

February 18, 2025

PINE PLAINS PLANNING BOARD MEETING MINUTES  
Wednesday, February 12, 2025  
7:30 PM  
In Person and Zoom

**IN PERSON ATTENDANCE:** Michael Stabile, Chairman  
Kate Osofsky, Co-Chair  
Al Blackburn  
Scott Cavey  
Ethan DiMaria  
Dick Hermans  
Steve Patterson

**ABSENT:**

**ALSO PRESENT:** Ed Casazza, Town ZEO  
Warren Replansky, Town Attorney  
Kevin Walsh, Town Board Liaison, in person  
Jeanine Sisco, Town Board Member  
Naomi Steinhagen, applicant, via Zoom  
Nathan Rawlinson, applicant, via Zoom  
Jack Peele, applicant, in person  
Benjamin Falk, applicant, in person  
Members of the Public, in person

Chairman Stabile opened the meeting at 7:40PM with a quorum present.

**3007 Church Street Site Plan Resolution:** Stabile said he spoke with the town engineer and he said either stone dust or Item 4 is sufficient for a handicap parking space unless the town zoning officer requires a more stringent substance. Casazza replied that he would defer to the town engineer but would prefer blacktop. The applicant said their preference is to use natural material and will work with the board on this. Casazza said if it meets the requirements then stone dust is fine. Stabile asked that this notation be made on the site plan.

Stabile went over the SEQR review with the board (see attached).

Stabile then went over the resolution with the board (see attached). Stabile asked for a motion to accept the resolution, motion by Hermans, second by Blackburn, roll call vote: Osofsky

February 18, 2025

aye, Cavey, aye, Patterson aye, DiMaria nay, Hermans aye, Blackburn aye, Stabile aye, the resolution passed by a 6-1 vote.

**The Stissing House Site Plan:** The board reviewed the light examples Rawlinson provided, to be used in the Stissing House parking lot, and the engineer's comments pertaining to them.

Rawlinson said he will have the poles installed properly and will submit the information, but he believes the poles are approximately 10-12 feet, which would be 40 feet of coverage.

Stabile asked Casazza if any other issues with The Stissing House had been dealt with. Casazza mentioned the woodshed that was going to be built Rawlinson said they are no longer doing the woodshed, but they have removed almost all the wood that was on the front porch. Rawlinson said the wood will now be stacked properly. Rawlinson said he has told the landlords about the dumpster enclosure and suggested the planning board contact them directly. Rawlinson will relay their contact info to Casazza.

DiMaria asked if the lights are motion activated that they be on a timer.

**Alchemy Pure Site Plan Renewal:** Jack Peele, a member of the LLC, was representing Alchemy Pure and said they are looking to renew their special use permit with no changes.

Stabile asked about their licensing. Peele said they have received all their state licenses from the OCM (Office of Cannabis Management) and that the state has done their inspection. Peele said the OCM found them to be in compliance and they have all the necessary documents. Stabile asked when the license is good until and Peele replied March of 2026. Peele said their temporary license has now been approved for a full license. Stabile suggested the planning board redo the special use permit with the condition that the applicant present the renewed permit every year to the ZEO in perpetuity.

A resolution will be prepared for next month.

**Industry Standard Site Plan:** Benjamin Falk representing Industry Standard reviewed his application. Falk said Industry Standard, who owns the old library on South Main Street, is looking to keep the existing look and feel of the present building, whether that would be by keeping the current footprint and renovating with a slight expansion or rebuilding. Falk said

February 18, 2025

renovating would be costly. Falk said because of this they were also considering taking the building down and rebuilding it.

Falk said they have a baker from Wassaic who is looking to expand and they are thinking of doing a bakery and small market on the first floor and the second floor is still yet to be determined, but they are thinking of a residence or community space.

Falk said their septic system is not yet approved but will be submitted to the county. Falk said they purchased property in the rear in order to be able to expand the septic.

