

Town of Ulster Planning Board
April 9, 2024
Meeting Minutes

The meeting was called to order at 7:00 PM.
Pledge of Allegiance was recited.
Emergency Exits were noted.

Approval of March minutes

Motioned by: Mr. Almquist
Seconded by: Mr. Crispell
All in favor

Roll Call

- ✓ Mr. Almquist
- ✓ Mr. Decker
- ✓ Mr. Stowell
- ✓ Mr. Crispell
- ✓ Chairman Lee

Public Hearing

Jacobsen Subdivision – P-935

1081 Pine Place

SBL: 48.42-7-1

Zone: R10

Major (6) lot Subdivision

Action: Open public hearing

Motioned by: Mr. Decker

Seconded by: Mr. Almquist

All in favor

No Neighbors showed for the public hearing.

Action: Close public hearing

Motioned by: Mr. Almquist

Seconded by: Mr. Decker

All in favor

Owner of the property, Robert Jacobsen, appeared to answer any questions or concerns. He summarized his proposed six (6) lot subdivision. Each lot will have the appropriate square footage to build on, with a hammerhead turn around at the end.

Action: Schedule a second public hearing and approve the preliminary plat plan

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Motioned by: Mr. Crispell
Seconded by: Mr. Almquist
All in favor

New Business

Warcholak Subdivision P-936

247 Potter Hill Rd
SBL: 39.8-2-10.110
Zone: R60

Minor (2) two lot Subdivision

Bruce Utter from Praetorius and Conrad appeared for the applicant to discuss details on the subdivision.

Chairman Lee read a resolution.

Summary - A motion initiating SEQRA, refer to Highway Superintendent, and scheduling public hearing.

Resolution:

WHEREAS Applicant and owner – Mary Rose and Gary Warcholak, propose a two (2) lot subdivision fronting Potter Hill Road; and,

WHEREAS the applicant has submitted a complete subdivision application including a submitted State Environmental Quality Review Act (SEQRA) Short Environmental Assessment Form to the Town of Ulster Planning Board; and,

WHEREAS, the Town of Ulster Planning Board has final subdivision review and approval authority for this application.

NOW THEREFORE BE IT RESOLVED, based on a review of the application the Town of Ulster Planning Board takes the following actions:

BE IT RESOLVED that the Town of Ulster Planning Board determines that this Minor Subdivision application is an Unlisted Action under the New York State Environmental Quality Review Act (SEQRA) and that the Planning Board declares intent to be Lead Agency; and,

BE IT RESOLVED, that as a minor subdivision this application is exempt from referral to the Ulster County Planning Board as per the Ulster County Planning Board Land Use Referral Guide; and,

BE IT RESOLVED, this application should be referred to the Town of Ulster Highway Superintendent for comment; and,

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NOW BE IT FURTHER RESOLVED the Planning Board waives the procedural requirement for preliminary plat submission as well as a preliminary hearing consistent with Town of Ulster Subdivision of Land Chapter 161 Section 161-10B and schedules the Final Public Hearing for May 14, 2024.

Motioned by: Mr. Almquist

Seconded by: Mr. Crispell

All in favor

Date: April 9, 2024

Zena Development – P-937

Ruby Woods

SBL: 39.1-1-21.100

Zone: R60

Major Subdivision – For presentation only

Alec Gladd from Cuddy & Feder, LLP appeared to discuss the proposed subdivision along with representatives from engineering, wetland and species expert, and Traffic expert. They are proposing a 30 lot, single family residential, subdivision on 106.6-acre parcel.

For further details please listen to the audio version on the website.

Old Business

Venue on the Hill – P-930

261 Sawkill Rd

SBL: 48.10-1-17.100

Zone: R30

Special Use Permit

Justin Harvey represented for the applicant, Joshua Ortman.

County comments were received and have questions as to the maximum number of yearly events, maximum number of attendees, parking, hours of operation to ensure noise compliance, as well as traffic management and emergency access plan.

This application will be moved to the May 14, 2024, meeting to ensure all questions answered before approval.

Firehouse Productions – P-933

505 Boices Ln

SBL: 48.7-2-37.110

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Zone: OM
Site Plan

Chairman Lee read a resolution for approval.

Resolution:

WHEREAS, the applicant –seeks approval for adaptive reuse of an existing, commercial building for office and equipment storage uses supporting their “sound reinforcement company” along with the addition of a new loading dock, and such uses are permitted as of right in the applicable OM zoning district; and,

WHEREAS, the materials submitted in support of the Proposed Action includes:

Application for Site Plan, prepared by Bryan Olson, BLO Holdings LLC, dated 12/19/2024

Short Environmental Assessment Form, Part 1 with EAF Mapper Summary Report, prepared by Scott Dutton, RA, dated 02/09/2024

One page Written Narrative, re: Firehouse Productions at 505 Boices Ln, prepared by Dutton Architecture PLLC, no date

Map of Lands to be Conveyed to BLO Holdings LLC, Site Plan, prepared by Brinnier & Larios, PC, dated 02/05/2024 and revised 02/06/2024

Map set title Firehouse Productions, prepared by Dutton Architecture PLLC, dated 02/21/2024 and including the following sheets:

A101 – Existing First Floor Plan

A102 – Proposed First Floor Plan

and four sheets (Sheets 1,2,3 & 4 of 4) all titled Firehouse Productions, Exhibit: Proposed Loading Dock Addition, dated 02/27/2024; and,

WHEREAS, the Town of Ulster Planning Board retains the authority to approve the Site Plan Amendment in accordance with the Town Code; and

WHEREAS, the Proposed Action was referred for comment to the Ulster County Planning Board (UCPB) pursuant to their referral agreement with the Town of Ulster. UCPB via memo from 4/4/2024 returned the following comments: No County impact; and,

WHEREAS, the Town of Ulster Planning Board, upon review of the entire record determines that this action is reuse of an existing structure for a permitted use that does not meet or exceed other SEQRA determination standards, and that the Proposed Action is a Type II Action and no additional action is required under SEQRA.

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NOW THEREFORE BE IT RESOLVED, the Town of Ulster Planning Board hereby grants Conditional Site Plan Amendment approval for the Proposed Action subject to the conditions, limitations and restrictions set forth below.

1. Compliance with comments from Ulster County Planning Board.
2. Compliance with any comments received from the Town Superintendents of Sewer and Water;
3. Compliance with applicable zoning and building laws, rules and regulations;
4. Compliance with all representations made by the applicant;
5. Compliance with site plan, design plans and all details as cited herein;
6. The Town's consulting planner and Building Inspector are hereby authorized to approve minor Site Plan changes of a ministerial nature, which may arise due to unforeseen circumstances in the project site development; and
7. All fees, including consultant fees, shall be paid.

Motioned by: Mr. Crispell

Seconded by: Mr. Decker

Rory Lee, Chair

Frank Almquist, Vice Chair

DATE: April 9, 2024

Action: Adjourn the meeting

Motioned by: Mr. Crispell

Seconded by: Mr. Stowell

All in favor

Respectfully submitted,

Megan Hay

Planning/Zoning Secretary