



**MEETING MINUTES
MARCH 5, 2026
REGULAR MEETING (IN PERSON ONLY)**

Held at the Comeau Town Offices
45 Comeau Drive, Woodstock

6:00 PM Time: 6:01 PM
CALL TO ORDER, determination of quorum

Members Present: Peter Cross
 Judith Kerman arrived at 6:02 PM
 James Conrad
 Jennifer Drue arrived at 6:12 PM
 Eugenie Tartell
 Joseph Vescio

Member Absent: John LaValle

Updates to AGENDA:
Welcome our newest member, Joseph Vescio!!

MINUTES: Jan 15 Make motion to approve minutes: Peter Cross 2nd: James Conrad Aye: All

NEW BUSINESS:

SCHEDULED BUSINESS:

SKETCH PLAN REVIEWS:

6:05 PM **WOODSTOCK SCHOOL OF ART SPR# 26-0295D: Sketch Plan Review** of a Site Plan
 Review application to modify existing site plan by installing a ground mounted solar
 array in the R3 Zoning District located at 2470 Route 212 in Woodstock SBL: 27.2-4-25
 Rep: Plug PV LLC

Present: Nina Doyle, Executive Director and Bob Vittengl of Plug PV LLC

Chairman Peter Cross reads the above summary. He asks Ms. Nina Doyle to tell the Board what they're doing.

Ms. Doyle states this is to install a ground mounted solar array that will meet 129 percent of their electric needs.

Mr. Bob Vittengl of Plug PV LLC states it will be mounted behind the school and you won't be able to see it from the road or anywhere. It is one hundred feet long and twelve feet wide with a twenty feet pitch. He talks about the credits by what is not being used.

Chairman Cross asks the Board members if they have any questions for the applicant. He states our comprehensive plan encourages the use of solar panels.

Vicechair Judith Kerman asks about the location of the wetlands.

Ms. Doyle states they are back farther. She explains the location on the north side, further back and to the west of the property.

Mr. Vittengl shows the site plan and placement of the array. He tells the Board there will be trenching from the front of the array to the school building.

Ms. Melissa Gray adds that this is not here because it is a special use permit for the scenic overlay. It is here because it is an addition to the site plan review of the school.

Chairman Cross agrees and suggests waiving further review.

Member James Conrad seconds the motion.

Vicechair Kerman is looking at the mapping for the wetlands but is having technical issues with her computer.

Member Jennifer Drue states she is waiting to vote until Vicechair Kerman can see the wetlands location.

While Vicechair Kerman tried to bring it up and can't, Ms. Gray states she'll look into this further, also; but, doesn't believe there's an issue with this placement.

They'll look into it and work it into the draft resolution for next meeting. Ms. Gray explains to Ms. Doyle. Thank yous all around.

UNFINISHED BUSINESS:

+ Lead Agency Request from town of Hurley for (2) lot subdivision of SBL 37.2-2-8.2

Chairman Cross states this came to us because it borders the town of Woodstock. This is off Wittenberg Glenford Road and is the old Fort Drum Camp. He tells the Board about the property.

Chairman Cross makes a motion to accept Hurley as lead agency and sent the notice back uncontested.

James Conrad seconds the motion. All members state Aye.

+ Make motion to approve draft resolution for Johnson & Vann PB# 26-1239

Chairman Cross states this is the old Woodstock Farm Sanctuary, the lot before the garage there. We reviewed last meeting.

Vicechair Judith Kerman makes a motion to approve the draft resolution.

Member Eugenie Tartell seconds the motion. All members agree with Aye.

+ 2026 Calendar

Each Board member receives the calendar for the year. Updates are the April 30 Workshop is cancelled and we will have the workshop on May 7.

Board members discuss when they will be not present.

