

Village of Tivoli
PO Box 397 • 86 Broadway
Tivoli, New York 12583
www.tivoliny.org

Planning Board Agenda

October 27, 2025

Call to Order:

Review and Approval of Minutes:
August 11, 2025

Review of Business: Amended Site Plan Review, Matthew Every

63 Broadway
parcel 134803.6175.18.492044.0000

Adjourn:

*Agenda is subject to change

Village of Tivoli Planning Board
DRAFT MINUTES
August 11, 2025

The meeting was opened at 7:03pm on the 3rd floor of the Historic Watts dePeyster Hall.

PRESENT: Lisa Schwarzbaum, Chairwoman; Pamela Morin; Andrew Tejerina;
Donna Matthews

NOT PRESENT: J.P. Ward; Miles Sweeny; Wendy Hansen

ALSO PRESENT: Warren Temple Smith AIA; Gregg Haefelin

MINUTES: Minutes of the June 23, 2025 meeting were unanimously approved on a motion by Pamela Morin, seconded by Donna Matthews.

REVIEW OF BUSINESS: 27 Broadway, Parcel ID 134803-6175-04-622029-0000, new single-family dwelling

The applicant's representative Warren Temple Smith AIA confirmed they attended the Zoning Board of Appeals (ZBA) and the Public Hearing on August 4, 2025. The ZBA granted the area variance for the width of the house to expand from 48'0" to 52'0".

The owners considered the Planning Board's request to move the house forward and closer to the road. They will revise the site plan to show moving it up to a 25' setback.

Motion made by Andrew Tejerina to approve a Conditional Site Plan Application with changing the setback to 25' and no other changes to the plans, seconded by Pamela Morin; all in favor; none oppose. Roll Call: Lisa Schwarzbaum, AYE; Donna Matthews, AYE; Pamela Morin, AYE; Andrew Tejerina, AYE.

ADJOURN: With no other business on the agenda a motion to adjourn was made by Pamela Morin, seconded by Donna Matthews, and unanimously approved. The meeting was adjourned at 7:11 pm.

Respectfully submitted,
Bonnie Day, Deputy Clerk

VILLAGE OF TIVOLI

PLANNING BOARD

RESOLUTION GRANTING APPROVAL OF SITE PLAN AT 27 BROADWAY

DATED: AUGUST 11, 2025

WHEREAS, the Village of Tivoli Planning Board received an application for the proposed construction of a new single-family dwelling to be located on the vacant lot at 27 Broadway, Tax Parcel No. 134803-6175-04-622029-000, consisting of .66 acres, located in the Residential 15,000 (R-15,000) and Historic Overlay Zoning Districts (HOD) in the Village of Tivoli, Dutchess County, New York; and

WHEREAS, the applicant proposes to erect a 2,549 square foot single-family dwelling unit, garage, pool, and driveway; and

WHEREAS, the Planning Board has reviewed the Site Plan including Floor Plans and Building Elevations, prepared by Warren Temple Smith Architects, LLC last dated October 15, 2024 containing eight (8) sheets: Cover Sheet (C1), 1st & 2nd Floor Plans (A1), Elevations (A6), Perspective 1 (P1), Perspective 2 (P2), Perspective 3 (P3), Perspective 4 (P4), and a corrected aerial topography map, dated July 10, 2025; and

WHEREAS, the Planning Board has reviewed the Site Plan application against the requirements of §231-22.2 of the Zoning Law and has found that the proposal complies with the requirements of the R-15,000 and HOD as well as the *Tivoli Pattern Book* except for the required bulk regulations. The proposed structure will measure 52' while the allowed maximum building width for both districts is 48'; and

WHEREAS, the proposed structures meet the setback requirements for the R-15,000 District, however, setbacks in HOD should be consistent with the surrounding properties within the range of permitted setbacks for the underlying zoning district. The structures adjacent to the west, and across Broadway have setbacks closer to the 20' minimum setback requirement where the proposed structure is set back 36'6"; and

- 2) Payment of all outstanding escrow balances for consultant review.
- 3) Submission of Site Plan drawings for stamping and signing in the number and form specified under the Village's Zoning Law Article IX.

When the above conditions have been satisfied, three (3) sets of the above-mentioned plans shall be submitted by the applicant for endorsement by the Chairperson of the Planning Board or their designee. These plans shall measure 24"x 36". One (1) set will be returned to the applicant to keep at the building site for period review by the Zoning Enforcement Officer, one (1) set will be retained by the Planning Board, and one (1) set will be provided to the Building Inspector.

BE IT FURTHER RESOLVED, that within five (5) business days off the adoption of this resolution, the Chairperson or other duly authorized member of the Planning Board shall cause a copy of this resolution to be filed with the Village Clerk, a copy sent to the Building Inspector, and a copy sent to the applicant.

CERTIFICATE OF RECORDING OFFICER

The undersigned hereby certifies that:

(1) She is the duly qualified and acting Clerk of the Planning Board of the Village of Tivoli, Dutchess County, New York (hereinafter called the "Village") and the custodian of the records of the Planning Board of the Village, including the minutes of the proceedings of the Planning Board, and is duly authorized to execute this certificate.

(2) Attached hereto is a true and correct copy of a resolution duly adopted at a meeting of the Planning Board held on the 11th day of August 2025 and entitled:

VILLAGE OF TIVOLI

PLANNING BOARD

RESOLUTION GRANTING APPROVAL OF SITE PLAN AT 27 BROADWAY

DATED: AUGUST 11, 2025

(3) Said meeting was duly convened and held and said resolution was duly adopted in all respects in accordance with law and the regulations of the Village. To the extent required by law or said regulations, due and proper notice of said meeting was given. A legal quorum of members of the Board was present throughout said meeting, and a legally sufficient number of members voted in the proper manner for the adoption of the resolution. All other requirements and proceedings under law, said regulations or otherwise incident to said meeting and the adoption of the resolution, including any publication, if required by law, have been duly fulfilled, carried out and otherwise observed.

