarding grade at the entrance to the PRR is acceptable and safe for ingress/egress to Lauren Tice Road and the PRR name, Ritvanen Court, added to the final map. Board vote: Post-Aye, Furman-Aye, Tiano-Aye, Hlavaty-Aye, Brady-Aye, Riozzi-Aye, Kiniry-Aye. Motion carried.

2. Major Subdivision (4-Lot), Timothy Mauro, 171-177 Hilltop Road & 198 Hilltop Road. Presented by the owner, Tim Mauro. The applicant is proposing to take two lots and create an additional two lots, ending with four lots in total. The area is approximately 50 acres. The ROW consists of blacktop to the two existing residences. and offers access to the two proposed parcels. The mailbox are currently located at the end of the ROW towards the Town Road and would like to keep them in that location. Certified mailing receipts were received, along with the green return receipt cards, were received by the Planning Board Secretary prior to the opening of the public hearing.

Post opened the public hearing at 7:39 pm. No was present from the public that had comments/concerns. A motion was made by Furman, seconded by Hlavaty, to approve a negative declaration under SEQR. Board vote: Post-Aye, Furman-Aye, Tiano-Aye, Hlavaty-Aye, Brady-Aye, Riozzi-Aye, Kiniry-Aye. Motion carried. A motion was made by Furman, seconded by Kiniry, to close the public hearing. Board vote: Post-Aye, Furman-Aye, Tiano-Aye, Hlavaty-Aye, Brady-Aye, Riozzi-Aye, Kiniry-Aye. Motion carried. The public hearing was closed at 7:45 pm.

Beltrani-the PRR needs to be a mapped, named road, in order to allow access to additional parcels and meet the zoning requirements. PRR standards limit the length of any PRR to be more than, unless there is a second access proposed. Engineering (the alternate Town Engineer will be utilized as the applicant is using the Town Engineer) comments and Fire Department comments will be required for the Planning Board to waive those requirements. An updated road maintenance agreement (RMA) will be required. There are suspected wetlands but no new development is proposed within that area or within 100' of the area. A note is required to be added to the resolution stating that wetlands may be located on the parcel and a permit from NYSDEC may be required before any disturbance can be made. This will be the responsibility of the parcel owner to obtain.

A motion was made by Tiano, seconded by Hlavaty, to conditionally approve the 4-lot major subdivision with the conditions that the note regarding wetlands be added to the final subdivision map, review/approval of the PRR by the alternate Town Engineer, review/approval of the updated RMA by the Town Attorney. Board vote: Post-Aye, Furman-Aye, Tiano-Aye, Hlavaty-Aye, Brady-Aye, Riozzi-Aye, Kiniry-Aye. Motion carried.

3. Site Plan/SUP & Lot Line Revision, Mark & Lori Mendelis, 85 & 89 Band Camp Road. Presented by Bruce Utter, Praetorius & Conrad, P.C. The applicant was approved for a subdivision last year. The two lots each contain one recreational vehicle with a deck built around it. The applicant is including a lot line revision to ensure that the location of the existing site of the RV unit will meet the 50' setback requirement for campgrounds.

Post opened the public hearing at 7:54pm. No one from the public was present with comments/concerns. A motion was made by Furman, seconded by Hlavaty, to close the public hearing. Board vote: Post-Aye, Furman-Aye, Tiano-Aye, Hlavaty-Aye, Brady-Aye, Riozzi-Aye, Kiniry-Aye. Motion carried. The public hearing was closed at 7:56 pm.

Utter-we have addressed the comment from the last review memo on the plans, as required. A narrative has been provided by the owner. Awaiting comments from the fire department regarding access. No changes are proposed.

A motion was made by Riozzi, seconded by Brady, to conditionally approve the 1-site campground site plan for both 85 & 89 Band Camp Road. Conditions to include Short Term Rental requirements, fire department comments and necessary updates be made are requested by the Fire Chief and one year review of Special Use Permit. Board vote: Post-Aye, Furman-Aye, Tiano-Aye, Hlavaty-Aye, Brady-Aye, Riozzi-Aye, Kiniry-Aye. Motion carried.

