

**VILLAGE OF SOUTH GLENS FALLS
PLANNING BOARD**
DRAFT PRESENTATION OF MEETING MINUTES

And
PUBLIC HEARING for 69 Saratoga Avenue – 7:05 p.m.
Wednesday February 8th, 2017

MEMBERS IN ATTENDANCE OTHERS IN ATTENDANCE

David Linehan, Chairman	Trustee Tony Girard
Nick Bodkin	Reed Antis
Gayle Osborn	Emily Wilson
Thomas Wade Jr. [TJ]	Kathleen and Joel Millard

MEMBERS ABSENT or Recused

Debbie Fitzgibbon

ALTERNATE In Attendance and /or Activated

Kim Wilson 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 asked for a final review and approval of (January 11th, 2017) meeting minutes. **Nick Bodkin moved** to approve **January 11th 2017 Kim Wilson 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:	SEE: OLD BUSINESS
Matters regarding capital improvements to: <u>Commercial Use Property Dwelling, Multiple Family /Residential Use Property</u> Industrial Use Property	<u>O’Rielly Automotive Stores, Inc.</u> 110 Saratoga Avenue Conceptual Plan Review. <u>SRSRG RENTALS, LLC</u> 64 Harrison Avenue
Matters regarding subdivision of land: Hearing 7:05 p.m.	Millard Subdivision Tax Map ID # 37.70-2-55 69 Saratoga Avenue
Matters regarding zoning of land:	
Matters regarding other reviews or actions:	<u>By-law update continued into 2017???</u> <u>Comprehensive Plan to update village challenges</u> WORKSHOP WITH VILLAGE BOARD AND OTHERS INTERESTED OR INVOLVED?

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 2017).

January 11 '17
minutes
approved

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	
Matters regarding subdivision of land:	
Matters regarding zoning of land:	
Matters regarding other reviews or actions:	

The chair called the Planning board meeting to order for February 2017 recognizing all in attendance and noted the absence of Debbie Fitzgibbon and activated Kim Wilson for full participation in meeting.

The chair asked for a motion to approve the minutes of the January meeting.

Nick Bodkin moved to approve the presentation of minutes of the January 11 meeting and **Kim Wilson Seconded** and the minutes were approved unanimously.

January meeting
minutes
approved

The chair turned to additional agenda items prior to opening the Public Hearing. He noted that the New York Planning Federation News was to go digital and as a result he would forward member email address to the Planning Federation.

At 7:05 Nick Bodkin moved to recess the meeting and open the public hearing seconded by Kim Wilson motion was approved. The Public Hearing for a subdivision of land at 69 Saratoga Ave. was opened with applicants Kathleen and Joel Millard in attendance. The chair then read into the minutes the Legal Notice published on February 2nd, 2017.

Public Hearing
opened for
Subdivision

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 subdividing a **13,394.66 sq. ft. lot** -Village Tax Map parcel number **37.70-2-55** into two lots. Proposed Lot 1 **6,757.80 sq. ft.** and Proposed lot 2 **6636.86 sq. ft.** The planning board declared itself lead agency on January 11, 2017. **The action was classified as Type II action 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; 69 Saratoga Avenue, Village of South Glens Falls, Saratoga County, New York.

The hearing will be held on Wednesday the 8th day of February, 2017 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

The Chair asked if there were any questions or comments from the Public hearing none he asked for a motion to close the Public Hearing.

Nick Bodkin moved to close the Public Hearing and seconded by Gayle Osborn and the hearing was closed at 7:08.

The Chair noted and Nick Bodkin confirmed that Mr. Patricke had stated all items on the Subdivision (Review Form) were complete all zoning chapter requirements were met. The Chair stated that the referral had been emailed and mailed to the County Planner for comment (SEE attached.) County planner had spoken to the chair by phone to confirm that lot #1 had a shared curb cut access to Rte. 9 with the property to the north. The chair had forward a photo of the curb cut. SEE Photo Below

Nick Bodkin moved to approve the 2 LOT Subdivision – and a Map (dated December 19, 2016) For Joell Millard at 69 Saratoga Avenue - Tax Map ID # 37.70-2-55 and the motion was **seconded by Thomas Wade Jr.** and the **subdivision was approved unanimously.** Mr. Millard thanked the board.

