

**VILLAGE OF COXSACKIE
PLANNING BOARD MINUTES
September 17, 2026**

Chairman Robert Van Valkenburg, Jr. called the Planning Board Meeting to order at 6:00 p.m. Present were Planning Board Members: Matthew Bennett, Debra Jung, Jarrett Lane, and Patricia Maxwell.

A motion to approve the minutes from the August 20, 2026 Planning Board Meeting was made by Patricia Maxwell and seconded by Matthew Bennett. Chairman Van Valkenburg, Jr. voted yes. Matthew Bennett voted yes. Debra Jung voted yes. Jarrett Lane voted yes. Patricia Maxwell voted yes. The motion carried.

Public Hearing

1. 49-51 Mansion Street – Chairman Van Valkenburg, Jr. stated that the Planning Board will be entering into a Joint Public Hearing with the Zoning Board of Appeals to discuss the Minor Subdivision and Area Variance applications received from Colleen VanCuren & Mary Matousek, of 49-51 Mansion Street, LLC, for the purpose of converting a 4-unit apartment building into 2 townhomes, 1,500 sq. ft. each, and divide the property into 2 parcels. These will become permanent residences for each owner. They are requesting to allow each townhome to be separately owned/deeded.

Present from the Zoning Board of Appeals were the following Board Members: Brian Goble, Jocelyn Lane, Jason Southwick, and Brian Tighe. Chairman Sal Bevilacqua was absent.

Chairman Van Valkenburg, Jr. stated that the Village Code requires a Public Hearing for Lot Line Adjustments, which is considered a Minor Subdivision. The applicants are also before the Zoning Board of Appeals for an Area Variance, since by subdividing, it will create a new lot that is smaller than the dimensional standards outlined in the Village Code. The applicants have submitted the survey plans to the Board.

Elizabeth Stiteler, of Lawrence Avenue, asked if the building will be Short-Term Rentals or apartments.

Chairman VanValkenburg, Jr. stated that the building will be 2 residences.

Elizabeth Stiteler stated that there are a lot of Short-Term Rentals in the village.

Chairman VanValkenburg, Jr. stated that Short-Term Rentals are restricted to certain Zoning

Districts in the village, per the Village Code. He asked the applicants if they had more than the 2 plans that were previously submitted to the Board.

The applicants stated that they have 5 full size copies, and 1 mylar copy.

Chairman Van Valkenburg, Jr. stated that he can stamp and sign the plans once approved. He asked if the applicant has paid the fee per the fee schedule.

Clerk, Nikki Bereznak, stated that the applicant has not paid yet. However, they can pay at the Village Office tomorrow when picking up the stamped and signed plans.

No further public comments were offered.

A motion to close the Planning Board Public Hearing and return to the regular meeting at 6:07 p.m. was made by Matthew Bennett and seconded by Patricia Maxwell. Chairman Van Valkenburg, Jr. voted yes. Matthew Bennett voted yes. Debra Jung voted yes. Jarrett Lane voted yes. Patricia Maxwell voted yes. The motion carried.

A motion to close the Zoning Board of Appeals Public Hearing at 6:07 p.m. was made by Jason Southwick and seconded by Brian Tighe. Brian Goble voted yes. Jocelyn Lane voted yes. Jason Southwick voted yes. Brian Tighe voted yes. The motion carried.

New Business

1. 49-51 Mansion Street- A motion to approve the Minor Subdivision application received from Colleen VanCuren & Mary Matousek, of 49-51 Mansion Street, LLC, was made by Matthew Bennett and seconded by Patricia Maxwell. Chairman Van Valkenburg, Jr. voted yes. Matthew Bennett voted yes. Debra Jung voted yes. Jarrett Lane voted yes. Patricia Maxwell voted yes. The motion carried.

2. 69 Bailey Street- Chairman Van Valkenburg, Jr. stated that the Planning Board received a Special Use Permit application from Ruben Lindo, on behalf of his client, Organic Relief Solutions NY, for the building of a cannabis microbusiness at 69 Bailey Street, that has cultivation and processing of cannabis in accordance with the NYS Office of Cannabis Management. He stated that the applicant applied for a Special Use Permit, but after having the Village Engineer review the application, it was determined that greenhouses, (commercial), and manufacturing, are both permitted uses in the Industrial Zone, not requiring a Special Use Permit. The ultimate authority on this would be the Village's Code Enforcement Officer. He asked the applicant to clarify what the uses of the building would be.

Ruben Lindo, Professional Advisor for the applicant, stated that the applicant will be performing indoor cultivation/manufacturing. The square footage will remain in the template of what is currently there.

Chairman Van Valkenburg, Jr. stated that since that use is permitted in the Zoning District, this Board will just conduct a Site Plan review.

Ruben Lindo stated that he can provide a Site Plan for the change of use. He would need a letter from the Planning Board to submit to the NYS Office of Cannabis Management. He asked if there is adjoining County owned property next to 69 Bailey Street.

Chairman Van Valkenburg, Jr. stated that if there is municipality owned property within 500 feet, then it needs to be referred to the County Planning Board via a 239 form. He told the applicant that he will need to re-fill out the Planning Board application for a Site Plan review, and will need copies of the Site Plan showing the outline of the project.

Ruben Lindo asked if he could email the application to the Village Clerk.

