

Village of Washingtonville
9 Fairlawn Drive
Washingtonville, NY 10992

Village of Washingtonville Planning Board Work Session/Regular Meeting
Meeting location: 9 Fairlawn Drive, Washingtonville, NY 10992
August 12, 2025

Present:

Nancy Comerford – Chairperson
William Jones – Board Member
Jeffrey LaDeau – Board Member
Pat Cooney – Board Member
Jacqueline Davis-Norris – Board Member
Patrice Gesner -Board Member

Absent:

Bill Carroll – Board Member

Also Present:

Katherine Krahulik – Planning Board Attorney
Lenka McCormack – Clerk to Planning Board

Call to order:

Chairperson Comerford called the meeting to order at 7pm and led the Pledge of Allegiance.

Announcements:

Chairperson Comerford announced that today's meeting is a Regular Meeting of the Village of Washingtonville Planning Board.

Applicant's Presentation: Freitas Holdings LLC

- **Applicant:** Mark Freitas
- **Location:** SBL 112-4-18
- **Request:** Special Use Permit for Section 315-41.19 (Event Venue)

The applicant, Mark Freitas, is requesting board approval to convert an existing unit, previously leased by Hudson Valley Playtime, into an event venue. This will be a boutique-style venue for gatherings, meetings, and community programs, with a maximum capacity of 110 guests (subject to building capacity approval by the building inspector).

Mr. Freitas presented the proposed event venue, “Memorable Moments,” which will occupy 1,800 square feet of space. He emphasized that no structural changes or modifications will be made to the existing building.

Board Discussion

- **Parking:** Discussion occurred regarding the availability of both on-site and municipal parking spaces.
- **Capacity:** The building inspector will review and provide a final determination on the unit’s capacity.
- **Environmental Impact:** Chairperson Comerford noted that the Special Use Permit application will require a Short Environmental Assessment Form (SEAF).

Motion to designate this under the State Environment Quality Review Act as being Article 2 made by Chairperson Comerford and seconded by Member Davis-Norris.

Motion – 6 Ayes. Motion carried.

Next Steps/Action Items

- The applicant must submit the Short Environment Assessment Form (SEAF)
- A Final review by the building inspector is required to confirm the unit’s capacity and parking arrangements.

Adjournment

With no further business, the meeting was adjourned at 8:05pm.

Minutes Prepared by:

Lenka McCormack, Clerk to the Planning Board