

**VILLAGE OF SOUTH GLENS FALLS  
PLANNING BOARD  
DRAFT2pdf PRESENTATION OF MINUTES  
Wednesday **November 9<sup>th</sup>, 2016****

**MEMBERS IN ATTENDANCE**

David Linehan, Chairman  
Debbie Fitzgibbon  
Gayle Osborn  
Nick Bodkin  
Thomas Wade Jr. [TJ]

**OTHERS IN ATTENDANCE**

Trustee Tony Girard  
Code Enforcement Officer - Joe Patricke  
Village Consulting Engineer - Garry Robinson  
Robert Osterhoudt, PE- Boler Engineering  
Tim Freitag- Boler Engineering

**MEMBERS ABSENT or Recused**

None

**ALTERNATE IN ATTENDANCE and /or**

**Activated**

Kim Wilson (in attendance)

- I. **The MEETING was CALLED TO ORDER by Chairman Linehan at 7:00 P.M. The chair introduced** all in attendance / presenting written agenda.
- II. The Chair asked for a review and approval of (*October 12<sup>th</sup>*) meeting minutes. **Gayle Osborn moved** to approve, **October 12<sup>th</sup> 2016 Debbie Fitzgibbon seconded** and approval of the **minutes 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:	<b>SEE: OLD BUSINESS</b>
Matters regarding capital improvements to: <u>Commercial Use Property</u> Dwelling, Multiple Family /Residential Use Property Industrial Use Property	
Matters regarding subdivision of land:	
Matters regarding zoning of land:	
Matters regarding other reviews or actions:	<b>By-law update continued into 2017???</b> <b>Comprehensive Plan to update village challenges WORKSHOP WITH VILLAGE BOARD AND OTHERS INTERESTED OR INVOLVED?</b>

Chair Opened Meeting and presented agenda

*October* meeting 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
<b>Matters regarding capital improvements to:</b> <b><u>Commercial Use Property</u></b>	<b>O’Rielly Automotive Stores, Inc.</b> <b>110 Saratoga Avenue</b> <b>Conceptual Plan Review.</b>
Dwelling, Multiple Family /Residential Use Property	
Industrial Use Property	
Matters regarding subdivision of land:	
Matters regarding zoning of land:	
Matters regarding other reviews or actions:	

**The chair turned to the agenda** and evenings review of conceptual plans for an **O’Rielly Automotive Stores, at 110 Saratoga Avenue.** Ken Robert Osterhoudt, PE was present to represent **O’Rielly Automotive Stores along with** Tim Freitag both of Boler Engineering. Ken shared some background of O’Rielly automotive stores. He reported that Boler engineering is doing program work for O’Reilly’s developing sites in the mid-Atlantic states as well as New England. He stated that this particular site is the first to be presented and proposed to be developed by O’Reilly in New York State. In 1957 O’Reilly’s first store was established in Missouri expanding to 4,600 stores to become a powerhouse in the market of automotive parts. it means jobs it means tax base obviously no impacts to schools no negative impacts to school district it will bring tax revenue in but no increase in school enrollments a great thing for the town and village community. The site having been developed once will be considered a redevelopment site. It is a project not being proposed for the suburbs but rather using existing facilities; redeveloping it to a higher and better use. Ken then presented a colored rendering of the site that had been submitted to members of the planning board in advance of the meeting. Ken verbally described the plan as having two access points; one off Beach Road and shared access drive to the north with its adjacent parcel accessing Route 9 opposite Baker Ave. where a curb cut was put in during recent highway improvements. It will be a relatively square 8,800 square-foot building situated in such a way that there will be a total of 40 parking spaces both along the south side and along Saratoga Avenue side of the parcel. A trash area is located to the south west corner of the site. Parking area along the building will be of concrete in order to meet all ADA grading tolerance - requirements. 30 parking spaces are required by code but the additional is planned for employee parking and delivery vehicles - small pickup trucks or cars that will deliver to auto-body shops or other auto part consumers in the community. Fortunately, the site has public utilities available to the site; sanitary is available - off