OLD BUSINESS

1. Site Plan, Stone Creek Commons, 3190 Route 9W. Presented by Patrick Mitchell, Passero Associates. Also present was Paul Freeman, Esq. Freeman-the negative declaration was approved at the last meeting. We have

been working with the Town Planner to create a draft resolution for review at tonight's meeting. Conditions include erosion control at all times, herbicides applied by a professional and only when necessary, parking pass system with 37 parking passes available and 8 remaining parking spaces for guests of the facility. There is currently potential banking of parking shown, the applicant would like to remove and request a waiver. They will come back if additional spots are required. Monetary donation to the Glasco Fire Department to help with the purchase of an ATV/UTV. Ground water controls and footing drains implemented. Permitting process for SWPPP, water/sewer, NYSDEC determination of wetlands, Army Corps permit, potential NYSDEC permits, SPEDES permit and implementation of UCAT bus stop. Mitchell-following up on the engineering comments regarding the SWPPP with the Town Engineer. There are 10 banked parking spaces shown, would like to remove and only add if needed in the future. Lighting cut sheets provided with a response letter to the Planner's comment memo submitted. Note added to photometrics.

Beltrani-confirmed with the Town Engineer that conditions regarding the SWPPP are appropriate. Agreement has been received. Any land banked parking included on the site plan will have to be fully engineered. The applicant can remove the land banked parking proposed now and come back for a site plan amendment if those 10 spots are needed in the future. Tiano-who enforces the parking? Have concerns/issues with the proposed number. Mitchell-the parking will be enforced by the parking pass system. Once all parking passes are distributed anyone else that rents will not be able to have a vehicle on site. Freeman-the applicant has 5 similar facilities which use the same parking pass system and it works for the proposed use. Mitchess-the applicant does have the right to apply for the parking waiver, as written in the Town Zoning Code. Kiniry-looks like a good compromise for parking with the possibility to come back if required. Post-the permit process allows those with passes to park on property and those without will be towed. Hlavaty-have you spoken to UCAT regarding the proposed bus stop? Mitchell-yes, conversations have already started regarding the permitting process.

A motion was made by Hlavaty, seconded by Kiniry, to accept the draft resolution as provided by the applicant, which has been reviewed by the Town Planner and Town Engineer, and conditionally approve the site plan with the conditions as outlined within the resolution. Board vote: Post-Aye, Furman-Aye, Tiano-Aye, Hlavaty-Aye, Brady-Aye, Riozzi-Aye, Kiniry-Aye. Motion carried.

2. Major Subdivision (5-Lot), Littleton Partners LLC, Goat Hill Road. Presented by Darrin Elsom, Kaaterskill Associates. The applicant has provided a private rural road with a 50' ROW and ownership to the center of the road for each parcel. SHPO has responded that the site is not in an archaeological area. Hired Alpha Geo to test the soils/water on site. Submitted a FOIL to NYSDEC and received the supporting documentation on any soil or groundwater issues with the site. The outcome was that no further testing is warranted. Engineer comments received and working with the Town Engineer to address. A RMA will be created and submitted. Easement will be acquired from the neighbor and documented. Holt Surveying is the surveyor on record. Awaiting fire department written comments.

Beltrani-before the Board moves forward with SEQR they should have the Town Engineer's comments.

A motion was made by Kiniry, seconded by Riozzi, to set the public hearing for the June 17, 2025 monthly Planning Board meeting. Board vote: Post-Aye, Furman-Aye, Tiano-Aye, Hlavaty-Aye, Brady-Aye, Riozzi-Aye, Kiniry-Aye. Motion carried.

PRE-HEARING CONFERENCE

1. Lot Line Revision, Ryan Lang & Victoria Plant and Katherine Smart. Presented by Michael Vetere III, Vetere Land Surveying, PLLC. The applicant is looking to convey 1.97 acres from the Smart parcel to the Lang/Plant parcel. The Lang/Plant parcel will increase from .59 acres to 2.43 acres. The location of potential wetlands was discussed at the applicant's workshop. They will stay out of the 100 year floodplain. Any

development proposed will be 15' higher than the floodplain. NYSDEC wetlands will not be affected, with the 100' buffer. Elevation change brings the parcel out of the floodplain.

Beltrani-the Planning Board should request that a note be added to the final plat as follows: "Wetlands within the jurisdiction of the NYS DEC may occur in the vicinity of the Beaverkill floodplain crossing each parcel. The property owner is responsible for receiving a jurisdictional determination and any required permits from the NYS DEC prior to disturbing within 100 feet of this resource." A supermajority vote of the Planning Board to waive sketch and public hearing is required as the amount of land being transferred is greater than the bulk requirement in the district.

A motion was made by Kiniry, seconded by Brady, to waive sketch plan approval, waive public hearing and conditionally approve with the note as indicated by Beltrani. Board vote: Post-Aye, Furman-Aye, Tiano-Aye, Hlavaty-Aye, Brady-Aye, Riozzi-Aye, Kiniry-Aye. Motion carried.

