

VILLAGE OF CHATHAM
PLANNING BOARD MEETING
Tracy Memorial Hall
77 Main Street, Chatham, NY 12037
Monday, July 25, 2022
7:00pm

MINUTES

Call To Order: 7 pm by B. Gaylord

Present: Members B. Gaylord, D. Herrick, F. Iaconetti, L. Korda, J. Sesma; Village Attorney K. Dow; Village Clerk D. Kelleher; Deputy Clerk S. Davis; Applicant N. Hart; Board of Trustees Planning Board Liaison K. Schassler; Deputy Mayor P. Minahan

Old Business:

1. Application # 2022-006; Tax Map #66.13-1-19; NAPA, 20 Church Street, Chatham, NY 12037; Section 110 – Site Plan approval required. Removal of existing 4,901 sq. ft. building and replacement with new 4,000 sq. ft. structure. Review updated plans submitted by applicant to verify that conditions of approval have been included appropriately on final plans.

F. Iaconetti noted that after review, all conditional approval items were shown on the Plans. Motion by F. Iaconetti to grant Final Site Plan Approval to application # 2022-006; Tax Map #66.13-1-19; NAPA, 20 Church Street, Chatham, NY 12037. Approval is based on the changes made to sheet C-2 (dumpster screening and railing height locations); sheet C-5 (new locations of sign posts associated with handicapped parking); and sheet C-6 (detail 3 showing railing). All sheets dated May 20, 2022. Motion seconded by D. Herrick. Approved by all.

New Business:

2. Application #2022-111; Tax Map #66.13-1-19; 15 Dardess Drive, Chatham, NY 12037; (Section 110, Attachment 1, Table of Use, Special Use Permit required for club/health fitness) Martial Arts business – special use and changing entrance. Attorney K. Dow and the Board discussed the need to go through the checklist for Site Plan Review. F. Iaconetti questioned the need for alternate floor plans. Applicant stated that they were options for 1 or 2 bathrooms based on the square footage. F. Iaconetti stated that the Applicant would need to discuss that with the building inspector. F. Iaconetti noted that the Applicant had not provided a letter from the building owner stating that Applicant was authorized to represent the owner at the Planning Board Meeting and that such a letter was required. F. Iaconetti also noted that there was a signature on the SEQRA representing the company. Applicant is leasing the building and was told by the building manager that he (the building manager) did not need to attend the Planning Board Meeting. F. Iaconetti stated that when the Applicant speaks to the Building Inspector regarding the alternate floor plans, he can also obtain from her an authorization form that he can give to the building owner's representative that can be filled out and signed. F. Iaconetti then wanted to clarify with the Applicant that there was no indication in the application regarding the installation of a sign and that, if the Applicant intended to install a sign, that a separate application would need to be filed. F. Iaconetti suggested that the Board go through the checklist for Site Plan Approval and that the Planning Board has the right to waive any of the items on the list. Attorney K. Dow noted that the check list for Special Use Permit is slightly different. F. Iaconetti noted that since the site was already pre-existing, most of the items on the list are probably already addressed, but that for the sake of consistency the Planning Board should go through the list. F. Iaconetti then began to read the list aloud. Attorney K. Dow stated that item #5 within the Application for Site

Plan Approval would be more pertinent. F. Iaconetti agreed and read aloud through the list and noted that some of the items were addressed in the SEQRA provided by the applicant. F. Iaconetti then began to read aloud through the Site Plan Review Criteria checklist, noting that he was not reading through each entry entirely, expecting that the other members of the Board were following along. F. Iaconetti stated that since the site is preexisting, all of the items on the list had already been addressed and appeared to be satisfactory. Attorney K. Dow noted that it is not the kind of thing that generates a lot of external impact, i.e. noise, traffic etc. Members of the Board discussed various aspects of the new business with Applicant. F. Iaconetti asked for clarification from Applicant regarding proposed changes to the store front. F. Iaconetti pointed out missing information on the application and the SEQRA and asked the Applicant to enter the missing information. Motion made by F. Iaconetti to table Application #2022-111; Tax Map #66.13-1-19; 15 Dardess Drive, Chatham, NY 12037 until such time as the Applicant can provide the information requested by the Planning Board which is a letter authorizing Applicant to represent building owner. A Public Hearing will be held at the same time as the next review of the application. Motion seconded by D. Herrick. Approved by all.

Other Business/Recommendations

3. Recommendation from Planning Board requested for ZBA Application #2022-061: Tax Map #66.6-2-5; 55 Spring Street, Chatham, NY. (Section 110-68C, Area Variance fence height); 10' high fence on North boundary of property. *Attorney K. Dow briefly related the Applicant's appearance before the Zoning Board of Appeals. Members of the Board discussed various aspects including the potential impact of the fence height on neighbors as well as future owners of the property. Motion made by D. Herrick that the Planning Board does not possess enough information in this case to make a recommendation. Motion seconded by F. Iaconetti. Approved by all.*

4. Recommendation from Planning Board requested for the Village Board of Trustees regarding proposed Local Law 7 of 2022, "A Local Law to Amend the Zoning Code in Relation to the Retail Sale of Cannabis", which was introduced at a regular Trustee meeting on July 11, 2022 and is set for public hearing on August 8, 2022 at 6:45pm. *Attorney K. Dow outlined the progress, to-date, of the process of allowing the retail sale of cannabis in the Village and the reason for the placement within the C-3 zone. Members of the Planning Board discussed the actual area encompassed by the C-3 zone as well as the process of potential future development within the zone. Motion made by F. Iaconetti that the Planning Board recommends that the Village Board of Trustees approve proposed Local Law 7 of 2022 "A Local Law to Amend the Zoning Code in Relation to the Retail Sale of Cannabis". The Planning Board's recommendation is based on the text of the proposed law, the environmental assessment form, and the response from the Columbia County Planning Board that the Village of Chatham Planning Board was provided as part of this review. Motion seconded by J. Sesma. Approved by all.*

Other Public Comments:

Approve Minutes: May 24, 2022 (There was no Planning Board meeting held in June)
Motion to approve minutes made by D. Herrick. Motion seconded by F. Iaconetti. Approved by all.

Adjournment: 8:12 pm

Next Planning Board meeting: August 22, 2022; 7:00pm

**Respectfully submitted,
Sam Davis
Village Clerk Deputy**