Beach Rd. / water is available in the front - off Route. Generally speaking the parcel is quite large with a lot of green space. There are some easements on the property there is an easement for a right away. The site is located in C- Commercial district where the use is an allowable permitted use. There is no anticipated need for area variances. Storm water management is obviously a very important topic for everyone especially here in New York where regulations are constantly changing and getting increasingly more stringent. There is adequate room on site for storm water management. Bohler engineering will be looking very closely at storm water management as they move forward in preparing all the necessary reports; SWIPP documents, sediment and control plans and detail grading - all parts of the design solution. The chair asked Ken Osterhoudt if he was aware that this area of the village was part of an additional overlay district for watershed protection where special oil separators are required. Ken answered that Bohler was aware of the requirement. Ken explained that he had been in touch with Joe Patricke early on and Joe was very helpful in pointing out various requirements. Debbie Fitzgibbons asked about the function of the dealer door. Ken answered that it is the door that receives delivery of inventory with retail space being located to the front (Saratoga Avenue side.)

**Applicant aware of watershed protection district regulations**

Mr. Patricke explained to the board that these were conceptual plans and were not looking for final approval tonight. But rather looking to present to the board initial plans and any additional reports such as traffic studies that the board thinks necessary.

The chair asked Mr. Patricke if it might be appropriate for the planning board to consider itself a lead agency for review of future plans so as upon receipt future detail plans they would promptly be forwarded to the Saratoga County Planning Board [pursuant to general municipal law 239 m –for site plans]

**Planning board considered Lead agency status upon receipt of preliminary plans**

Mr. Patricke asked Ken Osterhoudt whether or not the necessary easement for access to Route 9 can be worked out with the Bakers? Ken answered that he was unaware at this time as to the status. It was a question prior to the meeting and it's the issue he needs to 'run up the ladder.' [SEE: ALTA/NSPS Land Title Survey Provided in submittal (Ref. 3 reference to easement – Nov. 2005 subdivision)] The chair stated that during the subdivision process (2005) of the Baker parcel cross easements were also discussed for the 2 commercial sites [and Best TV] recognizing traffic volumes along Route 9 (not easy) and the need to limit points of access for safety reasons. This proposal and the NYS DOT 2014 safety improvements is helpful in facilitating final plans. Ken stated that the thought with the North exit is to get it as far away from the intersection (-Rte.32) as possible. The preference would have been to access on their property but it makes sense to align it with Baker Avenue – “the right approach.” Ken stated that next time we meet he will bring a board that shows the overall relationship between parcels. Nick Bodkin asked about the distance of the North exit from Rte. 32 intersection. Ken stated it was approximately 200 ft. [SEE: Conceptual Site Plan 1/1]

**Use of shared Easement to access Rte. 9 discussed**

Ken then asked the planning board about the need for a traffic study. Joe Patricke mentioning that he thought it would be a good idea. Nick Bodkin thought that it was worthwhile pursuing to improve the pattern – look at Beach Rd. - perhaps the need for a traffic light there - center lane makes movements worse. Ken explained that from a trip generation perspective a detailed traffic study is done when there are 100 or more trips per hour. These automotive stores generate about half the number of trips to put the need perspective.

Ken proposed to put together some trip generation numbers - a limited traffic assessment. Mr. Patricke stated that the public outcry would be great if there was no traffic study for the site and suggested that Ken write up his proposal for an assessment and Mr. Patricke would have our traffic engineer - Peter Faith PE look at it. Ken agreed to provide a proposal and coordinate it with Peter. The chair stated that the trips generated for the use would be miniscule and wouldn't warrant a traffic study - comparing other commercial sites such as Cumberland or Stewart's sites along Route 9 recently reviewed by the planning board. Hannaford /Grand Union plaza didn't warrant a traffic light. He reiterated the fact that left-hand turns onto Route 9 during bring peak traffic hours will always be a problem. And he reminded members of the planning board's long-standing suggestion for patrons of businesses along Route 9 to consider only rt. hand turns when accessing Route 9 and seeking alternate routes (-safety of traffic light at intersections / side streets and avenues) instead of crossing opposite flows of traffic. [He noted recent studies and plans along Route 9 [**SEE: U.S. Route 9 Highway Safety/ Pavement/ Pedestrian Facility Improvements Project - P.I.N. 1043.38 - Village of South Glens Falls Saratoga County ALSO CORRIDOR IMPROVEMENT PLAN FOR ROUTE 9 IN THE VILLAGE OF SOUTH GLENS FALLS AND TOWN OF MOREAU SARATOGA COUNTY, NEW YORK FINAL REPORT September 27, 2002.-** Included in the Village Comprehensive Plan]

