

PLANNING BOARD MEETING

Monday, September 23, 2024; 7:00pm

MINUTES

(This meeting was recorded and video will be posted)

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

Present: Chairman D. Herrick; Members J. Sesma, W. Harris-Braun, F. Iaconetti; Building and Code Enforcement Officer E. Reis; Clerk D. Kelleher; Attorney K. Dow; Trustee K. Schassler; Mayor J. Howe. **Not present:** Member L. Korda; D. Clerk S. Davis.

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.

*September 23, 2024 – Applicant not present. Motion made by D. Herrick, seconded by F. Iaconetti, and **approved by all to TABLE this application.** A letter is being mailed to the applicant requesting a status update for the project, and for the applicant to attend the October 28 meeting of the Planning Board.*

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/manufacturer 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 was present and provided all items which were requested at the last meeting. Sunbrella Acrylic Fabric “Captain Navy”; Ben Moore “Nightfall” paint. Window manufacturer is Marvin Windows. Motion was made by J. Sesma to approve the application, motion to approve was seconded by W. Harris-Braun. F. Iaconetti abstained. J. Sesma, W. Harris-Braun, and D. Herrick voted to approve. **Motion to approve the application passed.***

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.)

Applicant was not present. Additional information which was requested at the last meeting (August) was not submitted by the applicant for this meeting. A letter is being mailed to the applicant requesting a status update for the project, and for the applicant to attend the October 28 meeting of the Planning Board.

*Motion was made by F. Iaconetti, and seconded by J. Sesma, to **Table this application until the next meeting** for more information from the applicant.*

New Business:

4. Application # Subdivision/Lot Line Adjustment: Tax Map numbers 66.9-2-33 and 66.9-2-34; Marcus McGuire; 16 Maiden Lane, Chatham, NY 12037. Review a request submitted to combine two (2) adjacent smaller parcels currently owned by the applicant to create one (1) larger parcel owned by the applicant.

Per Ken Dow, the Planning Board needs only to craft a letter stating that this is outside of Planning Board review and that it is acceptable to the Village and permissible by the Village.

Other Business/Opinion from PB for ZBA/BOT:

5. Application #2024-066: Tax Map #66.13-2-31; Kyle Borut; 1 Washington Ave., Chatham, NY. Village Code, Chapter 110; Table 26, Fences and Walls. An Area Variance is required to extend the existing 4'5-1/2"H side yard fence to along the 2 front yards as presented – 4ft is the maximum allowable height of a fence in the front yard. Application is as presented, a sketch and a photo of requested fence height and addition of wooden slat on the bottom open section of the fence. The fence without the additional slat is currently along the side yard between the property and the firehouse.

Applicant not present. Board members questioned why the applicant desires the front yard fences to be higher than the 4-foot allowed. They asked if there was a particular reason a 4-foot fence would not meet his needs. Ultimately, it was decided by the planning board, based on information known at this time, that the Planning Board recommend that the ZBA does NOT grant the variance.

6. Application #2024-139: Tax Map #66.5-1-22; Adrian Zuniga; 54 Center St., Chatham, NY. Village Code, Chapter 110; Table 2, Density Control. Area variance required for side yard setback of 10 ft. 15 ft. is required per section 110-14D side yard for semidetached and attached dwellings. Side Yards for semidetached and attached dwellings shall be required at ends of the total structure only. Application is as presented, to extend 2-story addition onto existing structure an additional 34' on the right side and behind the original structure. Left side and rear property setbacks are met or exceeded.

Applicant not present. Ken Dow gave a brief summary of the ZBA discussion for the Planning Board members, including that the ZBA requested a survey and more detailed information from the applicant before they could properly review the application. F. Iaconetti suggested that the planning board hold their opinion for the ZBA until more information is obtained from the applicant. J. Sesma seconded that suggestion. All agreed.

Public Comments: None.

Approve Minutes: August 26, 2024 PB meeting. *So moved by J. Sesma, seconded by F. Iaconetti. Approved by all.*

Next Planning Board meeting: October 28, 2024; 7pm

Meeting change: November 25 meeting is changed to November 18.

Meeting change: December 23 meeting is changed to December 16.

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

Adjournment: 7:52pm, by Chairman D. Herrick.

*Respectfully submitted,
Desiree Kelleher
Village Clerk
10/16/24*