

TOWN OF FORESTBURGH PLANNING BOARD
DRAFT Meeting Minutes
November 25, 2025

The meeting was called to order at 7:00pm by Chairman Richard Robbins at the Town Hall in Forestburgh.

Members Present: Alan Devlin
 Susan Hawvermale
 Arthur Leaney-Levenson
 Richard Robbins - Chairman
 Robert Sipos

Absent: Katherine Barnhart
 Anthony Cardoso

Town Attorney: Javid Afzali

Town Engineer's
Representative: Tim Gottlieb

Recording Secretary: Billie Jean McGinnis

Approval of Minutes

The minutes from the last meeting were reviewed.

Motion made by S. Hawvermale to approve the minutes as drafted. Seconded by A. Devlin.

Vote: All in favor. Chairman Robbins abstained as he was not present at the meeting.

Public Comment on Applications on the Agenda

There was no public comment.

Cronin Subdivision

John Cronin presented an update on his application. Chairman Robbins reviewed the definition of a land division.

Motion made by S. Hawvermale to treat this application as a land division.

Seconded by R. Sipos.

Vote: All in favor.

T. Gottlieb confirmed that the applicant has submitted all materials and has met all requirements for a land division.

Chairman Robbins explained that under SEQRA, this is an unlisted action. The Board completed the EAF Short Form Part 2.

Motion made by A. Leaney-Levenson to issue a negative declaration.

Seconded by S. Hawvermale.

Vote: All in favor.

Motion made by S. Hawvermale to approve this application. Seconded by R. Sipos.

Roll Call Vote:

A.Devlin	Aye	R. Robbins	Aye
S. Hawvermale	Aye	R. Sipos	Aye
A. Leaney-Levenson	Aye		

This application is approved.

Grand Luxury Retreat

Ryan Fellenzer, Joe Bruning, Rich Viola and Mike Nastro provided an update on the project. The proposed project falls under hotel use as a special permit. They propose 42 luxury cabins with the least amount of impact to the surrounding environment. Amenities include a lodge, spa, event center, hiking trails and footpaths.

They are proposing to use public water supply with the use of onsite wells. The well house will house treatment facilities, chlorination and storage. Approvals are being coordinated with the DOH. After approval, they will re-test the water. This will be updated when they get the final approval from the DOH.

The sanitary disposal will be provided by a system of collection tanks using mostly gravity to collect from the units. The event center will be pumped to a leech field. They are coordinating with the DOH and DEC.

Electrical service is being coordinated with O&R.

They've received a photometric plan. Lighting is going to conform to the Town Code. They'll use LED lighting with shielding fixtures to avoid glare. They are dark sky compliant.

SWPPP has been provided which complies with the 2025 state design manual for water quality and quantity. It outlines the use of bio retention instead of rain gardens or ponds. Mr. Bruning explained that there are 7 bio retention areas. It takes less room than a pond. He explained the process of bio retention. This takes care of the water quality volume and runoff reduction volume which is required by the state. The bio retention areas are sized based on the water volume being collected.

Mr. Fellenzer pointed out the parking areas. S. Hawvermale and Chairman Robbins asked about the amount of parking spaces. It doesn't seem sufficient for the amount of staff and guests.

Mr. Fellenzer explained that parking calculations factor in staff, guests and the types of use. They explained that while they anticipate approximately 30 staff members, they may work in shifts and may not be on the property all at the same time.

S. Hawvermale asked about ADA parking. There will be a drop off area or they may use the valet but parking will only be allowed in the designated parking area. They will use a combination of high-end golf carts and sprinter vans.

S. Hawvermale asked if this event center will be used year round. It may be used year round but they don't anticipate it to be used every weekend.

T. Gottlieb provided comments on the site plan. The traffic study and SWPPP should be reviewed. The Code states that the landscaping plan needs to be done by a landscape architect. Mr. Nastro provided a sketch of landscaping around the cabins. They landscape their own jobs. He confers with a nursery who recommends trees and plants that grow well in the area and those that the deer won't eat. Mr. Nastro would like the Board to allow him to handle the landscaping instead of hiring a landscape architect. Chairman Robbins would like to review a set of plans before waiving the requirement that it be done by a landscape architect.

Chairman Robbins stated that in regard to SEQRA, the original July submission indicated that approximately 40 acres would be disturbed. Subsequent submissions show a smaller number. What caused the substantial change? Mr. Fellenzer explained that they fine-tuned their plans. The initial submission was conservative.

Chairman Robbins scheduled a SEQRA public hearing for December 16th. This is a type 1 action. The applicant will need to publish notice in the newspaper and send notice to the neighbors via certified mail and bring the return receipts to the meeting. The more information available for the public hearing the better. The public hearing may need to be held open.

Other Business

There is no other business.

Adjournment

Motion made by S. Hawvermale to adjourn the meeting at 7:42pm.

Seconded by A. Leaney-Levenson.

Vote: All in favor.