

**VILLAGE OF SOUTH GLENS FALLS
PLANNING BOARD
DRAFT PRESENTATION OF
Meeting Minutes and Public Hearing (Cardinale Subdivision, 'Minor')
Wednesday **January 13, 2016****

MEMBERS IN ATTENDANCE

David Linehan, Chairman
Debbie Fitzgibbon
Thomas Wade Jr. [TJ]

OTHERS IN ATTENDANCE

Joe Patricke – Code Enforcement
Joe Orlow – Mayor
Michael Muller – Village Attorney
Peter Cardinale
Jay Cardinale
Mr. and Mrs. Wroebel
Trustee Tony Girard

MEMBERS ABSENT or Recused

Nick Bodkin
Gayle Osborn

ALTERNATE IN ATTENDANCE

No Alternate named at this time

- I. **The MEETING was CALLED TO ORDER by Chairman Linehan at 7:00 P.M. The chair welcomed** those in attendance / reviewed agenda noting the Public Hearing would reconvene at 7:05 P.M. as advertised.
- II. The Chair asked for a review and approval of (**December 9, 2015**) meeting AND hearing minutes. **Debbie Fitzgibbon moved** to approve the **December 9, 2015** meeting and Public hearing minutes on the Cardinale subdivision; **Thomas Wade Jr. seconded** and the motion passed unanimously.
- III. **SITE PLAN (S) REVIEW (S) [pursuant to – code Ch. 119 OR SUBDIVISION REVIEW [pursuant to – code Ch. 153-41] & OTHER REVIEWS IN PROGRESS:**

Matters regarding the comprehensive plan:	SEE: OLD BUSINESS
Matters regarding capital improvements to: <u>Commercial Use Property</u> Dwelling, Multiple Family /Residential Use Property Industrial Use Property	
Matters regarding subdivision of land:	Application for a 'Minor Subdivision' for: Village Tax Map Parcel Number 50.37-1-4.2 into two (2) lots
Matters regarding zoning of land:	
Matters regarding other reviews or actions:	DRAFT AMENDMENTS TO PB BY-LAWS. <u>Comprehensive Plan WORKSHOP WITH VILLAGE BOARD AND OTHER INVOLVED PERSONNEL RESCHEDULE?</u>

Chair Opened Meeting and reviewed agenda

December Minutes approved unanimously

IV. APPLICATIONS and /or Pre-Submissions FOR SITE PLAN REVIEW

APPLICATION(S) FOR SITE PLAN REVIEW [pursuant to – Chapter 119] or SUBDIVISION REVIEW [pursuant to 153-41 Village Code.] &/or OTHER Reviews: (Application(s) reviewed by Zoning Administrator and payments received by Clerk /Treas. on or before application SUBMITTAL DEADLINES FOR THE CALENDAR YEAR 2016).

Matters regarding the comprehensive plan:	SEE: OLD BUSINESS / Matters regarding other reviews
Matters regarding capital improvements to: <u>Commercial Use Property</u> Dwelling, Multiple Family /Residential Use Property Industrial Use Property	Application for convenient store and gas station for lot designation 37.54-1-15.11 and 37.54-1-15.3 (Payments received May 22)
Matters regarding subdivision of land:	Mr. Patricke has a subdivision request by Jim Cardinale for future ownership pattern
Matters regarding zoning of land:	
Matters regarding other reviews or actions:	

[LEGAL NOTICE for Jim Cardinale Published in the Post-Star December 1, 2015

**PUBLIC HEARING
SUBDIVISION, MINOR
VILLAGE OF SOUTH GLENS FALLS**

PLEASE TAKE NOTICE

That the Planning Board of the Village of South Glens Falls will hold a public hearing on the application for approval of a “SUBDIVISION, MINOR” – The subdivision involves the division of Village Tax Map Parcel Number 50.37-1-4.2 into two (2) lots. This action to review a “SUBDIVISION, MINOR” is pursuant to the State’s Environmental Quality Review Act: 617.5 TYPE II ACTIONS. (c) (17) mapping of...ownership patterns. The hearing and review is in accordance with Village Law of the State of New York § 7-728 and Village Code Chapter 153-3. The address of the pre-existing lot involved of this SUBDIVISION, MINOR is 295 Saratoga Road, Village of South Glens Falls, and Saratoga County, New York.

The hearing will be held on Wednesday the 9th day of December 2015 at 7:05 P.M., at the South Glens Falls Village Hall, 46 Saratoga Avenue, South Glens Falls NY. At that time all interested parties will be given an opportunity to be heard.

