

DRAFT
Planning Board Meeting Minutes
May 26, 2026
8:00 p.m.

PRESENT: John Ghegan
Geoffrey Haynes – Acting Chairperson
Steve Krisky

ALSO PRESENT: Vincent Salanitro, P.E., Village Engineer
Jeannette Koster, Village Attorney

ABSENT: Rob Luntz, Chairperson
Len Simon, Village Board Trustee & Planning Board Liaison
Stacey Nachtaler, Village Board Trustee & Planning Board Liaison

1. CALL TO ORDER

Acting Chairman Haynes called the Planning Board meeting of May 26, 2026, to order at 8:00 p.m.

2. NEW BUSINESS

- a) *Fernandez, Christine & Vincente - Application for a Wetlands Activity Permit, Building Envelope Modification Permit, and Minor Site Plan Extension, related to an Accessory Apartment Application at 129 Scenic Drive West (67.20-2-4.15)*

Acting Chairperson Geoff Haynes opened the meeting by advising the applicant that as there were only three Planning Board members present, approval would require all three Planning Board members to vote in favor of the applications.

Justin Kacur, Architect, of Highlands Architecture, homeowner Christina Fernandez, and her mother, Diane Sinicrope were all present in support of the application.

The applicants are seeking approval to add an accessory apartment in the basement of the existing residence. The requested ADU will be for the homeowner's parents, Mr. & Mrs. Sinicrope. To create the ADU, the architect is proposing to use 481 square feet of the existing finished basement plus an addition of approximately 282 square feet. The addition and entrance to the ADU will be at the back of the residence and will not affect the front. The existing basement already has a full bathroom, so they are proposing to add a kitchen, and egress, remove the existing deck and stairs on the back of the current home and replace it with a new deck that will follow the footprint of the new addition and extend on the south side of the deck.

Approval is also being sought for a building envelope modification for the proposed addition, as well as a retaining wall structure around an egress window that will exceed the building limit area of the property, which is in the Baltic Estates subdivision and a condition of the subdivision approval in 1995 requires Planning Board approval to go outside of the building envelope.

The homeowner's parents already live in the basement area, share a kitchen and laundry room with their daughter's family and it works out well. They currently want a better multigenerational balance, and to make the situation sustainable for the long term, by adding new space and maximizing what is already there.

When asked about the extension of the building envelope, Justin Kacur said that the project will go 3.7 feet beyond the building limit line. The applicants said they tried to “reign in” the square footage of the accessory apartment, which is 763 square feet, with 481 square feet of the existing basement and an added 282 square feet, which falls within the size guidelines.

The applicants were made aware that there were some wetlands on the site. The buffer used to be 100 feet, now it is 120 feet. Engineer Ralph Mastromonaco was hired, and he designed a rain garden to capture the water and bring it to a rain garden. It was noted that the Village’s Water Control Commission reviewed the Wetland Activity Permit and recommended that the application was approved, with conditions. Village Attorney Jeannette Koster confirmed that a Zoning Variance was not needed for this application.

Steve Krisky mentioned the lighting at a commercial building across the street from this home that has bright lights. Steve Krisky suggested that the applicant may want to consider planting a landscape barrier that would shield them from the bright lights, but Mrs. Sinicrope stated that she has been living there for two years and it has not been an issue.

The applicants do not propose taking down any trees. Regarding egress, options are being discussed, there is a proposed egress window that would open and lead to a level surface, or a proposed retaining wall for egress run out.

It was noted that there is a private company that handles sewage and a condition of the approval will be that the applicants get permission from this sewer company to add the accessory apartment. The applicants said that they have tried, unsuccessfully, to contact the owners of the sewage company, and the Village Engineer suggested that they reach out to their Homeowner’s Association.

It was confirmed that there is adequate parking with two garage parking spots and room on the driveway for additional parking. It was noted that people do not typically park on the street. There was a short discussion related to a separate address for the accessory apartment to make it easy for emergency responders.

Steve Krisky made a motion to open a public hearing, seconded by John Ghegan, and carried, 3 – 0. Acting Chairman Geoff Haynes confirmed that the Engineering Office sent neighbor notification and received no feedback. No one was present in the audience to make comments.

Steve Krisky made a motion to close the public hearing, seconded by John Ghegan, and carried, 3 – 0.

Acting Chairperson Geoff Haynes read out the draft resolution. John Ghegan made a motion to approve the applications for an accessory apartment and all other associated applications with the added conditions that:

1. That a distinguishable address for the accessory apartment is clearly visible from the street for the benefit of emergency vehicles when needed, in compliance with applicable codes.
2. That the rain garden be designed to the satisfaction of the Village Engineer and shall be installed prior to construction.
3. That the applicant shall demonstrate to the satisfaction of the Village Engineer that the private Wastewater Treatment Plant that serves the property has sufficient capacity to accommodate the additional accessory apartment.

the motion was seconded by Steve Krisky, and carried, 3 – 0.

3. APPROVAL OF MINUTES – Draft Minutes May 12, 2026

Geoff Haynes made a motion to approve the Planning Board minutes of May 12, 2026, as amended, seconded by John Ghegan, and the motion carried by a vote of 3 – 0, with Rob Luntz being absent.

4. ENGINEERING REPORT

Steve Krisky had questions about the work taking place at Van Cortlandt Manor and thought that an update on the Village Website would be helpful.

There was no update on the design center located on Albany Post Road.

5. ADJOURNMENT

There being no further business to come before the board, the meeting was duly adjourned at 8:58 p.m. with a motion by Acting Chairman Haynes.

Respectfully submitted, *Karen Stapleton*, Secretary to the Planning Board