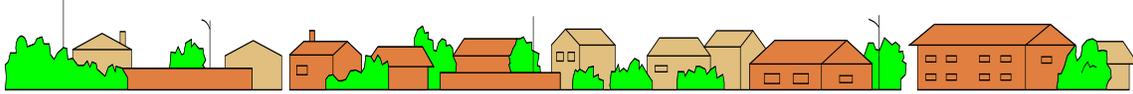


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PLANNING BOARD MEETING MINUTES

7:00 pm Wednesday January 20, 2021
Community Center 310 Northline Road and via Zoom

Present: Chairman Bartow
Mr. Marsciano – via zoom
Mr. Collins – via zoom
Ms. VaDeinse-Perez – via zoom
Ms. Stevens – via zoom
Mr. Whittel – via zoom
Ms. Padula – via zoom
Planning Official William Lewis – via zoom
Town Engineer Joel Bianchi – via zoom
Planning Board Attorney William Keniry – via zoom

Chairman Bartow - Good evening and welcome to the Town of Milton Planning Board's first meeting for 2021. Ms. Blanchard is out so the Town Clerk is filling in. Ms. Howe would you please call the attendance of the Board. I would also note that we have in attendance our Engineer Joel Bianchi and Counsel William Keniry attending remotely The Director of Planning and Codes Bill Lewis and our Board members except for myself attending remotely and joining me here at the Community Center are the Town Clerk Brenda Howe and our Deputy Clerk Amanda Zawada. We will start this evening meeting with a pledge to the flag.

Pledge led by Chairman Bartow

Chairman announcements:

Chairman Bartow - Well, 2020 is behind us but we still have lingering pandemic impacts affecting us. For this evening meeting we are continuing our hybrid arrangement with both in-person attendance of the Board, staff, project applicants and some public while we are also Zooming the meeting. With so many of the Board members attending via Zoom I would ask that if any member wants to make a comment or has a question please use the Chat function on Zoom to let Amanda know you want to say something. She can get my attention and we will have you speak.

It is my pleasure to announce that at the 2021 Organizational meeting of the Town Board December I was appointed Planning Board Chair for 2021 and John Whittle was appointed to a new 6-year term as a Member of the Planning Board. Stipend payments have changed from monthly to biweekly payments. Supervisor Zlotnick apologized for the lack of advance notice as the Comptroller forgot to notify everyone, our board included.

We have a couple opportunities for the public to interface with us this evening and I would ask that if you are Zooming with us and want to make a public comment please use the hand wave feature and alert us to your interest in commenting. You may also use the Q&A feature and submit a question; however, we will not accept anonymous questions, please submit your name with your question.

If you have dialed in on the phone feature of Zoom and would like to make a comment, please text Bill at **518-376-1831** and provide him your name and interest in making a comment. He will alert me to a comment, and we can unmute your phone.

As with our usual comment protocol we request that you announce yourself, state your address and then present your comments in 3 minutes or less.

Motion made by Ms. Padula to accept the minutes from the December 16, 2020 meeting as presented; 2nd by Ms. VanDeinse-Perez; Mr. Marsicano-yes; Ms. Padula-yes; Mr. Collins-yes; Ms. VanDeinse-Perez-yes; Ms. Stevens-yes; Mr. Whittel-yes; Chairman Bartow-yes. Motion carried.

Chairman Bartow - At this point we will open the meeting to comments from the public. Please note that we have two public hearings this evening as well so if you have comments on those projects please wait until we have the hearings so your remarks will be on that record.

Again, I would ask that if you are Zooming with us and want to make a public comment please use the hand wave feature or submit via the Q&A button and alert us to your interest in commenting. If you have dialed in on the phone and would like to make a comment, please text Bill at **518-376-1831** and provide him your name and interest in making a comment.

Via Zoom

Jessica Harblin – 642 Plummer Road – Parents live at 28 Red Coach – What is the orientation of the Napa Building? Will the loading/delivery door be located on the side of the building that Cumberland Farms is on or the Ballston Spa National Bank side?

Aaron Vera answered – Loading is located in the northeast corner. Rear of the building on the Cumberland Farm side.

Public hearing closed.

Public Hearing for Site Plan Review for Rowland Street LLC – 352 Rowland Street; 190.10-1-1.1

Chairman Bartow - This evening we continue our review of the proposed Site Plan for a commercial retail project at 352 Rowland St. The project is for a proposed NAPA retail store and an accessory retail/commercial/ office on the same premise. Originally, this project also had the potential for some uses that required a Special Use Permit, but the applicant has changed their permit and at this time is

only applying for permitted uses in the Town Center District. We have a long list of documents but the newest are:

1. Letter of Transmittal dated 1/6/21
2. Site Plan dated 1/2/21
3. Project Narrative dated January 2021
4. Correspondence regarding Response to Comments dated 1/6/21
5. Correspondence from Heritage Springs Sewer Works to Mr. Munter dated 1/6/21
6. Correspondence from the U.S. Fish & Wildlife Service dated 10/25/16
7. Correspondence from NYS DEC dated 10/27/16
8. Correspondence from our Engineer Joel Bianchi dated January 15, 2021 being MJ's second review of this project.

