

**City of Poughkeepsie
Planning Board
APPROVED Meeting Minutes
Wednesday, January 18, 2023 6:00 PM**

Attendance:

Rosaura Andújar-McNeil
Sean O'Donnell
Paul Ackerman
Brian Veltre

Excused:

Anne Saylor
Robert Mallory
Marjorie Smith
Nick DeLuccia

Staff:

Natalie Quinn, Development Director
Lori Garcia, Board Administrative Assistant

I. CALL TO ORDER 6:04 pm

II. APPROVAL OF MEETING MINUTES

Approval of December 20, 2022 Meeting Minutes

Motion: Sean O'Donnell

Second: Brian Veltre

Carried: 4:0:0

III. PUBLIC HEARINGS

1. 135 MAIN STREET: MULTIFAMILY RESIDENTIAL SUBDIVISION

Applications for Site Plan Review and Subdivision for subdivision of the property at 135 Main Street into two lots of record and construction of a new building containing 72 dwelling units on the new lot with the original lot containing an existing multiple dwelling with 119 units, including reconfiguration of off-street parking and open space. Owner: Omni New York; Applicant: Tinkleman Architecture; Consultant: Ken Casamento/LRC Group; Grid #6062-76-911183; Zoning District: Urban Density Residence (R-6) District; File #2021-037 and 2021-038

Presenting: Ken Casamento from LRC

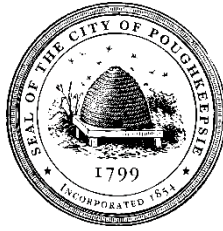
Steven Tinkleman, Tinkleman Architects

Robert Turner, Tinkleman Architects

Ken Spillberg, Omni New York

Changes were outlined:

- Open space
 - More benches were added.
 - The inner space is intended more for tenant use not the general public.



**City of Poughkeepsie
Planning Board
APPROVED Meeting Minutes
Wednesday, January 18, 2023 6:00 PM**

- Shade study was provided for the planting beds - sun in June will be from about 11am to 3pm.
- Rendering of roof deck was shown and the screening for the mechanicals.
- Material samples were provided.
- Landscaping will be added to the Main Street side of the property.
- There is an overhanging porch by the port-cochere that is about 9 feet wide by 8 feet 6 inches deep that allows benches for residents to sit.
- A path in front of the building extends from north and south from the port-cochere for people safely walk.
- There is a lot of glass there so that a lot of light comes into the building.
- There is an overhang in the back by the courtyard that residents can sit under in the shade if they do not want to go out to the gazebo.

Some recommendations from the board

- Rosaura suggested making a better connection to the planters for the safety of the residents who will be crossing the parking lot.
- Paul stressed the need to have a plan to activate the open space

A motion was made to open the public hearing

Motion: Sean O'Donnell

Second: Brian Veltre

Carried: 4:0:0

Speakers:

Naomi Brooks, S Grand Avenue

Laurie Sandow, S Grand Avenue

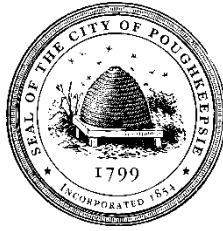
Mayor, Marc Nelson, 72 N Water Street

A motion to close the public hearing

Motion: Sean O'Donnell

Second: Brian Veltre

Carried: 4:0:0



**City of Poughkeepsie
Planning Board
APPROVED Meeting Minutes
Wednesday, January 18, 2023 6:00 PM**

2. 110 SOUTH GRAND AVENUE: DAY CARE

Application for site plan review for a special permit relative to a two (2) room daycare located within the building at 110 South Grand Avenue. Owner: Faith Apostolic Ministries, Inc. Applicant: Tanisha Clarke, Faith Apostolic Ministries, Administrator; Consultant: Michael R. Berta, AIA Architecture & Planning; Grid #6161-49-620556; Zoning District: R-2 Medium-Low Density Residence; File # PB2022-042

Presenting Michael Berta, Architect
Tanisha Clarke, applicant

Michael pointed out that there's an existing ramp on the back of the building to be used as an entrance. Signage and a crosswalk will be installed from the building to the play area. The play area is more than meets the requirements for the number of children.

Tanisha confirmed that the state has already approved the play area and equipment.

Details about the project were further discussed with the board.

