**TOWN OF POESTENKILL**

38 Davis Drive / P.O. Box 210

Poestenkill, NY 12150

**PLANNING BOARD**

**Planning Board Minutes**

**January 9, 2024 @ 7:00 PM**

**Poestenkill Town Hall**

**(DRAFT)**

**Attendees: Non- Voting:**

Rob Bentz, Chairperson Lawrence Howard, ESQ

Harvey Teal Stephanie Volkmann, Clerk

Don Heckelman

Jeff Briggs

Brandon Harris **Absent:**

Vicki Spring Steve Valente

Laura Burzesi

7:00 PM – Pledge of Allegiance

**Minutes:**

Meeting minutes from December 5, 2023 were reviewed. A motion to approve the minutes was made by Member Spring and seconded by Member Teal with a vote of (4) yays, (0) nays and (2) abstentions.

(Chairperson Bentz and Member Harris) Member Burzesi was late to the meeting.

**Applicant:**

**Orsini:**

Mark Wagner, ESQ. attended the meeting to represent the Orsini’s for a Special Use Permit application for a venue using 2 acres of their 51 acres. The application is for the Orsini’s to host special occasions and gatherings for a fee. Orsini’s will be on premises to direct traffic. These events shall occur during the Spring, Summer and Fall seasons,on weekends and/holidays exclusively between the hours of 10 a.m. and 10 p.m.

The following were the concerns that the Planning Board and the Poestenkill Fire Company had presented from the December 2023 meeting.

**Discussion:** The Planning Board and the Poestenkill Fire House presented their concerns for the venue and would like to see some changes made to the proposal.

* Revising the parking area for more than 50 parking spots
* Widen the road to 24 feet
* Adding a staging area (vendor parking)
* Widen the walking path from 12 feet to 15 feet
* Widen the radius of the entrance from Blue Factory into the driveway to the venue to accommodate the fire trucks
* Lighting – battery backup
* Proposed signage at the entrance
* 15 feet height for the fire trucks along the entrance (remove branches if any)

Mr. Wagner submitted a site plan with some of the revisions that the Board and Fire Company wanted to see changed from the December 2023 discussion.

* Parking lot was expanded to 75 parking spaces from 50 spaces
* A staging area was placed. Suggestion was made by the board to possibly move it out of the walkway.
* Walking path was widened to 15 feet from 12 feet
* Mr. Wagner submitted a picture of what is being proposed for lighting along the pathway and the roadway. It will have battery backup.
* Proposed signage is showing on the new site plan at the entrance off Blue Factory. The board suggested having a lighted sign.

Fire Company members made a site visit to the Orsini’s and met with Nancie Orsini, her husband and son to address the fire company’s concerns. The fire company brought a smaller truck up to be sure they could make the turn at the entrance off Blue Factory Road and navigate the driveway. Assistant Chief, David Basle submitted a letter to the Planning Board with the information that he felt was a concern and had talked to the Orsini’s about. (see below)

The Poestenkill Fire Co. met with Nancie Orsini on December 17, 2023.

We discussed and agreed on the following.

1-To widen the roadway from 20 feet to 24 feet.

2- The corner from blue factory to the driveway is wide enough for fire apparatus.

3- The bridge will be blocked off, so no venue traffic can use it.

4-They are going to enlarge the parking lot so we have enough room to get around cars with the fire apparatus.

5-There is access to the creek for a water supply if the Fire Co. should need it.

6-There will be a service road from the parking lot to the tent, site for fire apparatus and vendor traffic.

The roadway needs to be changed from 20 feet wide to 24 feet wide on the site map.

David Basle submitted the radius needed at the entrance for the larger fire truck to Nancie Orsini and Mr. Wagner provided the Planning Board with a map showing that there would be no issues making the turn in to the entrance of the venue off Blue Factory Road.

At the December 2023, meeting Councilwoman Butler inquired about how the 5 feet berm along the creek was built. David Basle addressed this with the Orsini’s, and it was from a previous storm when they were able to dredge the creek.

Member Briggs referenced that over 1 acre of property being disturbed would need a SWPPP. With the extra access road and the other property being disturbed for the venue it will be over the 1 acre. Therefore, Orsini’s will need to apply for a SWPPP.

The maximum number of guests to be able to attend an event was changed from 150 to 100.

Event staff with park at the Orsini’s residence and the vendors will park at the event area or staging area.

Mr. Wagner supplied a few pictures of what the bathrooms will potentially look like.

Board Member Spring asked if there would be handicap parking spots. This needs to be addressed with Tracy Church, Code Enforcer to see if they are required. Member Burzesi asked if there will be signs for “No Parking” for emergency zone.

Mr. Wagner will revise the site plan and return for the February meeting.

A public hearing cannot be scheduled until Orsini’s submit a final approved site plan.

**Other:**

Member Briggs mentioned the Comprehensive Plan. Supervisor Russell stated the plan will be brought up for discussion at the January 2024 Town Board meeting.

7:42 PM A motion was made by Member Heckelman and seconded by Member Burzesi to go into executive session for a personnel matter with a vote of (7) yays, (0) nays and (0) abstentions.

7:50 PM A motion to exit out of executive session was made by Member Heckelman and seconded by Member Burzesi with a vote of (7) yays, (0) nays and (0) abstentions.

No action was taken before or after executive session.

7:55 PM A motion was made to adjourn the meeting by Member Spring and seconded by Member Burzesi with a vote of (7) yays, (0) nays and (0) abstentions.

Respectfully Submitted,

Stephanie H. Volkmann

Planning and Zoning Clerk