

PLANNING BOARD MEETING
Monday, August 26, 2024; 7:00pm
MINUTES

Call To Order Regular Meeting: 7:00pm by D. Herrick.

Present: **Chairman Herrick;** Members L. Korda, W. Harris-Braun, J. Sesma, F. Iaconetti; Attorney K. Dow; Clerk D. Kelleher; Trustee K. Schassler; Code Enforcement Building Inspector E. Reis; Applicants A. Miller for 19 Central Square; Ariel Jones for 48 Church St; Charles Thompson for 50-52 Main Street.

Not Present: Dep. Clerk S. Davis, Jr.; Applicant for 2 Park Row.

Old Business:

1. Application #2024-099: Tax Map #66.6-1-19; Applicant: JC AND ME, LLC; 19 Central Square, Chatham, NY 12037; Per Ch. 110-150 Minor Site Plan Application for Historic Review only, for removing entire façade of PCP Realtor only and replacing it per photo provided by applicant. (New information to be submitted by applicant no later than 8/22/24).

Applicant was not present but Alan Miller was present to speak on her behalf and to request an extension/table the application. F. Iaconetti commented that continuation of the structural work is okay but that they should refrain from completion of the awning detail.

*Motion by L. Korda to **table** the application, seconded by J. Sesma, and approved by all.*

July 22, 2024 The Planning Board requested that the applicant provide the following additional information to the Building Inspector as soon as it is available, but no later than August 22, 2024:

- 1. Indicate on a drawing, the dimension and placement location of each item on the building.*
- 2. For each item to be installed on the front, and/or visible from the front, please indicate if the item itself existed as part of the building prior to the façade being removed and is now being reinstalled/reused.*
- 3. If the item itself is being replaced with a new one, please provide brochure/manufacture specs and specific details of the replacement including size, material, and color. Provide manufacturer paint color sample with manufacturer brand and name of color to identify the specific color).*

New Exterior Sign? *(If reusing the existing sign and installing it exactly in the same location on the building, no review necessary). If the sign and/or location is new, provide spec sheet showing size, shape, colors (with samples), location on building, how will it be installed.*

New Front Entrance Door? *(If reusing the existing front door and installing it exactly in the same location on the building, no review necessary). Provide manufacturer brochure/spec sheet showing material, size, color (with paint color chip if painting), and placement on building.*

New Windows? *Provide manufacturer brochure/spec sheet identifying material, size, shape, color (with paint color chip if painting exterior), placement on building.*

***New Siding?** Provide manufacturer brochure/spec sheet indicating type (clapboard?), material (LP Smart Siding?), size, color (with paint chip sample), and placement on building.*

***New Windows/Door Trim?** Provide profile detail, material, size, and color (with paint color sample chip).*

***New Lighting?** Provide manufacturer brochure/spec sheet with picture showing material, size, color/finish, and indicate specifically the quantity and installation location on the building.*

***New roof overhang (Awning) finishing treatment?** Standing Seam metal roof? Provide manufacturer brochure/spec sheets identifying material, color, and what it will look like on the building.*

2. Application #2023-226A: Tax Map #66.9-1-59; Applicant: Jack Shear, 2 Park Row, Chatham, NY 12037; Per Ch. 110-50 Review Standards Historic Overzone – Abbreviated Site Plan Review is required for Historic Review for Color Change of New Windows and Awnings Only. (Continuation of review of application which was originally tabled by PB October 23, 2023).

Applicant not present. Planning Board discussion included the request for the following information from the applicant:

Details for business name “sign” on awning (size, color, dimension, placement, etc), Fabric swatch in color requested for awning, manufacturer specs for windows, “Color chip” indicating color name, color number, and paint manufacturer name for windows, amend application from “replace window” to read “installation of 3 glass windows in previously bricked up “window locations” on east side of building”.

*Motion by J. Sesma to **table** the application. Seconded by L. Korda. Motion to table the application approved by all.*

New Business:

3. Application #2024-135: Tax Map #66.13-1-28; Applicant: Ariel Jones, 48 Church St, Chatham, NY 12037; Per Ch. 110-Table of Use, Special Use Permit is required for Dwelling (Multi-Family) – A dwelling containing three or more dwelling units and occupied or designed for occupancy for three or more families living independently of each other.

(Application is as presented and only to convert an Existing Accessory 2-Family structure into a 3-Family (Multi-family) structure by the addition of one studio apartment to the west side of the 1st floor. Currently there is a 3-bedroom apartment on the 2nd floor, and a 1-bedroom apartment on the 1st floor. This application is strictly an interior renovation of an existing structure, no variance is required for set-backs or density control schedule. All New York State Uniform Fire Prevention and Building Codes (the Uniform Code), and the State Energy Conservation Construction Codes (the Energy Code), will be met prior to a Building Permit being issued.)

F. Iaconetti expressed dissatisfaction in the clarity of the submitted plans. Lacking dimensions and details. Iaconetti asked if the applicant has a survey and the applicant responded that he does not. J. Sesma suggested that the property deed may have dimensions. Per the Ch. 110 Density Control schedule, 7500sqft is required for existing unit 1, plus 5000sqft for existing unit2, plus 2500sqft for existing unit3, and an additional 2500sqft would be required for the proposed unit 4; making a grand total of

17,500sqft requirement. Dimensions from the property lines will need to be known in order to review setbacks.

Once required documents are received, we will need to refer the application to the County Planning Board, and we will need to set a Public Hearing.

K. Dow pointed out that if it is determined that the lot size is not large enough for the number of necessary parking spaces, it may be necessary for the ZBA to also review the application. E. Reis will make that determination.

*Motion by F. Iaconetti to table the application pending more information from the applicant. Seconded by J. Sesma. Approved by all to **TABLE**.*

4. Application #2024-171: Tax Map #66.10-1-17; Applicant: John Renzi/Graphic Impact Signs, Inc. for Hudson Valley Credit Union, 50-52 Main Street, Chatham, NY. Signage change: Like size square foot sign replacements as previously approved for existing tenant. Remove 37-1/2 square feet of signage and install 37-1/2 square feet of signage. Front Fascia Panels change. Section 110-50 Review Standards: All plans for the construction, alteration, change in exterior color, repair, moving or demo of structures or the of a sign in the Historic Overzone District shall first be submitted to the Village Planning Board for site plan approval.

Motion by F. Iaconetti to approve application #2024-171, tax map #66.10-1-17, for the installation of two (2) signs at the address 50-52 Main Street based on the building /Use Permit application, site plan review application, and the three (3) dated and signed (08.26.24) color photographs of the proposed signs, which identify the sign sizes, colors, and the locations to be mounted on the building. Motion seconded by J. Sesma. Motion was approved by all.

Other Business/Opinion from PB for ZBA/BOT: *(None).*

-No new applications were submitted to the ZBA this month, August.

Public Comments: *None.*

Approve Minutes: July 22, 2024 PB meeting. So moved by J. Sesma, seconded by L. Korda. Approved by all.

Adjournment: 8:07pm by D. Herrick.

Next Planning Board meeting: September 23, 2024; 7pm

Meeting Place: Tracy Memorial Village Hall, 77 Main St, Chatham, NY 12037.

*Respectfully submitted,
Desiree Kelleher
(Rev. 09/19/24)*