

VILLAGE OF SOUTH GLENS FALLS
PLANNING BOARD

DRAFT PRESENTATION OF
MEETING MINUTES

For

Wednesday **February 11, 2015**

MEMBERS IN ATTENDANCE

David Linehan, Chairman
Nick Bodkin
Gayle Osborn
Dan Symer
Thomas Wade Jr. [TJ]

OTHERS IN ATTENDANCE

Tony Girard, Village Trustee
Joe Patricke

MEMBERS ABSENT or Recused

(Steve Alheim – resignation submitted?)

ALTERNATE IN ATTENDANCE

Gayle Osborn activated by chair to
'full' membership position of Steve Alheim

- I. The MEETING was CALLED TO ORDER by Chairman Linehan at 7:00 P.M. The chair welcomed those in attendance noting Dan Symer had just shared a letter of resignation and he will submit to Village board. Dan's eventual plans are to move to South Carolina. The Chair thanked Dan for his service as the enforcement arm of the planning board. Dan responded that it had been a good three years learning / serving. A recent email of Steve Alheim suggested a formal resignation to the Mayor was imminent.**
- II.** The Chair then asked for a review and approval of (**January's**) meeting and HEARING minutes. Gayle Osborne offered a typo correction page 5 paragraph 1 changing [they] to the. **Dan Symer moved** that minutes for **January 14, 2015** with correction; **Thomas Wade 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:

Matters regarding subdivision of land:

Matters regarding capital improvements:

Chair Opened Meeting with a welcome and reviewed membership status. Dan Symer to resign and Steve Alheim resignation imminent

Minutes approved with P. 5 typo correction

REVIEW(S) PURSUANT TO ZONING ARTICLE X

Matters regarding zoning of land:

Pre-submission reviews or Applications possible

OTHER REFERRALS or REVIEW (S)

Matters regarding other regulatory action:

Review DRAFT AMENDMENTS TO PB BY-LAWS

WORKSHOP WITH VILLAGE BOARD AND OTHER INVOLVED PERSONS RESCHEDULE

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 2015).

| | |
|--|---|
| 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 | |
| Matters regarding subdivision of land: | |
| 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> |

The Chair then turned to an application that had been submitted moments before the meeting by Joe Patricke concerning a subdivision of lands at 2 Wilson Avenue ; lands currently owned by John & Susan England. The chair explained for the minutes that it was a subdivision to be filed that the County by map and deed. The subdivision involves a 2 single; current tax map parcel number 50.21 – 1 – 29. The map dated July 17, 2014 shows a total area of 0.573 acres to be divided into a parcel A 0.310 acres (13,500 sq.) and a parcel B 0.263 acres. The lot is within the R-1 zone [single-family allowable use] Mr. Patricke will provide a copy of an EAF and receipt of payment to complete the subdivision application. Chair explained for the record that parcel a was the minimum 13,500 ft. for a residential building lot but parcel B (11,474 sq. ft.) was less than what is now required. Mr. Patricke reported that an area variance had been granted by the village zoning board of appeals (ZBA) [pursuant to Chapter 153, Article VIII, and section 153-27(C) on 10/23/14.] The lot is within 500 feet of Rt. 9 requiring planning board forward to the County [pursuant to general municipal law §239-n 3. (a)].

The Chair stated that in order to process this subdivision the board should consider itself a lead agency at this point, schedule a public hearing [pursuant to §153-41 A (4) (c)] and classify the action of SEQRA as a Type II for the purpose of ownership patterns and not subject to SEQR and schedule a public hearing.

Application for England subdivision submitted moments before meeting

Area variance for the Subdivision had been granted

Mr. Symer asked if the variance granted included the less than 90 foot minimum lot width (64.52 ft.) of parcel B? [NOTE: the notice for the appeal states that a lot will not have the minimum lot with required.] Mr. Patricke will provide the record /minutes of the decision for the planning board.

Mr. Symer asked if the ZBA decision considered lot dimensions.

