TOWN OF STANFORD TOWN BOARD  
TOWN BOARD MINUTES

AUGUST 14th, 2025

The Town of Stanford Town Board met for their monthly meeting on Thursday, August 14th, 2025, at the Town Hall at 7:00 PM. Supervisor Wendy Burton called the meeting to order with the Pledge of Allegiance, led by Charlie Cunningham.

The meeting was dedicated to the memory of Kevin Brown, who recently passed away. Kevin was a former Stanford Fire Chief and a volunteer for the Pine Plains Fire Company. He was from a well-loved family and Ms. Burton asked for a moment of silence in his memory.

Roll call: Wendy Burton – present

Julia Descoteaux – present

Eric Haims - present

Nathan Lavertue – absent

Theodore Secor - present

Also in attendance was Town Attorney Robert Butts.

MOTION TO APPROVE AGENDA: Supervisor Burton made a motion to approve the Agenda, seconded by Eric Haims. Motion carried with all present voting in favor. Motion carried.

LIAISON REPORTS:

Councilman Secor reported that the Climate Smart Task Force did not have a formal meeting but were working on a busy September. The Haunted Fortress also did not have a meeting as they’ve been having busy workdays and are working on their budget requests. From the Zoning Board of Appeals, the Rathjen public hearing was closed and the parties involved have agreed to a settlement. Next month’s ZBA will have four public hearings for variances. As he could only attend part of the Rec. Commission meeting, there was a summer camp summary and it did very well, but they were looking into staffing and restructuring for next year. The Rec. was also working on their Community Day plans and discussed a town-wide scavenger hunt.

Councilman Haims reported a busy meeting for the Planning Board in July: there were four public hearings for a site plan at 6102 Rt. 82 for 2 pole barns and outdoor retail space, two lot line alterations for 248-277 Market Lane and 27-33-45 Barton Lane, and a Special Use permit for a physical therapy office at 6030 Rt. 82. There were also nine agenda items: Rathjen is still working on a DOT issue with the width of the driveway and wetland issues, 248 Market Lane was approved for 3 lots with no development and was a Type 2 action, therefore no SEQR review; the Barton Lane matter was referred to the ZBA for a setback variance; and the Special Use permit needed approval for the parking to be worked out. A 2-lot minor subdivision at 379-377 Pugsley Hill Road was also referred to the ZBA for a variance; a building on Partridge Creek #15 would have a public hearing in August; a minor subdivision at 313 Jameson Hill Road was complex but needs a variance; an 8-lot major subdivision and a polo barn on a 130-acre parcel at 729 Cold Spring Road needs a lot of work still; 177 Sisters Hill Road wanted a 3-lot subdivision and a new well and a public hearing will be needed. Two pre-applications were discussed: 311 Hunns Lake Road for a resort and “wellness center” and maybe yurts, would need a special permit, and a lot line alteration at 119 Layton needs to get a survey. The Planning Board does not usually meet in August but they are this month on the 27th.

Councilwoman Descoteaux stated that at the July CAC meeting, they would be closing the public hearing comment period for the Natural Resources Inventory on the 17th of July. The NRI document will then be presented to the Town Board for approval. This NRI is a great resource for all the Boards for land use management. The Buttercup Sanctuary survey received 60 responses and the CAC will discuss with the Audubon Society for ongoing maintenance as well as looking for other options. The CAC also discussed getting a bench in Barry Haydasz’s memory. Mrs. Descoteaux also spoke of the Recreation Campaign, and that the playground project has been finished and they will start looking at the landscape portion of their master plan. They’re looking for a grant, like the $275,000 grant received for SPARC Park that was received from the State. At this meeting, they are hoping that the Board will approve the landscaping plans for trees, planting, clearing paths, etc.

Supervisor Burton reported from the Fire Commissioners meeting: they were starting a multi-year inventory plan and were re-purposing the old ambulance into a multi-purpose vehicle. Last month they responded to 20 fires, 2 motor vehicle accidents and 21 rescues, with a 119 total year to date. For the Town’s financial report, all is well, but she was nervous about mortgage tax revenue, which is so far, doing all right. Our Rec. Director Lauren Osterman won another grant in the amount of $5,000 from the County for their “Recipes for Kids” and hope to

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expand it. The Town works aggressively to acquire grants so that they can save taxpayer dollars and she will be attending a workshop on additional grants. Ms. Burton also said that she had just attended a NYS Association of Towns where they formed a Workforce Development Committee with some of the SUNY schools to help small towns’ young people’s salaries. The Association of Towns is an invaluable resource to local communities that have three lawyers on staff to help. We are still waiting to hear about the possible local election change to even years.