(4) The seal appearing below constitutes the official seal of the Village and was duly affixed by the undersigned at the time this certificate was signed.

IN WITNESS WHEREOF, the undersigned has hereunto set her hand this 11th day of August 2025.



Bonnie Day

Planning Board Clerk

VILLAGE OF TIVOLI

86 BROADWAY | PO BOX 397 TIVOLI, NY 12583

Application For Site Plan Review and Approval – Planning Board

Date: August 18, 2025

Zoning District: GB/HOD

Name of Applicant: MATTHEW EVERY

Present Address: PO BOX 101 Telephone #: (845) 901-0275

Email: matthewevery@gmail.com Work #:

Location of Subject Property: 63 BROADWAY

Proposed Use of Property: ONLINE ANTIQUE BUSINESS WITH OCCASSIONAL RETAIL

Current Use of Property: COMMERCIAL STORAGE

Is the property currently in the applicant's name? NO
(If the answer is no, consent of authorization to act is required)

Address of Owner: 63 BROADWAY

Name of agent: N/A
(architect, engineer, attorney, etc.,)

Telephone # of Agent:

Location of Proposed Site: 63 BROADWAY

Total Site Acreage: 0.225 ACRES

Tax Map Parcel #: 134803-6175-18-492044

Current Use of Site: COMMERCIAL + RESIDENTIAL

Proposed Use of Site: EXPANDING ALLOWED USE OF C/O TO INCLUDE RETAIL BUSINESS (NO PHYSICAL CHANGE OR MODIFICATION)

**Application Zoning Section
Zoning District: GB/HOD

Work to be Undertaken: new project site, including new bldgs. and site improvements
 modification to existing building
 modification to existing developed site USE
 in conjunction with special permit

County, State, Federal permits needed (list type and appropriate departments):
N/A

**Applicant to fill in
Is land or any part thereof in:
• Regulated Wetlands (map in town hall) YES NO
• Flood Plain (map in town hall) YES NO
• Is land in or adjacent to land in Agriculture District YES NO

Signature of Applicant: 

*If the applicant is not the owner of the premises, proof of the applicant's right to act on behalf of the owner in this matter must be submitted.

Village of Tivoli Planning Board
Application for Site Plan Review & Approval

Please note attachments:

APPROVED 8/15

Village

- Site plan in accordance with requirements of ~~Section VI~~ of the ~~Town~~ Zoning Ordinance
- Environmental Assessment Form *already submitted*
- Short Form Long Form
- Site plan application fee *- will pay when BIZEO quotes \$ amount*
- Authorization, if applicable, to act for owner
- Other data: *applicant needs to expand CO to include new business proposed no physical changes to structure*

Zoning Enforcement Officer Determination: _____

Note:

Please refer to site plan procedure in Zoning Ordinance (~~Section VII~~).

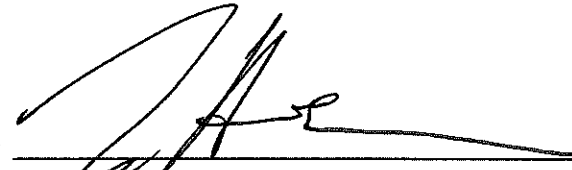
Site plan review will require a minimum of two Planning Board meetings and a public hearing.

Site plan for projects located on County or State roads are required to be referred to the Dutchess County Planning Dept. and requires 30 days for their comments.

In order to be considered as an agenda item, a complete plan submission must be received not less than ten (10) calendar days prior to a scheduled Planning Board meeting.

Prior to being placed on an agenda, prospective applicants should contact:

Bonnie Day, Clerk of the Planning Board
 Kris Cleaveland, Village Clerk
 Telephone #: 845-757-2021

Sign your full name: 

Fee Paid: \$300 Check #: 465 Date Rec'd: 8/18/25 Rec'd By: KC

BIZEO needs to set fee still

rev 9/04

9/5/25



VILLAGE OF TIVOLI

HISTORIC WATTS DEPEYSTER HALL
P.O. Box 397 | 86 BROADWAY
TIVOLI, NEW YORK 12583
CLERK@TIVOLINY.ORG
(845)757-2021

OWNER CONSENT FORM

To be filed when the applicant is not the building or property owner.

GRID # 134803-6175-18-492044

PERMIT # ADJUSTMENT TO PREVIOUS CO (2024-063)

NAME OF APPLICANT: MATTHEW EVERY

NAME OF OWNER: NATALIE SOSNOWSKI

ADDRESS: 63 BROADWAY

DESCRIPTION OF THE WORK TO BE PERFORMED: NO PHYSICAL CHANGES. BUILDING HAS COMMERCIAL/RESIDENTIAL C/O. WANT TO ADJUST TO INCLUDE NEW RETAIL IN UPPER FLOOR OF ~~REAR~~ ACCESSORY BUILDING.

I/WE, NATALIE SOSNOWSKI, OWNERS(S) OF THE ABOVE LAND/BUILDING HEREBY GIVE MY/OUR PERMISSION TO MATTHEW EVERY (APPLICANT NAME) TO SUBMIT THE ABOVE IDENTIFIED APPLICATION ON MY/OUR BEHALF AND TO REPRESENT ME/US IN ALL PROCEEDINGS BEFORE THE VILLAGE OF TIVOLI PLANNING BOARD, BUILDING DEPARTMENT, AND ZONING BOARD OF APPEALS CONCERNING THE REFERENCE APPLICATION.