BY ORDER OF THE PLANNING BOARD.
Dannae Bock, Clerk/Treasurer
David Linehan, Chairman]

Legal Notice for the Minutes as advertised and referenced

The chair reconvened the public hearing at 7:05 P.M. The chair asked the public for any comments or questions on the matter of this minor subdivision.

Public hearing
was reconvened
at 7:05

The chair handed out New York Planning Federation SUBDIVISION Review Check lists for general reference. He reviewed that the planning board initially discussed this proposal for a 2-lot subdivision back in November of 2015 and that this property - having already been improved - was classified as a subdivision, minor Type II action and not needing further environmental review. [SEE Advertisement.] He also reported that the referral to the county had been made pursuant to General Municipal Law 239. The Chair reported that since the last meeting Mr. Patricke, Code Enforcement, ruled that the common boundary to be established between the two parcels as proposed is a side line. Mr. Patricke's determination could be accepted by the planning board so that the determination also avoids the need for variance since no setback is required for side lines in commercial districts. The chair also reported that, because there was some question as to whether or not the planning board was a lead agency in order to classify this action when it was thought that the ZBA was to be involved, the Planning Board should declare itself lead agency tonight.

He asked if there were any questions or comments from the public and hearing none he asked that the public hearing be closed.

Debbie Fitzgibbon moved to close Public hearing minutes on the Cardinale subdivision; Thomas Wade Jr. seconded and the motion passed unanimously at 7:09 p.m.

Public Hearing
was closed at
7:08 P.M.

Thomas Wade Jr. moved to declare the planning board lead agency, for review of a subdivision, minor and the proposal action will not result in any significant environmental impact. Debbie Fitzgibbon seconded and the motion passed unanimously.

2.

The chair asked Mr. Patricke if the metal building setbacks of Jay's Autobody shop will be corrected; and Mr. Patricke responded they have been. **Mr. Muller asked about the status of a maintenance easement** between parcels / buildings and no cross easement for traffic. Mr. Patricke stated easements need to be addressed and mapped. The chair asked if there was to be a signature line for the planning board chairman necessary for County filing. **Mr. Muller recommended a stamp for the chair's signature for plan approvals after he became aware that the village had none.**

The chairman moved to approve the proposed subdivision, minor; of a Map of Survey prepared for *Cardinale's Car Care* and *Bodies by Jay* with the condition of necessary language for easements to be mapped; Debbie Fitzgibbon seconded and the motion passed unanimously.

V. OLD BUSINESS

1. Village ASH Tree Survey **FOR EAB (Agrilus planipennis or Agrilus marcopoli) using NYS Heritage Program iMapInvasives** Request for supply of 2 Garmin eTrex Venture HC GPS Receiver units made] **Chair to attempt to consider recommendations of (1/7/15) CAPMO PRISM Task Force where local governments are now encouraged to conduct surveys of their Ash trees and alerting landowners to the threat of Emerald Ash Borer. DEC placed and collected trap(s) in Village in 2015.**
A special report on EAB in Albany this past week 11/9/15 on Channel 13
<http://wnyt.com/article/stories/s3954174.shtml>
2. **Review/ Update Planning Board Bylaws**

VI. NEW BUSINESS

1. Respond to the Village Board's [Trustee Bill Hayes] request of to **UPDATE PLANNING AND ZONING WEBSITE in 2015(?)**. **Update Village Zoning Codes and Planning Policy** pursuant to the most recent comprehensive plan.

VII. CHAIR's REVIEW OF CORRESPONDANCE / Resources

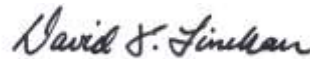
1. Various E-Mails, Calls
2. Planning Commissioner's Journal
All content on PlannersWeb.com is now free membership is no longer required. Check out the hundreds of articles on a wide range of planning topics -- especially aimed at the citizen planner.
3. DFL_in receipt of Village Board Meeting Minutes
4. Internet Resources:
[DOS Opinion-explanation on Alternates](#)
[Guide to Planning and Zoning Laws of New York State](#) [p.91-140]
South Glens Falls [Village Code Chapters \[153-35 Amendments authorized](#)
Saratoga County Map-Viewer <http://www.maphost.com/saratoga/>
NYS Local Gov. Handbook [NYS Local Government Handbook](#)
Site Plan Reviews Pursuant to sections 7-718 of the Village Law
Local Gov. and School Accountability [Local Accountability / Gov. & Schools](#)
Governor's Initiative <http://cutpropertytaxes.ny.gov/>

