

**PLANNING BOARD MEETING
TOWN OF STILLWATER
STILLWATER TOWN HALL
November 13, 2023 @ 6:00 PM**

Present:

**Chairman Frank Bisnett (FB), Chairman
Peter Buck (PB), Vice-Chairman
Eliot Cresswell (EC) Member
Carol Marotta, (CM) Alternate Member
Kimberlee Marshall (KM)
Randy Rathbun, (RR) Member
Marybeth Reilly (MR) Member
Timothy Scrom (TS) Alternate Member
Dale Smith, (DS) (Arrived @6:04)**

Also Present:

**Ryan Pezzulo, Attorney for the Town
Lindsay (Zepko) Buck, Senior Planner (LB)
Ellen Vomacka, Town Board Liaison
Judy Wood-Zeno, Assistant to Planning Department
Sheila Silic, Secretary**

Absent:

**Paul Male, Town Engineer, (PM)
Kimberlee Marshall (KM)**

Pledge:

Chairman Bisnett called the meeting to order at 6:00 PM and led everyone in the Pledge to the Flag.

Review and approval of minutes of Planning Board meeting:

Ms. Marotta made a motion to approve the September 25, 2023 meeting minutes, seconded by Mr. Buck. Mr. Rathbun made a motion to table the October 23, 2023 meeting minutes, seconded by Mr. Smith. A roll call vote was taken.

Chairman Bisnett	Yes
Alternate Member Marotta	Yes
Member Marshall	Yes
Member Rathbun	Yes
Member Reilly	Abstained
Member Smith	Yes

PB2023-24 and 25 H.O.P.E. Animal Rescue, Special Use Permit and Site Plan, 90 Jack Halloran Road

Chairman Bisnett recognized Mr. Matthew Bronson of the LA Group who will be presenting the project this evening. Mr. Bronson stated that Ms. Michelle Jennings who is the Director of H.O.P.E. Animal Rescue is also present this evening.

Mr. Bronson:

The applicant is seeking approval for a Lot Line Adjustment, Site Plan and Special Use Permit. The parcel is located on the east side of Jack Halloran Road in the RR Zoning District and consisting of 4.77-acres. The parcel has frontage on Jack Halloran Road and also on Brickhouse Road. The area of disturbance is .5-acres from the larger parcel. They will expand the driveway 20-ft, parking area with handicap parking spaces, with overflow parking in the main driveway. The residence would be used as the office/reception area and would house up to thirty cats. They would like to convert the 3-bay garage to house up to 5 dogs. They would like to renovate the upstairs of the garage as an event center. The pole barn on the property will remain as storage. The trees on the property will remain, there will be a concrete walkway to the front door, showed the temporary dog kennels on the property and the 200-ft. buffer from the property line. Stated that he has responded to Mr. Male's comment letter dated October 11, 2023.

Ms. Jennings:

The existing residence would be office space/reception area and house 30 adoptable/permanent cats. The garage would be used as an intake area for dogs to evaluate, vet checked and then placed the dogs into foster care. There would be no more than 5 dogs on the property. The upper area of the garage would be used for small events such as educational lectures, dog training etc. The kennel/play area would consist of portable kennels and the dogs would not be outside unsupervised.

Chairman Bisnett proceeded to open the public hearing and asked if anyone wished to comment.

Christi Martin 74 Jack Halloran Rd

That she has volunteered at a shelter. The proposed shelter does not benefit the residents on the road, this will cause an increase in traffic on the road. Stated her concerns with adequate safety of the shelter and does the Town of Stillwater have the resources to handle a situation if it happens. She believes that the shelter should stay where they are currently located. She does not approve of the project.

Sharon Salvi 33 Jack Halloran Rd

Asked if the Special Use Permit would be non-residential.

Chairman Bisnett:

The Special Use Permit is just for the proposed parcel.

Sharon Salvi 33 Jack Halloran Rd

Asked if a store or office would be allowed.

Chairman Bisnett:

Stated that a store or office would not be allowed.

Hillary DeGrasse 107 Jack Halloran Rd

This project is uncharacteristic of the neighborhood and does not approve of the project.

Erica Cruden 78 Jack Halloran Rd

She has concerns with dogs continually barking, snow removal, the septic system, what kind of disinfectants will be used and animals come into shelters sick. Asked about sound proofing, air conditioning and ventilation of the garage space. Stated she had the Canine Control Officer called on her due to her dogs barking.

Susan DeGrasse 101 Jack Halloran Rd

She has concerns with increase traffic on the road. Asked how many events will be scheduled, volunteers will be coming every day to the shelter, if there will be signage at the road for the shelter. There will be more cats dumped on the road because there is now a shelter on the road. The Canine Control Officer does not deal with cats.

Tamara Pal 85 Jack Halloran Rd

This shelter will disrupt the quietness of the neighborhood, it will increase traffic, the barking from the shelter will set off all the dogs in the neighborhood. Asked what will happen if a dog gets loose, will it be a danger to residents. Asked the Planning Board members if they would want this shelter in their neighborhood.

Hillary DeGrasse 107 Jack Halloran Rd

Asked about the dog feces and how will it be managed.

Christi Martin 74 Jack Halloran Rd

Asked about the monitoring of the shelter and is there going to be anyone on the premises. This project will de-value our properties.

Chairman Bisnett:

Asked if anyone else wished to comment, hearing none he asked for a motion to close the public hearing. Ms. Marotta made a motion to close the public hearing, seconded by Ms. Reilly. A roll call vote was taken.

