

A regular meeting of the Village of Millbrook Planning Board was held on Tuesday December 18, 2018 at Village Hall, 35 Merritt Avenue at 7:00 p.m. Acting Chairman Joseph Still called the meeting to order. Pledge of Allegiance was led by Mr. Still. Attorney, Rebecca Valk was in attendance.

Mr. Still addressed the Board. He stated that he is no longer recusing himself from the Board and the matter of the application for Hunter Rental Properties. He wanted it to be fair to the applicant to remove himself from any decisions being made.

Ms. Valk confirmed with Mr. Still that he is no longer an owner of the building next door to the proposed laundromat.

Mr. Schwandt made a motion to accept the minutes of 11/19/19, Mr. Forte seconded, all were in favor.

New Business – 16 Washington Avenue – James Crisp – Site plan review for enclosing a rear porch. Preliminary discussion. A parking variance has already been granted on this location.

Mr. Crisp and Joe Melito were present to represent the application and addressed the board.

Mr. Crisp stated that he purchased the building and hopes to move his office there in March/April. Other than interior work that he wants to perform, there is a porch in the rear that he wants to enclose. They will put in non-loadbearing walls. Existing roof will be changed to plywood and install some electric. They will not be changing the footprint at all.

Mr. Melito stated that in their line of work they need to retain a lot of records and this space is necessary for storage.

A discussion followed.

Mr. Melito stated that there is one window that they may enclose due to an exterior generator.

The parking area in the back will be cleaned up and improved.

The space will be strictly office space.

A discussion followed.

A parking variance was granted by the Zoning Board of Appeals.

A discussion followed.

Kenneth McLaughlin, Building Inspector submitted a letter on behalf of the applicant. “Please be advised that Mr. Crisp has requested permission to conduct preliminary demolition to determine certain structural components of the building in preparation for interior modifications. Should the Board have no objection, this office will grant limited scope permit until the site development has been approved”

No objection from the members of the Board.

All were in favor to allow Mr. Crisp to move forward with the Building Department and will return to the Planning Board for the Public Hearing. The next meeting will be January 15, 2019.

Mr. Still made a motion to enter into executive session. Mr. Anderson made a motion. All were in favor. The board entered into executive session.

There being no further business, Acting Chairman Still asked for a motion to adjourn the meeting, Mr. Schwandt made a motion, all were in favor. Meeting adjourned at 7:20 p.m.

Respectfully Submitted,



Regina Crawford, Secretary