

**Village of Millbrook**  
**Village Planning Board**  
**September 23, 2010 Meeting**

*Call to Order* Meeting began at 7:41 p.m.

*In Attendance* Linda Roberts, Chairperson, Joe Still, Joe Forte, Dave Clouser, Planner/Engineer

*Not Present* Charles Colomello, Dr. Thomas Murray

*Review of Minutes* Minutes of the August 26, 2010 meeting were reviewed. Joe Still made a motion to accept and Joe Forte seconded. All were in favor.

*New Business* There was no new business for this meeting.

*Old Business* **Eleanor Pelc Bed and Breakfast-Special Use/Site Plan Application**

Linda Roberts, Planning Board Chair went over the specifics of this application, which was presented at the August meeting. Dave Clouser went on to go over the memorandum he had prepared for this meeting. The initial point was raised from page 2 of the memo stating that a Bed and Breakfast must be owner-occupied, which requires the applicant to live in the residence. This is defined as the operator's primary residence. At the last meeting Ms. Pelc stated that she will only be staying on premise when the rooms are rented. In the code, Dave stated, a Bed and Breakfast is singled out to require owner occupancy. If the applicant does not plan to reside then the application would need to be resubmitted as a proposed Inn, where owner occupancy is not a requirement. Eleanor then stated that she is moving her family out and keeping the house as her residence. However, she will be visiting her family, where they reside when she doesn't have guests in the Bed and Breakfast. The Planning Board members, Dave and Ms. Pelc went on to discuss the difference between an application for an Inn and the Bed and Breakfast application currently on the table.

Dave then went on to state that the Planning Board can put a stipulation on the special use permit approval that if at any time there is a change in residence or it be determined that the residence never existed, the special use permit can be revoked.

Review of Dave's memorandum continued discussing parking and other requirements for this application. There was a question as to if Russell Knolls is a Village Road or a right of way. Eleanor seemed positive that it is in fact a Village Road. A letter to the Mayor and the Village Board of Trustees will be drafted requesting a determination on the matter. A letter will be sent to Ken McLaughlin, the Code Enforcement Officer, to ensure that there are no outstanding violations on the property or with Ms. Pelc's other home business. A referral also must be sent to Dutchess County Planning.

Dave Clouser's memorandum, which is dated September 23, 2010, is attached to the minutes and submitted for the record.

*Other Business*

Joe Still made a motion to move the date of November's regularly scheduled meeting to Thursday, November 18, 2010. This will be the 3<sup>rd</sup> Thursday in November, as opposed to the usual 4<sup>th</sup> Thursday due to the Thanksgiving Holiday. Joe Forte seconded, all were in favor.

Joe Still made a motion to move the date of December's regularly scheduled meeting to Thursday, December 16, 2010. This will be the 3<sup>rd</sup> Thursday in December, as opposed to the usual 4<sup>th</sup> Thursday due to the Christmas Holiday. Joe Forte seconded, all were in favor.

*Motion to Adjourn*

Motion was made for the Planning Board to adjourn by Joe Still and seconded by Joe Forte. The meeting adjourned at 8:45 p.m.