Chairman Bisnett	Yes
Alternate Member Marotta	Yes
Member Marshall	Yes
Member Rathbun	Yes
Member Reilly	Yes
Member Smith	Yes

Mr. Rathbun made a motion to table the project, seconded by Ms. Reilly. A roll vote was taken.

Chairman Bisnett	Yes
Alternate Member Marotta	Yes
Member Marshall	Yes
Member Rathbun	Yes
Member Reilly	Yes
Member Smith	Yes

PB2023-19 Hatfield Minor Subdivision, Colonial Road

Chairman Bisnett recognized Mr. Brian Holbriiter PLS Land Survey & Land Development who is representing Ms. Patricia Hatfield.

Mr. Holbriiter:

The applicant would like to subdivide the parcel into 3 buildable lots. Lot 2, consisting of 16.82-acres, will be retained by Ms. Hatfield. Lot 3, consisting of 4.32-acres, and Lot 4, consisting of 6.17-acres, will be owned by her sons. Each lot will have its own driveway with a connector for fire apparatus to turn around.

Chairman Bisnett proceeded to open the public hearing and asked if anyone wished to comment.

Judy Wood-Zeno 76 Colonial Rd

Asked if the lilac bushes along Colonial Road would be left undisturbed by the driveways.

Mr. Holbriiter:

The driveways are across from Carpenter Place.

Andrew Mueller 115 Colonial Rd

Stated that he owns property adjacent to this project and asked about the location of the single-family dwellings.

Mr. Holbriiter:

Showed Mr. Mueller the location of the single-family dwellings on the map.

Chairman Bisnett:

Asked if anyone else wished to comment, hearing none he asked for a motion to close the public hearing. Mr. Rathbun made a motion to close the public hearing, seconded by Ms. Reilly. A roll call vote was taken.

Chairman Bisnett	Yes
Alternate Member Marotta	Yes
Member Marshall	Yes
Member Rathbun	Yes
Member Reilly	Yes
Member Smith	Yes

Chairman Bisnett asked if anyone had any further questions or concerns, and hearing none, he asked to move to discussion of SEQRA.

**TOWN OF STILLWATER
PLANNING BOARD
2023 RESOLUTION NO. 35**

A Resolution Making a SEQRA Determination for the application by Patricia Hatfield for a Minor Subdivision on Colonial Road.

WHEREAS, Patricia Hatfield has made an application for a minor subdivision for property at Colonial Road more particularly described as tax parcel number 243.-1-43.1; and;

WHEREAS, the applicant has submitted a fully completed Long Environmental Assessment Form (LEAF); and

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

WHEREAS, pursuant to the New York State Environmental Quality Review Act (“SEQRA”) the proposed action is a Type II action requiring SEQRA review; and

WHEREAS, the Planning Board has duly reviewed the LEAF and has considered the criteria contained in 6 NYCRR section 617.7 (c) to determine if the proposed action will not have a significant impact on the environment.

NOW, therefore, be it

RESOLVED, the Planning Board hereby determines that the action for a minor subdivision for property at Colonial Road more particularly described as tax parcel number 243.-1-43.1, will not result in significant impacts on the environment and a negative declaration is hereby issued.

A motion by Alternate Member Marotta seconded by Member Reilly to adopt Resolution No. 35 of 2023.

A roll call vote was taken on Resolution No. 35 of 2023 as follows:

Chairman Bisnett	YES
Member Buck	ABSENT
Member Reilly	YES
Member Marshall	YES
Member Rathbun	YES
Member Smith	YES
Member Cresswell	ABSENT
Alternate Member Marotta	YES
Alternate Member Scrom	ABSENT

Resolution No. 35 was Passed at a meeting of the Planning Board of the Town of Stillwater duly conducted on October 23, 2023.

**TOWN OF STILLWATER
PLANNING BOARD
2023 RESOLUTION NO. 36
A Resolution Regarding the application by Patricia Hatfield for a Minor Subdivision on Colonial Road.**

WHEREAS, Patricia Hatfield has made an application for a minor subdivision for property at Colonial Road more particularly described as tax parcel number 243.-1-43.1; and;

WHEREAS, pursuant to 6 NYCRR section 617.6, the Stillwater Planning Board is the appropriate lead agency for SEQRA review and made its SEQRA determination issuing a negative declaration in Resolution 35 of 2023; and,

WHEREAS, a public hearing was held on November 13, 2023 and there were two comments received from the public requesting information and clarification regarding the locations for the proposed homes at the site and requesting the preservation of existing lilac bushes along the property and roadway.

NOW, therefore, be it

RESOLVED, the Planning Board hereby approves the application for a minor subdivision for property at Colonial Road more particularly described as tax parcel number 243.-1-43.1 subject to satisfactory completion of the following conditions:

1. Compliance with the engineering letter of Paul Male, P.E. dated October 17, 2023.
2. Exploring the feasibility of connecting to the public utilities for sanitary sewer and water that may be available in the public right(s) of way within the Village of Stillwater.

A motion by Member Rathburn seconded by Member Smith to adopt Resolution No. 36 of 2023.

A roll call vote was taken on Resolution No. 36 of 2023 as follows:

Chairman Bisnett	YES
Member Buck	YES
Member Reilly	YES
Member Marshall	ABSENT
Member Rathbun	YES
Member Smith	YES
Member Cresswell	YES

Alternate Member Marotta YES

Resolution No. 36 was Passed at a meeting of the Planning Board of the Town of Stillwater duly conducted on November 13, 2023.

Mr. Cresswell made a motion to adjourn seconded, by Ms. Reilly at approximately 6:43pm.