PLANNING BOARD
TOWN OF WOODSTOCK
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Colony of the Arts

MEETING MINUTES
JUNE 18, 2026
WORKSHOP MEETING (IN PERSON ONLY)
Held at the Comeau Town Offices
45 Comeau Drive, Woodstock

6:00 PM Time: 6:00 PM
CALL TO ORDER, determination of quorum
Members Present: Peter Cross
James Conrad
Jennifer Drue
Eugenie Tartell
Joseph Vescio
Melissa Lauprete

Members Absent: Judith Kerman

Updates to AGENDA: New Member Introduction

Chairman Peter Cross asks Ms. Melissa Gray if there are any updates. Ms. Gray introduces the newest member to the Planning Board, Ms. Melissa Lauprete.

Map from Arlene Weissman, of WEC NYC owned lands and easements.

Ms. Gray tells the Board that Ms. Arlene Weissman of WEC shared a map with us and thanks her.

MINUTES: May 7
Make motion to approve minutes: Peter Cross 2nd: James Conrad Aye: All

Ms. Gray thanks them.

NEW BUSINESS:
SCHEDULED BUSINESS:
We switched to the order because Mr. Robert Gordon, Jr. arrived a few minutes late.

6:05 PM **JYNNE DILLING & LOUIS SALETAN WWP# 26-064: 2nd Sketch Plan Review** of a Wetlands & Watercourse Permit application to construct a trail staircase to the Sawkill Stream in the R5 Zoning District located at Keefe Hollow Road in Shady SBL: 15.4-3-29 Rep: Joseph Knight of Tahawus Trails

Present: Joseph Knight

Chairman Cross read the above summary and states he knows this was in front of us before and we needed the DEC permit. He asks Mr. Joseph Knight to bring the Board up to speed.
Mr. Knight tells the Board it is the proposal to create access down to the stream. They are using the least amount of disturbance with two footings and stringers. They are creating a little trail with a hand bench for the applicants.
Last time he was here, he was waiting on the DEC permits, and he now has them. He contacted Army Corp of Engineers and was cleared for this with them.
He states he is just waiting on the permitting from the town.
Chairman Cross states we reviewed this before and he has come back with what we needed. He asks the Board if they have any questions. No one does.
Ms. Gray tells Mr. Knight the Board will approve a resolution at the next meeting and then we will finalize after that. He does not need to come back to a meeting.
Chairman Cross states this is a one of a kind thing in this town.

6:05 PM **ROBERT GORDON, JR. PB# 26-0417B: Sketch Plan Review** of a Minor Subdivision application to subdivide a lot of 9.683 acres into two lots of 7.188 and 2.495 acres in the R1.5 Zoning District located at 11 Marion's Way SBL# 27.10-2-11.110 Surveyor: Christopher Zell of Brinnier & Larios, P.C.

Present: Robert Gordon, Jr.

Chairman Cross read the above summary. He asks Mr. Gordon to tell the Board why he is here.
Mr. Robert Gordon, Jr. states this is located off of at 86 Rock City Road, the property borders Rock City Road. It is 9.8 acres with one utility building and a one story one bedroom cape home. The plan is to cleave off a piece leaving the house and selling the other lot. It is a cleared fallow meadow. He has engaged Brinnier and Larios and they had Ulster County Board of Health come out on Monday (June 15) and dug two test sites on the existing and the proposed new lot. It is suitable and both tests passed.
Ms. Gray asked Mr. Gordon to get her those permits for wastewater systems (documents) when he receives them.
He tells the Board this is his plan. Within the spirit of Woodstock, he wants to keep this open space and unique. This is the reason he isn't doing the allowable 1.5 acreage requirement. The planned septic system will support one family residence for the new lot. He resides on the front part.
He discusses access with the Board and shows them on the map. There is a twenty foot right of way. He can live with some traffic. Chairman Cross asks if this is town water. Mr. Gordon states on the edge of the property. He tells the Board there is a good phase of electricity, plenty of power. The easement will be put into writing.
Ms. Gray states they spoke about this needing a Road Maintenance Agreement with the easement.
Mr. Gordon states, yes, it will be a shared and amended with his lawyer. He plans to have the right of way / easement amended. There is an existing seventeen feet right of way. This will be included and transferred with the sale and it comes off of Glasco, also. They discuss this being not a road, just a right of way.
Member James Conrad and Mr. Gordon look at the maps and Mr. Gordon explains access and the right of way to the Board.
New member, Melissa Lauprete asks the applicant if this has been filed.
Ms. Gray tells Member Lauprete of documents available online for every parcel and the process herein and at which point the documents and maps get filed.
Ms. Gray asks if she has any further questions. She states no.