Falk said they do not have a plan for parking as of yet. Stabile asked if there was space for parking. Falk said there is some space in the back between the building and the insurance office next door but he wasn't sure how that could be configured with the septic system. The board then discussed some other parking options with Falk. Osofsky asked if parking was required. Stabile said a certain amount of spaces are mandatory, but the street parking could be counted. DiMaria asked if the state could place a handicap space in front of the business. Stabile said that could be difficult but maybe at the very least they could provide handicap parking on their property. Falk said it could possibly go between the building and the insurance building but it is not ideal since they would have to back out into the road. Falk said they would ask to use street parking as part of their required spaces.

Stabile said the town engineer was concerned about the building being too close to the right of way of the DOT. The board discussed it and it was inconclusive. The applicant will work on founding this information out.

Falk said the current building is "L" shaped and they are proposing to add roughly another 600-sq ft to create a proper rectangle. Stabile asked if either way they would be changing it to a proper rectangle, whether talking the building down or adding to it. Falk replied yes. Stabile said if the building was knocked down and replaced the board would require a bond to not risk having an empty hole in the ground. Falk asked if that would be necessary for just a renovation and Stabile replied no.

Falk asked if it seemed realistic to add to the building, and make it a proper rectangle, and add a full basement. Stabile replied yes.

February 18, 2025

Falk said they plan on keeping the roofline relatively the same.

Falk said they are interested in keeping the spirit and look of the building alive and getting it to a place where it can be used for another 100 years.

A member of the public asked if there was any potential for windows on the side of the building that faces the public park. Stabile said that was up to the applicant. The member of the public said technically you could not if it was considered a lot line but was wondering if it was permitted. The applicant said they would like windows on that side if it was permissible. The building inspector didn't think it would be an issue, as it is more of a fire code issue.

DiMaria asked the applicant to note any waivers they were looking for, such as parking, on the site plan.

Stabile asked if the board has an issue with the applicant giving a bond for the demolition of the building. The board had no objections. Falk asked if it would need to be a third-party bond. Replansky said he would need to look into whether the town can require a surety bond.

Osofsky asked Falk his timeline. Falk said ideally as soon as they can get all their ducks in a row they would like to start.

**Approval of the January Meeting Minutes:** Motion by Blackburn to accept the January meeting minutes, second by Patterson, all in favor, motion carried.

**Other Business:**

Stabile asked for a motion to adjourn at 8:47PM, motion by DiMaria, second by Hermans, all in favor, motion carried.

Respectfully submitted by:

Tricia Devine

Michael Stabile

# Dutchess County Department of Planning and Development

Fax/Info Only

To	Date	#pgs
Co./Dept.	From	
Fax #	Phone #	

## 239 Planning/Zoning Referral - Exemption Communities

Municipality: **Town of Pine Plains**

Referring Agency: **Planning Board**

Tax Parcel Numbers(s): **4551900000**

Project Name: **3007 Church Street**

Applicant: **Brent Buck**

Address of Property: **3007 Church St, Pine Plains, NY 12567**

Please Fill in this section

<p><b>Exempt Actions:*</b> 239 Review is NOT Required</p> <ul style="list-style-type: none"> <li>● Administrative Amendments (fees, procedures, penalties, etc.)</li> <li>● Special Permits for residential uses (accessory apts, home occupations, etc.)</li> <li>● Use Variances for residential uses</li> <li>● Area Variances for residential uses</li> <li>● Renewals/Extension of Site Plans or Special Permits that have no changes from previous approvals</li> </ul> <p><b>No Authority to review these Actions</b></p> <ul style="list-style-type: none"> <li>● Subdivisions / Lot Line Adjustments</li> <li>● Interpretations</li> </ul> <p><input type="checkbox"/> Exempt Action submitted for informal review</p>	<p><b>Actions Requiring 239 Review</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Comprehensive/Master Plans</li> <li><input type="checkbox"/> Zoning Amendments (standards, uses, definitions, district regulations, etc.)</li> <li><input type="checkbox"/> Other Local Laws associated with zoning (wetlands, historic preservation, affordable housing, architectural review, etc.)</li> <li><input type="checkbox"/> Rezoning involving all map changes</li> <li><input type="checkbox"/> Architectural Review</li> <li><input checked="" type="checkbox"/> Site Plans (all)</li> <li><input type="checkbox"/> Special Permits for all non-residential uses</li> <li><input type="checkbox"/> Use Variances for all non-residential uses</li> <li><input type="checkbox"/> Area Variances for all non-residential uses</li> <li><input type="checkbox"/> Other (Describe):</li> </ul>	<p><b>Parcels within 500 feet of:</b></p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> State Road:</li> <li><input checked="" type="checkbox"/> County Road:</li> <li><input type="checkbox"/> State Property (with recreation area or public building)</li> <li><input type="checkbox"/> County Property (with recreation area or public building)</li> <li><input type="checkbox"/> Municipal Boundary</li> <li><input checked="" type="checkbox"/> Farm operation in an Agricultural District</li> </ul>
---	---	---