A motion was made to open the public hearing

Motion: Brian Veltre
Second: Paul Ackerman
Carried: 4:0:0

No Speakers

A motion to close the public hearing

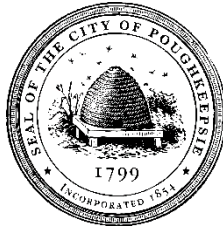
Motion: Paul Ackerman
Second: Brian Veltre
Carried: 4:0:0

A resolution for approval was made:

WHEREAS, the Planning Board has received an application for site plan and special permit relative to the operation of a two (2) room day care facility located within the existing building at 110 South Grand Avenue; and,

WHEREAS, the facility will be limited to no more than 20 infants and toddlers; and,

WHEREAS, the applicant submitted a short EAF (Environmental Assessment Form) which adequately described the proposed action; and



**City of Poughkeepsie
Planning Board
APPROVED Meeting Minutes
Wednesday, January 18, 2023 6:00 PM**

WHEREAS, this application is considered to be a Type II Action under SEQRA requiring no further environmental review; and

WHEREAS, the action is more fully detailed on drawings revised January 16, 2023 prepared by Michael R. Berta, AIA Architecture & Planning; and,

WHEREAS, aspects of the existing parking layout and landscaping on site are pre-existing non-complying and it has been determined that the approval of the special permitted use will not have an exacerbating effect on this status; and

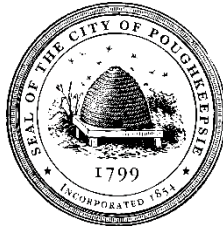
WHEREAS, pursuant to Section 19-3.12, day care facilities are a special permitted use in the Medium Low-Density Residence District (R-2) and as such are subject to the following requirements:

- The applicant will obtain all licenses, certifications and approvals that may be required by federal, state or local law.
- For each of the 20 infants or toddlers registered, there shall be a minimum square footage of 35 feet of floor space and the applicant has indicated that 1,364 square feet of indoor space will be provided.
- For each of the 20 children enrolled, there shall be provided not less than 75 square feet of usable exterior open space, and the applicant has shown that they will be providing approximately 77,000 square feet of usable exterior open space
- The play equipment is located in a pre-existing location at the rear of the building facing Park Avenue. Any outdoor play area is located not nearer than 30 feet of any lot in the R-1 through R-6 zoning districts.

WHEREAS, the above referenced requirements are met by the proposed floor plans, Sheet A-1 prepared by Tanisha Clarke, dated 12/12/2022, and proposed site plan Sheet SP-1 revised January 16th, 2023 by Michael Berta; and,

NOW THEREFORE BE IT RESOLVED that the Board grant site plan and special permit approval for the proposed two (2) room day care located within the building at 110 South Grand Avenue, with the following conditions:

- All comments submitted by Engineering, Building, Fire, and Police shall be addressed to that department's satisfaction.
- The applicant shall submit all licenses and certifications and approvals that may be required by federal, state or local authorities.



**City of Poughkeepsie
Planning Board
APPROVED Meeting Minutes
Wednesday, January 18, 2023 6:00 PM**

- The special use permit is limited to 20 infants and toddlers.

Motion: Sean O'Donnell

Second: Brian Veltre

Carried: 4:0:0

3. 75 N WATER STREET: MIDHUDSON DISCOVERY MUSEUM -

Sign review regarding freestanding monument sign with message board. Owner/Applicant: Mid-Hudson Discovery Museum; Consultant: GNS Sign Group; Grid #6062-66-738231; Zoning District: Waterfront District (W); File #PB2022-040

Presenting Nancy Forrest, GNS Sign Group

Jeff Sasson, Executive Director of Mid-Hudson Discovery Museum

Nancy presented pictures of the chosen version of the sign during the day, at night fully lit and with only the static section on top lit. The sign is now set back five feet from the sidewalk.

The board was still concerned about light spillage and the hours of operation. More details were requested regarding both and documentation confirming the specifications of the sign with regards to light spillage and programmability of both sections of the sign. Sean did mention the use of photocells for the top LED section of the sign. He also recommended using brick or cement for the top of the base, not metal.

A motion was made to open the public hearing

Motion: Sean O'Donnell

Second: Brian Veltre

Carried: 4:0:0

Speakers:

Karl K., 80 N Water Street

Sophie Harvey, 80 N Water Street

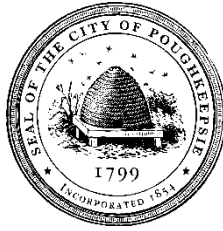
Mayor, Marc Nelson, 72 N Water Street

A motion to adjourn the public hearing to the February 22, 2023 meeting.

