

**TOWN OF STILLWATER**  
**PLANNING BOARD MEETING MINUTES**  
**October 17, 2011 @ 7:00 PM**  
**STILLWATER TOWN HALL**

**Present:** Chairman Bob Barshied (BB), Carol Marotta (CM), Peter Buck (PB), Randy DeBacco (RD), Paul Tompkins (PT); Beverly Frank (BF)

**Absent:** John Murray (JM)

**Also Present:** Daryl Cutler (DC) Attorney for the Town, Sean Doty (SD) and Joe Lanaro Engineers for the Town; Richard Butler (RB) Acting Secretary for the Planning Board, Ray Abbey (RA) Building Inspector/Code Enforcement.

**Pledge:** Chairperson Barshied called the meeting to order at 7PM and led everyone in the Pledge to the Flag.

**Adoption of October 17th, 2011 Minutes:**

Motion to adopt with no corrections made by (CM)seconded by (RD) All in favor.

**1<sup>st</sup> Agenda Item**

**-D. A. Collins Lot Line Adjustment (Graves Road)**  
**SBL# 252.-2-3**

Jeff Cintula of D. A. Collins described their request for a Lot Line Adjustment on property on George Thompson Road and Graves Road. The Girodano family are neighbors and they have requested D. A. Collins accept a lot line adjustment to allow the new lot at the North end of the property to be of 4 acres and abut their existing parcel. The area is zoned LDR. A picture of the subject parcel was shown on screen. The lot is presently vacant.

**TOWN OF STILLWATER**  
**PLANNING BOARD**  
**2011 RESOLUTION NO. 24**

WHEREAS, D.A. Collins Construction Co., Inc. has submitted an application for a Lot Line Adjustment regarding property located at 101 NYS Route 67 in the Town of Stillwater, more fully identified as Tax Map Number 252.-2-3; and

WHEREAS, pursuant to the New York State Environmental Quality Review Act (SEQRA), the proposed action is an unlisted action requiring SEQRA review; and

WHEREAS, pursuant to 6 NYCRR §617.6, the Stillwater Planning Board is the lead agency for SEQRA review; and

WHEREAS, the Applicant has submitted a fully completed Short Environmental Assessment Form (EAF); and

WHEREAS, the Planning Board has duly reviewed the EAF and has considered the criteria contained in 6 NYCRR §617.7(c), to determine if the proposed action will have a significant impact on the environment;

Now, therefore, be it

RESOLVED, that the application of D.A. Collins Construction Co., Inc. for a Lot Line Adjustment regarding property located at 101 NYS Route 67 in the Town of Stillwater, more fully identified as Tax Map Number 252.-2-3, is an Unlisted action and will not have a significant impact on the environment.

A motion by Member (CM), seconded by Member (BF), to adopt Resolution No. 24 of 2011.

A roll call vote was taken on Resolution No. 24 as follows:

Chairman Barshied	Yes
Member Buck	Yes
Member DeBacco	Yes
Member Frank	Yes
Member Marotta	Yes
Member Murray	Absent
Member Tompkins	Yes

Resolution No. 24 of 2011 was adopted at a meeting of the Planning Board of the Town of Stillwater duly conducted on October 17, 2011.

**TOWN OF STILLWATER  
PLANNING BOARD  
2011 RESOLUTION NO. 25**

WHEREAS, D.A. Collins Construction Co., Inc. has submitted an application for Lot Line Adjustment regarding property located at 101 NYS Route 67 in the Town of Stillwater, more fully identified as Tax Map Number 252.-2-3; and

WHEREAS, pursuant to the Stillwater Zoning Law, a public hearing is not required to be held for this type of application; and

WHEREAS, the Planning Board completed a SEQRA review and has issued a negative declaration pursuant to Resolution No. 24 of 2011; and

WHEREAS, the Town Engineer has reviewed the application and the proposed site plan and confirms that the plan complies with all Town, County and State requirements; and

WHEREAS, the Planning Board has reviewed the application and has duly considered the criteria for Lot Line Adjustments;

Now, therefore, be it

RESOLVED, that the application of D.A. Collins Construction Co., Inc. for Lot Line Adjustment regarding property located at 101 NYS Route 67 in the Town of Stillwater, more fully identified as Tax Map Number 252.-2-3 is hereby GRANTED; and be it further

RESOLVED, that the Secretary is authorized and directed to transmit a copy of this Resolution to the Applicant, the Town Clerk and the Building Inspector / Code Enforcement Officer.

A motion by Member (PB), seconded by Member (RD), to adopt Resolution No. 25 of 2011.