Date Response Requested:

Entered By: **Devine, Tricia**

\*These actions are only exempt in municipalities that signed an intermunicipal agreement with Dutchess County to that effect.\*

### For County Office Use Only

## Response From Dutchess County Department of Planning and Development

<p><b>No Comments:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Matter of Local Concern</li> <li><input type="checkbox"/> No Jurisdiction</li> <li><input type="checkbox"/> No Authority</li> <li><input type="checkbox"/> Withdrawn</li> <li><input type="checkbox"/> Incomplete - municipality must resubmit to County</li> <li><input type="checkbox"/> Exempt from 239 Review</li> <li><input type="checkbox"/> None</li> </ul>	<p><b>Comments Attached:</b></p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Local Concern with Comments</li> <li><input type="checkbox"/> Conditional</li> <li><input type="checkbox"/> Denial</li> <li><input type="checkbox"/> Incomplete with Comments- municipality must resubmit to County</li> <li><input type="checkbox"/> Informal Comments Only (Action Exempt from 239 Review)</li> </ul>
--	---

Date Submitted: **1/15/2025**

Date Received: **1/15/2025**

Date Requested:

Date Required: **2/13/2025**

Date Transmitted: **2/7/2025**

Notes:

Major Project

Referral #: **ZR25-005**

Also mailed hard copy

Reviewer: 

**SUE SERINO**  
COUNTY EXECUTIVE



**EOIN WRAFTER, AICP**  
COMMISSIONER

**DUTCHESS COUNTY GOVERNMENT**  
**DEPARTMENT OF PLANNING & DEVELOPMENT**

February 7, 2025

To: Planning Board, Town of Pine Plains  
Re: **ZR25-00X, 3007 Church Street - Site Plan**  
Lot: 455190, NY 199

The Dutchess County Department of Planning and Development has reviewed the subject referral within the framework of General Municipal Law (Article 12B, §239-1/m).

**ACTION**

The applicant seeks site plan approval to convert the existing retail space into a café serving pre-prepared foods and beverages. Associated improvements include but are not limited to the addition of a ramp for ADA accessibility, a deck off the front façade and the addition of other outdoor seating areas, screening for the refuse area and backup generator, and site lighting.

**COMMENTS**

We are pleased to see the applicant is proposing to make improvements to the building per ADA requirements for accessibility. According to [ADA.gov](http://ADA.gov), accessible parking spaces must be firm, stable, and slip resistant. Most loose materials, including gravel, will not meet these requirements unless properly treated to provide sufficient surface integrity and resilience. For this reason, we suggest the use of concrete along routes required to be accessible and asphalt for parking spaces rather than gravel.

A photometric lighting plan was not included with the materials submitted to our office for review, though we note a lighting schedule was included, identifying proposed fixtures that are to be fully shielded with full 90-degree cut-off and below 3,000K. The Board should ensure that illumination from the proposed lighting fixtures shall not exceed 0.1 footcandle on the adjacent residential property, or 0.5 footcandle on adjacent business property when measured along the shared property boundaries as required by § 275-38C(7) of the Town's Zoning Code.

**RECOMMENDATION**

The Department recommends that the Board rely upon its own study of the facts in the case with due consideration of the above comments.