Received
8/18/25
KE

OWNER'S SIGNATURE

8/18/25

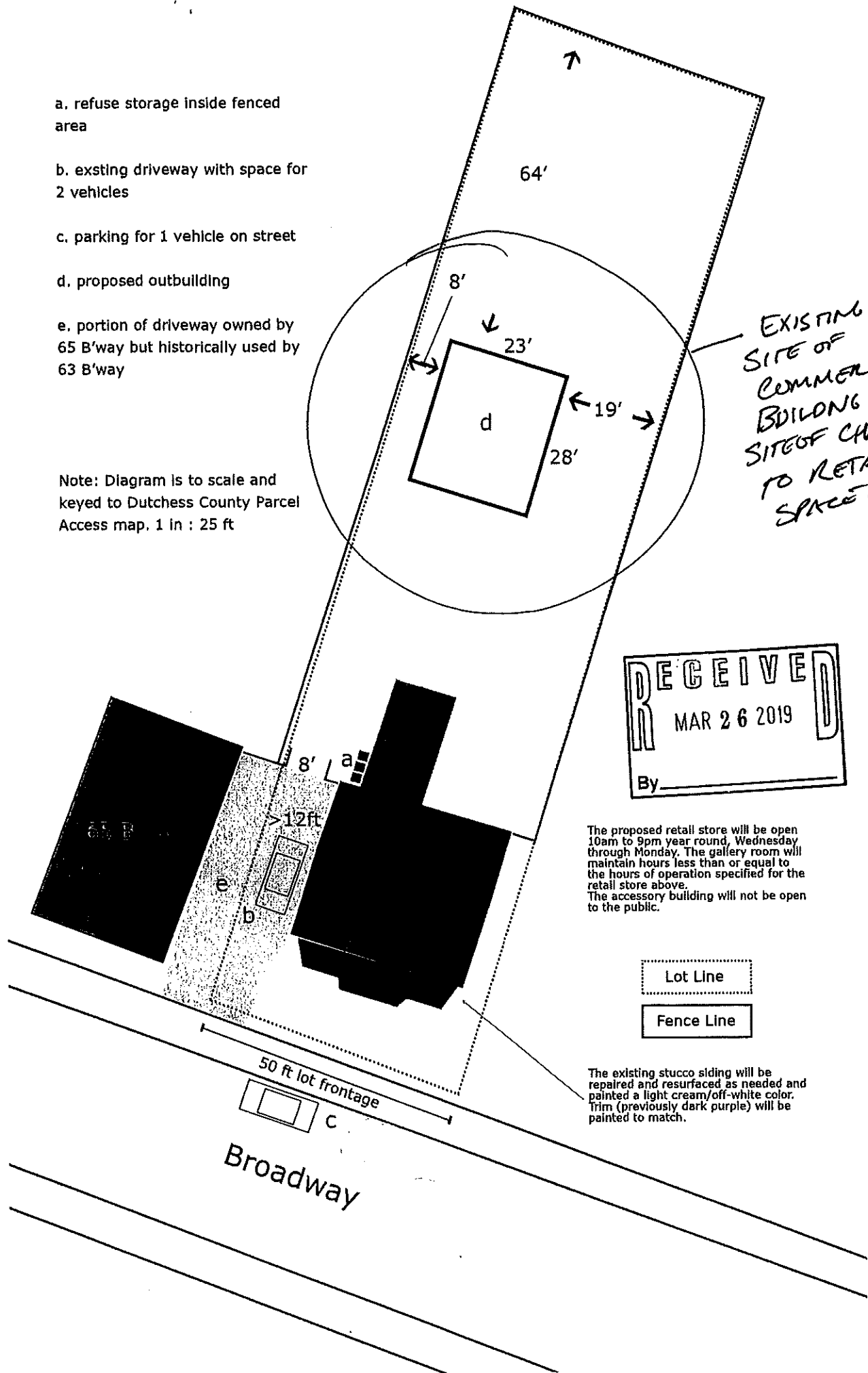
DATE

OWNER'S SIGNATURE

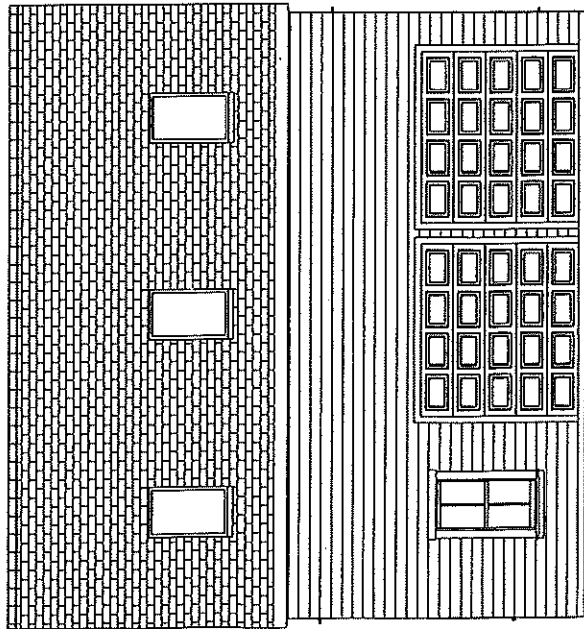
DATE

- a. refuse storage inside fenced area
- b. existing driveway with space for 2 vehicles
- c. parking for 1 vehicle on street
- d. proposed outbuilding
- e. portion of driveway owned by 65 B'way but historically used by 63 B'way