TJ Wade asked about site's proximity to the watershed. Mr. Patricke explained that the site is over watershed and included as part of the watershed protection district. SEE Code: [http:// Village Code on Web](http://VillageCodeonWeb) . Ken briefly discussed the concept for storm water management stating that the soils are good and the practice would be for infiltration the desirable practice and plenty of room for landscaping the storm water management feature. Mr. Patricke asked about receiving a copy of the Geo-tech / soils report used in the design of the storm water management. **Mr. Robinson asked** that he be present for any infiltration testing. A brief discussion about a Route 9 catch basin and the proximity of its outlet within the two lot subdivision.

Mr. Bodkin asked about architectural features of the building. Ken showed elevations of the building which is to be masonry construction tan color - glass windows along the front - Route 9 elevation. It has a standing seam roof drains and roof drains. N. Bodkin viewed versions on-line. What is proposed is a higher standard version and not a metal sided building.

The chair asked that future layouts might address and enhance a pedestrian corridor tree line side walk of the beach road entrance that goes to the town and village recreational beach at the river. The chair reminded that in the course of review of future "preliminary plans" we would be using our site plan review checklist that the applicant received when making application.

Chair referenced traffic studies and plans

Elevations were displayed at meeting

Chair asked about enhancing Beach Road and west side of parcel

A lighting plan will be required for review. Nick Bodkin also suggested walks along Beach Rd.. Village Road currently encroaches on the parcel.

Typically the hours of operation an O'Reilly's 7:30 in the morning until 9 o'clock at night.

The chair thanked representatives for the presentation and stated the board will be looking forward to more detail plans in the future. Ken stated that it would at least be January before the next review in order to meet deadlines recognizing the holidays in between.

The chair asked for business cards and e-mails to facilitate transmittal of minutes and any additional information.

The chair then turned to old business – review of planning board bylaws - making sure members and all have the most recent versions that both Kim Wilson and Gayle Osborn have been working on.

The chair handed out rules for maintaining planning data suggesting they might be an amendment to bylaws. The chair himself thought site plans (filed by tax map parcel number) should be permanent records for the village. Nick Bodkin asked if we might require digital versions of plans for permanent files. He would investigate further at the next planning conference in January.

Latest #4 version of bylaws provided.

Permanent record keeping filing system discussed.

## 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. [www.emerald-ash-borer-confirmed in SARATOGA Co 6.16](#)

## VI. NEW BUSINESS

1. [Update Planning board Bylaws and set Public hearing date](#)
2. Respond to the Village Board's [Trustee Bill Hayes] request in 2016 to UPDATE – 2016?
  - UPDATE WEBSITE
  - [Update 2008 Comprehensive Plan Village describing changes in the village since 2008](#)
  - [March 2008 DRAFT S.G.F. Comprehensive plan on-line](#)
  - [NYS Citizens Guide to Local Budgets](#)
  - [https://en.wikipedia.org/wiki/South\\_Glens\\_Falls,\\_New\\_York](https://en.wikipedia.org/wiki/South_Glens_Falls,_New_York)
  - [Edit- by priority - detailed list - Goals / objectives / Tasks of the Matrix \[use of Survey Monkey?\]](#)
  - [Amend PLANNING AND ZONING codes.](#)

**VII. CHAIR's REVIEW OF CORRESPONDANCE / Resources**

1. Various E-Mails, Calls
2. Planning Commissioner's Journal  
All content on [PlannersWeb.com](http://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 PLANNED Planning Board is scheduled for **Wednesday December 14th, 2016**. Submittal Deadline is **Wednesday November 23<sup>rd</sup>, 2016**.

**IX. REQUEST OF CHAIR FOR MOTION TO ADJOURN**

**Nick Bodkin moved to adjourn** the meeting TJ Wade Seconded **seconded** and the motion passed unanimously. The meeting was adjourned at **7:45 P.M.**

*David F. Linehan*

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

Meeting  
adjourned at  
7:45 P.M.