



Town of Union Vale Planning Board

Town of Union Vale Town Hall

249 Duncan Road

Lagrangeville, NY 12540

Regular Meeting Agenda

April 14th 2022 7:30 P.M.

Planning Board Members:

Chairman: Pat Cartalemi, Members: Scott Kiniry, Alain Natchev, Karl Schoeberl,
Katherine Saglibene, Michael Mostachetti and Anita Fina Kiewra

I. CALL TO ORDER / DETERMINATION OF QUORUM

II. BUSINESS SESSION

- Review the agenda
- Approve meeting minutes from February 10th & March 10th 2022

III. CORRESPONDENCE

Letter from George Kolb dated 4/12/22

IV. PUBLIC HEARING

PROJECT NAME

- Hodgkin's Special Use Permit- Accessory apartment
Owner/Applicant: Austin Hodgkin's
Location: 127 Brush Hill Rd Millbrook NY 12545. Parcel # 6862-00-370602

PROJECT NAME

- Young Judaea Sprout Lake Camp Site Plan approval.
Applicant: Helene Drobenare
Engineer: Brian Stokosa
Location: 6 Sprout Lake Camp Verbank, NY 12585. Parcel # 6662-00-229857

PROJECT DETAILS

- Application for special use permit for a (1) bedroom, (1) bath accessory apartment located within the main dwelling, approximately 975 sqft

PROJECT DETAILS

- Application for site plan amendment to include proposed 40' x 60' open seasonal pavilion.

V. REGULAR SESSION / NEW BUSINESS

PROJECT NAME

- Vilcheck Special Use Permit- Accessory apartment
Owner/Applicant: Daniel Vilcheck & Little Wolf Properties LLC
Location: 103 Duncan Rd Lagrangeville NY 12540. Parcel # 6759-00-195985

PROJECT NAME

- Sundlof Sketch Plat Review for Lot Line Alteration
Owner/Applicant: Brian & Rhonda Sundlof
Location: 3155 Route 82 & 11 Verbank Village Rd Verbank NY 12585. Parcels 6662-00-353954 & 6662-00-419995

PROJECT DETAILS

- Application for special use permit for a (2) bedroom (1) bath accessory apartment within existing barn, approximately 725sqft

PROJECT DETAILS

- Application for a sketch plat review for a lot line alteration between lot #353954 & #419995. Proposed change will increase lot #353954 to be approximately 9.5 acres, and decrease lot #353954 to approximately #22.9 acres.

VI. REGULAR SESSION / OLD BUSINESS

None

VII. OTHER BUSINESS

None

VIII. ADJOURNMENT

- **NEXT DEADLINE: April 21st 2022** (by Noon)
- **NEXT MEETING: May 12th, 2022**



Town of Union Vale Planning Board
Town of Union Vale Town Hall
249 Duncan Road
Lagrangeville, NY 12540
UNION VALE PLANNING BOARD
Minutes of the Regular Meeting 7:30 pm
April 14, 2022

Members Present: Chairman Pat Cartalemi, Members: Alain Natchev, Scott Kiniry, Kaye Saglibene, Anita Fina Kiewra Karl Schoeberl

Members Absent: Michael Mostachetti

CALL TO ORDER / DETERMINATION OF QUORUM

Chairman Pat Cartalemi determined that there was a quorum for the Planning Board (“The Board”) to conduct business and called the meeting to order.

CORRESPONDENCE

Letter dated 4/11/2022 by George Kolb

BUSINESS SESSION

The Board unanimously approved February 10th & March 10th meeting minutes

Public Hearing

PROJECT NAME

- Hodgkin’s Special Use Permit- Accessory apartment
Owner/Applicant: Austin Hodgkin’s
Location: 127 Brush Hill Rd Millbrook NY 12545. Parcel # 6862-00-370602

PROJECT DETAILS

- Application for special use permit for a (1) bedroom, (1) bath accessory apartment located within the main dwelling, approximately 975 sqft

Meeting # 2

Chairman Cartalemi requested a motion to open the public hearing offered by member Natchev, seconded by member Kiniry. Chairman Cartalemi invited owner of 127 Brush Hill Road, Mr. Austin Hodgkin’s provided details of the application. Mr. Hodgkin’s explained George Kolb, Building Inspector for Town of Union Vale inspected the home two weeks ago and apartment passed inspection. Chairman Cartalemi asked if anyone from the public had questions or comments, or anyone from the board had questions, with none Chairman Cartalemi stated they cleared up any previous questions about the square footage of the home with the letter that was received from George Kolb. With no further comments Chairman Cartalemi asked for a motion to close the public hearing which passed unanimously.