The Chair then turned to other items on the Agenda. He reported on the Saratoga County Planning Conference’s **Creating Form-Based Codes for Small Communities /Corridors** stating that after hearing the presentation he wasn’t sure if the was applicable to the Village’s situation at this time. (SEE: Attached pdf)

SEE Also Part 1 of 4 articles on Form based code : <http://plannersweb.com/2014/12/fbc1/>

The Chair reviewed a DRAFT of an RFP for consultants to update the Village Comprehensive Plan that was planned for distribution to consultants who would present at the Saratoga County Planning Conference. The stated he felt strongly that an update of the plan was important for the Village especially for helping to qualify if future grants were to be applied for by Village leadership. Chair suggested consultant’s to solicit would be Stu Messinger; Katherine Ember (Form- Based Codes presenter); Ben Syden, Laberge Group; and LA Group’s Jim Martin (working with the Town of Moreau.) He hoped it would become an election issue and discussed by mayoral candidates. He turned the matter of - budgeting for and soliciting to consultants -over to the Comprehensive Plan Committee. **SEE Attached: DRAFT Consultant RFP**

The Chair stated the last few items of planning board business related to the proposed O’Reilly Auto Site Plan. The Chair reintroduced and discussed the possible Pathway/Trail head from the west sidewalk of Rte. 9 to the Betar Walk/Bikeway; Picnic Area and Beach. And to set a Public hearing for the review of the site plan especially for traffic concerns as was discussed at the December meeting. The Chair read into the minutes an email received earlier in the morning of February 8 - from Timothy Freitag of Bohler Engineering.

Good Morning Chairman Linehan,

I wanted to provide an update to you on the application & plan distributions. We coordinated with Mike Valentine and submitted his review materials last night for delivery today. Garry Robinson prepared the SEQR distribution letters to DEC, DOT, and SHPO and those packages have gone out for delivery as well. This should allow the required 30-day review period to begin and expire on the next proposed Planning Board meeting on March 8th. We understand that you will be setting a public hearing for March 8th at tonight Planning Board meeting and we look forward to attending to provide an update and answer any questions the public may have. We will have the traffic study to you by February 20 as we had previously discussed to support the public hearing.

Public Hearing
Opened at 7:05
and closed at
7:08

Millard
Subdivision
Approved
unanimously

Form based
codes discussed
Updated of
Comprehensive
plan discussed

A DRAFT RFP
discussed

The Village's copies of the revised application materials and plans will be delivered to Village Hall tomorrow morning via FedEx if you would like a copy prior to Joe's return. We have also sent Garry a copy directly.

Thank you for your continued assistance with this project.

Tim

Timothy Freitag

17 Computer Drive West | Albany, NY 12205
P: 518-438-9900 | M: 518-281-7566 | tfreitag@bohlereng.com
www.BohlerEngineering.com

SEE Also Chairman's email

From: David F. Linehan [mailto:DavidFLinehan@nycap.rr.com]
Sent: Tuesday, February 07, 2017 10:51 AM
To: Mike Valentine <mvalentine@saratogacountyny.gov>
Cc: Timothy Freitag <tfreitag@bohlereng.com>; Robert Osterhoudt <rosterhoudt@bohlereng.com>; Joe Patricke <bldinsp@sgfny.com>; Danna Bock <sgfbock@nycap.rr.com>; Joe Orlow SGF Mayor <highlandsgf@aol.com>; Michael Muller - office <mjmuller@mullermannixlaw.com>
Subject: County Referral for O'Rielly Auto Parts

Hi Mike Valentine,

Attached please find the SCPB form for referral and copies of meeting minutes with O'Rielly Review. I just got off the phone with Tim Freitag of Bohler Engineering who will be sending you under separate cover the application and plans for review.

The Planning Board decided to hold a public hearing on March 8th for this proposed development as there were traffic safety concerns with this development and its proposed location.

If we have forgotten anything please let me know as Joe is away on vaca. We will formally schedule the public hearing for the site plan this Wednesday 2.8.17 for a 3.8.17 hearing.

