

Town of Highland
Planning Board Minutes
September 25, 2024

Chairman Jeffrey Spitz calls the meeting to order at 6:00 PM

Motion to open the meeting

Motion: Tim McKenna Seconded: Frank Monteleone All in Favor.

Chairman states that the meeting is being recorded.

As a reminder while this meeting is open to the public to watch, unless there is a public hearing with comments specific to that hearing, there are no conversations, comments or questions from the public.

Pledge of Allegiance

Attendance:

Jeffrey Spitz - Chairman		Present
Frank Monteleone – Vice Chairman		Present
JT Vogt		Present
Steve Bott		Absent
Tim McKenna		Present
Alternate #1:	Dave Pietkiewicz	Present
Alternate #2	Ted Knuetter	Present
Board Secretary	Helene Hoffmann	Present
Town Attorney	Javid Afzali	Present
Town Engineer	Kenneth Ellsworth	Present
Code	Rich Manley	Present

Dave Pietkiewicz is filling in for Steve Bott who is absent tonight.

Motion to approve the August 28, 2024 Meeting minutes

Motion: Dave Pietkiewicz Seconded: J.T. Vogt All in Favor

Motion to approve the September 12, 2024 Meeting minutes

Motion: Frank Montelone Seconded: Dave Pietkiewicz All in Favor

The chairman states that there is an updated fee schedule that has been reviewed and approved which will be posted as part of the minutes and copies will be available by the end of the meeting.

Planning Board Contact Information:

Email: planningboardzba@townofhighlandny.com

tel: **845-557-8203**

The chairman asks the secretary if there is any correspondence. The secretary states there is none.

Public Hearings:

Application #14-2024 – The Hamlet Dream 3364 State Route 97

Section 28 Block 11 Lot 5

Represented by Victor and Vanessa Mendes

The applicants present for a special use permit and site plan review for a mixed commercial and residential use.

The chairman states that there was some correspondence regarding this application. These included the response back from the county regarding Form GML-239 we submitted to them which the chairman reads. The chairman also states that we received an e mail from Kerry Engelhardt from the Upper Delaware Council regarding a form needed from the planning board and then the UDC and the Parks Department will review as this property is located along the River Corridor. The chairman reads the e mail. The chairman states that these correspondence will be available with the minutes.

The applicants review their plans for their special use permit and site plan view which includes a mixed commercial and residential use. The first floor needs removal of a low bearing wall to create a space for a gift shop. The second floor will be renovated and converted to two separate apartments. Ken Ellsworth explains that the applicant needs to submit proposed plans from the architect regarding the removal of the low bearing wall which needs to be reviewed by himself and the board. The chairman asks code if there are any issues to be reviewed and Rich Manley responds there is not. The chairman asks if there are any other questions or comments from the planning board and there are none.

Motion to open Public Hearing: Tim McKenna Seconded: J.T. Vogt

Public Notice is read by the Secretary:

Please take notice that the Planning Board of the Town of Highland will hold a Public Hearing pursuant to Section 190 of the Town of Highland Code on the application #14-2024 of Victor and Vanessa Mendes for approval of a special use permit for a mixed residential and commercial building on the property located at 3364 Route 97, Barryville, NY 12719, identified as Town of Highland Section 28 Block 11 Lot 5.

Said hearing will be held on the 25th day of September 2024 at the Eldred Town Hall, 4 Proctor Road, Eldred, NY at 6:00 PM, at which time all interested parties will be given an opportunity to be heard.

Number of Letters Sent: 28

Number of Return Receipts Received:13

Public Comment:

1. Joseph Krist – 793 Route 55. He asks a question regarding the encroaching issue and the how it affects the surrounding businesses that are currently there. This is discussed and explained by the board.

The chairman then explains that we will keep the public hearing open and forward the information to the UDC to review and then the Parks Department for review. The chairman explains the process for keeping the public hearing open until everything is reviewed by the necessary agencies. The chairman asks about escrow and the secretary explains that this was discussed with the applicants. The applicants ask if in the meantime they can start working on

the low bearing wall and the chairman explains the process that will need to be done before any plans can be started with the building.

New Business:

**Application #15-2024 – Deborah Jane Cooper – 76 Beaver Brook Road, Yulan NY
Section 15 Block 1 Lot 5.2**

Represented by Jeff Maisonette. Deborah Jane Cooper is present by phone to answer any questions as she is out of the country.

The applicant is presenting for approval of a Short Term Rental.

The applicant reviews the details of the house and property management. The fire inspection is scheduled for Tuesday, October 1, 2024. Javid Afzali comments on the slope of the property and the SEQR which is confirmed was included in the packet. A question is brought up by the planning board regarding the fence rails not meeting code which the code confirms and the applicant confirms will be addressed in the near future. Insurance was not included and needs to be sent to the board. The emergency contact for the property is discussed and confirmed. The applicant will speak to the secretary regarding what is need for the public hearing.

Motion to schedule public hearing for October 23, 2024:

Motion: Tim McKenna Seconded: J.T. Vogt All in Favor

Motion to declare the planning board as lead agency:

Motion: Tim McKenna Seconded: Dave Pietkiewicz All in Favor

Old Business:

**Application #13-2024 – Julius Robinson – 3512 State Route 97
Section 27 Block 7 Lot 5.1**

Represented by Julius Robinson

The applicant presents for a special use permit. Mr. Robinson would like to construct a shelter storage structure.

The applicant reviews his plans for the shelter storage structure. Last month he presented to the board for this special use permit but it was explained by the planning board that he required a site plan that was stamped by an engineer, architect or licensed surveyor. The applicant submitted a signed site plan by a licensed surveyor prior to this meeting which has been reviewed by the planning board. The chairman asks if there are any comments from code or the planning board and there are none. The chairman asks the applicant to speak to the secretary regarding what is needed for the public hearing.

Motion to schedule public hearing for October 23, 2024:

Motion: Frank Monteleone Seconded: J.T. Vogt All in Favor

Application #5-2022 Camp Fimfo – Catskill (Kittatiny) –

Represented by Daniel Rubin & Caren LoBrutto Engineer

The chairman explains that we received the revised DEIS which was submitted on August 28, 2024 and that a workshop was held on 9/12/2024 with the planning board, Town Engineer,

UDC and NPS to review. The Chairman explains that the board put together a response to the revised DEIS and submitted it to the applicants prior to this meeting.

The applicants then go through the comments that the planning board submitted prior to this meeting. These comments were compiled from the planning board, Keystone Associates, the UDC and NPS. A discussion ensues between the applicants, the planning board and the town attorney to clarify and answer any comments or questions presented to them as well as any concerns that are still outstanding.

The Town Attorney then reviews the next step process between the applicants and the planning board.

The chairman informs the public that the link to the revised DEIS is on the agenda and that the comments submitted by the planning board, Town Engineer, UDC and NPS will be posted with the minutes.

Camp Fimo link:

<https://labella-pc.sharefile.com/d-sc3ac0185d87f47ae8b820a774ebb5ff9>

Other Business:

Next Planning Board Meeting is October 23, 2024

Motion to close the meeting:

Motion: J.T. Vogt Seconded: Dave Pietkiewicz

The chairman closes the meeting at 7:16 PM.