+ March 7 Housing Committee Meeting

A Motion was made by: Judith Kerman

and Seconded by: Eugenie Tartell

The Vote was:	Peter Cross	Aye
	Judith Kerman	Aye
	James Conrad	Aye
	Jennifer Drue	Aye
	Eugenie Tartell	Aye
	Joseph Vescio	Aye

WHEREAS, the Planning Board of the Town of Woodstock, located in Ulster County, New York, is Considering a Minor Subdivision application from Kate Louise Johnson and Elizabeth J. Vann (the Applicants), specifically a Lot Line Revision (the proposed action), for approval under Chapter 202 of the Town of Woodstock Town Code, Article II of Subdivision Regulations and Approval in accordance with the Town of Woodstock Zoning Law; and

WHEREAS, said parcels owned by the Applicants, are designated on the Tax Map of the Town of Woodstock as Section 14, Block 2, Lot 21 and Section 14, Block 2, Lot 23.100; and

WHEREAS, the proposed action involves reconfiguring the lot lines between two parcels to create two new lots located at 4632 Route 212 and 35 VanWagner Road in Willow. The existing acreage of the lots are 0.802 and 22.29 acres. There will be 0.331 acre transferred. The two new lots will be 1.134 and 21.959 acres located in the NC and R3 Zoning Districts; and

WHEREAS, the following maps and materials were reviewed by the Planning Board:

1. *Application for Minor Subdivision/Lot Line Revision* received December 19, 2025 including the *Short Environmental Assessment Form (EAF)* dated December 12, 2025 and prepared by Donald Brewer, PLS;
2. *Sketch proposal map* with proposed boundary line adjustments titled *Map of Lot Line Revision for Elizabeth J. Vann & Kate Louise Johnson* dated November 19, 2025; prepared by Donald L. Brewer, PLS, received December 19, 2025; and

WHEREAS, in accordance with SEQR 6 NYCRR Part 617.6(a)(iv) and TWEQR, by reference to the SEQR regulations, the proposed action is considered a Type II Action for which no further SEQR review is necessary; and

WHEREAS, in accordance with the Town of Woodstock Town Code, Chapter 65, *Town of Woodstock Environmental Quality Review*, the Short Environmental Assessment Form (EAF) for proposed action was offered to the Woodstock Environmental Commission (WEC) for its review and comments. WEC did not have any environmental concerns with respect to the proposed action; and

WHEREAS, in accordance with General Municipal Law Section 239(l) and (m), and pursuant to the January 2009 Memorandum of Agreement (updated December 2018) between the Woodstock Planning Board and the Ulster County Planning Board (UCPB), UCPB review and advisory recommendations are unnecessary as the proposed action does not exceed the thresholds requiring referral; and

WHEREAS, in accordance with the Town Code, Chapter 260, *Zoning Law*, §260-16, *Area and Bulk Regulations*, 260 Attachment 2, *Schedule of Area and Bulk Regulations*, the new lots will not require variances from the Zoning Board of Appeals; and

WHEREAS, in accordance with Town Code, Chapter 202, *Subdivision of Land*, Article VII, *General Requirements and Subdivision Design Standards*, §202-29A(4), *Design Standards for Lots, Access from Suitably Improved Roads*, and §202-29A(5), *Access from Private Roads*, access is required to be improved to the standards set forth in §§202-30 (*Driveway Standards*) and 202-31 (*Shared Driveways*); this does not apply to this lot line revision with two established parcels; and

WHEREAS, in accordance with Town Code, Chapter 202, *Subdivisions*, Article VI, *Required Improvements and Performance Guarantees for Subdivision*, §§202-24, *Maintenance Agreements for Roads and Shared Driveways*, and 202-25, *Maintenance Bonds*, a Road Maintenance Agreement (RMA) or other suitable agreement is required where use of private roads or shared driveways is proposed; In this application, both lots are established and this is not applicable to this lot line revision; and

WHEREAS, in accordance with Town Code, Chapter 202, *Subdivisions*, Article VII, *Design Standards*, §202-29B, *Parks and Open Space*, the Planning Board is required to consider acquiring a portion of the land to be subdivided for park, playground and recreation facility use, or collection of a fee in-lieu-of land; and

WHEREAS, in accordance with Town Code, Chapter 202, *Subdivisions*, Article VII, *Design Standards*, §202-29E, *Private Water Supply and Sewage Disposal Facilities*, proof of adequate water supply and waste disposal for each prospective lot is required; and

WHEREAS, the Planning Board held a sketch plat review of the application on January 15, 2026 and at that meeting the Planning Board deemed the application straight forward and decided to waive further review and approved this resolution at their next meeting on March 4, 2026; and