Thanks You
David Linehan

The chair moved to schedule a Public Hearing for the O'Rielly Site Plan and Traffic Study and Notice in the Post-Star ...

That the Planning Board of the Village of South Glens Falls will hold a public hearing on the application for a proposed site plan on Village Tax Map Parcel No. 50.21-1-2. The site plan involves the proposed construction of an 8,800 sq. ft. structure for O'Rielly Automotive Stores. The plan proposes a common egress of NYS Route 9 - with a contiguous parcel of land to its north. The address of the proposed construction is 110 Saratoga Road, S. Glens Falls, Saratoga County, New York. The hearing and review is in accordance Village Code Chapter 119-6 D. which includes a special report on traffic impact / safety concerns. The report and site plan will be available for public review the week of February 20th Village Hall.

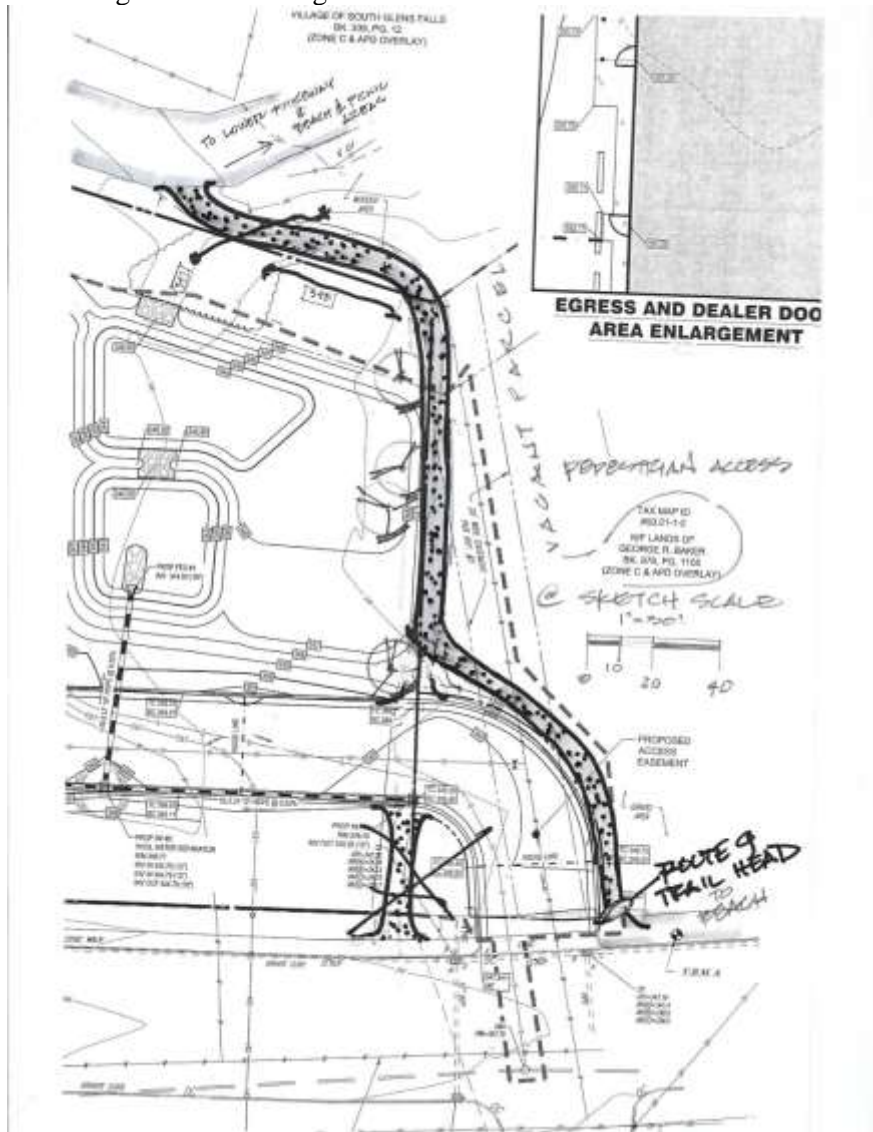
Motion to Hold and Notice the public hearing for O'Rielly site plan and special traffic report approved

