

GREENE COUNTY PLANNING BOARD
Minutes of July 16, 2025 Meeting, 10:00 a.m.

Present:

April Ernst, Greene County IDA
Joel DuBois, Greene County Soil and Water
James Hannahs, Director of Greene County Economic Development
Audrey Terwilliger, Greene County Real Property Tax Service
Robert J. VanValkenburg, Greene County Highway

Also in attendance:

Kurt Goettsche, Greene County Economic Development, Tourism and Planning
Victoria Keyser, Greene County Economic Development, Tourism and Planning

1. Determination of Quorum

Chairman Joel DuBois determined a valid quorum was present for voting purposes and called the meeting into order.

2. Approval of June Minutes

A motion was made by April Ernst, seconded by Robert VanValkenburg, with all in favor. Vote 5-0, Motion carries.

3. Education & Training Opportunities

Staff provided information regarding upcoming training opportunities and previously recorded training for planning board members.

Planning and Zoning Referrals

25-44 Town of Windham – The Gas Hole, Local Decision with Comments:

A motion was made by James Hannahs, seconded by April Ernst, with all in favor. Members designated the referral a Local Decision with Comments, with the following modifications to the staff report:

The Town should account for stormwater in new proposed impervious surfaces.

Ensure that the grading of the sign does not negatively impact stormwater and DOT lines of sight.

Coordinate with the New York State Department of Transportation (NYSDOT), Greene County Highway Department, or the local municipality for any work within the highway right-of-way (ROW), and ensure all required permits are obtained.

25-45 Town of New Baltimore – James Boehm & Slavik Kiselev, Local Decision with Comments:

A motion was made by Robert J. VanValkenburg and seconded by Audrey Terwilliger, with all in favor. Members designated the referral as a Local Decision with Comments, with no changes or modifications to the staff report.

25-46 Village of Catskill – Kaaterskill Market, Local Decision:

A motion was made by James Hannahs and seconded by April Ernst, with all in favor. Members designated the referral as a Local Decision, with no changes or modifications to the staff report.

25-47 Town of Windham – James Miltenberger, Local Decision with Comments:

A motion was made by April Ernst, seconded by James Hannahs, with all in favor. Members designated the referral a Local Decision with Comments, with the following modifications to the staff report:

Coordinate with the New York State Department of Transportation (NYSDOT), Greene County Highway Department, or the local municipality for any work within the highway right-of-way (ROW), and ensure all required permits are obtained.

25-48 Village of Catskill – LeeO 393 LLC, Local Decision with Comments:

A motion was made by Robert J. VanValkenburg, seconded by Audrey Terwilliger, with all in favor. Members designated the referral as a Local Decision with Comments, with no changes or modifications to the staff report.

25-49 Village of Catskill – 27 Café, Local Decision with Comments:

A motion was made by Robert J. VanValkenburg, seconded by Audrey Terwilliger, with all in favor, except for James Hannahs, who abstained. Members designated the referral a Local Decision with Comments, with the following modifications to the staff report:

Coordinate with the New York State Department of Transportation (NYSDOT), Greene County Highway Department, or the local municipality for any work within the highway right-of-way (ROW), and ensure all required permits are obtained.

25-50 Town of Catskill – 888 Foster Holdings LLC, Local Decision with Comments:

A motion was made by April Ernst, seconded by Audrey Terwilliger, with all in favor. Members designated the referral a Local Decision with Comments, with the following modifications to the staff report:

Ensure all necessary protocols are followed to maintain compliance with current building and fire codes.

25-51 Town of Hunter – Malcolm Geordie Thompson, Local Decision with Comments:

A motion was made by James Hannahs, seconded by April Ernst, with all in favor. Members designated the referral as a Local Decision with Comments, modifying the staff's recommendation of Local Decision with the following modifications to the staff report:

The Town should ensure that proper stormwater management plans are submitted with applications proposing new impervious surfaces.

Coordinate with the New York State Department of Transportation (NYSDOT), Greene County Highway Department, or the local municipality for any work within the highway right-of-way (ROW), and ensure all required permits are obtained.

25-52 Town of Windham – Olive P McNeil, Local Decision with Comments:

A motion was made by James Hannahs, seconded by Robert J. VanValkenburg, with all in favor. Members designated the referral as a Local Decision with Comments, modifying the staff's recommendation of Local Decision with the following modifications to the staff report:

The Town should ensure that proper stormwater management plans are submitted with applications proposing new impervious surfaces.

Coordinate with the New York State Department of Transportation (NYSDOT), Greene County Highway Department, or the local municipality for any work within the highway right-of-way (ROW), and ensure all required permits are obtained.

Planning Department Reports

Update the Referral Guide to clarify the requirement for a detailed narrative within all 239 applications involving Site Plan regulations.

New Business

Greene County Economic Development received a Lead Agency notification regarding the Community Services Building project and will sign and return the form.

A motion was made by James Hannahs and seconded by April Ernst, having no further business to conduct to adjourn the meeting. Vote 5-0, Motion Carried. Meeting adjourned at 11:02 a.m.