

VILLAGE OF CHATHAM
PLANNING BOARD MEETING

Tracy Memorial Hall
77 Main Street, Chatham, NY 12037
Monday, March 27, 2023; 7:00pm

MINUTES

Call to Order Regular Meeting: *Chairperson B. Gaylord asked that the members of the board elect a Chairperson pro tem for the meeting. L. Korda moved that D. Herrick should be elected, seconded by B. Gaylord. Approved by all. D. Herrick opened the meeting at 7:00 pm.*

Present: *Members B. Gaylord, D. Herrick, F. Iaconetti, L. Korda, J. Sesma; Attorney K. Dow; Clerk D. Kelleher; Deputy Clerk S. Davis; Village Attorney, K. Dow; A. Didio, Taconic Engineering; L. Schutz., Shaker Museum; Michael West, Applicant for Morris Memorial Chatham Preschool; J. Matthews, Chatham Silent Pantry; A. Toelke, Chatham Silent Pantry*

Old Business:

1. Application #2022-171; Tax Map #66.10-1-2, 21 Park Row, Chatham, NY 12037; (Section 110-49) Historic Review for Sign and 110 Table 1 Site Plan required for Nursery School; **Chatham Preschool**. (Public Hearing was waived. Application was submitted to and on CCPB agenda for Tuesday, January 17, 2023). *Per the Board's request, Applicant M. West supplied a new, revised letter indicating the correct hours of operation. There was general discussion regarding State Regulations for a nursery school. M. West supplied a letter from OFCS to the Board which he then read aloud. K. Dow noted that the discussion topic fell outside of the Planning Board's scope. F. Iaconetti made a motion to approve Application #2022-171; Tax Map #66.10-1-2, 21 Park Row, Chatham, NY 12037; (Section 110-49) Historic Review for Sign and 110 Table 1 Site Plan required for Nursery School. This approval is for the installation of a sign in the Historic District Overzone and site plan review for a nursery school. This approval is based on the following:*

- I. Application for building/ use permit dated 10/7/2022 submitted by Michael West on behalf of the Morris Memorial Association*
 - II. Application for site plan review submitted by Michael West*
 - III. Short Environmental Assessment Form, dated 10/13/2022, signed by Michael West, Executive Director for the Morris Memorial Association*
 - IV. The colored, 8 ½ inch by 11 inch photograph of the proposed sign and its location*
 - V. A letter to Erin Reis from Michael West, Executive Director for the Morris Memorial Association, dated 11/12/2022 describing the nursery location with the Morris Memorial building, the number of students and educators, and the hours of operation being 9:01 am to 12:00 pm*
 - VI. The recommendation from the Columbia County Planning Board, dated 1/17/2023*
 - VII. The email, dated 3/7/2023, from the OCFS regarding preschool programs*
- Motion seconded by B. Gaylord. Approved by all.*

2. Application # 2019-092A; Tax Map 66.6-1-29 and 66.6-1-30: 5 Austerlitz Street, Chatham, NY; **Shaker Museum;** (Table 110-1 Civic Building Site Plan required, and Section 110-49 Historic Review). (Original application 2019-092 was approved by the Planning Board on February 22, 2021, and a 1-year approval extension was granted on January 31, 2022). Public hearing not required for site plan review. Review CCPB response. *K. Dow noted that the Board did not need to re-send the application to the County Planning Board since the determination had already been made and was in full effect. F. Iaconetti made a*

motion to approve # 2019-092A; Tax Map 66.6-1-29 and 66.6-1-30: 5 Austerlitz Street, Chatham, NY; Shaker Museum; (Table 110-1 Civic Building Site Plan required, and Section 110-49 Historic Review). This approval is to alter the existing building, demolish existing buildings, construct a new building, and do site work all located within the Historic District Overzone. This approval does not include any work at 10 Austerlitz Street. This approval is based on the following:

- I. Application for building/use permit, dated 1/6/2023 submitted by Andrew Didio*
 - II. Application for site plan review submitted by Lacy Schutz*
 - III. Short environmental assessment form, dated 1/16/2023, submitted by Lacy Schutz, Executive Director*
 - IV. Sheets C-100, C-101, C-102, C-103, C-104, C-501, and C-502, all sheets issued 1/16/2023 and all with one (1) revision noted and dated 3/22/2023*
 - V. Sheet "Illustrative Site Plan" Shaker Museum, Chatham, NY 1/25/2021; sheet L-100 Materials Plan; sheet L-400 Planting Plan (includes plant schedule); sheet "Winter Snow Storage" dated 1/25/21; two (2) sheet "Planting" dated 1/25/21 – one (1) with note revised, see Planting Plan and sheet "Details"*
 - VI. Sheets L-0.00 and L-0.01 General Notes; L-1.00 Materials Plan; L-2.00 Layout Plan; L-3.00 Grading Plan; L-4.00 Planting Plan; L-6.00; L-6.01; L-6.02; L-6.03; L-6.04 "Construction Details"; L-7.00, L-7.01 Planting Detail*
 - VII. The 11 inch x 17 inch bound document titled "Shaker Museum, Chatham, NY" dated 1/25/2021 with bid set updated sheets 10/15/2021*
 - VIII. Letter dated 3/22/2023 to the Village of Chatham Planning Board, signed by Chad Lindberg, P.E.*
 - IX. The recommendation from the Columbia County Planning Board, dated 2/21/2023*
- Motion seconded by J. Sesma. Approved by all.*

New Business:

3. Application # 2023-022; Tax Map # 66.10-1-26: 77 Main Street, Chatham, NY; Chatham Area Silent Pantry; (Section 110-49) Historic Review for Signage. *The Board discussed the location of the proposed signs with the Applicant who stated that the sign in the front of the Tracy Memorial Village Hall would be a two sided sign and that the sign to be placed on the rear of the building would be affixed to the wall or the door. F. Iaconetti noted the application indicated that the sign in the front of the building would be located between the flag pole and the historic marker. Chairperson pro tem D. Herrick read aloud a letter from the Village of Chatham Board of Trustees stating that it was not opposed to the installation of the sign and that it deferred to the Planning Board. K. Dow noted that signs are exempt from SEQR requirement. F. Iaconetti made a motion to approve Application # 2023-022; Tax Map # 66.10-1-26: 77 Main Street, Chatham, NY; Chatham Area Silent Pantry; (Section 110-49) Historic Review for Signage. This approval is for the installation of a sign in the Historic District Overzone and is based on the following:*

- I. Application for building/use permit, dated 3/20/2023, submitted by Deborah Roth*
- II. Application for site plan review dated, 3/20/2023, submitted by Deborah Roth*
- III. Short Environmental Assessment Form, dated 3/20/2023, signed by Deborah Roth*
- IV. The drawing of the two (2) signs: one to be located in front of the Tracy Memorial Village Hall and the other by/on the back door of the Tracy Memorial Village Hall.*

Motion seconded by B. Gaylord. Approved by all.

Other Business/Recommendations for ZBA:

Referral letter from PB to ZBA for: None.

No applications were submitted for ZBA.

Other Public Comments: *A. Didio of Taconic Engineering discussed the conditions of an application submitted by the Crandall Theatre for a sign which was approved over a year ago. He stated that one of the conditions was based on an illumination study which they have been unable to perform due to repairs required prior to the test being able to be administered. F. Iaconetti noted that the 90-day conditional approval was no longer in effect as*

the approval had been granted over a year ago and the applicant would need to reapply. There was general discussion regarding the options that might be available for testing.

Approve Minutes: February 27, 2023 PB meeting. *So moved by J. Sesma, seconded by F. Iaconetti. Approved by all.*

Adjournment: 7:45 by Chairperson pro tem D. Herrick

Next Planning Board meeting: April 24, 2023; 7:00pm.

Respectfully Submitted,
Sam Davis, Deputy Clerk
(04/20/23)