

Approved 8/6/18

**TOWN OF CLAVERACK  
PLANNING BOARD  
Minutes of July 2, 2018**

**Chairman Scott Cole called the July 2, 2018 meeting of the Town of Claverack Planning Board to order at 7:00 p.m.**

**Members in attendance were: Chairman Scott Cole, Stephen King, Virginia Ambrose, Robert Vecchi, William Michael, Gretchen Stearns, engineer; George Schmitt and secretary; Jodi Keyser. Absent with regrets: attorney; Rob Fitzsimmons and Jock Winch**

**Correspondence: None**

**Board members reviewed the minutes of the June 4, 2018 meeting. Motion to approve the minutes of the June 4, 2018 meeting was made by Virginia Ambrose with a second from Robert Vecchi. All members were in favor. Motion carried. Minutes approved.**

**Chairman Scott Cole thanked Virginia Ambrose for filling in as Chairman at the June meeting at the last minute for him due to an illness.**

**CONTINUING APPLICATIONS FOR 7/2/18:**

**Dannis, Max Subdivision:** Tax Map # (SBL) 143 . 00 – 01 – 13 in the Town of Claverack and (SBL) 134 . 00 – 01 – 21 in the Town of Hillsdale. Located at 261 Lockwood Rd. Two parcel subdivision of 153.046 acres into parcels of 89.992 acres and 63.054 acres.

Jeff Plass was present for the application. Mr. Plass reviewed the application for the Board. Mr. Plass continued that his client is seeking to subdivide approximately 150 +/- acres into two parcels of 63 +/- and 89 +/- acres. Mr. Plass continued that his client will keep the east parcel which contains his home and barn and plans to sell the westerly parcel. Mr. Plass informed the Board that the westerly parcel is also partially in the Town of Hillsdale. Mr. Plass reminded the Board that because the subdivision line is in the Town of Hillsdale the TOC Planning Board decided it was not necessary to notify the Town of Hillsdale of the action. Mr. Plass continued that whomever purchases the parcel and subsequent building and or subdividing of the parcel will require notification to the Town of Hillsdale. Gretchen Stearns asked about the discussion of the driveway. Mr. Plass answered that the Town of Claverack Highway Superintendent Louis Lamont gave his OK to a driveway but the driveway will cross a Federal wetland which will require the owner to obtain ACOE permitting. Chairman Cole reminded the Board that the perk testing was waived due to the size and the fact that there is an existing residence on part of the property.

Chairman Cole opened the meeting to public hearing at 7:05 p.m. No public comment was heard.

Chairman Cole closed the public hearing at 7:06 p.m.

Chairman Cole asked the Board members if they had any further questions regarding the application. No further Board questions.

George Schmitt reviewed the SEQRA for the Board members.

Motion to grant a negative declaration for purposes of SEQRA was made by Virginia Ambrose with a second from Robert Vecchi. All members were in favor. Motion carried.

Motion to approve the two-lot minor subdivision was made by Virginia Ambrose with a second from Gretchen Stearns. All members were in favor. Motion carried.

Maps were stamped and signed. Mr. Plass paid final fees of \$300.00.

**NEW APPLICATIONS FOR 7/2/18:**

**Finck Realty Partnership Site Plan Review:** Tax Map #(SBL) 101 . – 1 – 73 Located at 811 Route 66. Site Plan Review for expansion/change of use for installation of three new signs on pumps in fueling area.

Chairman Cole asked if there were any representatives for the application and no one responded. Chairman Cole asked once more with no response. Strike one for the application.

*Before the next applicant presented Planning Board Member Stephen King asked to be recused because he is a trustee of the Claverack Free Library which shares a driveway and is a direct neighbor to the application.*

**Jeffrey Gibson/Rune Olsen dba JeffRune LLC Site Plan Review:** Tax Map #(SBL) 121 . 03 – 1 – 89 Located at 621 Route 23-B. Site Plan Review to install 5 new parking spaces in the existing traffic island, install trench drains, retaining wall, berm, hedge row screening, remove existing trees from island.