PRIVILEGE OF THE FLOOR:

No one addressed the Board.

**PUBLIC HEARING – PROPOSED LOCAL LAW #5**

**AMENDING CHAPTER 164 OF THE TOWN CODE**

**TO ESTABLISH RULES AND REGULATIONS FOR**

**SHORT-TERM RENTAL ACCOMMODATIONS**

A motion was made by Wendy Burton, seconded by Teddy Secor, to open the Public Hearing on proposed Local Law #5 for Short Term Rental accommodations. Supervisor Burton stated that the Town Board has heard previous comments on this proposed law, adding that the Town had to pass this before September when the State’s law goes into effect to maintain the Town’s home rule.

With no comments, Wendy Burton made a motion to close the Public Hearing, seconded by Eric Haims. Motion carried.

NEW BUSINESS:

1. STANFORD RECREATION CAMPAIGN – RESOLUTION #8A – PHASE 1: LANDSCAPE SHADE STRUCTURES AND PLANTINGS: The following resolution was read by Councilman Secor:  
 **RESOLUTION #8A OF 2025**

**Authorizing the Purchase of Playground Equipment from BCI Burke Company, LLC, Through Sourcewell**

At a meeting of the Town Board of the Town of Stanford (“Town Board”), held at the Town of Stanford Town Hall on the 14th day of August, 2025, at 7:00 p.m., Town Supervisor Wendy Burton called the meeting to order, and she, seconded by Councilmember Secor, moved the following resolution:

**WHEREAS,** Section 103(16) of the New York General Municipal Law (“GML”) authorizes municipalities to purchase apparatus, materials, equipment or supplies, or to contract for services related to the installation, maintenance or repair of apparatus, materials, equipment, and supplies, through a contract let by a political subdivision or district of another state provided such contract was let to the lowest responsible bidder or on the basis of best value in a manner consistent with Section 103 of the GML, a procedure commonly known as piggybacking; and

**WHEREAS,** Sourcewell is an agency of the state of Minnesota which awards purchasing contracts through a competitive bidding process and requires such purchasing contracts allow other municipalities to purchase under the same terms; and

**WHEREAS,** Sourcewell has contracted with BCI Burke Company, LLC, by contract dated February 15, 2021 (“Sourcewell Contract”), for the purchase of playground equipment and the terms of the contract allow other municipalities to purchase playground equipment on the same terms; and

**WHEREAS,** Sourcewell solicited sealed bids from various manufacturers of playground equipment and awarded the contract to BCI Burke Company, LLC, after determining by objective standards that BCI Burke Company, LLC, provided the best value in a manner consistent with Section 103 of the GML; and

**WHEREAS,** two dead trees were recently removed at the waterfront of the Recreation Center; and

**WHEREAS,** the Recreation Commission requested 3 permanent shade structures as a replacement for these mature trees; and

**WHEREAS,** the Town Board has determined it is in the best interest of the Town to purchase these permanent shade structures, including but not limited to the equipment listed

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in Estimate 22862, for Shade Structures from American Recreational Products, pursuant to the terms of the contract between BCI Burke Company, LLC, and Sourcewell; and

**WHEREAS**, the Town Board has determined the proposed action qualifies as a Type II action under the New York State Environmental Quality Review Act, as it involves the purchase of equipment which is not land, radioactive material, pesticides, herbicides, or other hazardous materials, and is therefore exempt from environmental review pursuant to 6 NYCRR §617.5(c)(31); and

**NOW THEREFORE, BE IT RESOLVED,** that the Town Board hereby authorizes the expenditure of $24,034.38 for the purchase of shade structures, including but not limited to the equipment listed in Estimate 22862, for Shade Structures from American Recreational Products, pursuant to the terms of the contract between BCI Burke Company, LLC, and Sourcewell; and

**BE IT FURTHER RESOLVED,** that the Town Board hereby authorizes the Town Supervisor to sign any and all documents necessary to complete the purchase of Shade Structures for the Recreation Center from American Recreational Products, pursuant to the terms of the contract between BCI Burke Company, LLC, and Sourcewell, and

**BE IT FURTHER RESOLVED** that the Town Board authorizes the Town Supervisor to transfer up to $24,100.00 from NYC ACCOUNT 01-0010-0014 REC CAMPAIGN FUND to Millbrook Account ending in 0018 General Fund to cover this expenditure.