We did not get a new site plan application. The applicant will have to state the uses so we can state approved uses. I will entertain a motion that this proposed NAPA retail outlet with one accessory commercial/office/retail use located at 352 Rowland St. is an Unlisted Action under SEQRA

Motion made by Mr. Whittel for an Unlisted Action under SEQRA; 2nd by Ms. VanDeinse-Perez; Mr. Marsicano-yes; Ms. Padula-yes; Mr. Collins-yes; Ms. VanDeinse-Perez-yes; Ms. Stevens-yes; Mr. Whittel-yes; Chairman Bartow-yes. Motion carried.

Chairman Bartow - I will read the environmental impact questions from the SEAF. If the Board has any questions let me know. #1-#11 - No to little impact. There being no documented severe potential adverse environmental impacts, I will entertain a motion that the Chair be authorized to document and sign the SEAF that the proposed action will not result in any significant adverse environmental impacts.

Motion made by Mr. Marsicano that there are no significant environmental impact and authorize the Chairman to sign the SEAF; 2nd by Mr. Whittel; Mr. Marsicano-yes; Ms. Padula-yes; Mr. Collins-yes; Ms. VanDeinse-Perez-yes; Ms. Stevens-yes; Mr. Whittel-yes; Chairman Bartow-yes. Motion carried.

Chairman Bartow - Mr. Shorr or Mr. Munter do you have anything you would like to present to the Board at this time?

Mr. Munter - We revised after the December meeting discussion with a follow-up of what was asked. This is really just a re-approval of an approval. We provided a set of site plans, SWPPP and the letters regarding the water and sewer connections. We have reviewed Mr. Bianchi's letter and see no issues. They seem to be technical and the engineer's can address those. This is a 15,600sf retail store. The same entrance previously purposed with a slight change in the traffic pattern on the site. We have addressed the landscaping and lighting. We didn't stray far from the 2016 approved plan.

Chairman Bartow - Mr. Lewis and Mr. Bianchi, any comments?

William Lewis - The issues from Emergency Services and the Building Department have been addressed.

Joel Bianchi - No. Our comments were minor. Would like the Board to be aware that we did ask them to connect the sidewalk with the sidewalk at Cumberland Farms and also recommended a sidewalk from Rowland Street to the front entrance of the building.

Mr. Munter – We did discuss the sidewalk. Need to get permission from Cumberland Farms before we can connect.

Chairman Bartow – Also, the possible sidewalk to the building.

Mr. Munter - We are looking into that. Was our intention but with the roofline, looking to see the best way.

Public Hearing opened.

Via Zoom

Jessica Harblin – 642 Plummer Road – Parents live at 28 Red Coach Drive behind the property. Will they be able to see the building?

Aaron Vera – Responded – There will be screening from the residential.

Jessica Harblin – Will there be deliveries at night?

Jeff Shoor – Deliveries are from 8am to 3pm, during working hours. There may occasionally be a later delivery but no later than 10pm.

Chairman Bartow – Does the Board have any questions?

Ms. Stevens – Looking at the elevation and comparing it to the 2015 and there is a difference in the façade. The new look is more modern where the 2015 was more adirondack. We asked Cumberland Farms to go adirondack.

Chairman Bartow – Aaron, can you pull up the profiles of the buildings?

Mr. Munter – It is the nature of the building driven by Napa's business. This design fits in their corporate look. We did offset with some sideways clapboard to give it a more colonial look. It fits with the auto business. Looking at Mavis Tire it is inline with them.

Ms. Stevens – The vertical siding says it's modern to me. The clapboard is fine but vertical stands out to me.

Mr. Munter – The material we use has more character than it shows on a 2-dimensional drawing.

Ms. Stevens – The 2 cornices soften the line a little.

Mr. Munter – We should be able to present a storyboard of the materials to see what they look like.

Ms. Stevens – Okay

Mr. Whittel – We asked you to take a look at the reserve parking. How much for employees parking and delivery trucks? Did you review and decide against?

Mr. Munter – We did look at it. The topography of the site outweighs putting the parking in the rear. That is the lowest spot on the site so automatically works for stormwater. We used the lay of the land to determine the parking.

Mr. Whittel – Thought it might be more convenient for your employees. Following Meg’s comment, instead of using the vertical siding what about putting stone or fake stone along the bottom? It would give more of an adirondacky feel. Just a suggestion.

Jessica Harblin – Where will the dumpster be located?