A roll call vote was taken on Resolution No. 25 of 2011 as follows:

Chairman Barshied	Yes
Member Buck	Yes
Member DeBacco	Yes
Member Frank	Yes
Member Marotta	Yes
Member Murray	Absent
Member Tompkins	Yes

Resolution No. 25 of 2011 was adopted at a meeting of the Planning Board of the Town of Stillwater duly conducted on October 17, 2011.

## **2<sup>nd</sup> Agenda Item**

### **-D.A. Collins SUP / SPR, Rt 67 Business Incubation /Warehouse Project SBL# 252.-2-35**

This was a presentation of a proposed project abutting Route 67 located within the new Rt 67 Overlay Zone. Mike Ingersoll: of The LA Group representing DA Collins & Jeff Cintula of DA Collins both made the presentation using a Power Point presentation. Existing photographs of the site were shown along with a series of site plans, building plans, building elevations and a 3 dimensional computer model of the proposed one story building The large metal framed blue building on the property is scheduled to be demolished. The project is being applied for via a Special Use Permit. The Site Plan Review process is taking place simultaneously, per the Applicant's request. The project is located on an 88 acre parcel with a new 22,348 square foot office/warehouse building being proposed. The parcel is served by Mechanicville water via an

existing tap. An on-site septic system is anticipated. The site is terraced moving fairly steeply up and away from Rt 67. The existing site entrance is anticipated to be kept. Deliveries will be in the back (East) of the proposed building. Storm water handling was discussed at length. There is an Army Corps flagged wetland on the property. The building is intended to be sprinklered. Landscaping as proposed is minimal. Site lighting was discussed. The question was asked if the building will be seen from Rt 67. (BB) requested that some way of determining if the building can be seen from Rt 67 should be addressed. Jeff Cintula mentioned that the high roof may be the only portion to be seen from the road. The building is more than 30 feet above Rt 67. Improvements directly off Rt 67 at the parcel entry, which identify the property and the building, are in the planning stage. A residential buffer is needed, perhaps with some light fixtures, along the western edge of the new access road. (BB) mentioned that the Special Use Permit process is basically set up to make sure that the project is compatible with the Overlay Zoning District.

-(RB) reviewed a pre-prepared list of questions. Ground lighting aimed at the building is being planned according to Jeff Cintula. Roof run off and hill runoff on the uphill side of the building could be a maintenance problem if not properly addressed. The success of the building's appearance depends upon the quality and color selections of the metal wall panels. North building exits need canopy protection. Site directional signs should be incorporated.

-The new access road will get paved through the existing parking lot according to Mike Ingersoll.

-(SD) mentioned the need to consider existing parking for the existing buildings.

-(SD) has not completed a review of the project as submitted.

-The review team needs to investigate the implications of the need for variances for the two existing buildings for non-conforming issues. Mike Ingersoll mentioned that it is not the Applicant's desire to request any variances. A determination for the necessity for variances will be decided by a discussion between The Chazen Companies, the Applicant, the Town and the Town's legal counsel.

-A motion was made by (BF) and seconded by (CM ) to designate the Planning Board as lead agency. All were in favor. Interested agencies will be contacted by (RB), with assistance from Chazen, for their opinion on the Planning Board acting as lead agency. Interested agencies have 30 days to respond.

-The SEQRA long form has been submitted by the Applicant.

-A public hearing will be scheduled for the November 7<sup>th</sup> Planning Board Meeting.

-(BF) requested that approval should be conditional upon removal of the blue metal building.

### **Old Business**

-(RB) updated the group on the development of a list of Town dilapidated properties. Site visits of these properties has not yet started.

-Revisions to the Zoning Ordinance are in process by the sub-committee. 4 or 5 issues are critical for study. Non-Conforming Use provision revisions are a priority.

-On-line codification of Town Codes is moving forward, albeit slowly. (RB) mentioned that this is considered a high priority by the Department.

-(SD) has had a discussion with Jib Drive engineering representatives related to the Chazen review letter issues. A PDD amendment has to be done. We don't expect the Applicant to be back before the board until at least December.

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### **NEW BUSINESS:**

-Chazen gave a Power Point presentation to the Town Board describing the complex code

compliance responsibilities for Global Foundries projects. Stillwater needs to get familiar with the required review processes. (BB) attended the meeting. (RB) will forward the presentation to the Planning Board.

-A joint Planning Board meeting with Malta is being planned. A date in November will soon be announced

-(RB) reported that Peter Hughes, the present Fire Marshal, has, at the request of the Department, taken on 911 Coordinator duties as of November 1<sup>st</sup>. He will have a part time presence in the Department office.

**Motion** by (BF) and seconded by (PB) to adjourn the Planning Board Meeting at approximately 8:50PM.

**Next Meetings (November 7<sup>th</sup> and November 21st )**

Respectfully submitted by:

Richard R. Butler Secretary for PB