



City of Kingston Public Safety/General Government Committee
Meeting Agenda
Monday, March 4, 2019
6:30 PM

1 CONSERVATION ADVISORY COUNCIL UPDATE

- 1.a. 200 North St. SEQR Lead Agency

2 NEW BUSINESS

- 2.a. 15 Minute Parking
[20190222110257.pdf](#)
- 2.b. 200 North St.
[20190304132314.pdf](#)

3 OLD BUSINESS

- 3.a. Handicap sign repealing 26 Shufeldt St.
[20190222105915.pdf](#)
- 3.b. D. Baker, Assessor Re: Board of Assessment Review Vacancy - Consider New Appointee
[20190227151507.pdf](#)

Public Safety/General Government Committee Agenda Item Report

Meeting Date: March 4, 2019

Submitted by: Dee Sills

Submitting Department: Planning

Item Type: Informational Purposes

Agenda Section:

Subject:

200 North St. SEQR Lead Agency

Suggested Action:

Attachments:

Public Safety/General Government Committee Agenda Item Report

Meeting Date: March 4, 2019

Submitted by: Dee Sills

Submitting Department: Common Council

Item Type: Proposed Resolution

Agenda Section:

Subject:

15 Minute Parking

Suggested Action:

Attachments:

[20190222110257.pdf](#)

Tinti, Elisa

From: Tinti, Elisa
Sent: Tuesday, February 19, 2019 8:05 AM
To: Carey, Bill; Schabot, Steven; jnoble39@aol.com
Subject: RE: 102 St James Street

Good morning Bill,
 I received your email. As soon as Jim approves it will go on the agenda.

Elisa Tinti

City Clerk and Registrar
 City of Kingston

(845) 334-3914 Office
 (845) 334-3918 Fax

[Kingston City Clerk Webpage](#)



From: Carey, Bill
Sent: Sunday, February 17, 2019 11:54 AM
To: Schabot, Steven <sschabot@kingston-ny.gov>; jnoble39@aol.com; Tinti, Elisa <emtinti@kingston-ny.gov>
Subject: 102 St James Street

Jim/Elisa

I have spoken to Chairman, Steve Schabot, about this and he has agreed to it to February's Public Safety meeting. Please confirm receipt, so I know all parties are aware.

I am requesting that the "15 minute parking" designation at 102 St James Street be rescinded. The previous owner of that building had a retail business which required this. The current owner does not have that need.

Thanks you.

Bill Carey
 Alderman - Ward 5

Public Safety/General Government Committee Agenda Item Report

Meeting Date: March 4, 2019

Submitted by: Dee Sills

Submitting Department: Planning

Item Type: Proposed Resolution

Agenda Section:

Subject:

200 North St.

Suggested Action:

Attachments:

[20190304132314.pdf](#)

P.S. 6

Tinti, Elisa

From: Noble, Steve
Sent: Friday, March 01, 2019 11:25 AM
To: Alderman
Cc: Tinti, Elisa; Cahill, Suzanne; DeDea, Kyla
Subject: Late Communication for Public Safety on Monday
Attachments: 200 North Street - SEQR Lead Agency.pdf

Dear Alderman,

I have been asked by the Planning department to request that the Hutton Brickyard Site Plan Lead Agency Status determination be placed on Monday's Public Safety Committee Meeting as the next planning Board Meeting is March 18th and in order for the applicants to be on the Agenda, the Common Council would have to determine lead agency status as the 30 days window to do so will have not expired by then. Attached is the information submitted by the planning office.

Thank you,

-Steve

Steven T. Noble
Mayor, City of Kingston
420 Broadway
Kingston, NY 12401
845-334-3902
www.kingston-ny.gov

CITY OF KINGSTON
Office of Planning
planning@kingston-ny.gov



Suzanne Cahill, Planning Director

Steven T. Noble, Mayor

February 21, 2019

TO: ALL IDENTIFIED INVOLVED AND INTERESTED AGENCIES

RE: DESIGNATION OF CITY OF KINGSTON PLANNING BOARD AS LEAD AGENCY

To Whom It May Concern:

We have reviewed preliminary plans along with the Full Environmental Assessment Form Part I, prepared for North Street Brickworks, LLC (the Applicant), for a project to make changes to the property entrance at North Street, adding a new parking area that will serve the previously approved glamping site, improve and expand those sites, and provide miscellaneous improvements to pedestrian safety and site security. The property is located at 200 North Street also known as Ulster County tax map parcel SBL #48.84-1-4, in the City of Kingston, (the Action).

The Action has been classified as Type I, and a coordinated review must be undertaken and the designation of a "lead agency" and a determination of the significance of the action on the environment must be made in order to comply with the New York State Environmental Conservation Law (SEQR Act) and the regulations promulgated there under (the Regulation) by the New York Department of Environmental Conservation.