00-510 Estimated Revenue +$23,034.38

00-960 Appropriations +$23,034.38

00-06-7140-41 Playground Capital Expense

The foregoing resolution was voted upon with all Board members voting as follows:

Wendy Burton, Supervisor Yes

Julia Descoteaux, Councilperson Yes

Eric Haims, Councilperson Yes

Nathan Lavertue, Councilperson Absent

Teddy Secor, Councilperson Yes

Resolution #8A of 2025 adopted by the unanimous votes of the Town Board members present and certified this 14th day of August 2025 *Ritamary Bell, Town Clerk*

**2. RESOLUTION #8B – SEQRA RESOLUTION FOR LOCAL LAW #5 OF 2025 -** **AMENDING CHAPTER 164 OF THE TOWN CODE TO ESTABLISH RULES AND REGULATIONS FOR SHORT-TERM RENTAL ACCOMMODATIONS:** Attorney Butts went over the SEQRA resolutions which are a Type 1 action. Part A was passed in March, and Parts 2 and 3 were reviewed and state that this proposed local law is consistent with local zoning laws, the Comprehensive Plan and the character of the Town, having little or no impact. As this Local Law was introduced in July, it was referred to the County Planning, who deemed it a matter of local concern, and it was referred to the Planning Board who repeated their earlier comments about the number of short-term rentals. Copies of this Local Law will be given to the Building Department, the Planning Board and the Zoning Board of Appeals, as well as having the SEQR resolution filed with the DEC.

**RESOLUTION NO. 8B OF 2025**

**RESOLUTION OF SEQR DETERMINATION**

**FOR LOCAL LAW AMENDING CHAPTER 164 OF THE TOWN CODE**

**TO ESTABLISH RULES AND REGULATIONS FOR**

**SHORT-TERM RENTAL ACCOMMODATIONS**

At a meeting of the Town Board of the Town of Stanford (“Town Board”), held at the Town of Stanford Town Hall on the 14th day of August, 2025, at 7:00 p.m., Town Supervisor Wendy Burton called the meeting to order, and she, seconded by Councilperson Theodore Secor, moved the following resolution, containing the findings and determination under the New York State Environmental Quality Review Act (“SEQRA”) for the enactment of the local law, to be known as Local Law No. 5 of 2025, entitled “A Local Law Amending Chapter 164 of the Town Code to Establish Rules and Regulations for Short-Term Rental Accommodations:”

WHEREAS, a Local Law to amend the Town’s Zoning Code provide rules and regulations for short-term rental accommodations as both a principal and accessory use in all districts, known as Proposed Local Law No. 4 of 2025, was introduced at a meeting of the Town Board held on March 13, 2025; and

WHEREAS, at the March 13, 2025 meeting and in connection with the proposed Local Law, the Town Board declared itself Lead Agency for purposes of SEQRA for this Type 1 action; and

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WHEREAS, at the March 13, 2025 meeting and in connection with the proposed Local Law, the Town Board adopted and authorized circulation of a copy of Part I of the Full EAF pursuant to the requirements set forth in 6 NYCRR Part 617; and

WHEREAS, the Town Board considered written comments from the Town Planning Board dated June 26, 2025 and various comments from the public at a Special Meeting conducted on June 26, 2025, and made further minor revisions to the proposed Local Law as a result of such comments; and

WHEREAS, the proposed Local Law to amend the Town’s Zoning Code to provide rules and regulations for short-term rental accommodations both a principal and accessory use in all districts, as so revised, was re-introduced on July 10, 2025 as proposed Local Law No. 5 of 2025, for adoption pursuant to New York State Municipal Home Rule Law section 20, Chapter 164, Article XI of the Town Code and Sections 264 and 265 of the New York State Town Law; and

WHEREAS, Town Board found that the revisions to the proposed Local Law were not material and, therefore, reaffirmed and ratified the previously approved Part I of the Full EAF and authorized circulation of copy of same pursuant to the requirements set forth in 6 NYCRR Part 617; and

WHEREAS, the proposed Local Law, with Part 1 of the Full EAF, was referred to the Dutchess County Department of Planning and Development for an advisory opinion pursuant to New York General Municipal Law §239-m and the Dutchess County Department of Planning and Development provided its response without comment stating it was a “matter of local concern”; and

WHEREAS, the proposed Local Law, with Part 1 of the Full EAF, was referred to the Town of Stanford Planning Board for a report and recommendation pursuant to Section 164-56 of the Stanford Town Code, and the Planning Board provided further comments by email on August 13, 2025; and

WHEREAS, the Town Board duly advertised, held and closed the public hearing on the Local Law during its meeting on August 14, 2025; and

