

TOWN OF STILLWATER
PLANNING BOARD MEETING MINUTES

January 3, 2011 @ 7:00 PM
STILLWATER TOWN HALL

Present: Co-Chairperson John Murray (JM); Carol Marotta (CM); Paul Tompkins (PT); Beverly Frank (BF) and Richard Butler (RB)

Absent: Peter Buck (PB), Robert Barshied (CH)

Also Present: Daryl Cutler (DC), Attorney for the Town; Sean Doty (SD) & Joe Lanaro (JL), Engineers for the Town; Ray Abbey (RA), Building Inspector/Code Enforcement and Ed Kinowski, Acting Secretary for the Planning Board

Co-Chairperson Murray called the meeting to order and led everyone in the Pledge to the Flag.

Co-Chairperson Murray recommended a motion to appoint a Vice Chairperson for 2011. Motion made by (DB) and seconded by (CM) to appoint John Murray as Vice-Chairperson. Motion approved unanimously.

Adoption of Minutes: **Motion** by (CM) and seconded by (PT) to adopt the January 3, 2011 Planning Board Minutes. Discussion: (RB) recommended that Resolution #35 be amended as follows: Page 185, first Resolve, Item #1, add the word, "Lot" at the end of the sentence.

Motion Carried.

Toni Coons (Con't)
Site Plan Review - SEQRA
PB2010-89

Toni Coons addressed board concerning her application. (RB) addressed to Toni Coons the following: Handicap parking – Parking Lot stripping and/or size specific signage is required; separation requirements for well & septic. (CM) addressed lighting requirements to meet Zoning Ordinances and GEIS Fees. (RA) to send a letter to Toni Coons indicating GEIS fees and payment schedule. The following motions and resolutions resulted:

Resolution #1 – Site Plan Review (SEQRA)

Motion by (CM), seconded by (BF) to adopt resolution #1 as follows:

WHEREAS, Toni Coons has submitted an application for Site Plan Review and Sign Permit regarding property located at 1503 North Hudson Avenue (Route 4 and 32), Stillwater, more fully identified as Tax Map Number 233.-1-18; 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 concludes that no public hearing will be required; 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 Planning Board hereby determines that the proposed action by the applicant, Toni Coons, for Site Plan Review and Sign Permit regarding property located at 1503 North Hudson Avenue (Route 4 and 32), Stillwater, more fully identified as Tax Map Number 233.-1-18, will not have a significant impact on the environment.

A motion by Member Marotta, seconded by Member Frank, to adopt Resolution No. 1 of 2011.

A roll call vote was taken on Resolution No. 1 of 2011 as follows:

Chairman Barshied	Absent
Acting Chair Murray	Yes
Member Buck	-
Member Butler	Yes
Member Frank	Yes
Member Marotta	Yes
Member Tompkins	Yes

Resolution No. 1 was adopted at a meeting of the Planning Board of the Town of Stillwater duly conducted on January 3, 2011.

Toni Coons (Con't)
Site Plan Review – Sign Permit
PB2010-90

Resolution #2 – Sign Permit

Motion by (CM), seconded by (BF) to adopt resolution #2 as follows:

WHEREAS, Toni Coons has submitted an application for Sign Permit regarding property located at 1503 North Hudson Avenue (Route 4 and 32), Stillwater, more fully identified as Tax Map Number 233.-1-18; 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. 1 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 Sign Permits;

Now, therefore, be it

RESOLVED, that the application of Toni Coons for a Sign Permit regarding property located at 1503 North Hudson Avenue (Route 4 and 32), Stillwater, more fully identified as Tax Map Number 233.-1-18, is hereby GRANTED provided applicant comply with the following conditions, which were included in the December 3, 2010 Memorandum from The Chazen Companies as amended, and that these conditions be met prior to approval of the application:

1. Any lighting must conform to zoning.

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 Marotta, seconded by Member Frank, to adopt Resolution No. 2 of 2011.

A roll call vote was taken on Resolution No. 2 of 2011 as follows:

Chairman Barshied	Absent
Acting Chair Murray	Yes
Member Buck	-
Member Butler	Yes
Member Frank	Yes
Member Marotta	Yes
Member Tompkins	Yes

Resolution No. 2 of 2011 was adopted at a meeting of the Planning Board of the Town of Stillwater duly conducted on January 3, 2011.

