

Village of Millbrook Planning Board

35 Merritt Avenue

Millbrook, NY 12545

Minutes of the December 8th, 2025 meeting

Members Present: Chair Frank Redl
Kay Vanderlyn
Joseph Forte
Genevieve Glasson

Members Absent: Douglas Dundas

Chair Frank Redl called the meeting to order at 6:00 pm on December 8th 2025.

Chair made a motion to approve the November Meeting minutes, Motion Carried 4-0

Chair Frank Redl made a motion to open the public hearing second by member Glasson opened the meeting for the application for Peter Groffmann Accessory dwelling unit. Motion Carried 4-0.

Chair Frank Redl asked if there was anyone present to speak for or against the application.

The applicant, stated they were here to speak for the application, there was no one present to speak against the application.

Chair Frank Redl made a motion to close the public hearing. Second by member Glasson motion carried 4-0

Chair Frank Redl asked if any of the board members had any questions. None

Chair brought up that there was a concern about renting the proposed Accessory Dwelling unit.

The applicant acknowledged the concern and there is no plan to rent the apartment at this time.

Chair made a motion to grant the special permit for the accessory dwelling with the condition that any variances are granted by the ZBA and also on the condition that the accessory dwelling only be used by

family members on a short term basis and if the use will change in anyway by renting it out on a full time basis that the applicant shall return to the Planning Board.

Motion made by chair second member Glasson by motion carried 4-0.

Applicant will appear before the ZBA for their variance requests.

Millbrook 22 LLC for discussion for site plan

The design professional Steven spoke on behalf of the project. The applicant is looking to add 3 structures to the property. One green house will be removed and replaced with another green house.

The applicant owner of the property Larry spoke on behalf of the project. Spoke about how the new site plan will look. The new building will be complimentary to the existing building on the site.

Chair Frank inquired about the existing tenant. Answered by the applicant what the current use is.

Chair Frank inquired about parking. Answered they will not be adding any extra impervious service.

The applicant brought up where the application gets a little tricky with a new use. The potential new use would be a tribute to fondi from Italy, which would sell some food.

The building inspector spoke that the current use is a legal of nonconforming and that a statement of use would be required for an expansion and there may be some limitations on the use.

The design professional spoke regarding the elevations from Franklin Avenue.

Chair Redl asked about colors. Answered will stay the same as what's there.

The design professional spoke on some of the exterior renovations that will take place on the site.

Member Kay asked about the septic. Answered that new septic and gas lines had been replaced over the years.

Chair Redl asked about water and sewer. Answered the property is on village water and sewer.

Chair Redl made a motion to accept the application. Second by member Glasson all in in favor AYE 4-0

Chair redl made a motion to declare the village planning Board lead agency for SEQR, Second Member Glasson

Chair made a motion to adjourn the meeting to the January Meeting for a public hearing, member Joe, seconded by member Glasson, All in favor Aye 4-0

24-46 VALLEY FARM ROAD

Chair made a motion to declare the Village planning Board Lead agency under SEQR, instruct the secretary to circulate the submission to the proper agency and adjourn the matter to the January meeting for a Public Hearing, seconded by member Forte all in favor AYE 4-0

SITE PLAN SUBMISSION FOR THORNE CENTER

Mr. Sloan spoke on behalf of the proposal for the existing Thorne Building, the proposal is to renovate the exterior building remove the port cache to make fire access easier, new roof, grand stairs, transform the existing auditorium into a full performance hall complaint with ADA compliance and fire exits to comply with code.

The interior of the building will include the performance hall, educational center, community center with kitchen, digital arts lab, music lessons, recording studio.

First Floor will contain art gallery for local artist, rework space,

Second floor will contain all open space with two partition removal walls and directors' office and technical theater room.

Third floor will be used for an art studio.

Mr. Sloan spoke on the exterior modifications to include some parking, the band shell will be removed

Chair Redl asked about the parking. Answered will be permeable surface.

Mr. Sloan spoke on the existing parking lot and it will be redone, re-pitched

Member Glasson also asked about the parking lot. Answered by Mr. Sloan that the existing parking lot will be redone.

Mr. Sloan spoke on adding dark sky lighting to the property.

Member Glasson asked about a traffic study and basic traffic through the site and some traffic control on 44.

Mr. Sloan said there is no plan to change the traffic flow.

M. Sloan spoke on a landscaping plan for the front of the building.

Chair Redl asked about an easement through the church parking lot. Answered the applicant can look into it.

Chair Redl inquired about the LLC and who would be responsible for maintaining the property

The proposal is planned to be done in one shot and not phases.

Chair Redl asked when they are looking to start the project, answered realistically a fall start and a multiyear project

Chair Redl asked if any other board members had any other questions, No more questions from the board.

Chair Redl made a motion to accept the application and to declare the Village Planning Board lead agency under SEQR seconded by member Glasson, ALL in favor AYE 4-0 adjourn to January for calendar purposes and scheduling a public hearing Motion be member Glasson, Second Chair Redl All in Favor AYE 4-0.

Member Glasson wanted a note that the applicant meet with the Building Inspector prior to ensure the application is complete.

30 VALLEY FARM ROAD SITE PLAN

The applicant spoke regarding the accessory 2 car garage site plan and why the garage needs to be so close to the property line. The neighbor has no objection to the location of the garage.

Chair Redl stated the village received a letter from 27 Valley Farm Road that they have no objection to the project.

Member Glasson states the applicant has shown precedent as to why it needs to be close to the property line

Chair Redl what the outside of the structure will look like, Answered, match the house

Chair Redl entered into the record a letter from Allan Rappleyea their attorney for the applicant's proposal.

Chair Redl made a motion to accept the application and to declare the Village of Millbrook Planning Board lead agency and to schedule for a public hearing for January seconded by member Glasson

The applicant asked why a public hearing is needed, Chair stated under the code a public hearing is required.

Motion to adjourn all in favor 4-0 Aye

Motion to adjourn the meeting to the January 12th meeting.

