

**Village of Cold Spring Planning Board**  
**Thursday October 26, 2023**  
**Meeting Minutes**

The Village of Cold Spring Planning Board held a Meeting at Village Hall and via videoconference on Thursday October 26, 2023. Members present at Village Hall: Acting Chairperson Yaslyn Daniels, Matt Francisco, Lara-Shihab-Eldin and Sue Meyer. The Meeting was called to order at 7:06 p.m.

**1. Acting Chairperson Remarks – None**

**2. Opportunity to Request Vote to Add/Modify Agenda Items**

Y. Daniels made a motion to add to the Agenda to discuss the most efficient manner for the Planning Board and the Zoning Board of Appeals to comply with Code §134-25.G(2) S. Meyer seconded the motion, and it passed by a vote of 4-0-0-0.

**3. Approval of Minutes – September 14, 2023 Meeting Minutes (YD, MF, LE)**

Y. Daniels made a motion to approve the minutes as submitted. L. Shihab-Eldin seconded the motion passed by a vote of 4-0-1-0 (S. Meyer abstained).

**4. Member Reports – No response from the VBOT on the appointment of a new member of the Planning Board.**

**5. Correspondence – None.**

**6. Old Business – None**

**7. New Business**

*ZBA Referral on 14 Constitution Drive.*

Board members discussed a recent referral from the Zoning Board requesting Planning Board comment on a requested variance for a side yard setback at 14 Constitution Drive. M. Francisco noted that this requirement existed under the prior Code as well. After discussion, the Board concluded that this particular application presented no concerns to the Planning Board.

Y. Daniels made a motion to authorize signing of a Resolution to this effect. L. Shihab-Eldin seconded the motion and it passed by a vote of 4-0-0-0. The Resolution will be prepared for execution on the next meeting date.

**8. §134-25.6(2) Referrals from ZBA to Planning Board**

Zoning Code §134-25.G(2) provides as follows:

*The application or appeal for a variance shall be referred prior to the the public hearing to the Planning Board for its review and recommendations. No action shall be taken by the Board of Appeals until an advisory recommendation has been received from the Planning Board or thirty (30) calendar days have elapsed since the Planning Board received such application or referral or appeal for a variance.*

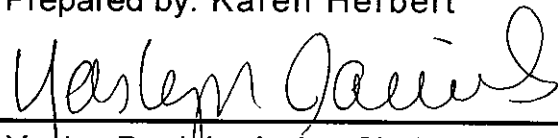
Y. Daniels that suggested that the ZBA forward application to the Planning Board as soon as practicable before holding the workshop. She will contact ZBA Chair Wirth to further discuss the process of application referral.

**9. Public Comment – None****10. Board Business - None****11. Adjournment**

*The Acting Chairperson called for a MOTION.*

M. Francisco made a motion to adjourn the Meeting. L. Shihab-Eldin seconded the motion and it passed 4-0-0-0. Meeting adjourned at 8:08 p.m.

Prepared by: Karen Herbert

  
Yaslyn Daniels, Acting Chair

12/28/2023  
Date