

**Village of Brewster
Planning Board**
June 24, 2008

Regular Meeting

Agenda:

1. Pledge to the flag

2. Call to order.

Board members in attendance:

Rick Stockburger
Guy Cilenti
Mark Anderson
Kathleen Meyerson
David Kulo

David Kulo motions to open the regular meeting of the Village of Brewster Planning Board at 7:30 pm. Kathleen Meyerson seconds.

AYES: 5 NAYS: 0

3. New Business

Agreement by the Planning Board that Shari Chiara was to communicate to applicants on behalf of the Village of Brewster Planning Board, as directed by motions made by the PB. All communications will be sent ahead of time via e-mail to David Kulo, PB Chair & Anthony Mole, Village Attorney. Shari will work to develop templates that can be used. All letters will copy Bob Serino,, Code Enforcement Officer, as well as the Planning Board project file. All letters will point applicants to the website for forms, and the Village of Brewster Zoning Code section 170-21 for requirements for site plan approval. Shari will also get a sample 239M letter from Pete Hansen, as well as stationery. All letters will be sent out certified mail.

4. Other Business

- **50 Main St.**

- Keith Skofield , Architect and Rich Williams (Insight Engineering). David Kulo – two months ago we wanted to establish the changes that were made to the property,

and have had some difficulty communicating our desire. Keith Skofield – the changes that were made during construction are first, there are less doors, 5 were approved, and only 3 doors were placed on the exterior due to the change in tenants. There is one for each of the tenants and one for the tenants of the upstairs. Secondly, the original version had half rounds on the top window, and instead went with arched rounds, and that was based on the cornice on the top. If they went with the half rounds, the parapet would have gone higher, and had wind issues, etc. Mark Anderson – was the bank vault removed as part of the renovation? Keith – I'm actually not sure, but it's not on the drawing. There is a window to be determined upon finalizing of the use of the space, and what the tenant wants. David Kulo – any other questions? Kathleen Meyerson – the middle door is just for tenants? Keith – that is correct. Mark Anderson – where is the drive up window, is it in the meeting room? KeithSkofield – points to the plans he brought – it's in the front. David Kulo – the parking area remains the same as per the original plans? Rich Williams - there was some reconfigurations that went on to avoid excessive rock removal. Mark Anderson – I went back there, and it looked good. How many spaces do you think you have? Rich Williams – it was approved for 34, and those are for the upstairs tenants. Mark Anderson – this building should be able to withstand transition. It has to be versatile, so let's say the village vacates it, they need to be able to turn around and use it for someone else. The ability to break it up as the market dictates. David Kulo – I appreciate your coming here tonight. Mark Anderson – we've had the basics explained, does this require us to change anything tonight? David Kulo – it's our responsibility to make sure that we're keeping up with the changes of what's going on, it's not that you're in violation of anything. We need to ensure that any changes are brought forward to us. Mark Anderson – when do we expect the CO's to be delivered. Keith Skofield – I don't know for sure, I'm not the primary architect on this. The updated drawings were left with the Board.

Mark Anderson motions that the Planning Board bless the two changes (change in number of doors, and to upper windows) as described by the Architect. Kathleen Meyerson seconds.

AYES: 5 NAYS: 0

Kathleen Meyerson motions to send a letter to 50 Main Street confirming the changes as approved. Rick Stockburger seconds.

AYES: 5 NAYS: 0

- **174 Main St.**
No applicant or representative in attendance.

ACTION: The Board has directed that a letter be sent to applicant outlining what needs to be done per the meeting on May 27, 2008.