Chairman Cartalemi offered the following resolution titled

ACCESSORY APARTMENT WITHIN A PRIMARY DWELLING
RESOLUTION APPROVING HODGKINS SPECIAL USE PERMIT

Chairman Cartalemi made a motion which passed unanimously by the board to adopt the resolution.

PROJECT NAME

- Young Judaea Sprout Lake Camp Site Plan approval.
Applicant: Helene Drobenare
Engineer: Brian Stokosa
Location: 6 Sprout Lake Camp Verbank, NY 12585. Parcel # 6662-00-229857

PROJECT DETAILS

- Application for site plan amendment to include proposed 40’ x 60’ open seasonal pavilion.

Meeting # 2

Chairman Cartalemi requested a motion to open the public hearing offered by member Natchev, seconded by member Saglibene. Mr. Stokosa engineer on the application began by describing the proposed pavilion the camp wishes to construct on the property, which will be a 40' x 60' open air pavilion which will be near the tennis courts. The pavilion will be used for activities for the camp while providing cover from the elements. Chairman Cartalemi asked if anyone from the public had questions or comments, or anyone from the board had questions. Jim Nelson, attorney for the Town of Union Vale commented that because this parcel is partially in the Town of Lagrange it is required that the Town of Lagrange Clerk is notified of the site plan change, which will be sent out. He also stated that because the location of the project is along State Route 82, a notice must be sent to Dutchess County Planning. With that information given Chairman Cartalemi stated the public hearing will be held over until the May 12th Planning Board meeting to give time to send proper notifications to Dutchess County Planning and the Town of Lagrange.

REGULAR SESSION / OLD BUSINESS

PROJECT NAME

- Vilchek Special Use Permit- Accessory apartment
Owner/Applicant: Daniel Vilchek & Little Wolf Properties LLC
Location: 103 Duncan Rd Lagrangeville NY 12540. Parcel # 6759-00-195985

PROJECT DETAILS

- Application for special use permit for a (2) bedroom (1) bath accessory apartment within existing barn, approximately 725sqft

Meeting # 2

Chairman Cartalemi went over a letter written by Code Enforcement official George Kolb on 4/11/22 in reference to the square footage of the home to confirm the space to be 2,214 square feet. The Chairman stated this fits the requirement for the 725 sqft accessory apartment. Chairman Cartalemi asked for questions from the board, with none, the Chairman made a motion, which was passed unanimously by the Board, to accept the Application as an **Unlisted action under SEQR for a Special Use permit of Daniel Vilchek & Little Wolf Properties LLC located at 103 Duncan Road, Lagrangeville NY 12540 Parcel #195985** and scheduled a Public Hearing on the Application for *Thursday May 12th at 7:35 pm* and directed the secretary to provide timely notice thereof.

REGULAR SESSION / NEW BUSINESS

PROJECT NAME

- Sundlof Sketch Plat Review for Lot Line Alteration
Owner/Applicant: Brian & Rhonda Sundlof
Location: 3155 Route 82 & 11 Verbank Village Rd Verbank NY 12585. Parcels 6662-00-353954 & 6662-00-419995

PROJECT DETAILS

- Application for a sketch plat review for a lot line alteration between lot #353954 & #419995. Proposed change will increase lot #353954 to be approximately 9.5 acres, and decrease lot #353954 to approximately #22.9 acres.

Chairman Cartalemi asked the applicant to present the details of the proposed sketch plat application. Rhonda Sundlof owner of lot on 3155 Route 82 explained her and the neighbor at 11 Verbank Village road have discussed the purchase of 7 acres to be added to their lot on Route 82. Mrs. Sundlof stated there is no intention on building any additional structures at this time, nor is there any structures located on the land in review. There was a discussion confirming the owner of the other lot had submitted written consent in which the board did receive. The board commented that the additional acres being added will actually make their lot conforming to the current RA-3 zone. Chairman Cartalemi asked the board if they had any additional questions, with none Chairman Cartalemi stated there does not seem to be any issues with the proposal and suggested the applicant submit a formal application for a lot line alteration.

OTHER BUSINESS

None

ADJOURNMENT

As there was no further business, a motion was made by the Chairperson Cartalemi and unanimously accepted by the Board, to adjourn the meeting at 8:01 PM.

The next regular/public meeting of the Planning Board is scheduled for **Thursday May 12th 2022**

The agenda will close on **April 21st 2022, at 12:00 Noon**. Items for consideration at the **May** meeting must be received by that date.



