

**VILLAGE OF SOUTH GLENS FALLS
PLANNING BOARD
DRAFT2 PRESENTATION OF MINUTES
Wednesday **December 14th, 2016****

MEMBERS IN ATTENDANCE

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

OTHERS IN ATTENDANCE

Mayor Joe Orlow
Trustee Tony Girard
Code Enforcement Officer - Joe Patricke
Ethan Hall of Rucinski Hall Architecture
Ty Wrobel / Karen
Brigid Martin

MEMBERS ABSENT or Recused

Nick Bodkin
Kim Wilson

**ALTERNATE IN ATTENDANCE and /or
Activated**

- 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 thanked Gayle Osborn for her preliminary review of November’s meeting minutes then asked for a final review and approval by all of (November 9th, 2016) meeting minutes. **Gayle Osborn moved** to approve November 9th, 2016 **T.J. Wade seconded** and approval of the **minutes passed unanimously**. The Chair noted that a draft of minutes can be found on line usually before the meeting.
- 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: Commercial Use Property 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:	By-law update continued into 2017??? Comprehensive Plan to update village challenges WORKSHOP WITH VILLAGE BOARD AND OTHERS INTERESTED OR INVOLVED?

November
minutes
approved

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, <u>Multiple Family /Residential Use</u> Property Industrial Use Property	O’Rielly Automotive Stores, Inc. 110 Saratoga Avenue Conceptual Plan Review. SRSRG RENTALS, LLC 64 Harrison Avenue
Matters regarding subdivision of land:	
Matters regarding zoning of land:	
Matters regarding other reviews or actions:	

**SRSRG
RENTALS LLC
added to the
agenda**

The chair turned to the agenda which had been amended as a result of an alert phone call by Joe Patricke that afternoon. The submission was filed on the 23rd of November. The application is of a sketch plan for new townhouse apartment facilities at 64 Harrison Ave. tax map parcel 37.71-1-64.3. The chair apologized for the lack of everyone’s ability for a “look /see” at the submission prior to the meeting. There was a brief discussion as to how the chairman might be alerted in the future so the lapse wouldn’t happen again. Policy could be articulated and added to the bylaws Code officer would notice by email. **The chair turned to Ethan Hall** of Rucinski Hall Architecture to explain the project and need for a review. **Ethan Hall explained** that the properties belong to MBS enterprises (Michelle and Bob Springer) and **now owned by SRSRG RENTALS, LLC. Ethan reported** that the proposed project for the most part had actually been reviewed and approved by the planning board in 2008 to remove mini- storage units and to add two additional townhouses. Plans consisting of six sheets were distributed to the planning board; the existing site plan, proposed site plan, conceptual building plans, and 2 sheets of conceptual building elevations. The plans are for one 6 unit townhouse and a second 4 unit townhouse. In order for this project to commence the proposal again is to first remove four mini-storage units. The layout is somewhat different as the buildings are now set parallel to the East property line. **Ethan Hall stated** that the two structures are not really visible from Harrison Avenue but a view can be seen from the National Grid Right-of-way. Setting the buildings parallel to the property line allows for better access in and out of the buildings as well as additional parking that Tom Hutchins (engineer) was unable to get in the initial layout. The residential structures that are existing are basically a box /rectangle. The two townhouses being proposed have additional bump outs, gables, and hip roofs to make them a bit more appealing. They will have stone veneer to dress entrances up a bit. The new owners are also thinking about making improvements to the existing structures once the new units are built. **The chair could not remember the various reviews necessary to allow for the residential structures – and the commercial mini-storage units now present. The chair explained that** the project is within a M-1 District (industrial) and remembered that a use

variance was granted by the ZBA. Mr. Patricke stated that it was difficult to get information on the earlier reviews when this all started. [SEE: 2008 March Planning Board Minutes] **Thomas Wade asked** if there was village water and sewer to the complex. Yes, even also explained that there was a condition to complete sidewalks along Harrison Avenue side of the parcel. There is a current disconnect of sidewalks. And it is the intent of the new owners to complete the walk. **Ethan also reported** that storm water management plan that was originally proposed was never completed - never taken care of. Ethan has talked to Tom Hutchins and that holds true however there are no significant differences in areas for storm water management. The buildings proposed are identical in area to those proposed in 2008. **Mr. Patricke noted** that storm water rules have changed since 2008 so the design may need to be amended. **Ethan did state** that Tom Hutchins was on the cutting-edge using a Vor-tex system for the storm water management. There was an infiltrator planned for up near the road. Tom will review the plans look at possible pre-treatment.