Mr. Whittel – In the back far north corner.

Motion made by Ms. Stevens to adjourn the public hearing; 2nd by Mr. Whittel; Mr. Marsicano-yes; Ms. Padula-yes; Mr. Collins-yes; Ms. VanDeinse-Perez-yes; Ms. Stevens-yes; Mr. Whittel-yes; Chairman Bartow-yes. Motion carried.

Chairman Bartow – We will reconvene on February 17, 2021 at 7:05pm to answer any outstanding questions from engineering.

Public Hearing for Site Plan Review for McNeary -433 Geysers Rd. 190.7-1-63

Chairman Bartow - Site Plan application for a general office use alteration in the Town Center at 433 Geysers Road. Again, there are quite a few documents so I’ll just mention the newest:

1. SEAF Parts 2 and 3 with a negative declaration dated 10/21/20.
2. Transmittal letter from ABD Engineering dated 1/6/21
3. A Project Narrative received by the Planning Department on 1/6/21
4. A Site Plan map dated 1/6/21

Is there a representative of the project that would like to address the Board at this time?

Dave Kimmer – Engineer – Owner would like to upfit his tenant space for a new office tenant. The last time presenting there were questions about the site plan. We made some changes and resubmitted with a narrative. A few minor changes. Changed the lighting to better light the parking lot. Restriping of the parking spaces and the handicapped spots. Overlay for flush access for ADA compliance. We have shown the utility connections. The increase in usage would be minimal for an office space. If the Board has any other questions, I would be happy to answer them.

Mr. Lewis – Planning Official – I have touched base with the engineer. The parking calculation is incorrect. The front building is 3,600sf not 1,800sf. It is 2 story. This makes the calculation for parking incorrect by about 11 spaces. Please take a look at that. I do have concerns with the lighting and would like to see the lights.

Mr. Kimmer – There will be 4 mounted lights above the existing doors.

Mr. Lewis – This project is proposed for moving the Town employees. There are between 11-14 employees who will be working at the building daily. The 2 existing tenants have 4 parking spaces each, so that is already a requirement of 18 spaces necessary.

Mr. Kimmer – The site is maxed out with parking. I visited during the day and there were an additional 11-14 spaces available.

Mr. Lewis – I wanted to address these issues. Even looking at the building in the front, there needs to be better lighting fitting in with Town Center.

Mr. Kimmer – Upgrading the lighting on the front building isn't a problem but we feel that the proposed lighting will light up the parking lot sufficiently.

Chairman Bartow - Having SEQRA completed on October 21, 2020 I will open the public hearing.

Public Hearing opened

Chairman Bartow – Does the Board have any questions or comments?

Ms. Padula – I went recently to see how many cars were there. You need to take into account that with Covid-19, this wouldn't be the normal parking.

Mr. Whittel – What business is going there? What will it be used for so we can review?

Mr. Kimmer – It will be retail or an office.

Mr. Lewis – There are already a hair dresser and realtor as tenants and the front building is empty. Also the snow accumulation has taken up 3-4 parking spots.

Mr. Whittel – We need to nail down the business. Why is parking maxed out?

Mr. Kimmer – The site has a slope out front and you can't build anymore parking there without knocking down one of the buildings so you can't get any more parking.

Mr. Whittel – What about in the northeast for parking?

Mr. Kimmer – It's on a slope and would be difficult. It is not practical because of the slope.

Chairman Bartow – Any more questions?

Motion made by Mr. Marsicano to close the public hearing; 2nd by Mr. Whittel; Mr. Marsicano-yes; Ms. Padula-yes; Mr. Collins-yes; Ms. VanDeinse-Perez-yes; Ms. Stevens-yes; Mr. Whittel-yes; Chairman Bartow-yes. Motion carried.

Motion made by Ms. Stevens to approve the proposed site plan for the office building at 433 Geyser Road on the map dated 1/6/2021; 2nd by Mr. Whittel; ; Mr. Marsicano-yes; Ms. Padula-yes; Mr. Collins-yes; Ms. VanDeinse-Perez-yes; Ms. Stevens-yes; Mr. Whittel-yes; Chairman Bartow-yes. Motion carried.

Chairman Bartow – The proposed uses on the application state general office. If they are proposing something different or want a special permit, they will need to come back to the Board.

Continuation of Rowland Street Subdivision- for final plat approval

Chairman Bartow - On August 19, 2020 we approved the Preliminary Plat of the Rowland St. Major Subdivision dated 6/30/20 pursuant to section 54-8 of the Milton Subdivision Code subject to several terms and conditions. The applicant is before us this evening for Final Plat approval. For our continued Preliminary Plat review, this evening we all should have correspondence from Lansing Engineering dated 12/23/19 submitting the Preliminary Plan Set for a 33-lot subdivision as well as the newest submitted documents:

1. Letter from Saratoga County Sewer District #1 dated 11/2/20
2. Letter from Chazen Companies regarding water service dated 11/17/20
3. Letter from NYS DEC regarding stormwater dated 12/14/20
4. Email exchange with NYS DOH regarding water service dated 1/13/20
5. Letter from our Engineer Joel Bianchi dated 1/15/21
6. Plan Set entitled "Rowland Street Residential Subdivision" last revised 10/30/20 as revision 5.