2. Minor Subdivision (2-Lot), Amanda Esposito & Sean Hammond. Presented by the applicants Amanda Esposito and Sean Hammond. The applicant is proposing a 2-lot subdivision on a 1.6 acre parcel located within the High Density Residential (HDR) zoning district. HDR requires a minimum lot size of 10,000 square feet with public water/sewer. Unfortunately, the bulk size of the new proposed lot is less than the minimum lot requirement. Beltrani-the applicant will be required to apply for a bulk area variance through the Zoning Board of Appeals. It is noted that there is a Town Highway ROW on York Street that seems to be wider than necessary and the applicant should reach out to the Highway Department to see if they are interested in transferring some of that land to the applicant, which would lessen the requested area variance.

A motion was made by Tiano, seconded by Riozzi, to refer the applicant to the ZBA for a bulk area variance to meet the 10,000 square foot requirement in the HDR zoning district, declare this an Unlisted Action under SEQR and set the public hearing for the June 17, 2025 monthly Planning Board meeting. Board vote: Post-Aye, Furman-Aye, Tiano-Aye, Hlavaty-Aye, Brady-Aye, Riozzi-Aye, Kiniry-Aye. Motion carried.

3. Site Plan/SUP, Spiral House Park, 185 Fishcreek Road. Presented by Kyle Bardwell, LaBella Associates. Also present was the applicant's attorney, Warren Replansky. The applicant, Joshua Cohen/Spiral House Park, is requesting site plan approval and special use permit approval to open the existing cultural facility up to the public. The intent is to inspire through nature arts connected to nature. The facility was recently gifted by Patricia Livingston to Spiral House Park. There are existing gardens which are native and pollinators. An existing network of trails is on site. Art is displayed throughout the parcel. The applicant would like to host workshops, classes and events. Bardle-the applicant's proposal fits the Town's Comprehensive Plan for open space. Limit the amount of disturbance as much as exists. Improvement of the parking, circulation and ADA access will require approximately 0.65 acres of disturbance. We have updated the circulation to a one way access loop around, which will help for emergency access as well. The sculpture park will be handicapped accessible. Walking trails are proposed to alleviate patrons walking on the access drive. No major impacts are proposed on traffic of Fishcreek Road. Approximately 98 trips a day will be generated. The larger events have been scaled down to meet the parking available. Will provide a response letter to the Planner's comment memo for the next meeting. Would like to circulate the NOI and set the public hearing for next month, if the Board is comfortable to do so.

Post-the SUP, if approved, will include conditions that include the number of events allowed to be hosted on site on a yearly basis. Beltrani-there are some planning items to be addressed. The site plan needs to be cleaned up a little with the sign schedule particularly. The paved area around the Spiral House will need to show circulation/flow with parking. The ticket booth cue should indicate how traffic will be directed. Ulster County DPW will be notified as an involved agency and they would like that information. Utilities discussion in the EAF will be referred to the Town Engineer. There are limits to the existing septic system. Large events will require a plan for portable restrooms and potable water. Bardwell-the hikers will have access to a portable restroom.

Post-Ulster County Planning Board referral is required. We do not have 30-days in between this meeting and the June meeting so we may not receive a response from UCPB until the July meeting. Beltrani-would the Board like to add the CAC and HPC to the interested agency list for circulation of the NOI? Post-yes.

A motion was made by Hlavaty, seconded by Brady, to circulate the NOI. Board vote: Post-Aye, Furman-Aye, Tiano-Aye, Hlavaty-Aye, Brady-Aye, Rioszi-Aye, Kiniry-Aye. Motion carried. A motion was made by Tiano, seconded by Hlavaty, to set the public hearing for the June 17, 2025 monthly Planning Board meeting, send the application/site plan to the Town Engineer for review and declare this an Unlisted Action under SEQR. Board vote: Post-Aye, Furman-Aye, Tiano-Aye, Hlavaty-Aye, Brady-Aye, Rioszi-Aye, Kiniry-Aye. Motion carried. A motion was made by Furman, seconded by Tiano, to refer this application to the Ulster County Planning Board. Board vote: Post-Aye, Furman-Aye, Tiano-Aye, Hlavaty-Aye, Brady-Aye, Rioszi-Aye, Kiniry-Aye. Motion carried.

ADDITIONAL ITEMS

NONE

ADJOURNMENT

Since there was no further business to discuss, a motion was made by Tiano, seconded by Rioszi, to adjourn the meeting. Board vote: Post-Aye, Furman-Aye, Tiano-Aye, Hlavaty-Aye, Brady-Aye, Rioszi-Aye, Kiniry-Aye. Motion carried.

The meeting was closed at 8:52 pm.

Respectfully Submitted by,

Becky Bertorelli
Planning Board Secretary