VIII. REVIEW FUTURE AGENDA ITEMS - ANNOUNCEMENT for next Planning Board scheduled for **Wednesday February 10th, 2016.** **Submittal Deadline is Wednesday January 20th, 2016.**

IX. REQUEST OF CHAIR FOR MOTION TO ADJOURN

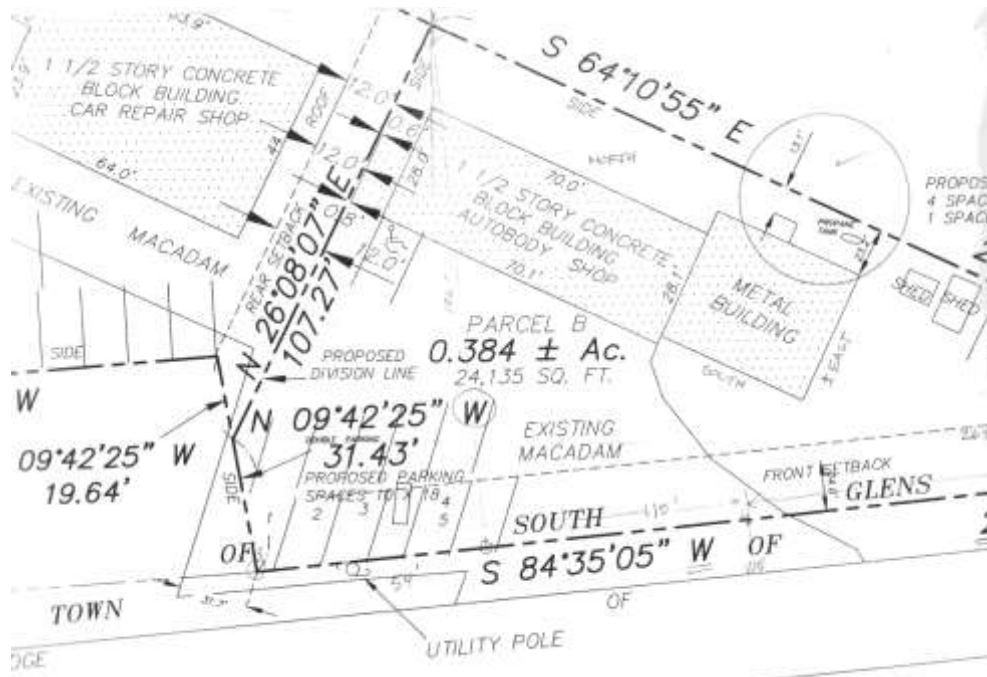
Debbie Fitzgibbons moved to adjourn the meeting; Thomas Wade Jr seconded and the motion passed unanimously. The meeting was adjourned at **7:18 P.M.**

Meeting
Adjourned at
7:18 P.M.



David F. Linehan, Chairman
For: SGF Village Planning Board

Attachment: Corrections of dimensions N. of 'METAL BUILDING' to the **Map of Survey Prepared for Cardinale's Car Care & Bodies by Jay** needed and the description of a 'Maintenance Easement' between existing buildings are required as a condition of subdivision approval.



Short Environmental Assessment Form
Part 1 - Project Information

Instructions for Completing

Part 1 - Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 - Project and Sponsor Information			
VINCENT CARDINALE			
Name of Action or Project: S4B DIVISION			
Project Location (describe, and attach a location map): 295 SARATOGA AVENUE TMP 50.37-1-4.2			
Brief Description of Proposed Action: S4B DIVISION OF ONE LOT INTO TWO			
Name of Applicant or Sponsor: VINCENT CARDINALE		Telephone: 229-0143	
Address: 639 GANSEVOORT ROAD		E-Mail:	
City/PO: South Glens Falls		State: NY	Zip Code: 12803
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue in question 2.			NO YES <input checked="" type="checkbox"/> <input type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other governmental Agency? If Yes, list agency(s) name and permit or approval:			NO YES <input checked="" type="checkbox"/> <input type="checkbox"/>
3.a. Total acreage of the site of the proposed action?		0.95 acres	
b. Total acreage to be physically disturbed?		0 acres	
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?		0.95 acres	
4. Check all land uses that occur on, adjoining and near the proposed action.			
<input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input checked="" type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban) <input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other (specify): _____ <input type="checkbox"/> Parkland			

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