As Lead Agency the Planning Board completed SEQRA on this project in July 2020 and plans as submitted are substantially unchanged from those receiving preliminary plat approval. The applicant has responded to all our conditions on preliminary plat approval. Pursuant to section 154-10 of our Subdivision Code I will entertain a motion that the Planning Board determines that the preparation of an Environmental Impact Statement is not required for the final plat as it does not substantially differ from the preliminary plat.

Motion made by Mr. Whittel that the Environmental Impact Statement is not required for the final plat does not substantially differ from the preliminary plat; 2nd by Mr. Collins; Mr. Marsicano-yes; Ms. Padula-yes; Mr. Collins-yes; Ms. VanDeinse-Perez-yes; Ms. Stevens-yes; Mr. Whittel-yes; Chairman Bartow-yes. Motion carried.

Chairman Bartow - Mr. Lewis or Mr. Bianchi do you have any comments for the Board at this time?

Mr. Lewis - Nothing, all set

Mr. Bianchi - Nothing all set

Chairman Bartow - Does the applicant have anything for us?

Jason Dell - We have received approval from DOH and Saratoga County Sewer.

Chairman Bartow - With the advice of our Counsel and engineer, I will entertain a motion to waive the requirement to conduct a public hearing on the Rowland Street. Major Subdivision since the plat dated 10/30/20 is in substantial agreement with the preliminary plat approved 8/19/2020.

Motion made by Ms. Stevens to waive the requirement to conduct a public hearing on the Rowland Street. Major Subdivision since the plat dated 10/30/20 is in substantial agreement with the preliminary plat approved 8/19/2020; 2nd by Mr. Marsicano; Mr. Marsicano-yes; Ms. Padula-yes; Mr. Collins-yes; Ms. VanDeinse-Perez-yes; Ms. Stevens-yes; Mr. Whittel-yes; Chairman Bartow-yes. Motion carried.

Chairman Bartow - Based upon our review of the applicant's final submission, I will entertain a motion that in compliance with sections 154-9, 154-13 and 154-14 that the final submission of Plan set entitled, "Rowland Street Residential Subdivision" 19 sheets in total; as prepared by Lansing Engineering, P.C., and last revised October 30, 2020 as revision 5 shall be deemed to warrant final approval, conditioned upon the applicant/developer's compliance, prior to construction, with all terms and conditions stated in the letter of the Town Engineer dated January 15, 2021, and delivery of a performance bond or equivalent surety for guaranty of satisfactory complete installation of all on and off site sewer, water, stormwater and highway infrastructure improvements. Any such bond or equivalent surety shall be satisfactory to the Town Engineer and Town Attorney as to duration, form, sufficiency, manner of execution and surety. The project shall also be and remain subject to all provisions of town code related to the project.

Motion made by Mr. Collins that in compliance with sections 154-9, 154-13 and 154-14 that the final submission of Plan set entitled, "Rowland Street Residential Subdivision" 19 sheets in total; as prepared by Lansing Engineering, P.C., and last revised October 30, 2020 as revision 5 shall be deemed to warrant final approval, conditioned upon the applicant/developer's compliance, prior to construction, with all terms and conditions stated in the letter of the Town Engineer dated January 15, 2021, and delivery of a performance bond or equivalent surety for guaranty of satisfactory complete installation of all on and off site sewer, water, stormwater and highway infrastructure improvements. Any such bond or equivalent surety shall be satisfactory to the Town Engineer and Town Attorney as to duration, form, sufficiency, manner of execution and surety. The project shall also be and remain subject to all provisions of town code related to the project; 2nd by Mr. Whittel; Mr. Marsicano-yes; Ms. Padula-yes; Mr. Collins-yes; Ms. VanDeinse-Perez-yes; Ms. Stevens-yes; Mr. Whittel-yes; Chairman Bartow-yes. Motion carried.

Chairman Bartow – Jason, do you have any questions?

Mr. Dell – No

Chairman Bartow – Does the Board have any questions? Seeing none, I will entertain a motion to adjourn.

Motion to adjourn at 8:08pm made by Mr. Whittel; 2nd by Ms. VanDeinse-Perez; Mr. Marsicano-yes; Ms. Padula-yes; Mr. Collins-yes; Ms. VanDeinse-Perez-yes; Ms. Stevens-yes; Mr. Whittel-yes; Chairman Bartow-yes. Motion carried.