WHEREAS, the Town Board has conducted its SEQRA review by (1) considering the criteria contained in subdivision (c) of 6 NYCRR §617.7 to identify any relevant areas of environmental concern, (2) thoroughly analyzing the identified relevant areas of environmental concern to determine if the action may have a significant adverse environmental impact, and (3) completing Part 2 of the EAF and adopting Part 3 of the EAF, which included a narrative articulating the reasons supporting the Town Board's SEQRA determination; and

WHEREAS, there are no involved agencies other than the Town Board;

NOW, THEREFORE, BE IT RESOLVED, that for the reasons set forth in Part 3 of the EAF the Action will not result in any significant adverse impacts on the environment and, therefore, that an Environmental Impact Statement need not be prepared and a Negative Declaration therefore be issued; and

BE IT FURTHER RESOLVED, that a copy of the Determination of Significance be filed as required by law and published in the Environmental Notices Bulletin; and

BE IT FURTHER RESOLVED, that the Town Supervisor is hereby authorized to execute any such documents and take any such lawful actions as she may deem convenient, necessary or advisable in order to effectuate the foregoing Resolution.

The foregoing resolution was voted upon with all Board members voting as follows:

Wendy Burton, Supervisor Yes

Nathan Lavertue, Councilperson Absent

Julia Descoteaux, Councilperson Yes

Eric Haims, Councilperson Yes

Theodore Secor, Councilperson Yes

Resolution #8B of 2025 adopted by the unanimous votes of the Town Board members present and certified this 14th day of August 2025 *Ritamary Bell, Town Clerk*

**RESOLUTION NO. 8C OF 2025**

**TO INTRODUCE PROPOSED LOCAL LAW NO. 5 FOR THE YEAR 2025**

**AMENDING CHAPTER 164 OF THE TOWN CODE**

**TO ESTABLISH RULES AND REGULATIONS FOR**

**SHORT-TERM RENTAL ACCOMMODATIONS**

At a meeting of the Town Board of the Town of Stanford (“Town Board”), held at the Town of Stanford Town Hall on the 14th day of August, 2025, at 7:00 p.m., Town Supervisor Wendy Burton called the meeting to order, and she, seconded by Councilperson Theodore Secor, moved the following resolution, to enact the local law, to be known as Local Law No. 5 of 2025, entitled “A Local Law Amending Chapter 164 of the Town Code to Establish Rules and Regulations for Short-Term Rental Accommodations,” as follows:

WHEREAS, the following Local Law was introduced as Proposed Local Law No. 5 of 2025, at a meeting of the Town Board held on July 10, 2025; and

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WHEREAS, the proposed Local Law, with Part 1 of the Full EAF, was referred to the Dutchess County Department of Planning and Development for an advisory opinion pursuant to New York General Municipal Law §239-m and the Dutchess County Department of Planning and Development provided its response without comment stating it was a “matter of local concern;” and

WHEREAS, a properly noticed public hearing was held before the Town Board during the meeting on August 14, 2025, on this Local Law; and

WHEREAS, the proposed Local Law was referred to the Town of Stanford Planning Board for a report and recommendation pursuant to Section 164-56 of the Stanford Town Code, and the Planning Board provided further comments by email on August 13, 2025; and

WHEREAS, the enactment of this Local Law is a Type I action pursuant to the New York State Environmental Quality Review Act as it involves changes in the allowable uses within multiple zoning districts in the Town, affecting 25 or more acres of land in such districts; and

WHEREAS, by separate resolution, the Town Board issued a Negative Declaration and determined the action will not have any adverse environmental impact;

NOW THEREFORE, BE IT ENACTED by the Town Board of the Town of Stanford as follows:

Section 1. Legislative Intent. Chapter 164 of the Town of Stanford Town Code contains the Town’s regulations with respect to Zoning. The Town Board has determined that it is in the best interest of Town to allow short-term rental accommodations as a permitted principal or accessory use in all zoning districts and in compliance with certain requirements which are the subject of this local law, as defined in this local law. The Town Board now wishes to update the Chapter of the Town Code entitled “Zoning” accordingly.

Section 2. Supplementary Use Regulations for Accessory Dwelling Units. A new section "§164-19.6 – Short Term Rental Accommodations," shall be added to the Zoning Law as follows:

§164-19.6 Short Term Rental Accommodations (STR).