Upon consideration of the various criteria set forth in Section 617.6 of the SEQR Act, the Kingston Planning Board believes that it should be designated lead agency. Please indicate your concurrence with such designation within thirty (30) days. To the extent that you have any questions with respect to the Act or designation of this agency as lead agency, Ms. Suzanne Cahill is available and may be contacted by calling (845) 334-3955, or by writing to City Planner's Office, 420 Broadway, Kingston, New York 12401.

Following the designation as lead agency, a determination of significance shall be made in accordance with the Regulations. You will be notified of said determination immediately thereafter in accordance with Section 617.12 of the Regulations. Your agency cannot take any action or render any decision on the project until after the lead agency makes a determination and the SEQR process is concluded in accordance with 6NYCRR Part 617.

Sincerely,

Suzanne Cahill
Planning Director

SCHEDULE A
200 North Street (SBL#48.84-1-4)
February 21, 2019

INVOLVED AGENCIES:

Wayne D. Platte, Chairman
City of Kingston planning Board
City Hall – 420 Broadway
Kingston, New York 12401

Hayes Clement, Chairperson
Heritage Area Commission
420 Broadway
Kingston, New York 12401

Stephan Knox
Building Safety Division
5 Garraghan Drive
Kingston, New York 12401

Kingston Common Council
420 Broadway
Kingston NY 12401

New York State Division for Historic Preservation
Peebles Island State Park
P.O. Box 189
Waterford, NY 12188-0189
(Submitted via Cultural Resource Information System "CRIS")

INTERESTED AGENCIES:

Steven Noble, Mayor
City of Kingston
420 Broadway

Ulster County Planning Board
Dennis Doyle
244 Fair Street
Kingston, NY 12401

Anthony Argulewicz
City of Kingston Zoning Board of Appeals
5 Garraghan Drive

**City of Kingston Planning Board
Response to Request for Determination of Lead Agency**

Re: Hutton Brickyard
200 North Street (SBL#48.84-1-4)

Kingston Planning Board Designation as Lead Agency

On behalf of:

Agency Name: _____

Agency mailing address: _____

Agency telephone: _____

I acknowledge the receipt of the notice, dated _____, requesting our consent to the City of Kingston Planning Board acting as Lead Agency in the SEQR Coordinated Review of the above matter.

The above named agency hereby:

() CONSENTS that the City of Kingston Planning Board be declared Lead Agency for the purpose of the environmental review of the above referenced project.

() DOES NOT CONSENT to the City of Kingston Planning Board being designated as Lead Agency in this application and wishes that _____ serve as Lead Agency.

DATED: _____ AGENCY NAME: _____

BY: _____
(Please Print)

SIGNATURE: _____

Please Return To:

City of Kingston Planning Office
Suzanne Cahill, Planning Director
City Hall – 420 Broadway
Kingston, New York 12401

Kingston, New York 12401

Judith Hansen, Superintendent
Kingston Water Department
111 Jansen Avenue
Kingston NY 12401

Edward Norman, Supt.
Department of Public Works
25 East O'Reilly Street
Kingston, NY 12401

John Schultheis, City Engineer
City Hall- 420 Broadway
Kingston NY 12401

Dr. Carol Smith
Ulster County Health Department
239 Golden Hill Drive
Kingston, New York 12401

NYSDEC
Ms. Kelly Turturro, Region 3 Director
21 South Putt Corners Rd
New Paltz, NY 12561

Army Corp of Engineers
New York District
Western Permits Section
26 Federal Plaza
New York, NY 10278-0090

ORIGINAL

RECEIVED:

Motion: Wayne Platte
 Second: Matt Gillis

Resolution of the City of Kingston Planning Board
 With Regard to Seek Designation of Lead Agency
 #200 North Street (SBL 48.84-1-4)
 in the SEQR Process Under 6 NYCRR Part 617

RECEIVED BY DS
 DATE 2/20/19
 TIME 12:50 PM

WHEREAS, the Applicant has submitted a Site Plan amendment application and a completed Part I of the Full Environmental Assessment Form, to the City of Kingston Planning Board, to make changes to the North Street entrance, add additional parking, add water and sewer infrastructure and additional glamping sites, as well as other site work (the Action); and

WHEREAS, the project is located at #200 North Street, Kingston, New York (SBL 48.84-1-4); and

WHEREAS, the designation of a "lead agency" and a determination of the significance of the Action on the environment must be made in order to comply with the New York State Environmental Conservation Law (SEQR Act) and the regulations promulgated thereunder (the "Regulations") by the New York Department of Environmental Conservation; and

WHEREAS, the City of Kingston Planning Department in coordination with the Applicant has identified a list of involved and interested agencies, based upon the information submitted.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF KINGSTON PLANNING BOARD, AS FOLLOWS:

Section 1: That the Action is determined to be a Type I Action as defined in 6NYCRR Part 617.4 (10) & (6)(i) of the SEQR Act, and a coordinated review must be undertaken.