Chairman Cross tells Mr. Gordon to get Ms. Gray the right of way and road maintenance agreement with the Board of Health permits. The maps will include the easements for power and water on the map. Mr. Chris Zell will take care of that at Brinnier & Larios. He sates once he gets those documents and adds to the plat, we can set a public hearing.
Ms. Gray asked Mr. Cross if he would like her to schedule for the public hearing when she received the documentation or if he would like him to come back for a meeting before the public hearing.
Chairman Cross told her to schedule the public hearing when she gets the documents.
He thanks the Board for their service.

6:25 PM **TINKER INN LLC SUP# 26-0706**: **Sketch Plan Review** of a Special Use Permit application for hotel use with conversion of a multi-use building to a (7) room hotel in the HC Zoning District located at 12 Tinker Street in Woodstock SBL 27.54-3-15 Rep: Jess Walker, Walker Architecture

Present: Jess Walker

Chairman Cross read the above summary and asked Mr. Jess Walker to tell the Board why he's here.
Mr. Walker introduced himself and states this is an 1847 Victorian building right on The Green across from the Garden Café. This is a change of use from a mixed use building with a bed and breakfast to a seven room hotel. Eventually, they will renovate the exterior, but not now. There is plenty of pre existing parking. There's an additional space on LaForge Road. Right now, the only exterior being done is removing a side door and putting in a handicapped ramp.
Member Joseph Vescio asks if this will be handicapped accessible.
Mr. Walker responds no, but one room on the bottom will be. It is a five percent requirement.
Chairman Cross asks about exterior lights.
Mr. Walker states no, nothing is changing. They plan to abide by the one sign and take down the rest. There could be retail within the lobby with a shared space like a living room for guests.
Chairman Cross asks if the Board members have any questions.
No one does.
Chairman Cross states the interior is building department. We discussed access, parking, lighting and this is a special use permit for the use.
Member James Conrad asks about the windows.
Mr. Walker states there are lots of windows. They plan on gutting the inside and keeping the nineteenth century character.
Member Conrad asks if it has a name.
Mr. Walker thinks they are going with Tinker Inn as the LLC is named.
Member Melissa Lauprete asks about lighting and if it to the standard.
Mr. Walker states we are not trying to be loud.
Member Jennifer Drue asks what it is now versus being proposed.
Mr. Walker states currently, it is mixed use with retail and a bed and breakfast. They will have a seven room hotel. There will be one room on the first floor that is handicapped accessible and there will be a room in the cellar. This is here for use for the hotel.
Chairman Cross and Board discuss having a public hearing. It has been a bed and breakfast with mixed use and will now be a seven room hotel. They agree to have a public hearing.
Ms. Gray tell Mr. Walker she'll be in touch to schedule.
He thanks the Board.

6:40 PM **Referral from ZBA**: Aaron Yassin / Glasco Ridge, LLC ZBA Case #26-05
Chairman Cross reads the above and states this is a little unusual. This is a request from ZBA for our opinion. He states ZBA is the only one that can grant a variance and they have never granted one in his whole time on this Board for an undersized lot, even when we sent it there. If they don't grant the variance, we don't see this. If they do grant it, then we deal with all these issues as an application for a subdivision in front of us. Our position is we can't interfere with a legal decision of the ZBA. We are not starting that precedent. He understands it's in the code.
Member Lauprete asks what are they looking for.
Chairman Cross states they are short three quarters of an acre.
Member Lauprete asks what recommendation.
Chairman Cross states its not proper. We are being implicated. Our lawyer has always told us to stay in our lane and that's what we are doing. We don't grant variances.
Chairman Cross states I'm sure you all saw what Ms. Gray wrote, I'm making a motion to send that to the ZBA as our response to their request. Member James Conrad seconds the motion. All members present state Aye except Member Lauprete, she votes no.
Motion carries. Ms. Gray will send to the ZBA.