Purpose. The purpose of this section is to establish a set of regulations applicable to the short-term rental of residential real property in the Town of Stanford. These regulations are in addition to all other provisions of this Chapter. In the adoption of these standards, the Town Board of the Town of Stanford (the “Town Board”) find that short-term rental accommodations have the potential to be incompatible with surrounding residential uses, especially when several are concentrated in the same area, thereby having the potential for a deleterious effect on the adjacent full-time residents. The Town Board recognizes the benefits of short-term rental accommodations (“STR”) to allow homeowners to supplement their income to defray the cost of housing and to provide lodging for visitors to the Town. The Town Board finds that short-term rental accommodations have the potential to have a detrimental effect on affordable housing and economic diversity in the Town, by removing dwelling units from the long term rental market and driving up demand for the limited remaining housing supply. This can result in fewer available units and increased prices or rents for those units that are available. Special regulation of these short-term rental uses is necessary to ensure that they will be compatible with surrounding residential uses, protect the health, safety and welfare of Town residents and will not act to harm or alter the neighborhoods they are located within.

Presumption of Dwelling Unit as Short-Term Rental Accommodation.

The presence of the following shall create a presumption that all or a part of the property is being used as an STR:

All or part of the property is offered for lease on a short- term rental website, including but not limited to Airbnb and VRBO, for a rental period of less than thirty-one (31) days; or

All or a part of the property is offered for lease for a period of thirty-one (31) days or less through any form of advertising.

The foregoing presumptions may be rebutted by documentary evidence presented to the Building Inspector sufficient to show that the premises is not operated as a STR.

Zoning districts. A Short-Term Rental Accommodation, as defined in §164-59, is permitted as either a principal or accessory use to a single family, duplex, 2 family, multiple dwelling or multi-use residence in all zoning districts in conformance with this section and all other applicable sections of the Zoning Law.

Commercial Nature. An STR shall be considered a commercial enterprise and commercial property and, as such, shall be subject to inspection by the Town as herein provided.

Privilege. The issuance of an STR Permit shall be considered a privilege granted by the Town and not a right of a property owner, and as such, the Town Board may limit the number of STR Permits and such permits may be revoked for non-compliance with the provisions of this Code.

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Standards. An STR shall only be allowed subject to an application for an STR Permit issued by the Building Inspector, renewable on a biennial basis, and in compliance with the following standards:

Permit Required. The Town Board may establish by resolution the number of STR units that may be permitted at any time. The initial number of such STR permits shall be limited to a maximum of fifty-five (55) STR units within the Town. Preference shall be given to existing operating applicants who are registered with Dutchess County prior to the effective date of this law. Such applicants already registered with the County prior the effective date of this law shall have ninety (90) days from the effective date of this law to submit their application under the requirements of this section. Further applications will be accepted on a first-come, first serve basis until permits for fifty-five (55) units are issued. Subsequent applications will be placed on a wait list. If and when there are permits for fewer than fifty-five (55) units, the wait list will be utilized starting with the application that has been on the wait list the longest amount of time.

Permit Term and Transferability. Permits shall be issued to the owner of the parcel (“STR Permit Holder”) and are not transferrable or assignable. Separate permits shall be issued for each STR unit. A parcel owner may have more than one STR Permit. The term of a Permit shall be two (2) years.

Submission. Supporting documents shall be submitted to the building department in order to determine whether the proposed STR meets the requirements set forth herein, including the location and size of the existing septic system and well, and the structures on the lot, both as they exist and as they would appear with the STR. Parking locations shall be shown.

Application procedure and decision.

Application. An applicant shall submit an application for an STR Permit to the Building Inspector with a checklist attachment and other submissions establishing compliance with all the requirements for an STR.

Fees. A bi-annual fee shall be paid per STR unit for issuance and renewal of the STR Permit, together with any other applicable fees as set forth, from time to time, in the fee schedule established and annually reviewed by the Town Board.

Review Period. The Building Inspector shall within thirty (30) days of receipt of a complete submission determine whether to either issue the STR Permit, with or without conditions, or notify the applicant in writing that the application has been denied stating the reason or reasons for such denial.

Responsible Party. The contact information for the STR Permit Holder and for the responsible representative or management company (“Agent”) of the STR Permit Holder, if any, shall be provided to the Town as part of the STR Permit Application at time of submission, and the STR Permit Holder shall update this contact information as needed during the term of the STR Permit to ensure it is accurate and up to date.

Inspection Required. A satisfactory inspection from the Building Inspector is mandatory prior to issuance or renewal of an STR Permit. The Applicant or STR Permit Holder shall arrange for and schedule such inspection directly with the Building Inspector and give reasonable access for inspections to be conducted to ensure compliance with the provisions of the Town of Stanford Code, the NYS Uniform Fire Protection and Building Code

Department of Health Requirements. The premises shall be in full compliance with the standards of the Dutchess County Department of Health.