The townhouses existing are all occupied.

Village Resident **Brigid Martin asked about possible traffic impacts** from additions to this development recognizing that other developments since 2008 have been completed. Brigid did like the new look of the proposed units. **Ethan did agree with Brigid** that traffic studies were older as well as demographic market for the other nearby developments but emphasized that this project was only 10 additional units available to any age group and wouldn't trigger a traffic study itself due to the very limited amount of additional trips (perhaps 20 /day total.) The Hudson Avenue and Harrison Avenue intersection during school hours was discussed as being less than satisfactory.

Mr. Patricke is to refer the storm water plans to village consulting engineer Garry Robinson. The deadline for next month to submit plans is next Wednesday.

TJ Wade asked if this would be a final review. Mr. Patricke said no this is just a concept.

The chair moved to declare the planning board as lead agency and to classify the action as unlisted - a multiple residential use with a variance in a M1 District (Industrial)

Debbie Fitzgibbons seconded and the motion passed unanimously.

Joe Patricke expecting O'Reilly Auto Parts to come before the board in January asked that the board accept preliminary plans a bit after the deadline. Chair stated it would be OK. The Chair would hand deliver and hoped that that County can have in hand before the third Thursday.

The Chair read into the minutes an e-mail from Rob Osterhoudt, P.E.

Good morning all,

Just a quick note to let everyone know that we have been coordinating with Joe and Garry, we performed infiltration testing on the site with very good results, and we are currently progressing the detailed design plans so we do not anticipate being on the PB agenda this evening and we have no additional information to present at this time.

We talked with Joe Patricke this morning and understand that he already spoke with Dave to let him know that we would not be attending the meeting tonight. Just to keep everyone in the loop, we shared with Joe that the escrow funds for the site plan review and traffic review consultant services will be submitted soon and then we will get into the traffic assessment based on the feedback we get from the Village's traffic consultant (Peter Faith at Greenman Pederson). We look forward to returning to the Planning Board in the near future to keep the project moving forward.

Happy Holidays!!

Rob

Status of
O'Riley
automotive stores
site plan
reviewed

The chair asked Gayle Osborn if she would so kindly prepare the 2016 annual activities report. Gayle stated that she had resigned to the fact that she was signed up for the task forever. The chair thanked Gayle in advance.

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](http://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](http://www.saratoga.gov/Planning/2008%20DRAFT%20S.G.F.%20Comprehensive%20plan%20on-line)
[NYS Citizens Guide to Local Budgets](http://www.saratoga.gov/Planning/NYS%20Citizens%20Guide%20to%20Local%20Budgets)
 - 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 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](http://www.dos.state.ny.us/Opinion-explanation-on-Alternates)
 - [Guide to Planning and Zoning Laws of New York State](http://www.dos.state.ny.us/Guide-to-Planning-and-Zoning-Laws-of-New-York-State) [p.91-140]
 - South Glens Falls [Village Code Chapters](http://www.saratoga.gov/Village-Code-Chapters) [153-35 Amendments authorized]
 - Saratoga County Map-Viewer <http://www.maphost.com/saratoga/>
 - NYS Local Gov. Handbook [NYS Local Government Handbook](http://www.dos.state.ny.us/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](http://www.dos.state.ny.us/Local-Accountability-Gov.-Schools)
 - Governor's Initiative [http://cutpropertytaxes.ny.gov/](http://www.cutpropertytaxes.ny.gov/)

VIII. REVIEW FUTURE AGENDA ITEMS - ANNOUNCEMENT for next PLANNED Planning Board is scheduled for Wednesday January 1th, 2016. Submittal Deadline is Wednesday December 21st, 2016.

IX. REQUEST OF CHAIR FOR MOTION TO ADJOURN

The chair thanked everyone for coming out and asked for a motion to adjourn Gayle Osborn moved to adjourn the meeting Debbie Fitzgibbons Seconded, the motion passed unanimously and meeting was adjourned at **7:25 P.M.**

David F. Linehan

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

Meeting was
adjourned at
7:25 PM