



**Town of New Lebanon
Planning Board of Minutes – unapproved
9/21/2022**

Present: Elizabeth Brutsch, Planning Board Chairperson
Jim Carroll, Planning Board Member
Greg Hanna Planning Board Member
Steven Muse Planning Board Member
Monte Wasch Planning Board Member

Absent: Brent Gawron- Planning Board Member, Joshua Young- Planning Board Member

Others Present: Stephanie Ferradino- Town Attorney, Stephen Houghtling- LVPA Fire Chief, Ed Godfroy- LVPA President, three members of the community.

I. Call to order:

Chairman Brutsch called the regular meeting of the Town of New Lebanon Planning Board to order at 7:04 pm.

II. Regular Meeting/Case Review:

Case No: PB 2022-015 Minor Subdivision- West Family Land, LLC. TM # 29.-1-20

4-lot Minor Subdivision with subsequent Conservation Subdivision to create independent lots for existing 6 buildings.

Board Chairperson Brutsch explained that the board was waiting for the seeker form and the formal resolution, and the official black and white maps. Chairperson Brutsch read the resolution.

Board Member Wasch made a motion to accept the resolution for West Family Land, LLC. Board Member Muse second the motion. The motion passed 5-0-0.

Board Chairperson Brutsch-	Aye
Board Member Hanna-	Aye
Board Member Carroll-	Aye
Board Member Wasch-	Aye
Board Member Muse-	Aye
Board Member Gawron-	Absent
Board Member Young-	Absent

Case No: PB: 2022-017 & PB: 2022-018 SP/SPR – Carol Reichert TM # 30.-1-9-100

Applicant is seeking approval for a short-term rental for the Stone House & Caretaker’s Cottage

Cottage: Carol Reichert explained that she would like to turn two of her properties in to short term rentals.

The cottage is a two-bedroom, one bathroom property remodeled in 2020. The applicant explained that due to the heavy cost of restoration to the Chair Factory the income generated from the rentals would offset the costs.

There is a parking lot located behind the cottage. There are six parking spots available.

Applicant was not in attendance. Board Chairperson Brutsch explained that the applicant would like to install a dog park. The dog park was not previously approved in the original plans.

Board Chairperson Brutsch said that she would reach out to the ZEO in regards to this application.

Stone House: The Stone House was a Shaker workshop that she restored and renovated in 2020. There The property sleeps ten. There is an addition off of the house with a separate entrance that the owners will reside in when there are rentals. The guests could utilize parking behind the cottage or in front of the home.

Board Chairperson Brutsch asked how often the properties would be rented out. Carol Reichert explained that the cottage would be rented two times a month, and the stone house would be rented once a month. The owners would be on site. Both properties share the septic and the well but the Chair Factory will have its own septic.

Board Member Hanna made a motion to accept the application as a preliminary and move it to a public hearing on October 19, 2022, Board Member Wasch second the motion. The vote carried as follows:

Board Chairperson Brutsch-	Aye
Board Member Hanna-	Aye
Board Member Carroll-	Aye
Board Member Wasch-	Aye
Board Member Muse-	Aye
Board Member Gawron-	Absent
Board Member Young-	Absent

Case No: PB 2022-019 SP/SPR -LVPA TM # 18.-1-77

LVPA President Ed Godfroy stated that the LVPA went to the ZBA and received a variance for the building. He also said that the large building meets the essential facility building standards. There is a well and septic already on site.

Board Member Carroll asked if the location of the diesel tank. Mr. Godfroy explained that it would be located on the left side of the building on the West side away from Mill Road. The tank will be above ground with bollards. It is under 275 gallons and doesn't need a suppression tank. The dumpster will be enclosed and no junk cars will stay on the property.

Board Member Wasch asked if the roof is 3-12 pitched, and metal. Mr. Godfroy said that the roof is 3-12, pitched, metal with a 12-10 overhang.

There will be double row of windows on the doors and windows all around the top. The doors will be white with a red border and red roof.