County and State Laws. The STR Permit Holder shall comply with all applicable requirements of Chapter 264, Article III of the Dutchess County Charter, Code and Ethics (Hotel Occupancy Tax) and Article 12-D of the Real Property Law of the State of New York (Short-Term Residential Units).

Maximum Occupancy. The maximum occupancy for an STR shall be determined by the septic capacity established by the Dutchess Country Department of Health, not to exceed two (2) occupants per bedroom. Maximum occupancy for an STR does not include children under five (5) years of age. In no event shall the number of guests of an STR any given time, including, but not limited to, events such as indoor or outdoor social gatherings or parties, exceed double the permitted occupancy of the STR.

Location of STR. An STR shall be limited to the principal dwelling or an accessory structure on the parcel, provided, however, that an STR may not be located in an Accessory Dwelling Unit (ADU) pursuant to Section 164-19.5 of this Code.

Habitable space. An STR shall not be located in a basement or an attic, except where said space is deemed habitable space as per the New York State Uniform Fire Prevention and Building Code.

Parking. An applicant seeking an STR Permit must demonstrate that there is area available in which to provide adequate off-street parking for the premises. A minimum of one (1) additional space per bedroom shall be provided for the STR, and parking shall be allowed in a location on the lot as required by the Zoning Law.

Display of Permit. A copy of the STR Permit must be prominently displayed within the interior of the STR during the duration of its validity. The availability of the STR to the public shall not be advertised on the premises. The STR Permit Number must be included in any listing.

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Guest Compliance with Town Code. All guests of an STR are subject to the provisions of Section 164-15 of the Town Code and of the enforcement of Section 164-48. The STR Permit Holder is responsible for informing each guest of an STR of these provisions. All guests of an STR are required to refrain from any conduct on the property on which the STR exists, which disturbs the health, safety, peace or comfort of the neighborhood or which otherwise creates a public nuisance.

Building Code. Nothing in this Section is intended to supersede any of the provisions of the New York State Uniform Fire Prevention and Building Code, as may be amended from time to time. If any of the provisions herein conflict with the New York State Uniform Fire Prevention and Building Code, the New York State Uniform Fire Prevention and Building Code shall control. An STR shall not be approved or occupied except in compliance with all applicable federal, state and local laws, codes, rules and regulations and the Building Department shall have the right to periodically inspect the premises, upon reasonable notice to the owner, to ensure that all applicable laws and codes are being followed.

Smoke and Carbon Monoxide Detectors. There shall be one working smoke detector in each sleeping room and one additional smoke detector on each floor. Carbon monoxide detectors shall be installed as required by the New York State Uniform Fire Prevention and Building Code.

Fire Extinguisher. There shall be a Class B-C fire extinguisher on each floor and in the kitchen. Fire extinguishers shall be inspected prior to a renter occupying the property and no less than monthly by the STR Permit Holder to ensure each contains a full charge. A record of the date inspected, initialed by the Permit Holder, shall be maintained and made available to the Building Inspector upon request.

Display of House Number. The house number of the premises shall be displayed both at the road and on the dwelling unit so that the house number of the premises is clearly visible from both road and the driveway.

Electrical System. Electrical systems for the premises shall be in good operating condition, labeled, unobstructed and shall be visible for the Building Inspector during inspections. Any defects found shall be corrected prior to issuance of an STR Permit. A current boiler or furnace service report, including a record of the date inspected, initialed by the Permit Holder, shall be maintained and made available to the Building Inspector upon request.

Insurance Standards. All STR Permit Holders must provide Evidence of Property Hazard Insurance and a Certificate of Liability Insurance indicating the premises is rated for Short-Term Rental Accommodations and maintain such insurance throughout the term of the STR Permit.

Waste Removal. Timely provisions shall be made for garbage removal from the STR during rental periods

Notice Required. A notice shall be prominently displayed within the interior of the STR during the duration of the permit’s validity which includes the following:

The contact information for the STR Permit Holder and Agent, if any;

Maximum property occupancy;

Maximum on-site parking provided;

A Good Neighbor Statement stating that STR guests must be considerate of the residents in neighboring homes and are required to refrain from any conduct on the property that disturbs the health, safety, peace or comfort of the neighborhood or which otherwise creates a public nuisance.;

All STR guests will be subject to New York Penal Law § 240.20 or any successor statute regarding disorderly conduct;

Littering is illegal

Recreational campfires must be attended at all times, and when burn bans are in effect; and

The following shall not be permitted or operated at the STR:

Discharge of firearms;

Pyrotechnics.

