

# PLANNING BOARD MINUTES

March 17, 2025

Town Hall, 284 Broadway  
Port Ewen, New York 12466

**Present:** Chairperson Roxanne Pecora, Vice-Chairman Darin DeKoskie, Member Christina Hill, Member Sal Morello and Member Ephie Trataros

**Excused:** Members Steve Bailer and David Mastny

**Also present:** Planner Bonnie Franson, AICP and Town Board Liaison Jared Geuss

The meeting commenced at 7:34 p.m. with the Pledge of Allegiance.

**Chairperson Pecora called for a motion to approve the February 17, 2025 Minutes.** Upon Motion of Member Trataros, seconded by Member Hill and all present voting in favor, the Minutes were approved by a vote of 5-0-2.

## **Vouchers:**

|   |             |
|---|-------------|
| Whiteman, Osterman & Hanna, LLC – Castlemore Escrow           | \$ 617.50   |
| Whiteman, Osterman & Hanna, LLC – K&Y Escrow                  | \$ 478.03   |
| Nelson Pope & Voorhis – Planner Service January 2025          | \$ 2,700.00 |
| Whiteman, Osterman & Hanna, LLC – Legal Services January 2025 | \$ 986.00   |

**Chairperson Pecora called for a motion to approve the vouchers.** Upon Motion of Vice-Chairman DeKoskie, seconded by Member Trataros, and all present voting in favor, the Vouchers were approved by a vote of 5-0-2.

## **OLD BUSINESS:**

### **Hendrick Site Plan/SUP – Case No. 2023-14; SBL Nos. 56.60-1-4 & 42; 137-143 Broadway; BC Zoning District**

Architect Matt Mason was present to represent the Applicant.

Planner Franson provided her review and recommendations to the Planning Board. A determination had been made in 2023 designating the proposal in a mixed-use zone and the application was to review the proposed mixed-use building. The related Lot-Line Adjustment had been approved on February 17, 2025. The Planning Board needed to determine if a referral was necessary to the Ulster County Planning Board. The Board needed to review the parking layout, determine if it was sufficient and if a waiver for some parking was necessary. Although bulk density had been provided, notation on the plan needed to be made where requirements were not met and that they were pre-existing. Note indicating wooded area at the rear of the

buildings would not be disturbed was needed. Notes that the pre-existing non-complying shed would be remaining, as well as note that no new lighting or signage was proposed was requested.

Member Hill suggested waiving the required parking. Planner Franson noted that 11 spaces were shown but one space encroached upon a required setback and needed to be moved. Member Morello noted the handicapped space needed to be corrected to reflect 8' width. He also requested a map notation that there were 2 one-bedroom apartments on the upper level of the mixed used structure. Chairperson Pecora stated the Agent could submit a waiver from the parking for the Board to consider.

**Chairperson Pecora entertained a Motion to Classify as a Type II action under SEQRA.**

Upon Motion of Vice-Chairman DeKoskie, seconded by Member Morello and all present voting in favor, the motion passed 5-0-2 by the following vote:

|                |         |
|----------------|---------|
| Roxanne Pecora | Aye     |
| Darin DeKoskie | Aye     |
| Sal Morello    | Aye     |
| David Mastny   | Excused |
| Steve Bailer   | Excused |
| Christina Hill | Aye     |
| Ephie Trataros | Aye     |

**Chairperson Pecora entertained a Motion to schedule a public hearing.** Upon Motion of Vice-Chairman DeKoskie, seconded by Member Morello and all present voting in favor, the motion to schedule a public hearing to be held on April 21, 2025 at 7:35 p.m. passed 5-0-2 by the following vote:

|                |         |
|----------------|---------|
| Roxanne Pecora | Aye     |
| Darin DeKoskie | Aye     |
| Sal Morello    | Aye     |
| David Mastny   | Excused |
| Steve Bailer   | Excused |
| Christina Hill | Aye     |
| Ephie Trataros | Aye     |