Planning Board
249 Duncan Road
Lagrangeville, NY 12540
(845) 724-5600

**ACCESSORY APARTMENT WITHIN A PRIMARY DWELLING
RESOLUTION APPROVING HODGKINS SPECIAL USE PERMIT**

Date: 4/14/2022

WHEREAS, a formal application for special use permit approval for the purpose of creating an Accessory Apartment (975 sq. ft. consisting of a (1) bedroom, (1) bath accessory apartment located within the main dwelling located at 127 Brush Hill Road, Millbrook, New York 12545, in the Town of Union Vale, Rd-10 Zoning District, was submitted to the Planning Board by Austin Hodgkins, Owner of application; and

WHEREAS, the proposed work involves the creation of an accessory facility located within the dwelling, the apartment being detailed on the annexed February 14, 2022 “Accessory Apartment for Hodgkins Residence” plan (“the Plan”); and

WHEREAS, referral to the Clerks of adjoining municipalities within 500’ of the residence is not required, and

WHEREAS, applications for accessory apartment special use permits in the Town of Union Vale are exempt from §239-m referral to Dutchess County Planning, and

WHEREAS, the requirements for a special use permit in Chapter 210, Section 210-56-B(1), of the Code of the Town of Union Vale have been met, except as waived by the Planning Board, and

WHEREAS, a public hearing on this application has been duly noticed and held on April 14th 2022; and

WHEREAS, consistent with Chapter 210, Section 56-B(1), the Applicant/ Owner have advised that the principal dwelling is intended to be owner-occupied, and have acknowledged that either the principal dwelling unit or the accessory apartment will forever be required to be owner-occupied, ***NOW THEREFORE***,

BE IT RESOLVED, that because it involves the construction or expansion of a single family or two family residence on an approved lot the issuance of a special use permit for this Accessory Apartment as shown on the Plan annexed is a Type II Action pursuant to 6 NYCRR §617.5 (c)(12) requiring no SEQR review, and

BE IT FURTHER RESOLVED, that after considering the Code Enforcement Officer’s Zoning Determination Letter of February 11th 2022, and the materials and comments received by this Board, the issuance of a special use permit entitled Accessory Apartment at 127 Brush Hill Rd, Millbrook New York 12545 is approved, and the Zoning Administrator may issue the necessary permit(s) subject to compliance with the conditions noted below.

Conditions of special use permit approval shall be as follows:

- 1. Building Department issuance of a Certificate of Occupancy for the Special Use Permit per the Plan, with wording on the C/O to include as a condition of the continuation of the Special Use Permit: Per “Chapter 210, Section 56-B(1), the principal dwelling unit shall be intended to be owner-occupied and either the principal dwelling unit or the accessory apartment will forever be required to be owner-occupied.” Annual certification to the Zoning Administrator by the owner is required.**
- 2. Compliance with terms of Zoning Determination letter of February 11, 2022.**
- 3. Payment of all fees.**

NOW, a motion having been made and passed unanimously by the board, Whereupon the Chairman declared the Resolution: Adopted

	<u>Ayes</u>	<u>Nays</u>
Member Scott Kiniry	<u>X</u>	_____
Member Kaye Saglibene	<u>X</u>	_____
Member Michael Mostachetti	<u>Absent</u>	_____
Member Alain Natchev	<u>X</u>	_____
Member Karl Schoeberl	<u>X</u>	_____
Chairman Pasquale Cartalemi	<u>X</u>	_____

Resolution certified and filed:



Emily Cole
Land Use Secretary

4/14/2022

Date



TOWN OF UNION VALE

Building Department

249 Duncan Road

Lagrangeville, NY 12540

TEL (845) 724-5953 – FAX (845) 724-3757

E-Mail ~ building2@unionvaleny.us

C.E.O George A. Kolb Jr.

4/11/2022

To: Planning Board Chairman / Board members

Re: Conformation of fin. sq.ft. of homes

Dear Chairman Cartalemi,

Sorry for the delay for this information concerning conformation of the total sqft of the following homes under consideration for “ Accessory Apartment” approvals from your board.

1. Hodgkins Austin

127 Brush Hill Rd

Millbrook, NY, 12545

2. Little Wolf Properties

C/O Glen Vilchek

103 Duncan Rd

Lagrangeville

NY 12590

Total sqft 8576

Total sqft 2214 sqft.

(please note home const. in 1961)

Basement finished w original home information correction forwarded to Tax accessor for correction

Sincerely,

George Kolb

C.E.O. T/O/Union Vale