Compliance and Penalties. If the Building Inspector either witnesses or receives a written complaint of an alleged violation of this Section or a violation of the conditions of any STR Permit issued pursuant to this Section, the Building Inspector shall properly record such complaint and immediately investigate the report thereon. If the Building Inspector determines there is a violation of this Section, the owners shall be notified in writing by both first class mail and certified mail, return receipt requested of said violations and the Building Inspector may take any or all of the following actions:

Impose additional conditions to the existing STR Permit.

Require corrective action that remedies the violation(s). The corrective action must be completed and approved within 30 days of Notice from the Building Inspector or the owner risks revocation of the STR Permit.

Suspend the STR Permit. The Notice of Suspension shall be provided to the property owner and a copy filed with the Town Clerk.

Revoke the STR Permit. If an STR Permit is revoked, all owners of the property on which the STR exists shall be prohibited from obtaining an STR Permit on the property for a period of one (1) year after the

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date of revocation. The Building Inspector shall send Notices of Revocation to the property owners and shall file a copy with the Town Clerk.

Issue a court appearance ticket for violation of a Town law.

Renewal of Permit.

STR Permits will automatically expire after a two (2) year term, but may be renewed prior to expiration for a subsequent two (2) year term by Permit Holders in good standing.

Renewal STR Permits will be granted for an additional 2-year term if the following conditions are met:

Application for renewal of the STR Permit shall be made no less than thirty (30), nor more than ninety (90) days prior to expiration of the current STR Permit and be accompanied by the renewal fee.

At the time of application for renewal, the STR Permit Holder must present the previous STR Permit.

The property must undergo a new inspection performed by the Building Inspector pursuant to the requirements of Subsection (7) above.

Any violations must be remedied prior to renewal of an STR Permit.

Grounds for Suspension or Revocation of Permit. The Building Inspector may immediately suspend or revoke an STR Permit based on any of the following grounds:

STR Permit Holder has falsified or failed to provide information in the application for a permit or the application for STR Permit renewal.

STR Permit Holder failed to meet or comply with any of the requirements of this Section.

STR Permit Holder is in violation of any provision of the Code of the Town of Stanford.

Applicant has been found guilty by a court of law of a violation of any provision of the Penal Code of the State of New York, which violation occurred at the premises on which the STR exists, or is related to the occupancy of the STR.

Any conduct on the property on which the STR exists, which disturbs the health, safety, peace or comfort of the neighborhood or which otherwise creates a public nuisance.

Removal or disrepair of any safety devices such as, but not limited to, smoke and carbon monoxide detectors, fire extinguishers and egresses.

Appeals and Hearings. The STR Permit Holder or owner of the premises is entitled to appeal a determination by the Building Inspector to the Zoning Board of Appeals in accordance with Section 164-51.

Existing Short-Term Rental Accommodation Commitments at Effective Date. Notwithstanding the foregoing, those property owners with existing Short-Term Rental Accommodation commitments existing on or before the date this section takes effect shall be permitted to honor such existing commitments. Following the effective date of this section, owners with existing Short Term Rental operations may continue to make new commitments for Short-Term Rental Accommodation, provided that the owner submits a complete application for STR Permit within ninety (90) days of this section’s effective date. In the event that a complete application is not submitted within such period or if such application is denied, all such new commitments made by said property owner after the effective date of this section shall be deemed to be in violation of this section and shall be cancelled.

Section 3. District Schedule of Use Regulations. Under §164-8 – District Schedule of Use Regulations, Subsection (E), the use "Short-Term Rental Accommodation in accordance with §164-19.6" shall be added and an entry of “P††” under the following categories: “CR,” “AR,” “RR,” “RC” and “LR.” Additionally, the following provisions shall be added to the section entitled “Notes” at the end of §164-8 (E):

†† Shall be a permitted either as a principal use or as an accessory use to the principal single-family, duplex, 2 family, multiple dwelling, or multi-use residence use in the specified district.

Section 4. Definitions. The following definitions shall be added to §164-59 - Definitions:

“Short-Term Rental Accommodation (‘STR’)” - An entire dwelling unit, or a portion thereof, offered for rent or lease for an occupancy of fewer than thirty-one (31) consecutive days, the rates for which include lodging only, and no other commercial services are offered. The term ‘Short-Term Rental Accommodation (STR)’ does not include Bed and Breakfast Establishment as regulated by the Town of Stanford Zoning Code. An Accessory Dwelling Unit (ADU) pursuant to Section 164-19.5 of this Code may not be used as an STR.