Eoin Wrafter, AICP, Commissioner

By

Clayton Gurnett, Planner

**TOWN OF PINE PLAINS PLANNING BOARD**

**RESOLUTION APPROVING THE SITE PLAN FOR 3007 CHURCH STREET  
APPLICATION TO CONVERT EXISTING USE TO A RETAIL SPACE FOR BOOK  
SALES AND A CAFÉ SERVING FOOD AND COFFEE, WITH CONDITIONS**

**WHEREAS**, an application was submitted on or about September 25, 2024 to the Planning Board by Brent Buck Architects LLC for site plan approval for a conversion of the use of the property located at 3007 Church Street, Pine Plains, New York, parcel no. 134200-6872-18-455190 into a retail space for book sales and café serving food and coffee; and

**WHEREAS**, the application was reviewed by the Zoning Administrator and referred to the Planning Board for appropriate action; and

**WHEREAS**, the property is owned by Cynthia E. Daniel, as Trustee of the Douglas L. Lipton Irrevocable Insurance Trust dated December 17, 2004; and

**WHEREAS**, the property is located in the H-BUS zoning district in which such a use has been determined by the Town's Code Enforcement Officer to be permitted subject to site plan approval; and

**WHEREAS**, the Planning Board received, and reviewed, the proposed site plan, sewage disposal plan, parking, driveway, lighting and other plans for the facility which have been reviewed, and approved, by the Town's Engineer; and

**WHEREAS**, the applicant has made application to the Department of Health for approval of a sewer system to service the said facility, which application is still pending and has not, to date, been approved; and

**WHEREAS**, the Planning Board reviewed this application at its October 9, 2024, November 13, 2024, December 11, 2024 and January 8, 2025 meetings; and

**WHEREAS**, the Planning Board opened the public hearing on December 11, 2024 and closed the public hearing on the same date; and

**WHEREAS**, the Planning Board has reviewed the short form Environmental Assessment Form for the project and determined that this project will not result in any significant environmental impacts which require the preparation of Environmental Impact Statement and, as a result, the Planning Board issued a Negative SEQRA Determination for the project; and

**WHEREAS**, the application has been referred to the Dutchess County Department of Planning and Development for its review pursuant to 239-m of the General Municipal Law and the Department has responded that this is a matter of local concern with comments.

**WHEREAS**, the project, during the course of the review by the Planning Board, has been amended, in relevant part, to provide that signage will not be placed on the building but will be placed as shown on the site plan; and that the proposed porches will be lit with down directed

lighting and the building will be painted white, all of which are acceptable to the Planning Board; and

**WHEREAS**, the applicant has advised the Planning Board that it does intend on preparing foods at the facility, but will be serving foods such as sandwiches and coffee in conjunction with the bookstore operation; and

**WHEREAS**, the driveway entrance and the parking for the facility have been reviewed and approved by the Town's Highway Superintendent; and

**WHEREAS**, the Planning Board has reviewed the criteria for site plan decision-making set forth in §275-63 of the Town Code and finds that the site plan, as revised, in its final form satisfies those criteria.

**NOW, THEREFORE**, be it

**RESOLVED**, that the Planning Board hereby approves the site plan for the project in conjunction with the plans submitted to the Planning Board, last revised on February 12, 2025; and be it further

**RESOLVED**, that the Planning Board conditions the approval of the site plan upon proof of final approval of the septic system for the property by the Dutchess County Department of Health; and be it further

**RESOLVED**, that the Planning Board further conditions approval upon the applicant confirming with the Dutchess County Department of Health a food service preparation license is required for the food service contemplated on site and when the applicant obtains such license they will provide proof of such permitting to the Chairman of the Planning Board before the site plan is signed; and be it further

**RESOLVED**, that all application, escrow fees and other charges imposed on this application by the Planning Board and Town Code be paid prior to signing of the site plan by the Planning Board Chairman.

The Planning Board members voted as follows:


<b>Michael Stabile, Chairperson</b>	<b>Aye</b>
<b>Kate Osofsky, Deputy Chairperson</b>	<b>Aye</b>
<b>Al Blackburn</b>	<b>Aye</b>
<b>Scott Cavey</b>	<b>Aye</b>
<b>Ethan DiMaria</b>	<b>Nay</b>
<b>Richard Hermans</b>	<b>Aye</b>



**Steve Patterson**

**Aye**

The Resolution was carried by a 6 -1 person vote of the Planning Board members on February 12, 2025.

---

**TRICIA DEVINE, PLANNING BOARD  
CLERK, TOWN OF PINE PLAINS**