

GERMANTOWN PLANNING BOARD  
**DRAFT** MINUTES  
JUNE 25, 2024

The meeting was held at the Kellner Activity Building with the following members in attendance: Chairman Garrett Montgomery, Kerrie Abela, Chris Brown, Simon Burstall, Jennifer Crawford and Lauren Williams.

The meeting was opened at 7:00pm.

Pledge of Allegiance.

The minutes of May 30, 2024 were reviewed and on a motion by Kerrie, seconded by Jen, with all in favor and none opposed were accepted as written.

**Public Hearing(s):**

**Jennifer Crawford:** returned before the board for the review of her application for a Subdivision of 1 lot into 3 parcels at the property located at 4365 Route 9G and a Lot Line Adjustment between the properties of 4365 and 4387 Route 9G, Germantown. She stated she has scaled down the Conservation Subdivision to a Minor Subdivision, still seeks Lot Line Adjustment and that there will be no extension of the sewer.

Motion was made by Lauren to open the Public Hearing, seconded by Simon, with all in favor and none opposed. There were no written comments received and no public comments from the audience or zoom attendees when offered at: 7:10, 7:11, and 7:12pm. Motion was made by Chris to close the Public Hearing, seconded by Kerrie, with all in favor and none opposed.

The board proceeded to review all newly submitted documents they previously requested which included an approved driveway easement reviewed by the Town Attorney, Subdivision Map and Lot Line Adjustment Map and discussed the following: if applicable all SVO requirements will apply, no waivers were requested for dimensions, entrance of parcel C-no driveway: and the applicant will seek a permit. The board previously declared themselves lead agency and took the required look at both projects and completed Parts 2 and 3 of the SEAF and made a negative declaration determining that it had not received evidence of significant negative environmental impacts. On a motion made by Chris, seconded by Simon, with all in favor and none opposed approved the Lot Line Adjustment. On a motion by Kerrie, seconded by Simon, with all in favor and none opposed approved the Minor Subdivision. A Notice of Action will be completed with the following conditions of approval: 1-a signed and notarized Declaration of Driveway and Utility Easement and Common Driveway Maintenance Agreement shall be returned to the GPB and placed in the record of

these applications, and 2- Any escrow balances should be paid to date from previous Conservation Subdivision reviews.

**Zachary Reichlin:** returned before the board for reapproval of a Subdivision approved in July 2023, at his property located at 351 Church Avenue of 1 lot into 2 parcels. He explained that his approved maps were not filed on time as stated by the office of Columbia County and that no changes were made to all previously submitted documents and maps.

Motion was made by Chris to open the Public Hearing, seconded by Jen, with all in favor and none opposed. There were no written comments received and no public comments from the audience or zoom attendees when offered at: 7:27,7:32 and 7:35pm. Motion was made by Lauren to close the Public Hearing, seconded by Chris, with all in favor and none opposed.

The board proceeded to confirm all previously submitted documents showed new submission date, reviewed Parts 2 and 3 of the SEAF, determined the required filing requirements had expired, no county referral was required, and made a negative declaration that they did not receive evidence of significant negative environmental impacts. On a motion by Jen, seconded by Kerrie, with all in favor and none opposed approved the Subdivision.

#### **New Business:**

**Tracy Martin:** presented to the board her applications for a Site Plan Review and Special Use Permit to have a remaining Laundromat in back space and add a bar to the front space of her property located at 3 Church Avenue to serve beer, cider and wine and stated the following: her sustainability shop did not work out, space includes 1 bathroom, is wheel chair accessible, 37 seats (which includes the seating on back patio), fold up tables(3) and one ledge, the connection between both spaces will remain open, snack food options ( "has to figure out"), no kitchen, small fridge under counter and a 3 compartment sink.

The board proceeded to review all submitted documents and discussed the following: parking, criteria of impacting surrounding areas, location of building as it pertains to church, how will the applicant comply to all criteria, hours of operation, municipal lot parking, current hours of operation of 24 hours of laundromat, applicant has started process for liquor license, distance form church ( 190 feet stated, NYS 200 foot requirement), 500 foot rule distance from other bars, idea to post no overnight parking sign, 1 space of parking for every 4 seats, seasonal or permanent outdoor seating, is the property considered adjacent to main street, signage, lighting, and music. The board determined that it would need further review and information regarding the following after their initial review: interpretation from the CEO if the

Laundromat can be considered “adjacent” to Main Street, emergency lighting in and outside of building and signage requirements, suggested the applicant speak to Church about shared parking, survey of property, sewer department comment on impact to sewer system, adequate bathroom facility under 50 seat exception and would fencing be required.

No Public Hearing was set and the applicant will return in July for further review of this application.

**Laura Sink (Gatherwild):** and Paul Jacobsen presented to the board an application for a Site Plan Review and Special Use Permit for a Community Center to foster artistic exchange within the community, in the form of art classes and exhibitions, musical gatherings and yoga and dance classes at their property located at 331 Roundtop Road. The applicants stated that the Community Center would be separate from Gatherwild, their Campground, but serve the community and campers, workshops would be held for plant drying, potential yoga, they are not a Not-for-profit 501c but stated that the Code Enforcement Officer gave approval for Art Classes of up to 10 people to be held.

The board proceeded to review all submitted documents and determined the following: the owner/applicant must meet all requirements of the definition of a Community Center for any approval and at this time does not, as they are not a “Publicly Owned Facility” or a “Not-for-Profit”. Continued discussion of membership club, entertainment, schedule of events and outdoor recreation, applicant interest in a not-for-profit status, larger map requested, and the applicant was instructed that it is a violation to alter drawings/maps of the engineer. Member Jennifer stated she may recuse herself from further review of this application and will discuss with Town Attorney, no further comments from members were received and Chairman Garrett Montgomery concluded that the applicants must adhere to the Notice of Violation they received from the Code Enforcement Officer and they are referred back to his office.

**Other Business:**

- Training was held on June 10<sup>th</sup>, those in attendance will receive certificate for 2 hours
- Recordings and PDF will be requested to the NYSPF
- More trainings will be offered later in the year
- All members are reminded to complete WPV training

On a motion by Kerrie, seconded by Lauren, with all in favor and none opposed the meeting was closed.

Jami L. DelPozzo  
Planning and Zoning Secretary