**Chairperson Pecora entertained a Motion to refer the application to the Ulster County Planning Board for review.** Upon Motion of Vice-Chairman DeKoskie, seconded by Member Morello and all present voting in favor, the motion passed 5-0-2 by the following vote:

|                |         |
|----------------|---------|
| Roxanne Pecora | Aye     |
| Darin DeKoskie | Aye     |
| Sal Morello    | Aye     |
| David Mastny   | Excused |
| Steve Bailer   | Excused |
| Christina Hill | Aye     |
| Ephie Trataros | Aye     |

**Cutugno Site Plan/SUP – Case No. 2024-9; SBL No. 80.1-3-18; 76 Floyd Ackert Road; R40 Zoning District**

Ryan DeSalvatore of Alfandre Architecture and owner Patricia Cutugno were present.

Planner Franson reviewed the content of her Memo noting under “procedural comments” that a public hearing would need to be scheduled, referral to the UCPB would be required, place map note on plans to indicate maximum occupancy of guests, SEQR classification, and agency referral responses. Ms. Cutugno had previously provided responses from the Fire Chief, Highway Superintendent and TEVAS. The Administrative Assistant would confirm receipt of the documentation from those agencies.

Architect DeSalvatore stated that the interior layouts had not been modified to minimize investment costs and would be developed if conditional approval was granted, the renovations to obtain a building permit would be compliant. The Applicant was waiting for proposal from Civil Engineer John Stinemire to address parking, density schedule, dimensions and layouts. Architect DeSalvatore had spoken with the Building Department to confirm the plan met with fire and building code and from his prospective, he was seeking conditional approval prior to developing plans that would meet all regulations. He added that the number of guest rooms would be shown which would determine what would be adequate septic and parking but beyond that, costs for details were being minimized. The location of a sign had been indicated but not sign details and would need to be addressed during the review.

Planner Franson stated that the Planning Board should consider what it may want shown on the plans, determine SEQR classification, whether the Application was ready for referral to the UCPB and/or if it wanted to wait for information from the civil engineer prior to scheduling a public hearing.

Member Morello referenced Planner’s Narrative “7 – a through k” indicating that items had not been addressed by the Applicant. Architect DeSalvatore stated they were hoping for conditional approval and full detailed drawing would be provided if that approval was granted. Member Morello felt the Applicant needed to go over the Planner’s Review Memo and provide additional information. Planner Franson inquired if the Planning Board wanted to schedule a public hearing or wait until requested items had been addressed and then schedule a public hearing. Member Morello felt that application was not a full submission to enable scheduling of a public hearing. Planner Franson noted that the Town did not have conditional site plan approval, it had site plan approval with conditions. There were questions that dealt with interior space and from her prospective, the parking and potential stormwater pollution plan needed to be addressed. Planner Franson asked if realistically, could septic, parking and requested elements be shown on the plan. Architect DeSalvatore stated that getting plans with the information from the Engineer was not likely by the next submission deadline. Member Trataros felt there were too many outstanding issues (parking, water, septic) and scheduling a public hearing was premature. Planner Franson asked for clarification whether or not any of the units would be resided in and

be noted on the plans. Engineering review may be needed depending on whether a SWPPP was needed. Discussion ensued regarding SEQRA and how much disturbance would trigger a Type I classification.

**Chairperson Pecora entertained a Motion to classify the proposal under SEQRA.** Upon Motion of Vice-Chairman DeKoskie, seconded by Member Hill and all present voting in favor, the motion to classify as a Type II action under SEQRA passed 5-0-2 by the following vote:

|                |         |
|----------------|---------|
| Roxanne Pecora | Aye     |
| Darin DeKoskie | Aye     |
| Sal Morello    | Aye     |
| David Mastny   | Excused |
| Steve Bailer   | Excused |
| Christina Hill | Aye     |
| Ephie Trataros | Aye     |

Architect DeSalvatore asked what landscaping would be required on the plans. Planner Franson stated that additional screening may be requested depending upon potential comments at the public hearing. If the applicant was able to provide the requested engineering on plans provided at the next submission, a public hearing could then be scheduled.