- **22 Eastview Ave**

Paul Pelosio - Theresa Ryan from Insight Engineering has been in contact with me & John Folchetti regarding proving out the five lots, and what the requirements are. Once it is proved out, we can decide if we want to cluster vs. individual lots. David Kulo – I know the applicant was leaning toward clustering, and I know the Village Planning Board was interested in that as well. Rick Stockburger – we haven't done a clustering yet, so this will be the first that we go through. Paul Pelosio – the number of lots need to be determined and approved by the Planning Board. Once the Planning Board says how many lots can be proved out, the applicant can then present the Planning Board with an application to cluster. Rick Stockburger – should the tax maps come before the site plan approval? Any single family home that is part of a subdivision need site plan approval. Paul Pelosio – historically it's all done at one step. You will approve a subdivision, but you should also be approving the site plans for these lots. Mark Anderson – by clustering – your saying let's take some footage from each parcel, and can reduce the footage needed for conservation. It's not density – it's not to add more units, just to cluster what can be proven out under the code. Rick Stockburger – it can be also done in 2 stages, come in to subdivide and get approval then come forward later with the site plan. David Kulo – what we don't want to see is a site plan with vague details on the improvements to each lot. Paul Pelosio – you want the SEQRA process to have all the potential impacts to be considered at one time. Rick Stockburger – also the site plan approval is only good for a year, but the subdivision approval is good forever. Maximum building size is 15% of the lands. Paul Pelosio - typically with clustering there is a relaxation of the yard requirements. You can't do a cluster without having a smaller yard. Mark Anderson – does this then have to go to ZBA? Paul Pelosio– that's at the discretion of the board, as it's a specific request for clustering using only the number of units that can be proven under the current code. Rick Stockburger – it would be up to us to decide on the clustering, if it's a straight R-20 then he needs to meet the requirements. Rick Stockburger– we have to make sure it's not going to overshadow the area. David Kulo – the idea that I like about clustering and even having smaller houses is that the market trends dictate for energy efficiency, etc. that smaller houses are better. Part of our responsibility is to ensure we keep the property values up. Mark Anderson – we need to create smart sensible development. David Kulo – we need to have a consensus of what we'd like to see here. There are many reasons to keep the scale down, but to ensure it's the appropriate size for the neighborhood. Rick Stockburger – it's up to what the applicant thinks he wants to propose, and then we get to weigh in. David Kulo – this is a unique property for us. Paul Pelosio – I'll send a note outlining what I advised Theresa Ryan so you're all aware. She does intend to be at the next meeting.

- **145 Main St**

There has been no application or approach to the Planning Board. The only communication on this was a letter from Bob Serino, advising applicant he needs to come to the Board, and provided copies of the forms.

ACTION: Per the Planning Board a letter is to be sent advising that we've had you on the agenda for the past two meetings, per communications of your project from Bob Serino, Code Enforcement Officer. Additionally, the guidance on how to access forms, process, etc. will be provided

- **Training** – Continuation of required training with John Folchetti.

David Kulo – the last meeting really turned out to be a work session vs. a training session. We'll try to continue that training. The other thing on my mind is Saratoga. I don't know that I see the merit of going every year. Part of our responsibility to the Village is to keep costs down as much as possible, we need to review whether it's appropriate to go each and every year. I'd like to hear your feedback on that. I question going every year in this type of economic climate. I believe the services that John gives us are more cost effective. Mark Anderson – wherever they are held is good for us to attend. None of us here have a 10 year set of experience with this process. You go there and you find many experts in a variety of fields. As Board members we split up, and each attend different sessions. You also get to meet & see people that are on other Boards... to get involved in these mass training sessions that has a lot of value. We meet many of our peers and also get to meet experts in a variety of fields. Rick Stockburger – I think it was a wonderful experience. David Kulo – if we're going to go – we need to spell out good reasons to go on the trip. I don't want it to be that it's a given, we should discuss reasons for or against going.. Mark Anderson – the law says we need to get trained, and we have some junior members that haven't been trained. Rick Stockburger – 4 hours is never going to make you an expert. Mark Anderson – didn't we just raise the fee schedule to encompass how complicated this is. Rick Stockburger – it's the best \$250 the village ever spent to send us up there. Mark Anderson - the SEQRA process is extremely complicated, and even with all the training that I've had, I wouldn't say that I'm an expert and that I don't need Paul Pelosio sitting out there. Mark Anderson – I think the training is important, I don't charge for my time for this training or any of the training we do with John Folchetti, basically we're volunteers and are willing to put the time in to become more knowledgeable to better serve our community. David Kulo – I could find out what the dates are and what the communities are. I wanted this Board to bring solid reasons for going, and we've certainly done that.

5. Accept Minutes – May 27, 2008

Mark Anderson motions to accept the minutes as corrected, and Guy Cilenti seconds.

AYES: 5

NAYS: 0

The next regular meeting of the Village of Brewster Planning Board is Tuesday, July 22, 2008.

6. Close Meeting

David Kulo motioned to close the regular meeting of the Village of Brewster Planning Board at 9:30 pm. Kathleen Meyerson seconds the motion.

AYES: 5 NAYS: 0