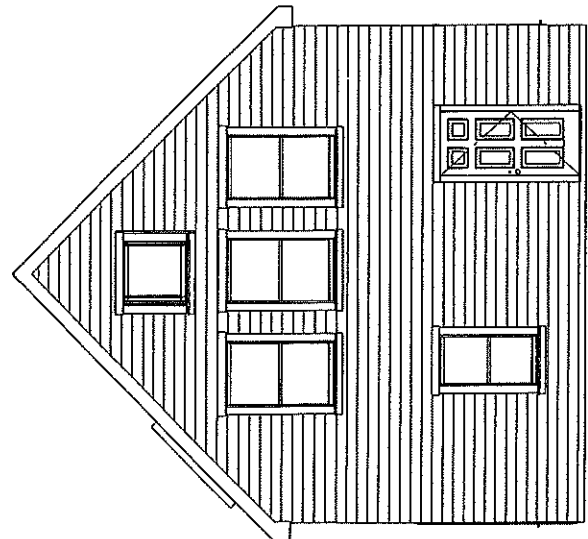
Note: Diagram is to scale and keyed to Dutchess County Parcel Access map. 1 in : 25 ft



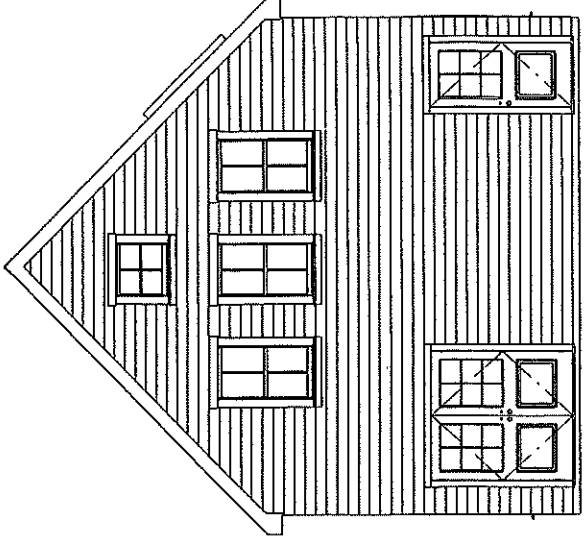
1/4



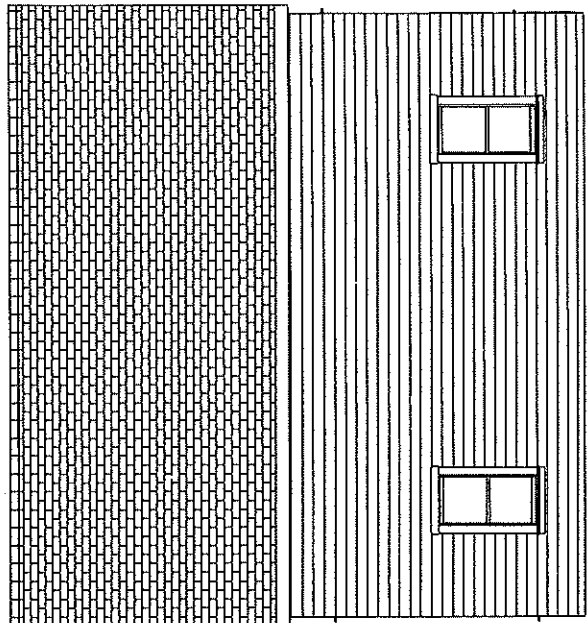
1 FRONT ELEVATION
scale 1/4 inch = one foot



3 RIGHT ELEVATION
scale 1/4 inch = one foot



2 LEFT ELEVATION
scale 1/4 inch = one foot



4 REAR ELEVATION
scale 1/4 inch = one foot

Drawn By: SM
Date: 3/18/2019
Rev 1:
Rev 2:
Rev 3:
Rev 4:
Rev 5:
Rev 6:
Rev 7:
Rev 8:

CONCEPT
3/18/2019
DESIGN DEV
FINAL

Shelter-Kit, Inc
1 E. Main St.
Warner, NH 03278
603-456-3801
www.shelter-kit.com



Kazio & Natalie Sosnowski
a new Baking Barn for
address currently unavailable
Tivoli, New York 12583

A1

INTERIOR PARTITIONS, EXTERIOR DECK/PORCH
RAILS, FINISH MATERIALS, FIXTURES, AND
APPLIANCES BY OTHERS. DOORS, WINDOWS AND
STAIRS ARE OPTIONAL

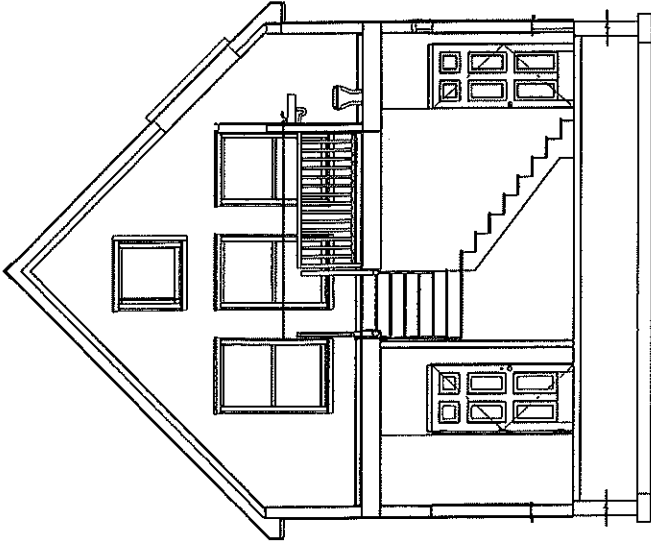
© Shelter-Kit Inc. 2019 All Rights Reserved

TOP OF SHEATHING
26'-8"