Thomas Wade Jr. moved to schedule a public hearing on March 11 at 7:05 PM for the England Subdivision Dan Symer seconded and the motion passed unanimously.

Public hearing scheduled

Thomas Wade Jr. moved to declare the planning board lead agency for this administrative action and classifying it as a Type II action [617.5 TYPE II ACTIONS. (c) (17) mapping of...ownership patterns] and not requiring SEQR Dan Symer seconded and the motion passed unanimously.

planned action was classified Type II

The chair provided background and suggested reasons for possible changes to Village Code that would be less costly for the applicant when considering the village definition of “subdivision” [same as state definition] which includes alteration of lot lines (merging of lots or portions of lots.) Changes proposed should consider better recognition of Saratoga county’s allowing filings [with town involvement] of subdivisions by deed in certain instances where / when development rights may change because of area. In our village size of lots currently do not trigger specific building or landscape regulations. SEQRA [or possible county referral] may be required for a board’s action which results in a delay for an applicant.

Chair suggested possible changes to code involving

Record keeping was discussed. Code enforcement decisions are not necessarily filed or with the clerk. Procedures may be necessary to inform planning board of code enforcement decisions and notices of ZBA actions

Record keeping discussed

Gayle Osborne asked if a deputy chair of the planning board has been designated.

Gayle Osborne provided the annual report DRAFT for 2014. The chair thanks Gayle for her work summarizing the planning board activities.

Gayle suggested furlough possibilities of memberships to the planning board.

V. OLD BUSINESS

1. Review Planners Web’s And “Law of the Land Blog”

<http://lawoftheland.wordpress.com/>

Chair to summarize annual report & include report of **Jeff Speck** (author of Walkable City) on May 23 in Glens Falls. SEE also: Jeff Speck on his book <http://www.youtube.com/watch?v=s-bToTGkA18> &

http://poststar.com/news/local/glens-falls-praised-as-walkers-city-now-officials-want-to/article_cde4375e-d2bf-11e2-9a1d-001a4bcf887a.html

Site Plan definition Review – P.B. Bylaw review TABLE; Comprehensive Plan Implementation Matrix (see 2008 Comp. Plan p 28); Zoning Review – Inventory Comprehensive plans for new members.

2. Village ASH Tree Survey FOR EAB (Agrilus planipennis or Agrilus marcopoli) using NYS Heritage Program iMap Invasives Grant available <http://imapinvasives.org/> or other survey methodologies

[Request for supply of 2 Garmin eTrex Venture HC GPS Receiver units made]

Chair to report on a Wednesday (1/7/15) PRISM Task Force meeting for local governments that are encouraged to conduct surveys and landowners needing to be alerted to the destructive Emerald Ash Borer

3. **Review Planners Web's And "Law of the Land Blog"**
<http://lawoftheland.wordpress.com/>

VI. NEW BUSINESS

1. **Respond to the Village Board's [Trustee Bill Hayes] request of to UPDATE PLANNING AND ZONING WEBSITE in 2015(?).**
2. **Chairman's report and Member report** on 2015 Saratoga County Planning and Zoning Conference

VII. CHAIR'S REVIEW OF CORRESPONDANCE / Resources

1. Various E-Mails, Calls
2. Planning Commissioners Journal to be discontinued
3. D.F.J.L. in Receipt of Village Board Minutes.

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

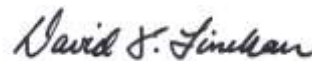
Local Gov. and School Accountability [Local Accountability / Gov. & Schools](#)

Governor's Initiative <http://cutpropertytaxes.ny.gov/>

- VIII. REVIEW FUTURE AGENDA ITEMS - ANNOUNCEMENT of NEED(s) for next Planning Board Meeting scheduled for Wednesday March 11th, 2015 (Deadline for review submission(s) 3 weeks in advance: Wednesday February 18th.**

IX. REQUEST OF CHAIR FOR MOTION TO ADJOURN

Gayle Osborne moved to adjourn the meeting and **Nick Bodkin seconded** and the motion passed unanimously. The meeting was adjourned at **7:50 P.M.**



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