Motion: Sean O'Donnell

Second: Brian Veltre

Carried: 4:0:0



**City of Poughkeepsie
Planning Board
APPROVED Meeting Minutes
Wednesday, January 18, 2023 6:00 PM**

IV. SITE PLANS/SPECIAL PERMITS/SUBDIVISIONS

1. 20-72 VASSAR FARM LANE: ACCESSORY PARKING LOT

Application for site plan review relative to the proposed construction of a 40 space parking lot. Owner/Applicant: Vassar College; Consultant: LRC Engineering & Surveying, DPC; Grid #6161-02-900650; Zoning District: Research and Development (R-D) Light Industrial (I-1) District; File #PB2022-049

Presenting:

Ken Casamento, LRC Group

Marianne Begemann, Dean of Strategic Planning & Academic Resources, Vassar College

The revisions were:

- Better the connectivity of the walking path to the rest of the pathways on the farm.
- DOT does not have any concerns with the crosswalk connection. When the roundabout is constructed, the walkway will move over and there will be no connection over the road.
- The 3 foot berm will be more gradual than the traditional berm, 4 to 1 slope.
- Intent to plant trees along the street using recently received grant.

Motion to make negative declaration and approve:

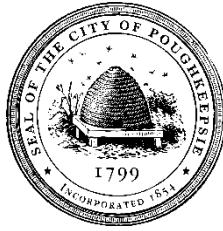
WHEREAS, the Planning Board has received an application regarding the proposed construction of a 40 space parking lot at 20-72 Vassar Road; and,

WHEREAS, the applicant submitted a short EAF (Environmental Assessment Form) completed by Kenneth F Casamento, dated 10/25/2022, which adequately describes the proposed action; and

WHEREAS, this application for site plan is considered to be a Type II action under SEQRA; and

WHEREAS, the action is more fully detailed on drawings revised January 3rd 2023 prepared by Rodney Morris, LRC Group; and,

NOW THEREFORE BE IT RESOLVED that the Board grant site plan approval for the proposed construction of a 40 space parking lot at 20-72 Vassar Road with no further conditions.



**City of Poughkeepsie
Planning Board
APPROVED Meeting Minutes
Wednesday, January 18, 2023 6:00 PM**

Motion: Brian Veltre
Second: Sean O'Donnell
Carried: 4:0:0

**2. SOUTH AVENUE LOT #937583: MULTIFAMILY RESIDENTIAL BUILDING
REVIEW POSTPONED TO FEBRUARY AT APPLICANT'S REQUEST**

**3. 117 NORTH HAMILTON STREET
REVIEW POSTPONED TO FEBRUARY AT APPLICANT'S REQUEST**

4. 45 READE PLACE: SITE PLAN AMENDMENT

Application for site plan amendment relative to the wayfinding signage on the Vassar Brothers Hospital campus 45 Reade Place and 1 Columbia Street; Owner: Vassar Brothers Hospital; Applicant: Michael Zolnik; Consultant: Tracey Diehl, Expedite the Diehl; Grid #6061-43-843721 and #6061-35-84-11783; Hospital-Medical (H-M) District; File# 2022-053

Presenting: Michael Zolnick, Nuvance Health

- Four new signs are being proposed; Fox Street, Livingston Street, Emergency department directions for ambulance and regular patients and an "Ambulance Only" sign.
- All of the other campus directions are getting updated with new branding and better directions
- Added lettering and color to refer to certain buildings. For example, the main entrance is building "A".
- The wall sign over the former entrance and at the intersection of Reade and Lincoln were both approved in February 2022.

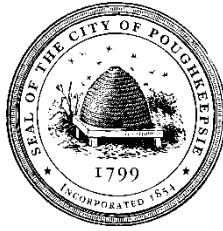
Rosaura requested a site visit and a summary of what had already been approved.

A motion to circulate

Motion: Sean O'Donnell
Second: Brian Veltre
Carried: 4:0:0

A motion to waive the public hearing

Motion: Paul Ackerman
Second: Brian Veltre
Carried: 4:0:0



**City of Poughkeepsie
Planning Board
APPROVED Meeting Minutes
Wednesday, January 18, 2023 6:00 PM**

Motion to adjourn the meeting to February 22, 2023

Motion: Sean O'Donnell

Second: Brian Veltre

Carried: 4:0:0

For more details regarding the meeting, please visit the [Meeting Webcast](#) or the [Agendas and Minutes](#) page on the [City of Poughkeepsie](#) website.

At February 22, 2023 meeting a motion was made to approve the January 18, 2023 meeting minutes:

Motion: Paul Ackerman

Second: Sean O'Donnell

Carried: 4:0:2 Ann & Robert absent in January