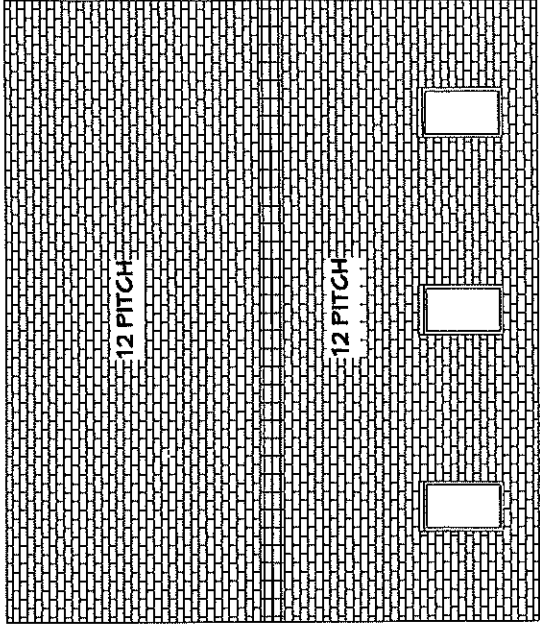
TOP OF KNEEWALL
14'-5"

BTM OF FRAMING
9'-1 1/8"

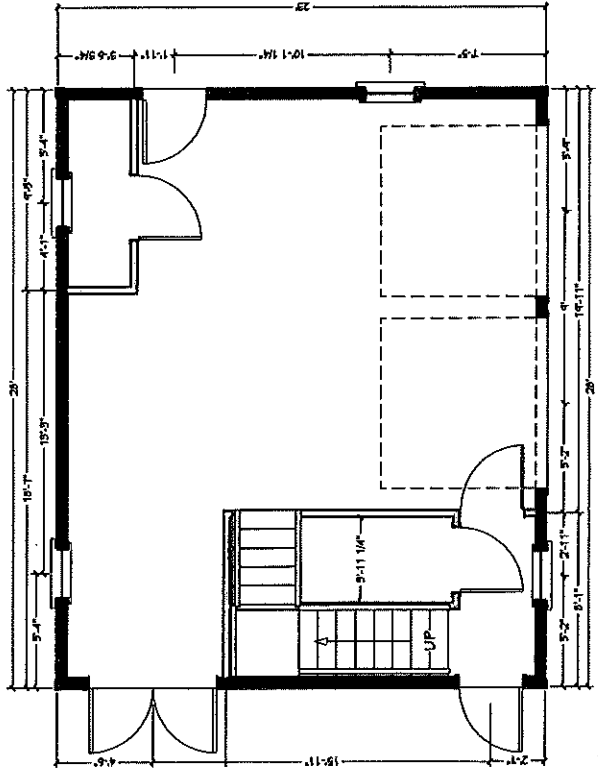
TOP OF SLAB
0'-0"



3 SECTION AA
scale 1/4 inch = one foot

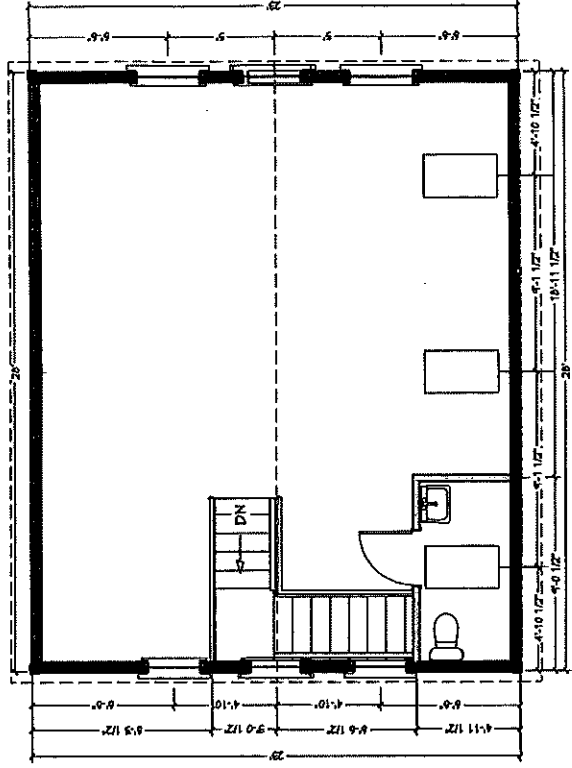


4 ROOF PLAN
scale 1/4 inch = one foot



1 FIRST FLOOR PLAN
scale 1/4 inch = one foot

INTERIOR PARTITIONS, EXTERIOR DECK/FORCH
RAILS, FINISH MATERIALS, FIXTURES, AND
APPLIANCES BY OTHERS. DOORS, WINDOWS AND
STAIRS ARE OPTIONAL



2 SECOND FLOOR PLAN
scale 1/4 inch = one foot

Drawn By: SM
Date: 3/18/2019
Rev 1:
Rev 2:
Rev 3:
Rev 4:
Rev 5:
Rev 6:
Rev 7:
Rev 8:

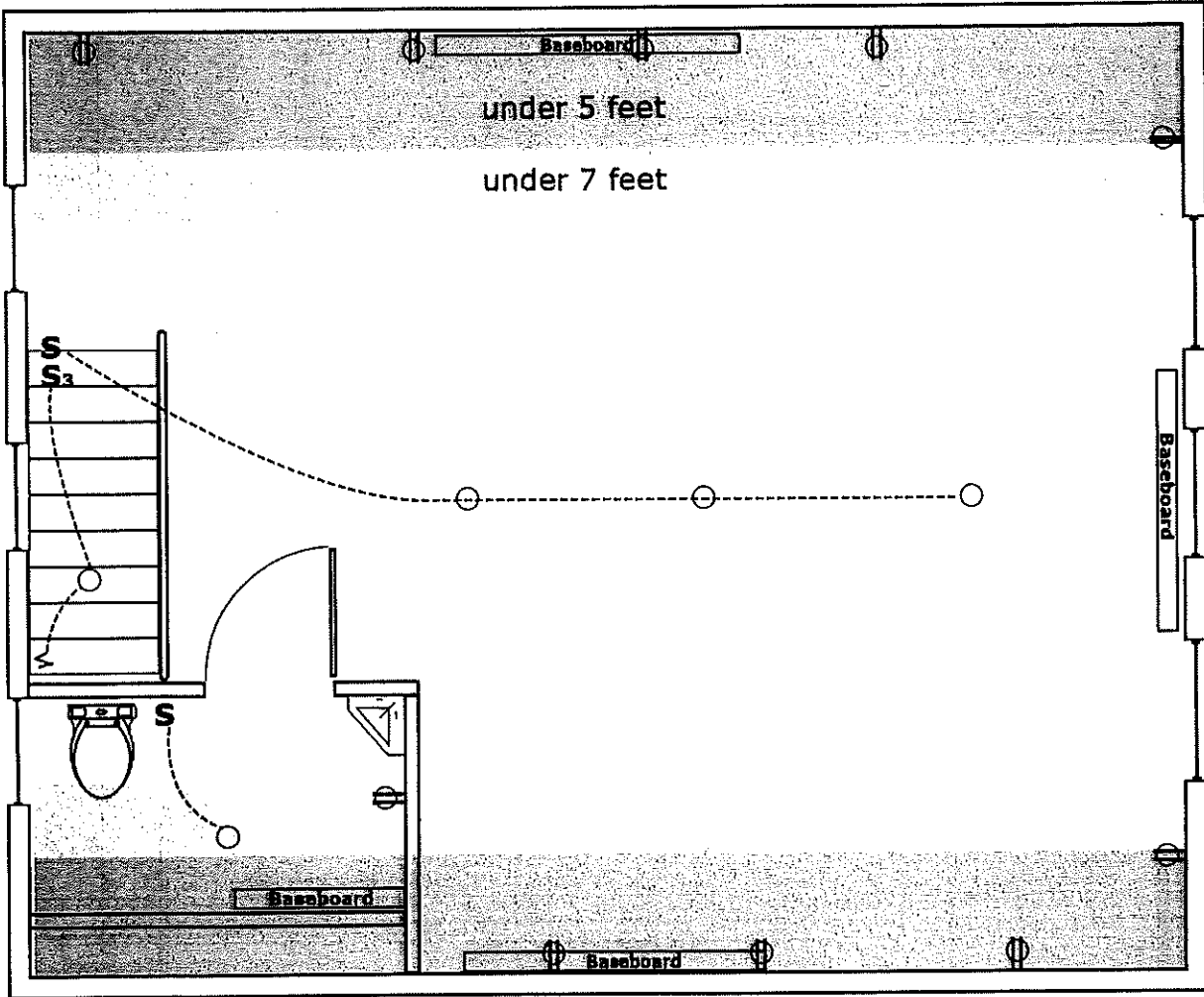
CONCEPT
3/18/2019
DESIGN DEV
FINAL

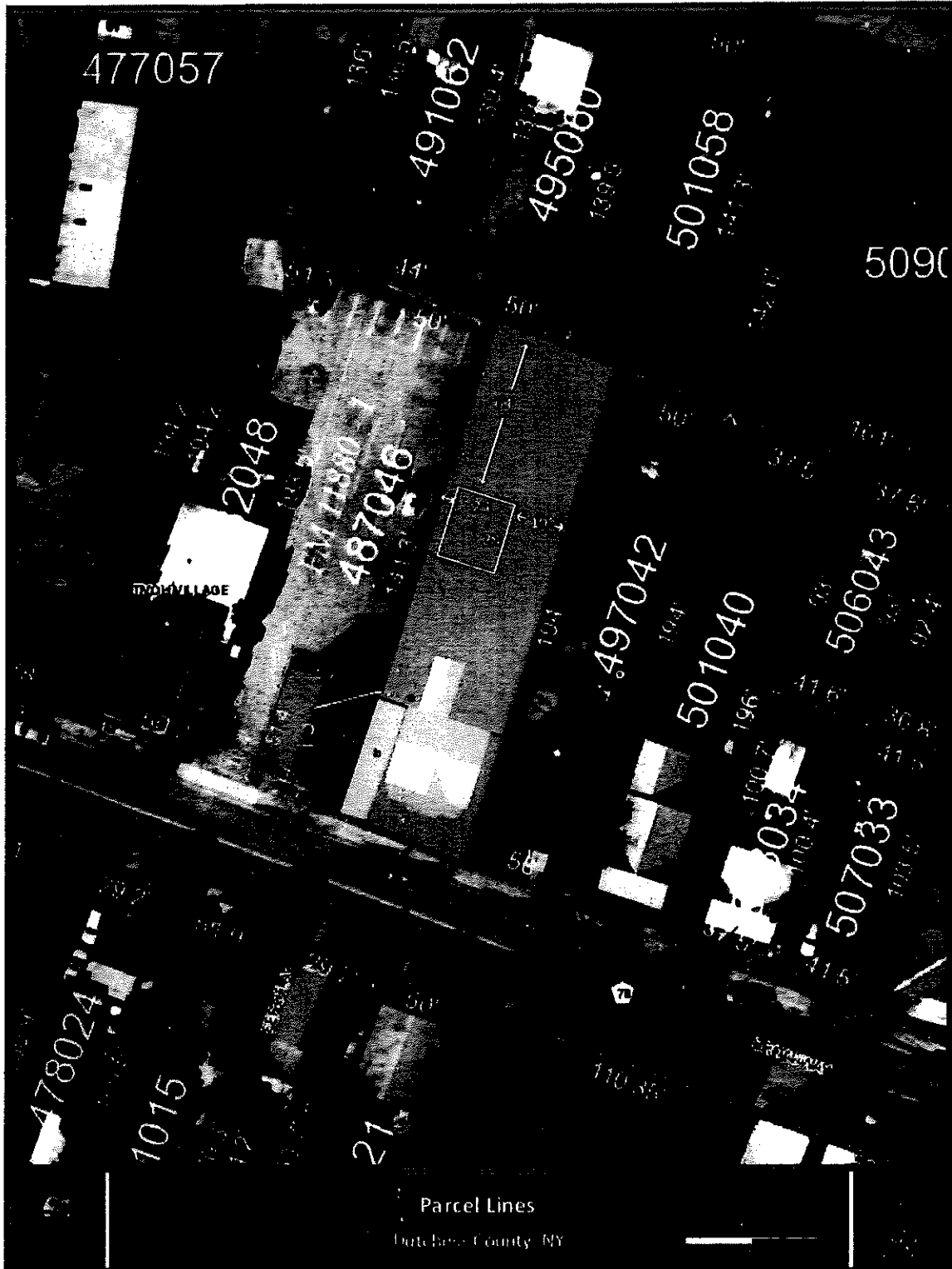
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www.shelter-kit.com