The hearing will be held on Wednesday the 8th day of March 2017 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. **Gayle Osborn seconded the motion** and **the motion was approved unanimously.**

Due to the limitation of the DOT's crosswalk from the convenient store / Deli to its end at a gas pipe and sign re-suggested a 'paved pathway' to Beach Road that follows a [348] contour. Beach road is a (non-dedicated road see tax map) and this route would initially better separate vehicular traffic from the pedestrian traffic of beginning of "Beach Road." The trailhead and pathway [blacktop] would from the sidewalk along the improved Route 9 an N. side of the DOT curb cut of the proposed shared access of the 2 Lots –the S. lot planned for the O'Rielly Auto Part Store Development. The Chair reported that when discussing easements, March meeting agenda and status of easement issues with Mr.Frietag – Mr. Frietag stated that O'Rielly's was in support of some form of a walk connection to the Beach and O'Rielly's would contribute financially to the concept once the village made a decision. The Chair suggested that a proposed route along the N. Boundary could be estimated perhaps bid with current plans so as to establish a 'cost of contribution' to a trailhead 'path' concept [with possible signage] or a sidewalk concept that was reported on at a Village Board Meeting.

Alternate Beach and Bike way Trail head discussed



Mr. Wade suggested all interested persons should present to review alternative trail and pedestrian access plans towards By-way and Beach. Mr. Bodkin and Trustee Girard agreed.

Mr. Wade
Mr. Bodkin
Mr. Girard
desired
additional review

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 for 2017?

1. **Review an Annual Report / Update Planning Board Bylaws** [set public hearing date?](#) /
2. **UPDATE WEBSITE**
3. **Update 2008 Comprehensive Plan Village describing changes in the village since 2008** [March 2008 DRAFT S.G.F. Comprehensive plan on-line](#)
4. [NYS Citizens Guide to Local Budgets](#)
5. https://en.wikipedia.org/wiki/South_Glens_Falls,_New_York
6. **Edit- by priority - detailed list - Goals / objectives / Tasks of the Matrix** [*use of Survey Monkey?*]
7. **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.
Check out Form Based Code Article
<http://plannersweb.com/2014/12/fbc1/>
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 February 15th, 2017**. Submittal Deadline is **Wednesday March 8th, 2017**.

IX. REQUEST OF CHAIR FOR MOTION TO ADJOURN

The chair asked for a motion to adjourn **Gayle Osborn moved to adjourn** the meeting **Nicked Bodkin seconded**, the motion passed unanimously and **meeting was adjourned at 7:37 P.M.**

David F. Linehan

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

Meeting was
adjourned at
7:37 PM



As per Mike
Valentine's
request
concerning a DOT
shared curb cut
existing for Lot#1
Photo was sent on
2.7.17



46 Saratoga Avenue

South Glens Falls, New York 12803-1210

Telephone (518) 793-1455 Fax (518) 793-3063

To: Whom It May Concern

Re: Request for proposals to update Village of S. Glens Falls Comprehensive Plan

From: South Glens Falls Village Board (Z) *RESOLUTION OF BOARD*

The Village of S. Glens Falls has expressed interest in updating its 2008 comprehensive plan. To accomplish this objective the village board is prepared to set aside appropriate funding for professional guidance.

Proposal elements to consider:

- Review the 2008 comprehensive plan found at the Village of South Glens Falls Website http://www.sgfny.com/PDF/Comprehensive_Plan/FinalPlan.pdf
- Reach out to the community to best assist its members to communicate their expectations and share their vision for **2017 and beyond**.
- Assist in developing and updated strategy / vision and plans for the Village
- Identify necessary tools and resources to implement plans

POSSIBLE N.Y.S. INFRASTRUCTURE GRANTS

Thank you for your interest.

Trustee Tim Carota
~~COOPERATIVE~~
Planning Committee

Nick Bodkin

Thomas Wade

*FORMER PLANNING
PERHAPS SOME SORT OF
HYBRID.*

*CHAIR - HOW MIGHT CANDIDATES FOR MAYOR
SUPPORT?*

"This institution is an equal opportunity provider and employer"