Toni Coons (Con't)
Site Plan Review
PB2010-89

Resolution #3 – Site Plan Review

Motion by (CM), seconded by (BF) to adopt resolution #3 as follows:

WHEREAS, Toni Coons has submitted an application for Site Plan Review regarding property located at 1503 North Hudson Avenue (Route 4 and 32), Stillwater, more fully identified as Tax Map Number 233.-1-18; 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. 1 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 Site Plan Review;

Now, therefore, be it

RESOLVED, that the application of Toni Coons for Site Plan Review regarding property located at 1503 North Hudson Avenue (Route 4 and 32), Stillwater, more fully identified as Tax Map Number 233.-1-18, is hereby GRANTED provided applicant comply with the following conditions, which were included in the December 3, 2010 Memorandum from The Chazen Companies, and that these conditions be met prior to approval of the application:

1. Payment of GEIS fees;

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 Marotta, seconded by Member Frank, to adopt Resolution No. 3 of 2011.

A roll call vote was taken on Resolution No. 3 of 2011 as follows:

Chairman Barshied	Absent
Acting Chair Murray	Yes

Member Buck	-
Member Butler	Yes
Member Frank	Yes
Member Marotta	Yes
Member Tompkins	Yes

Resolution No. 3 of 2011 was adopted at a meeting of the Planning Board of the Town of Stillwater duly conducted on January 3, 2011.

Steven Ropitzky
Minor Subdivision
PB2010-91

SBL # 232.-1-21.111

Steven Ropitzky addressed the board about his request. J. Murray asked if agricultural district issues were submitted to the county. (RA) said yes. J. Murray asked about the business use. S. Ropitzky said the land use is not to for a retail business. However, the use could be for a nursery. J. Murray stated the need for a Site Plan; and, went on to say a Site Plan is needed prior to a sub-division approval. This will insure the Site Plan meets a permitted use and not require additional permits. (DC) explained differences and possible need to go to the Zoning Board. The map needs to show uses, parking of equipment/vehicles, compost site, storage, etc. S. Ropitzky asked PB to specify needs of map changes such as current houses and GEIS fees. (SD) indicated GEIS fees may not apply. J.Murray indicated (RA) will review GEIS requirements upon submittal of Site Plan and new Map. (SD) recommended review of County & State Wet Land Maps to mitigate any issues. Further, he indicated a need for a final Map print with stamp; but, not until the board is satisfied with any / all changes. J. Murray requested (RA) provide the applicant pages 14,18,43 > 45 and appendix A of Zoning Law. Paul Rifenberg, requesting use of S. Ropitzky land, described his intended business / land use to the Board. He intends to store materials for making soil, storage of a minimal amount of equipment and not really intended for use as a nursery. (DC) offered reasons why the Town is concerned with proper land use – protection of environment, affect on neighborhood or neighbors property, etc. (RB) commented on land use limitations; indicated next meetings are Feb and Mar 7th. J. Murry indicated a revision to the plans were needed and should be received 2 weeks before the next meeting.

Old Business

(CM) asked about minutes of the Combined Board Meeting. Ed Kinowski indicated they were sent out. He will re-send.

(DC) provided an updated concerning the Recyck Auto Yard. The Town has entered a motion to dismiss. He stated they are still under a, “Stop Work Order”. If the court action is dismissed, ABC is still under a Stop Work Order.

(BF) commented about any concerns or complaints for the growth project – General discussion followed about feedback from local residents – none to date.

(CM) commented on any concerns for 67 traffic – General discussion followed about State traffic study. Also, Ed Kinowski to follow-up about a turn-lane access.

New Business

Short comment about submittal of training attendance applications. Apps were submitted.

Report from Building & Planning

Department is under re-organization. Vice Chairperson Murray asked (RA) to provide him a list of outstanding projects that may need a signature. A general discussion followed concerning procedures for package reviews prior to forwarding to PB. (RB) indicated a professional's reviews for applicant's projects, although costly, are needed in most cases.

Motion by (BF) and seconded by (CM) to adjourn the Planning Board Meeting at 8:30 PM.

Respectfully submitted by
Ed Kinowski
Temporary Secretary for PB