Section 2: That the City of Kingston Planning Board desires to establish itself as Lead Agency in the environmental review process.

Section 3: That the Planning Department is directed to circulate a request to all involved and interested agencies, seeking concurrence with the designation of the Kingston Planning Board as the lead agency for the SEQR review of the Action.

Section 4: That this resolution shall take effect immediately.

MEMBERS	Absent/Present	SIGNATURE	YES	NO	ABSTAIN
WAYNE PLATTE	/ ✓	<i>Wayne D. Platte Jr.</i>	✓		
CHARLES POLACCO	/ ✓	<i>Charles Polacco</i>	✓		
MARYJO WILTSHIRE	/ ✓	<i>Maryjo Wiltshire</i>	✓		
ROBERT JACOBSEN	✓ /				
MATTHEW GILLIS	/ ✓	<i>Matt Gillis</i>	✓		
JAMIE MILLS	/ ✓	<i>Jamie Mills</i>	✓		
KEVIN ROACH	/ ✓				
VACANT	/				

Wayne D. Platte Jr.
 Wayne D. Platte Jr., Planning Board Chairman

2/19/19
 Date

Public Safety/General Government Committee Agenda Item Report

Meeting Date: March 4, 2019

Submitted by: Dee Sills

Submitting Department: Common Council

Item Type: Proposed Resolution

Agenda Section:

Subject:

Handicap sign repealing 26 Shufeldt St.

Suggested Action:

Attachments:

[20190222105915.pdf](#)

P. 17 15

Tinti, Elisa

From: Noble, James
Sent: Sunday, January 06, 2019 5:01 PM
To: Tinti, Elisa
Subject: Fwd: Handicap parking sign request

Hi Elisa

Could you Please forward this request to the P. S. Committee. Without seeing the site , I am not sure if any other permission is required. Thank you. Jim

Sent from my iPhone

Begin forwarded message:

From: "O'Reilly, Patrick" <ward7@kingston-ny.gov>
Date: January 4, 2019 at 5:04:00 PM EST
To: "Noble, James" <jnoble@kingston-ny.gov>
Cc: "Sills, Dee" <dsills@kingston-ny.gov>
Subject: Handicap parking sign request

President Noble,

Robert Pereira is requesting a handicap parking space be made on the Lynwood st side of his 26 Shufeldt st home for ramp access. His handicap permit number is 4420705.

Respectfully Submitted,

Patrick O'Reilly
Alderman
Ward 7

Sent from my iPhone

Public Safety/General Government Committee Agenda Item Report

Meeting Date: March 4, 2019

Submitted by: Dan Baker

Submitting Department: Assessor

Item Type: Proposed Resolution

Agenda Section:

Subject:

D. Baker, Assessor Re: Board of Assessment Review Vacancy - Consider New Appointee

Suggested Action:

Attachments:

[20190227151507.pdf](#)

BOARD OF ASSESSMENT REVIEW APPOINTMENT OVERVIEW

The Board of Assessment Review is a quasi-judicial board. They are the judge and jury when it comes to assessment related complaints. The property owner is the complainant in the hearing and the assessor represent the City of Kingston in the hearing(s). The Board of Assessment Review (BAR) hears or reviews every complaint. The BAR hearings are public. The BAR determination meetings are not public.

Member terms are 5 years (staggered), so one term is up every year. (5 total members)

Training is required upon appointment. Ulster County Real Property administers the training every year in the spring before the.

Appointments later than February are very problematic due to training and the reporting to NYS DTF about the appointment.

Below is a link to RPTL 523 which describes the Board of Assessment Reviews legal duties.

<https://www.nysenate.gov/legislation/laws/RPT/523>

In the end, the new member needs to be able to follow Real Property Tax Law (RPTL) to make their decisions. They are not advocates for the City of Kingston or the complainant. They are advocates for RPTL. They need to be able to understand their guidelines and what is required by of the complainant to affect a change in assessment.

Past experience in real estate or related fields in not required. Being able to understand the manual (link below) is the most important. Secondly, the BAR meets on the 4th Tuesday of May, the 4th Tuesday in July and 4th Tuesday in November every year.

The 4th Tuesday in May is a MUST attend meeting.

<https://www.cayugacounty.us/Portals/0/realproperty/Documents/2014BarMAnnual.pdf>