Chairperson Brutsch asked if there would be a toilet in the building that houses the equipment. Mr. Godfroy said there will be a slap toilet- one toilet, and one sink is allowed under code. There will also be a stand by generator.

The propane tank is above ground and handicap parking will be added. Chairperson Brutsch asked if the building lighting would also be on the overhead doors, and will they be motion activated. Mr. Godfroy stated that there will be lighting on the overhead doors and it will be motion activated. Jim Carroll asked if there will be a blinking light installed. Mr. Godfroy stated that the provisions for emergency vehicles in New York State do not allow blinking lights. There will not be a new sign installed. There will not be a radio tower.

Chairperson Brutsch asked if there would be any hazardous materials stored in the building. Mr. Godfroy said there would not be any hazardous materials. Chairperson Brutsch inquired about how the trucks would be washed. There will be drains in the building that would go into a containment tank.

Board Chairperson Brutsch requested the following from LVPA to be handed in before the October meeting:

- - Add the diesel fueling station and tank to the plans with associated bollards,
- - Provide enclosure around dumpster and relocated standby generator
- - Show relocated standby generator
- - Show handicap parking spaces
- - Show required drainage/holding systems for truck washing in the bays
- - Provide updated renderings of the building (if required)
- - Show all existing and new building, parking, and street lighting on the site plan

Chairperson Brutsch stated that she will send the current plans to the town engineer for feedback.

Board Member Wasch made a motion to accept the application as preliminary contingent on receiving the updated map and send the application to county. Board Member Muse second the motion. The vote carried as follows:

Board Chairperson Brutsch-	Aye
Board Member Carroll-	Aye
Board Member Gawron-	Absent
Board Member Hanna-	Aye
Board Member Muse-	Aye
Board Member Wasch-	Aye
Board Member Young-	Absent

Application # 22-080 Sketch Plan Conference- Ashley Zapp- FFM Group LLC.

Applicant would like to establish a retail market, ZEO denial because application requires Site Plan Review

Mrs. Zapp purchased the Tilden Plaza and would like to open a retail market. The building is 8,600 square feet, 6,000 square feet will be used for the store. The applicant plans on renovating the inside of the building. There will be no change to the restrooms, the façade or the parking lot. The south end of the building will not be currently utilized. They will be getting rid of the flea market.

The store will be open seven days a week. The daily schedule will tentatively be 8:00 am-7:00 pm. They will also have a relationship with local food producers. There will be looking to hire approximately twelve employees. The tractor trailer delivery will take place two times a week and there will be deliveries made by the company truck two times a week.

The lighting that is currently present will remain. The parking lot is currently under repair. The entrances will stay one way in and one way out. Board Member Hanna asked how much water would be used. There will be minimal water usage.

Chairperson Brutsch asked the applicant to provide an updated site plan prior to the October meeting.

Board Member Carroll made a motion to accept as a sketch plan as long as an updated site plan is provided. Board Member Muse second the motion. The vote carried as follows:

Board Chairperson Brutsch-	Aye
Board Member Carroll-	Aye
Board Member Gawron-	Absent
Board Member Hanna-	Aye

Board Member Muse-	Aye
Board Member Wasch-	Aye
Board Member Young-	Absent

III. Intro to Local Law-

The Board did not have any recommendations.

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IV. Minutes Approval

Board Member Wasch made a motion to approve the August 17, 2022 minutes. Board Member Carroll second the motion, the vote carried as follows:

Board Chairperson Brutsch-	Aye
Board Member Carroll-	Aye
Board Member Gawron-	Absent
Board Member Hanna-	Aye
Board Member Muse-	Aye
Board Member Wasch-	Aye
Board Member Young-	Absent

Board Chairperson Brutsch made a motion to adjourn the meeting at 8:16 PM. Board Member Wasch second the motion. The vote carried as follows:

Board Chairperson Brutsch-	Aye
Board Member Carroll-	Aye
Board Member Gawron-	Absent
Board Member Hanna-	Aye
Board Member Muse-	Aye
Board Member Wasch-	Aye
Board Member Young-	Absent

Respectfully Submitted,

Michelle Bienes
Planning Board Clerk