

Stillwater U.S. Route 4 Corridor Plan Study Advisory Committee (SAC)

Meeting 5

Thursday, June 1, 2006

4:30 PM, Stillwater Town Hall

Meeting Notes

Attending: Greg Connors (Supervisor, Town of Stillwater), Ernest Martin (Mayor, Village of Stillwater), Kathie Stoddard (Town of Stillwater), Annetta Melber (Village of Stillwater), Joe Finan and Frank Dean (Saratoga National Historical Park), Kevin Novak (NYSDOT Region 1), Jason Purvis (CDTC), Kate Maynard (Saratoga PLAN), and Michael Welti (TCC)

Absent: Jaime O'Neill (Saratoga County Planning Department)

Guests: None

1. Welcome and Agenda Review

Michael Welti, Project Manager from The Chazen Companies (TCC), reviewed the agenda for the meeting (attached). Mr. Welti noted that this was the last scheduled meeting of the Study Advisory Committee. The purpose of the meeting was to review public comments received at the second public workshop and any additional suggestions from the committee in anticipation of preparing a final plan document.

2. Committee Business

The committee agreed that the meeting notes from the April 5, 2006 Study Advisory Committee Meeting were complete and that they should be made available for public review. They will be posted on the Stillwater website, and hardcopies will be available for public review at the Town and Village offices.

3. Review comments (meeting notes) from Public Workshop 2

Mr. Welti reviewed the notes from the second public workshop which was held on May 23rd at the Stillwater Middle School. He noted that attendance was poor in comparison to the first public workshop in January, but there was good discussion about, and general support for, the ideas contained in the draft plan.

The Committee discussed the public comments. One topic in particular – the concern about whether NYSDOT would actually support the type of traffic calming techniques suggested in the plan – was revisited. After further explanation from Kevin Novak (NYSDOT Region 1), the committee agreed that the traffic calming recommendations in the plan were appropriate and that they should remain. The committee also reviewed again the topic of private sector funding mechanisms which was initially discussed at the public workshop.

The committee agreed that the meeting notes from Public Workshop 2 were complete and that they should be made available for public review.

4. Suggested Changes for the Final Plan Document

Based on the public comments and their own careful review of the draft plan, the committee made the following suggestions for revisions to the draft plan:

- Add mention of the National Cemetery in the report. Though located outside of the Town, the cemetery is a significant generator of traffic along Route 4. This is important both in terms of transportation and potential business development. Mr. Finan will send Mr. Welti contact information, and Mr. Welti will contact the cemetery to obtain some general information for inclusion in the final report.
- Add language to the implementation section outlining how private sector sources of funding might help finance some of the larger projects described in the plan. For example, the Town could consider developing a Generic Environmental Impact Statement (GEIS) to forecast potential growth in the corridor and identify infrastructure improvements or other public investments necessary to mitigate the adverse impacts of such growth. Development activity in the area could then be assessed mitigation fees, calculated through a formula so that they are roughly proportionate to the size of the impact produced by individual projects. Mr. Welti noted that using a GEIS in this manner might not be appropriate at this time because the pace of development in the corridor remains slow and, therefore, it would be difficult to generate sufficient funding without stunting development activity. Other concerns expressed by the committee about utilizing a GEIS in this manner were: that the desired improvement (traffic calming project in the Village) is not related to capacity, that the upfront cost of developing the GEIS (though it is recoverable) would be very large, and that the administration of this type of mitigation fee system might be too complex for a small municipality such as Stillwater. The committee agreed that a GEIS should be mentioned as something for the community to consider in the future.

If private sector funds are acquired from a developer through some other means (i.e. a public benefit as part of a large project such as the Luther Forest Technology Park), those funds could be used for design and construction activities on Route 4. In such a case, NYSDOT would not design and build the improvements but would instead oversee the project through its permit process.

If public sector funds will be sought for the Route 4 improvements – through the Transportation Enhancements Program (TEP) of the region's Transportation Improvement Program (TIP), it will be necessary to start a dialogue with NYSDOT soon. It will take several years to secure funding and begin work under one of these funding programs.

- The document should suggest that the Route 4 plan be adopted by the Town and the Village as an amendment to the recently completed Comprehensive Plan. Mr. Welti agreed to prepare for the Town and the Village an outline of the process for adopting a comprehensive plan amendment.
- Add a title page to the document (including the names of members of the Study Advisory Committee) and a Table of Contents.
- Joe Finan had a number of suggestions from the Saratoga National Historical Park. They were:
 - Add a cross-reference to the park's Alternative Transportation Study – in particular proposed bicycle/pedestrian crossing improvements to the park's Route 4 entrance
 - Identify the park's tour road as a multi-use path on the Land Use / Transportation Concept map. There is also an anticipated new trail connection in the park that

should be displayed on the map as a proposed trail. When updating the map, remember to update the image on page 19 as well.

- Page 19 – add note under pavement condition that this section of Route 4 is also State Bike Route 9.
- Page 20 – add a note about the Knox Trail marker in the paragraph about the Route 4 / Route 32 intersection. Improvement of the intersection this summer has enhanced the Knox Trail marker.
- Page 23 – when discussing the design of sidewalks, mention the need to comply with ADA (Americans With Disabilities Act) requirements
- Page 32 – remove the picture of the park concept plan. The Town of Stillwater does own the land, but the Town and the NPS share a concern about negatively impacting the National Park viewshed. The parcel is also flood prone, and the Town is unlikely to develop this parcel as a park for those reasons.
- Page 33 – add mention of the National Park Service's just completed viewshed analysis. The committee also agreed to add the full analysis as an appendix to the Route 4 plan.
- Page 33 – in the discussion about a visitor's center, add mention of the Erie Canalway National Heritage Corridor.

Mr. Finan agreed to forward additional information about some of these items to Mr. Welti so that they can be added to the final plan document.

5. Next Steps

Following this meeting, TCC will make revisions as discussed. A final plan document will be completed by the end of June or early July. The committee discussed the number of copies of the final report that will be needed by CDTC, the Town of Stillwater, and the Village of Stillwater.

It is expected that the Town and Village Boards will accept the completed document in July, and adopt the Route 4 Plan as an amendment to the Stillwater Comprehensive Plan in August or September.

6. Public Comment

Nobody from the public attended this meeting.

7. Adjournment

There being no further business, the meeting was adjourned.

Respectfully submitted,

Michael Welti, AICP

Project Manager

The Chazen Companies

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Study Advisory Committee (SAC)**

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AGENDA

1. Welcome and Agenda Review
2. Committee Business
Meeting notes from SAC Meeting #4
3. Review comments (meeting notes) from Public Workshop 2
4. Suggested changes for Final Plan Document
5. Next Steps
Adoption / Acceptance of the Study
6. Public Comment
7. Adjournment

Stillwater U.S. Route 4 Corridor Plan

Proposed Timeline

Stillwater U.S. Route 4 Corridor Plan										
TASKS / Month		1	2	3	4	5	6	7	8	9
Task 1	Project Coordination	I		⊙	⊙		⊙		⊙	
Task 2	Existing Conditions	████████								
Task 3	Public Workshop 1			★						
Task 4	Architectural and Design Guidelines				████████					
Task 5	Transportation Recommendations				████████					
Task 6	Implementation and Funding					██████				
Task 7	Public Workshop 2							★		
Task 8	Final "Route 4 Corridor Plan"								████████	

- I = Project Initiation Meeting with the Study Advisory Committee (SAC)
- ⊙ = Additional Meetings with the SAC
- ★ = Public Workshops