Tyler Horsley was present to represent the application. Mr. Horsley informed the Board that his clients are seeking to tidy up the parking situation in front of the former Claverack School building. Mr. Horsley continued that the plan is to remove the old trees in the traffic island, create five new parking spaces, add a berm with hornbeam tree hedge row and add plantings to the exterior of the building and also change the drainage under the island and adding a catch basin. Mr. Horsley continued that the parking situation at the building is confusing for visitors. Mr. Horsley stated that the plantings will hide the parking from the street view. Gretchen Stearns stated that she appreciated the need to tidy up the parking situation but as per the Town of Claverack Zoning Law on page #9 section 14.7.1 all parking is to be located to the rear and or side of the buildings. Gretchen Stearns continued that the application is seeking something that is against the TOC Zoning Law and therefore the Planning Board cannot entertain the application. Gretchen Stearns continued that she drove around the building to acclimate herself with the application and found that there is ample space for parking on the side and to the rear of the building. Gretchen Stearns stated that Mr. Olsen and Mr. Gibson have yet to fix the façade of the building as promised with their original application. Chairman Cole informed the Board that the brick on the façade of the building was repointed recently and looks great. Gretchen Stearns stated that she did see the repointing completed and it does look better but the old woodwork is still in very bad shape and looks bad. Gretchen Stearns continued that she understands the need for dead trees to be removed but the island is not that bad and it also leaves a great view of the building. Gretchen Stearns continued that the hornbeam trees that have been planted at several of the residences in the hamlet are nice for privacy of residential buildings but this is not a residence and should be able to be seen by the public. Gretchen Stearns continued that the hornbeam trees are making the hamlet of Claverack look like Palm Springs so you can't see the buildings beyond them creating a wall which takes away from the sense of community. Gretchen Stearns stated that the application is seeking something that is not allowed per the Zoning Laws. Chairman Cole asked about the handicapped parking. Mr. Horsley stated that there are two handicapped parking spaces in the front of the building and they will remain there. Gretchen Stearns asked about the new curbing that was installed by the library. Mr. Horsley stated that this will remain intact. Robert Vecchi asked why the client is seeking parking in the front of the building if there is enough around to the side. Mr. Horsley stated that the owners have found that they have had many visitors during events and the people have to walk around the side of the building to the front entrance. Chairman Cole stated that there is an entrance in the rear of the building because with the County was using it for the courthouse that was used as the main entrance for the public. Gretchen Stearns stated that when she drove around it was very disorganized with several items stored outside and no clear parking pattern or marked spaces. Gretchen Stearns suggested that signs directing the public to parking would help. Chairman Cole asked the representative for the application that he was told that the new parking spaces were for a real estate business that was using office space in the building. Chairman Cole continued that the applicants lead the Planning Board to believe in their approved Site Plan that they were only renting space to other artists not to other businesses. Gretchen Stearns informed Mr. Horsley that if his client were renting space to another business they would need to return to the Planning Board for a change of use to multi-use commercial. Gretchen Stearns suggested that the owners could clean up the property on the side which would help the parking confusion. Gretchen Stearns continued that the community has a very special feeling about the Claverack School building and the public would not be happy with seeing a tall hedgerow hide the building. Mr. Horsley suggested that another idea would be to create a better parking design on the side of the building and extend the traffic island adding more greenspace and plantings which would direct traffic to the side of the building instead of people parking along the island while others try to pass.

Gretchen Stearns stated that the dead tree needs to be removed which makes sense but the owners need to attend to the woodwork of the façade. Virginia Ambrose asked how greenspace would be added to the traffic island. Mr. Horsley stated that he would plant low bushes and plants among the existing trees, nothing fussy, open lawn to view building and more intrigue plantings along the building. Chairman Cole asked if the Board members had any further questions. Chairman Cole stated that the application is denied as per Town of Claverack Zoning Law 14-7-1 §A which states that all parking is to be placed on the side or rear of the buildings. Gretchen Stearns informed the applicant's representative that if they are only making changes to the landscaping then they do not need an application to the Planning Board as long as the curbing remains the same. Any changes to the curbing will require a new application. Gretchen Stearns asked if the curbing at the other entrance/exit will be changed. Mr. Horsley stated that they are considering what they could do at that entrance/exit especially due to the drainage issue that happen during rain. Gretchen Stearns also informed the applicant's representative that any new signage will require Planning Board approval. Mr. Horsley asked if directional signs attached to the building need approval. Gretchen Stearns stated if the signs are directing people where to park and they are placed on the building they do not need Planning Board approval. No further questions. Gretchen Stearns informed the applicant's representative that she gives kudos for the work he had done but parking in the front of the building is not allowed as per the Zoning Law.

**Motion to adjourn the meeting was made by Virginia Ambrose with a second from Robert Vecchi. All members were in favor. Motion carried. Meeting adjourned at 7:45 p.m.**

**Respectfully submitted,**

**Jodi Keyser, Secretary**