a new Baking Barn for
Kazio & Natalie Sosnowski
address currently unavailable
Tivoli, New York 12583

A2





proposed site plan

- a) refuse storage
- b) existing driveway/parking
- c)  accessory building

New York Electrical Inspections

P.O. Box 510 Arkville, NY 12406
newyorelectricalinspections@gmail.com
845-586-2430

Certifies that the electrical equipment listed has been examined and approved as being in accord with the National Electrical Code, applicable governmental, utility, and Agency rules.

Certificate Number :	38145
Date :	February 20, 2025
Owner :	Mr & Mrs Tivoil Against The World
Occupant :	Bad Times Bar
Location :	63 Broadway Dutchess County, Village of Tivoli NY
Permit # :	2024-063
Equipment :	6 Switches; 8 GFI Protected Duplex Receptacle Outlets; 10 Luminaires; 1 Dishwashers; Job complete.
Applicant :	Edgewater Electric P.O. Box 802 Hyde Park, NY 12538

This certificate covers the electrical equipment and installation inspected this date. If additional equipment should be introduced or alterations made to the existing system this Certificate shall be null and void, and application for inspection should be submitted promptly to N.Y.E.I.

New York Electrical Inspections

P.O. Box 510 Arkville, NY 12406

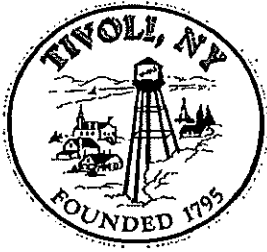
newyorkelectricalinspections@gmail.com

845-586-2430

Certifies that the electrical equipment listed has been examined and approved as being in accord with the National Electrical Code, applicable governmental, utility, and Agency rules.

Certificate Number :	38360
Date :	February 20, 2025
Owner :	Mr & Mrs Tivoil Against The World
Occupant :	Bad Times Bar
Location :	63 Broadway- Service Dutchess County, Village of Tivoli NY
Permit # :	2024-063
Equipment :	1 GFI Protected Duplex Receptacle Outlets; 1-200 AMP. service equipment; 4/0 Size Service Conductors; Service complete.
Applicant :	Edgewater Electric P.O. Box 802 Hyde Park, NY 12538

This certificate covers the electrical equipment and installation inspected this date. If additional equipment should be introduced or alterations made to the existing system this Certificate shall be null and void, and application for inspection should be submitted promptly to N.Y.E.I.



VILLAGE OF TIVOLI
HISTORIC WATTS DEPEYSTER HALL
PO BOX 397 ~ TIVOLI, NY 12583-0397

BUILDING & ZONING DEPARTMENT
EMAIL: BIZEO@TIVOLINY.ORG
OFFICE: 845.757.2021 ~ FAX: 845.757.5416

TIVOLI, NEW YORK: March 12, 2025
PERMIT # 2024-063
ID# 6175-18-492044-0000
ZONING DISTRICT: GB

CERTIFICATE OF OCCUPANCY

THIS IS TO CERTIFY THAT THE BUILDING/STRUCTURE/PROPERTY LOCATED AT **63 BROADWAY** IN THE VILLAGE OF TIVOLI, NEW YORK, HAS BEEN INSPECTED AND FOUND TO BE IN COMPLIANCE WITH **THE ZONING ORDINANCE AND PLANS AND SPECIFICATIONS ON FILE WITH THE ABOVE REFERENCED PERMIT NUMBER.**

THE AUTHORIZED USE OF THIS BUILDING STRUCTURE/PROPERTY IS A

- **TWO STORY, TYPE VB, MIXED USE, CLASSIFICATION TYPE B AND R**

THE FOLLOWING USES ARE PERMITTED:

- **CRAWLSPACE** – Utilities
- **FIRST FLOOR:** Bar, Bar Area and Bathroom; Existing Residential Space
- **SECOND FLOOR:** Existing Residential Space

NO CHANGES IN THE NATURE OF THE USE OF THIS BUILDING AND PROPERTY IS AUTHORIZED WITHOUT THE APPROVAL OF THE VILLAGE OF TIVOLI, NEW YORK.