WHEREAS, Chapter 202, *Subdivision of Land*, and Chapter 260, *Zoning Law*, of the Town Code of the Town of Woodstock were considered in the Planning Board's review of the proposed action;

NOW THEREFORE BE IT RESOLVED, That the Planning Board has considered the criteria for determining significance as set forth in Section 617.7(c) and Section 617.5(c)7 of the SEQRA proposal is considered a Type II Action not having a significant impact on the environment and is therefore not subject to additional environmental quality review; Be it Further

RESOLVED, That the Planning Board has determined, in accordance with Town Code, Chapter 202, Article VI, *Subdivision Design Standards*, §202-29B, *Parks and Open Space*, that since no additional building lots are being created by the lot line revision, there will not be an increase in the demand for parks, playground and recreation facilities within the Town, and a set-aside of land or fee in-lieu-of land is hereby not applicable; and proof of adequate water supply and waste disposal for each prospective lot is not applicable; Be it Further

RESOLVED, That the Planning Board hereby **grants approval** of PB# 26-1239, the Kate Louise Johnson and Elizabeth J. Vann Lot Line Revision, in accordance with Town of Woodstock Town Code, Chapter 202, *Subdivisions of Land*, **subject to the following conditions:**

1. Seven (7) copies of the final plat and one (1) mylar, each containing the Surveyor's stamp and signature, all property owners' signatures, shall be submitted for endorsement by the Planning Board Chairman;
2. The Final Development Fee in the amount of \$200 shall be paid in accordance with Section 2.21 Lot Line Revisions of the Town of Woodstock Development Fee Schedule; Be it Further

RESOLVED, That the above-mentioned conditions shall be met **prior to endorsement of the final plat(s)** by Planning Board Chairperson; Be it Further

RESOLVED, That all abovementioned conditions shall be met prior to the endorsement of the final Site Plan by a Planning Board Member; Be it Further

RESOLVED, That the Planning Board waives any improvements mentioned in the Subdivision regulations, but not specifically mentioned herein, due to the scope of the project, the topography of the land and the fact that they are not requisite to protect the health, safety and welfare of the citizens of Woodstock; Be it Further

RESOLVED, That **conditional approval of the plat shall expire one hundred eighty (180) days** after the date of this Resolution if the requirements have not been certified as completed within that time and the plat is not signed by Planning Board Chairperson; Be it Further

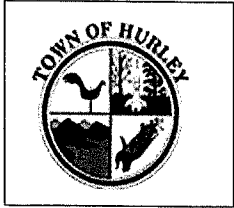
RESOLVED, That the Planning Board may extend the time in which the conditionally approved plat must be submitted for signature if, in its opinion, such extension is warranted by the particular circumstances thereof, not to exceed two (2) additional periods of ninety (90) days each; Be it Further

RESOLVED, That this approval shall expire if the *signed final* plat is not filed or recorded in the office of the Ulster County Clerk **within sixty two (62) days of the date of signing**; Be it Further

RESOLVED, That this Resolution authorizes only the activities approved herein and as delineated on the *signed and filed final* plat; Be it Further

RESOLVED, That any alteration or deviation from the *signed final* plat shall require the prior review and approval by the Planning Board; Be it Finally

RESOLVED, That failure to comply with any of the conditions set forth herein shall be deemed a violation of this approval, which may cause the revocation of said approval, or the revocation by the Building Inspector of any issued Building Permit or Certificate of Occupancy or Compliance pertaining thereto.



TOWN OF HURLEY PLANNING BOARD
PO BOX 569
Hurley, New York 12443
planning@townofhurley.org
(845)331-7474 Ext. 6

Date: March 5, 2026

Woodstock Planning Board hereby consents to the Town of Hurley
Agency/Organization

Planning Board as SEQRA Lead Agency for the two-lot (2-lot) subdivision by Gavin Bellows located on Hollow Road at SBL 37.2-2-8.2 in the Town of Hurley.

Peter Cross Peter Cross Chairman
Print Name Signature Title

Please email a copy of your concurrence to Maggie Colan, Clerk at planning@townofhurley.org or mail to:

Maggie Colan, Clerk
PO Box 569
Hurley, NY 12443