“Short-Term Rental Accommodation Permit (‘STR Permit’)” – A permit issued to operate a Short-Term Rental Accommodation pursuant to Section 164-19.6(F) of this Code.

“Short-Term Rental Accommodation Permit Holder (‘STR Permit Holder’)” – The owner of the parcel to which a STR Permit was issued pursuant to 164-19.6(F) of this Code.

Section 10. Numbering for Codification. It is the intention of the Town of Stanford Town Board and it is hereby enacted that the provisions of this Local Law shall be included in the Code of the Town of Stanford; that the sections and subsections of this Local Law may be re-numbered or re-lettered by the Codifier to accomplish such intention; that the Codifier shall make no substantive changes to this Local Law; that the word “Local Law” shall be changed to “Chapter,” “Section” or other appropriate word as

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required for codification; and that any such rearranging of the numbering and editing shall not affect the validity of this Local Law or the provisions of the Code affected thereby.

Section 11. Severability. The invalidity of any word, section, clause, paragraph, sentence, part or provision of this Local Law shall not affect the validity of any other part of this Local Law, which can be given effect without such part or parts.

Section 12. Effective Date. This Local Law shall take effect as of the date of filing with the New York Secretary of State.

The foregoing resolution was voted upon with all Board members voting as follows:

Wendy Burton, Supervisor Yes

Nathan Lavertue, Councilperson Absent

Julia Descoteaux, Councilperson Yes

Eric Haims, Councilperson Yes

Theodore Secor, Councilperson Yes

Resolution #8Cof 2025 to enact Local Law #5 adopted by the unanimous votes of the Town Board members present and certified this 14th day of August 2025

*Ritamary Bell, Town Clerk*

3. APPOINT DOREEN BROWN TO THE ZONING COMMISSION: A motion was made by Wendy Burton, seconded by Teddy Secor, to appoint Doreen Brown to the Zoning Commission. Motion carried with all present voting in favor.

4. WATER QUALITY COMMITTEE MATTERS: Councilwoman Descoteaux explained that the Water Quality Committee, that had been formed last month, was recently approved by Cornell Cooperative Extension to partner with them for a $75,000 grant for a 3-year program to protect local water sources. This grant could help identify sampling locations, mailings, posters, public education and have intermunicipal agreements with the twelve other towns along the Wappingers Creek. Mrs. Descoteaux added that we have a great committee but one recently appointed member had to resign due to health issues, so they are looking for two to three new members. A motion was made by Julia Descoteaux, seconded by Theodore Secor, to accept Suzanne Zytowski’s resignation. Motion carried.

5. MOTION FOR THE TOWN BOARD TO BE THE LEAD AGENCY FOR THE BURDICK PARK PROJECT: Judith MacDonald from the Burdick Park committee had requested that the Town Board be appointed as the lead agency for their DOT application for the Park driveway off Route 82, and that this was a time sensitive issue. After discussion with Attorney Butts, who said that an Environmental Assessment Form (EAF) is required before Lead Agency status is considered, a motion was made by Wendy Burton, seconded by Julia Descoteaux, to become the Lead Agency for the Burdick Park project as an “unlisted project.” Motion carried with a present voting in favor.

6. ACCEPTANCE OF MINUTES: The Minutes of the July 10th, 2025 meeting were accepted, with changes as requested, on a motion made by Wendy Burton, seconded by Julia Descoteaux. Motion carried.

7. APPROVAL OF ABSTRACT #8 FOR AUGUST 2025: A motion was made by Wendy Burton, seconded by Julia Descoteaux, to approve the payment of the August Abstract of Claims:

General Fund: check #s 8543 – 8672 in the amount of $69.490.21

Highway Fund: check #s 4810 – 4829 in the amount of $36,417.67

Escrow: check #s 1069 - 1070 in the amount of $12,859.50

Bangall Light District: check #3087 - 3088 in the amount of $1,955.65

Ambulance: check #8650 in the amount of $62,500.00

PRIVILEGE OF THE FLOOR: No one addressed the Board

OTHER: Councilman Secor made a very happy announcement that he had been accepted to Bard College for this upcoming year on a full scholarship.

With no other business, a motion was made by Wendy Burton, seconded by Eric Haims, to adjourn the meeting at 7:55 PM. Motion carried with all in favor.

Respectfully submitted, Ritamary Bell, Town Clerk