UNFINISHED BUSINESS:
+ Notice of Public Hearing for Town of Hurley Bellows 2 lot subdivision
Chairman Cross states this is common among contiguous towns and notification. We responded to this SEQRA request a while back.

Chairman Cross states while we are on the SEQRA topic, there is a change coming from New York State. Some provisions are out due to the need for housing. Unfortunately, farmlands will be chewed up.
Member Lauprete asks is this reducing environmental standards.
Chairman Cross, Member Conrad and Lauprete further discuss this.

ADJOURNMENT Time: 6:34 PM
Make motion to adjourn meeting: Peter Cross 2nd: Genie Tartell Aye: All

<u>APPROVED CORRESPONDENCE</u>:
<u>Letter to WEC</u>:

June 18, 2026

Woodstock Environmental Commission
45 Comeau Drive
Woodstock, NY 12498

Dear Chair Paynter and Members of Woodstock Environmental Commission,

The Planning Board would like to take this opportunity to thank you for your most recent site visit and environmental report on a current Zoning Board of Appeals undersize lot variance request application located on Glasco Turnpike.

The information you provided was thorough, complete and regarded. Your input and valued expertise on our surrounding environment is crucial to the future of our town. The collaboration with other Boards and Committees displays your eagerness to work together and remain fluid within the scope of the Woodstock law.

We, sincerely appreciate your time and efforts in protecting the environment of our town.

We look forward to upcoming applications in which we can ask you to join us on site visits and your valued opinions.

In gratitude and respect,

Peter Cross
Chairman

PC/mg

Response To ZBA:

June 23, 2026

Dear Zoning Board of Appeals,

Re: ZBA Case #26-05 Glasco Ridge LLC c/o Aaron Yassin: Request for a variance for an undersized lot.

In reference to § 260-103 Powers & duties of the Woodstock Town Code, an excerpt of the section of the law states, "… Notwithstanding the above provision, upon a determination by the Planning Board that a plat or site plan contains one or more features which do not comply with the dimensional requirements of this chapter, application may be made to the Zoning Board of Appeals for an area variance without the necessity of a decision or determination by the Zoning Enforcement Officer."

Yes, all subdivisions go through the Planning Board office. The precedent that the Zoning Board of Appeals has set, is accepting referrals only from the Zoning Enforcement Officer, for many years. The Planning Board submitted (one) application for a variance for an undersized lot about a year ago and the ZBA would not accept it unless the ZEO sent an official referral to them. They would NOT accept the PB referral (determination) although, this exact statute was listed within the memo and application. Typically, all variance requests are sent to the ZBA through the ZEO. In preparation, most applications have all been vetted by the Planning Board office in conjunction with the ZEO. This specific application was, also, vetted by the Planning Board office and ZEO for months prior to being submitted to the ZBA.

For transparency, process and precedent purposes, the Planning Board will not give a determination for a variance request for an undersized lot. At the regular meeting on June 18, after brief Board discussion proceeded with a motion made by Chairman Cross to send this response, said motion was approved by all Board members present except one Nay vote by newest member, Melissa Lauprete. This was her first meeting with the Board and she was given options of Abstain, Nay, or Aye. Overall, the Planning Board Members feel this is a request that is not their purview or has ever been. If the ZBA grants the request, the application will come to the Planning Board for the actual subdivision. If the ZBA denies the request,

the applicant must seek other compliant options, to proceed. This is truly a precedent this Board doesn't feel comfortable weighing in on.
This is a process and precedent that has been followed for years, and the Planning Board will not change how we review all applications due to this request. While, we seek to be collaborative with all Boards, committees and town entities, this is a request that isn't cohesive in ethical practices for all applications under the town of Woodstock.

Simply, the Boards' majority opinion is this is a request for a variance for an undersized lot. That decision is within the ZBA's expertise. Please consider this response a formal declination to your request. Thank you.

PC/mg