Chairman Van Valkenburg, Jr. stated that the applicant can email the application to the Village Clerk. He also asked if the applicant could send a draft letter to him, outlining what the letter to the NYS Office of Cannabis Management would need to say. He said that the Board will also need SEQR paperwork filled out with the application.

Ruben Lindo asked what the fee is for the application.

Chairman Van Valkenburg, Jr. stated that there is a \$50 fee, and a \$250 escrow amount, used for things like publishing the Public Hearing notice, etc.

3. United Mobile Homes-Mountain View Estates Project- Chairman Van Valkenburg, Jr. stated that the Planning Board needs to review the Annexation/Zoning for UMH's Mountain View Estates Project. The Board has been given a copy of the draft Local Law for the annexation and zoning change. This local law will be the subject of a Public Hearing hosted by the Village Board on 9/21. He asked if Emma Marshall, of Whiteman, Osterman & Hanna, the Village's Attorney firm, could give a brief explanation of the process.

Emma Marshall, of Whiteman, Osterman & Hanna, stated that the prior draft that the Board discussed at their June meeting contemplated re-zoning just the portion of the land formerly located in the Town. This draft contemplates rezoning that land formerly in the Town, as well as the land in the Village included in the project that is currently in the RRA zone and provides the final approval of the annexation. Both the Village and Town Boards have adopted Resolutions

finding that the annexation is in the overall public interest. This rezoning and annexation were specifically contemplated by the Village Board's SEQRA review. Because this is a zoning change, the Planning Board is afforded the opportunity to comment on the proposal. Any comments made by the Planning Board tonight will then be transmitted to the Village Board, so that they are received prior to the 9/21 Public Hearing.

Chairman Van Valkenburg, Jr. stated that the Board has looked at the annexation and zoning change in the past, and made prior comments. He asked what the properties will be zoned as.

Emma Marshall, of Whiteman, Osterman & Hanna, stated that following the adoption of the proposed law, all properties owned by UMH, including those currently in the Village and those to be annexed into the Village will be zoned as Medium Density Residential-3 (MDR-3).

Chairman Van Valkenburg, Jr. stated that he feels that having the property all be in one Zoning District, with all of the same uses, makes sense to him. He announced to the public in case they were not aware, that the Village Board will be holding a Public Hearing on this Local Law on September 21st at 6:30 p.m. He stated that as far as the Planning Board's review of the project, they will not be moving forward with reviewing until after the re-zoning is done.

A motion to table the review of UMH's Mountain View Estates Project was made by Patricia Maxwell and seconded by Debra Jung. Chairman Van Valkenburg, Jr. voted yes. Matthew Bennett voted yes. Debra Jung voted yes. Jarrett Lane voted yes. Patricia Maxwell voted yes. The motion carried.

Public Comment Period

Elizabeth Stiteler, of Lawrence Avenue, asked what happened with the 14 Lawrence Avenue application that was discussed at previous months' meetings. She asked if it was approved.

Chairman Van Valkenburg, Jr. stated that the Planning Board denied the application received from 14 Lawrence Avenue, which prompted the applicant to then go to the Zoning Board of Appeals for an Area Variance for parking.

Jason Southwick, Zoning Board of Appeals Member, stated that the Area Variance application from 14 Lawrence Avenue has been tabled.

Jocelyn Lane, Zoning Board of Appeals Member, stated that the application is tabled while the applicant gets a survey done.

Elizabeth Stiteler asked if she understood correctly that that means that there is no Public

Hearing scheduled.

Clerk, Nikki Berezna, stated that that is correct. There was no Public Hearing scheduled for 14 Lawrence Avenue.

Elizabeth Stiteler asked if 14 Lawrence Avenue had prior approval for a 3 unit apartment.

Chairman Van Valkenburg, Jr. stated that 14 Lawrence Avenue has previously operated as a 3 unit apartment building, but did not have proper approval.

Emma Marshall, of Whiteman, Osterman & Hanna, asked if the Board will be providing written comments in relation to UMH.

Chairman Van Valkenburg, Jr. asked if tonight's minutes would suffice as written comment.

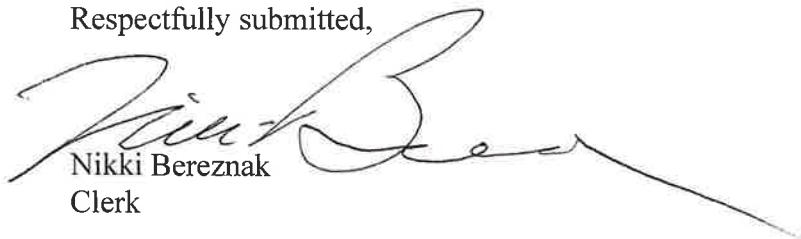
Emma Marshall, of Whiteman, Osterman & Hanna, stated that tonight's minutes would suffice.

No further public comments were offered.

A motion to adjourn the Planning Board meeting was made by Matthew Bennett and seconded by Debra Jung. Chairman Van Valkenburg, Jr. voted yes. Matthew Bennett voted yes. Debra Jung voted yes. Jarrett Lane voted yes. Patricia Maxwell voted yes. The motion carried.

The meeting was adjourned at 6:25 p.m.

Respectfully submitted,



Nikki Berezna
Clerk