**Ball & Claw Site Plan – Case No. 2024-4; 213 Broadway; SBL No. 56.60-5-13; BC Zoning District**

Owner Maria Phillipis was present.

The requirement to hold a public hearing was at the discretion of the Planning Board and the Applicant had submitted a written request to waive the public hearing pursuant to §123-47C(6).

Planner Franson noted that revisions were needed on the plans and indicated Ms. Phillipis could have her Architect contact her directly to discuss what revisions were needed. The bulk table needed to include building height, rear setback, side setback, etc. Parking that was being removed was still shown as well as extraneous notes that didn't apply. No new lighting was proposed. The Applicant had withdrawn plan to have food truck(s) and movies at the present time. Ms. Phillipis' design professional could request waiver of any site plan requirements and could discuss with Planner Franson as well. Ms. Phillipis was satisfied with the present signage and was directed to remove what was not going to be requested. Chairperson Pecora stated that plans needed to be all inclusive so that the Applicant didn't need to return to the Board each time there was an additional proposed activity (ie. movies, food trucks, etc.). Planner Franson noted that if a new use/activity was proposed by the Applicant, the Building Department would be able to determine if the Planning Board would be needed to review as a site plan amendment. Chairperson Pecora added that the Board was encouraging the Applicant to propose anything she would like to do for it to review now which would save the expense if the Applicant chose to consider later.

**Chairperson Pecora entertained a Motion to waive the public hearing pursuant to §123-47.C(6).** Upon Motion of Member Hill, seconded by Member Trataros and all present voting in favor, the motion passed 5-0-2 by the following vote:

|                |         |
|----------------|---------|
| Roxanne Pecora | Aye     |
| Darin DeKoskie | Aye     |
| Sal Morello    | Aye     |
| David Mastny   | Excused |
| Steve Bailer   | Excused |
| Christina Hill | Aye     |
| Ephie Trataros | Aye     |

Referral to the Waterfront Advisory Board was not made since no disturbance was taking place.

**Chairperson Pecora entertained a Motion to grants site plan approval conditioned upon submission of revised plans addressing all comments contained in the Planner’s Review Memo.** Upon Motion of Vice-Chairman DeKoskie, seconded by Member Hill and all present voting in favor, the motion passed 5-0-2 by the following vote:

|                |         |
|----------------|---------|
| Roxanne Pecora | Aye     |
| Darin DeKoskie | Aye     |
| Sal Morello    | Aye     |
| David Mastny   | Excused |
| Steve Bailer   | Excused |
| Christina Hill | Aye     |
| Ephie Trataros | Aye     |

**NEW BUSINESS:**

**Bennett LLA – Case No. 2025-2; SBL Nos. 56.50-4-41 & 31; 129 Third Street & 132 Mary’s Avenue; R12 Zoning District**

Owner Patrick Bennett was present. The proposed lot-line adjustment was transferring property from one lot to another and, as a result, Lot 31 would be made compliant, and Lot 41 would become non-compliant. Mr. Bennett stated that his driveway runs to the backyard and as a result, drainage from snow and rain travels in that direction.

The Planning Board was not able to determine if the proposal would result in any noncompliant dimensional standards and Mr. Bennett was requested to provide revised maps indicating existing and provided dimensional standards. A parcel identifier inset and correction to the Planning Board’s signature lines was also requested. Mr. Bennett was provided with a copy of the Planner’s Review Notes to provide to his surveyor.

**ZBA referrals – None**

Chairperson Pecora noted that a liaison from the Planning Board to the Waterfront Advisory Board was needed if any Member was interested.

Upon Motion of Vice-Chairman DeKoskie, seconded by Member Trataros and all Members in favor, the meeting was adjourned at 8:52 p.m.

Respectfully submitted,

Lisa K. Mance

Dated: March 28, 2025

Approved: April 21, 2025