

**PLANNING BOARD MEETING
TOWN OF STILLWATER
STILLWATER TOWN HALL
January 22, 2023 @ 6:00 PM**

Present:

**Chairman Frank Bisnett (FB), Chairman
Eliot Cresswell (EC) Member
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)
Paul Male, Town Engineer, (PM) Via Zoom
Ellen Vomacka, Town Board Liaison
Judy Wood-Zeno, Assistant to Planning Department
Sheila Silic, Secretary**

Absent:

**Peter Buck (PB), Vice-Chairman
Carol Marotta, (CM) Alternate Member
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:

Mr. Cresswell made a motion to approve the December 11, 2023 meeting minutes, seconded by Mr. Rathbun. A roll call vote was taken.

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|------------------------|---------|
| Chairman Bisnett | Yes |
| Member Cresswell | Yes |
| Member Rathbun | Yes |
| Member Reilly | Abstain |
| Alternate Member Scrom | Yes |
| Member Smith | Yes |

PB2023-27 Zecca 14-16 Kellogg Road Major Subdivision, 14-16 Kellogg Rd

Chairman Bisnett recognized Mr. Frederick Metzger of Metzger Surveying who will be presenting the project this evening.

Mr. Metzger:

The applicant is proposing to subdivide Lot 1 located on the east side of Kellogg Road which consists of 0.58+/-acres in the T5 Zoning District. The lots will be serviced by public water and public sewer. The applicant is requesting that the Planning Board set a public hearing for the February meeting.

Ms. Buck:

This is the last lot to be subdivided of the original subdivision. The Village of Stillwater was notified of the Major Subdivision and the Village of Stillwater requested that the Town of Stillwater take the lead on this application due to the frontage all being located in the Town.

Ms. Reilly made a motion to schedule the public hearing, seconded by Mr. Rathbun. A roll call vote was taken.

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|------------------------|-----|
| Chairman Bisnett | Yes |
| Member Cresswell | Yes |
| Member Rathbun | Yes |
| Member Reilly | Yes |
| Alternate Member Scrom | Yes |
| Member Smith | Yes |

PB2024-01 Bocrest Fields Site Plan Renewal, Halfway House Road

Chairman Bisnett recognized Mr. Frank Palumbo, of CT Male, who will be presenting the project this evening.

Mr. Palumbo:

The applicant is requesting an extension on the Site Plan approval which was granted on February 27, 2023. The applicant is working with the original approved conditions. The review of the proposed sanitary sewer connection to Saratoga County Sewer District #1 has been delayed due to no fault of the applicant. The applicant has obtained the wetlands permit from NYS DEC and the Army Corp of Engineers. They have met with Mr. Lansing, of Lansing Engineering, and Mr. O'Rourke, of the Saratoga County Sewer District #1, to discuss the connection to the pump station. There have been no changes to the plans and the applicant is not asking for any changes to the project.

Mr. Smith:

The Saratoga County Sewer District has been at the pump station changing the pumps.

Mr. Rathbun:

Asked if they are connecting to the pump station down by DeCresente Distributing.

Mr. Palumbo:

That is correct. They are doing a force main to the pump station and are waiting on New York State DEC to approve the plans. They will get an estimate on the cost of the project to see if it is feasible.

Mr. Rathbun:

Asked if the stormwater plan is still in place.

Mr. Palumbo:

That is correct

Mr. Palumbo:

They may start the wetland work on the site as they have the wetland permit.

Mr. Scrom:

Asked if they have obtained the driveway permit as Mr. Male's letter stated that the driveway permit has not been obtained.

Mr. Palumbo:

That is correct, the driveway permit has not been obtained. The wetland permit has been obtained to allow the applicant to start that work. The applicant will apply for a driveway permit when they are asking to begin work on site.

Chairman Bisnett:

Stated that the Planning Board is reviewing the extension of the Bocrest Fields Site Plan approval.

**TOWN OF STILLWATER
PLANNING BOARD
2024 RESOLUTION NO. 1
A Resolution Regarding Renewal of the Site Plan Approval
for the Bocrest Fields PDD Amendment**

WHEREAS, Bocrest Fields LLC has applied for renewal of its previously approved Site Plan that includes 86.66 acres on the west side of Brickyard Road south of Halfway House Road on tax parcel 253.-2-25 for 2 single family homes and 312 multi-family units; and,

WHEREAS, the Town Board approved the Bocrest Fields PDD Amendment via Local Law No. 3 of 2022 on August 18, 2022 after a positive recommendation from the Planning Board; and,

WHEREAS, the Planning Board conducted a coordinated review pursuant to 6 NYCRR section 617.6 (New York State Environmental Quality Review Act ("SEQRA")) and issued a negative declaration via Resolution 8 of 2023 and said findings are adopted and incorporated herein; and,

WHEREAS, the Planning Board approved the Site Plan for the PDD amendment via Resolution 9 of 2023 after a comprehensive review and consideration of public comments, the findings of said Resolution are adopted and incorporated herein, along with the conditions stated therein, and

WHEREAS, the Planning Board may renew Site Plan approvals that have or will expire pursuant Chapter 210, Article VI, 210-39, E of the Town of Stillwater code.

Now therefore it is,

RESOLVED, that the Planning Board hereby approves renewal of the Site Plan dated December 8, 2022 proposed by Bocrest Fields LLC with the required amendments through February 22, 2023 incorporated therein, through February 27, 2025, conditional upon each of the following items being completed satisfactorily prior to the issuance of any building permit(s) or certificate(s) of occupancy:

1. Compliance with the Engineering Letter by Paul Male, PE dated September 12, 2022.
2. Compliance with the provisions of the PDD amendment authorized by the Town Board on August 18, 2022.
3. A committee shall be established consisting of up to three (3) Planning Board Members, the Town Engineer, and members of the Building, Planning, and Development Department to perform a site visit at first Building Permit for Phase I to determine locations for plantings to be required along the bike path right of way.
4. A satisfactory letter of credit in an amount to be approved by the Board for the required plantings that will be determined by the committee established in Condition Number 3 above.
5. A Stormwater Management Agreement shall be required to be executed by the applicant, approved by the Town and filed with the Saratoga County Clerk.

And it is further,

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

A motion by Member Cresswell seconded by Member Reilly to adopt Resolution No. 1 of 2024.

A roll call vote was taken on Resolution No. 1 of 2024 as follows:

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| Chairman Bisnett | YES |
| Member Buck | ABSENT |
| Member Marshall | ABSENT |
| Member Rathburn | YES |
| Member Smith | YES |

Member Cresswell YES
Member Reilly YES
Alternate Member Marotta ABSENT
Alternate Member Scrom YES

Resolution No. 1 was PASSED at a meeting of the Planning Board of the Town of Stillwater duly conducted on January 22, 2024.

Mr. Scrom made a motion to adjourn, seconded by Mr. Rathbun, at approximately 6:23pm.