- Grease trap shall be cleaned on a regular basis

BUILDING INSPECTOR



VILLAGE OF TIVOLI
HISTORIC WATTS DEPEYSTER HALL
PO Box 397 ~ TIVOLI, NY 12583-0397

BUILDING & ZONING DEPARTMENT
EMAIL: BIZEO@TIVOLINY.ORG
OFFICE: 845.757.2021 ~ FAX: 845.757.5416

TIVOLI, NEW YORK: March 24, 2025
ID# 6175-18-492044-0000
ZONING DISTRICT: GB

CERTIFICATE OF OCCUPANCY

THIS IS TO CERTIFY THAT THE BUILDING/STRUCTURE/PROPERTY LOCATED AT **63 BROADWAY** IN THE VILLAGE OF TIVOLI, NEW YORK, HAS BEEN INSPECTED AND FOUND TO BE IN COMPLIANCE WITH **THE ZONING ORDINANCE AND PLANS AND SPECIFICATIONS ON FILE WITH THE ABOVE REFERENCED PERMIT NUMBER.**

THE AUTHORIZED USE OF THIS BUILDING STRUCTURE/PROPERTY IS A

- TWO STORY, TYPE VB CONSTRUCTION

THE FOLLOWING USES ARE PERMITTED:

- FIRST FLOOR: COMMERCIAL KITCHEN
- SECOND FLOOR: OFFICE SPACE/STORAGE FOR COMMERCIAL KITCHEN
- NO SLEEPING ACCOMMODATIONS

NO CHANGES IN THE NATURE OF THE USE OF THIS BUILDING AND PROPERTY IS AUTHORIZED WITHOUT THE APPROVAL OF THE VILLAGE OF TIVOLI, NEW YORK.

BUILDING INSPECTOR

Resolution Granting Site Plan Approval to Mixed-Use Building (63 Broadway)

Name of Project: Mixed-Use Building (63 Broadway)

Name of Applicant: Natalie and Kazio Sosnowski

Whereas, the applicant has submitted an application for Site Plan approval to the Village of Tivoli Planning Board to convert a portion of the first floor of an existing single-family dwelling into a retail/gallery use, to convert the upper floor into a one-bedroom apartment, and to construct a new accessory building with a commercial kitchen on a \pm 0.22 acre parcel (Tax Map Parcel No. 134803-6175-18-492044-0000) located at 63 Broadway in the General Business (GB) and Historic Overlay (HO) Zoning Districts in the Village of Tivoli, Dutchess County, New York; and

Whereas, the applicant has submitted a Site Plan prepared by the applicant (Sheets 1 and 4 stamped "Received March 21, 2019;" Sheets 2 and 3 stamped "Received March 1, 2019"); and

Whereas, after comparing the thresholds contained in 6 NYCRR 617.4 and 5, the Planning Board on February 25, 2019 determined that the proposed project is a Type II Action that meets the thresholds found in 6 NYCRR 617.5(c)(9) and, therefore, no further SEQR review is required; and

Whereas, due to the location of the property on a County highway, the Site Plan application was referred to the Dutchess County Department of Planning and Development for review under General Municipal Law § 239m and the County Planning Department issued a review letter dated March 25, 2019 which determined the project was a matter of local concern; and

Whereas, the Planning Board has reviewed the Site Plan application against the requirements of Article IX of the Village of Tivoli Zoning Law and has found that the proposal complies with all applicable sections of the Zoning Law, including, but not limited to, the requirements of the HO District in § 231-22.2;

Whereas, the Planning Board has reviewed the proposed accessory building elevations against the Village of Tivoli Pattern Book and has found that the proposed project is consistent with the Tivoli Pattern Book; and

Whereas, the proposed commercial kitchen in the accessory building is not a listed use in Table 2 of the Zoning Law, and the Planning Board, pursuant to § 231-39E(1) of the Zoning Law, determined that this use requires one (1) off-street parking space; and

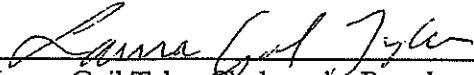
Whereas, on March 25, 2019, the Planning Board opened a duly noticed public hearing on the Site Plan application at which time all interested persons were given the opportunity to speak, and the Planning Board closed the public hearing on March 25, 2019; and

1. The applicant shall continue to comply with all conditions imposed by any of the outside agencies in their permits.

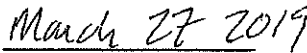
BE IT FURTHER RESOLVED, that within five (5) business days of the adoption of this resolution, the Chairman or other duly authorized member of the Planning Board shall cause a copy of this resolution to be filed with the Village Clerk, and a copy sent to the applicant.

On a motion by Jake Stortini, seconded by Donna Matthews, and a vote of 4 for, 0 against, and 1 absent, this resolution was adopted on March 25, 2019.

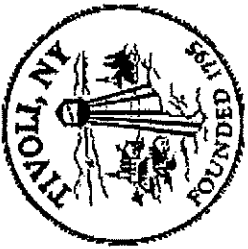
Resolution Certified, Filed with the Village Clerk and Mailed to the Applicant



Laura Gail Tyler, Clerk to the Board



Date



Village of Tivoli

SIGN PERMIT

Date: 03/14/2025

Permit No. 2025-010

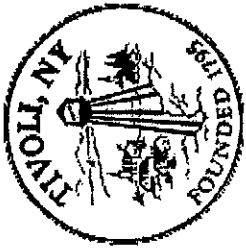
Loc: 63 Broadway

SBL#: 6175-18-492044-0000

SIGN PERMIT

This card must be placed on building during construction work, and shall be posted in a conspicuous place upon the premises.

Gary E. Beck, Jr.



Village of Tivoli

Building Permit

Date: 10/17/2024

Permit No. 2024-063

Loc: 63 Broadway

SBL#: 6175-18-492044-0000

RENOVATION/ALTERATION OF RESIDENTIAL SPACE TO COMMERCIAL SPACE

This card must be placed on building during construction work and shall be posted in a conspicuous place upon the premises.

Gary E. Beck, Jr.