

**TOWN OF STILLWATER
PLANNING BOARD MEETING MINUTES
STILLWATER TOWN HALL
May 29, 2018 @ 7:00 PM**

Present:

**Chairman Peter Buck (PB)
Frank Bisnett (FB)
John Murray (JM)
Heather Ferris (HF)
Carol Marotta (CM) Member
Dale Smith (DS)
Marybeth Reilly (MR) Alternate Member
Kimberlee Marshall (KM) Alternate Member**

Also Present:

**Daryl Cutler, Attorney for the Town (DC)
Paul Male, Town Engineer (PM)
Lindsay Zepko, Director of Building, Planning, and Development (LZ)
Sheila Silic, Secretary**

Absent:

Ellen Vomacka, Town Board Liaison

Pledge:

Chairman Buck called the meeting to order at 7:00 PM and led everyone in the Pledge to the Flag.

Review and approval of minutes of Planning Board meeting:

Mr. Murray a motion to approve the minutes from the March 26, 2018 meeting, seconded by Ms. Marotta. The motion passed unanimously. Ms. Marotta made a motion to approve the minutes from the April 23, 2018 meeting, seconded by Mr. Bisnett. The motion passed unanimously.

**** The following projects were reviewed all together ****

PB2018-03, #34 Phillips Road Minor Subdivision PB2018-04, #34 and #46 PB2018-05, # 46 and #48 PB2018-06, #28 and #30 Phillips Road Lot Line Adjustment

Chairman Buck recognized Mr. Garry Robinson, P.E. Consulting Engineer who is representing Mr. Terry Stewart. Mr. Robinson stated that Mr. Stewart is also present this evening. Mr. Robinson stated that they are seeking 3 Lot Line Adjustments and a 3 Lot Minor Subdivision. Mr. Robinson stated that the first Lot Line Adjustment is between lots 4 and 6 on the plot plan to convey .48-acres from Lot 6 to Lot 4. The second adjustment is proposed between lots 14 and 12 on the plot plan to convey .67-acres. The final Lot Line Adjustment is between lots 8 and 10 to adjust for road frontage. Mr. Robinson stated that they are requesting the lot line adjustments to increase the parcels acreage to 4-acres or over to allow for duplexes. Mr. Stewart stated that the

Minor Subdivision would create three new lots from an existing 19.75-acre parcel resulting in Lot 10 at 10.55-acres, Lot 8 at 4.42-acres, and Lot 6 at 4.54-acres Mr. Stewart stated that the lots are for his families use.

Mr. Murray asked if all parcels are owned by the same person. Mr. Robinson stated that the parcels are all owned by Mr. Stewart. Mr. Murray asked if they are creating four driveways. Mr. Robinson stated that there is an existing driveway (private road) that goes through to two of the existing lots. Mr. Robinson stated that the existing driveway (private road) varies in width from 22 ft. up to 23 ft. which allows for two vehicles to pass simultaneously. Mr. Murray asked if there are separate driveways for each lot. Mr. Robinson stated that the existing lots and each new lot will have a physical driveway with access to the existing private road that connects to Phillips Road. The lots were configured to provide for 50 foot of frontage each on Phillips Road, however, the driveways will not connect from each lot directly to Phillips Road but will use the existing private road. Mr. Murray stated his concerns regarding the driveway (private road) and snow removal. Mr. Murray asked why Mr. Stewart doesn't want to take the driveway (private road) and turn it into a public road. Mr. Robinson stated that it would be very costly and that Mr. Stewart spoke to Mr. Mark Minick, Highway Superintendent in regards to the public versus private road consideration. Mr. Robinson stated that Mr. Minick was in support of leaving the road private. Mr. Murray stated that this subdivision resembles the subdivision on Calvin Court which is a Town road. Mr. Murray stated that the entrance leading into these lots should be treated and constructed as a Town road. Mr. Stewart stated that he would contact the Arvin Hart Fire Chief regarding the road as well.

Mr. Smith asked who will be maintaining the roadway. Mr. Robinson stated that Mr. Stewart has put a contract together to maintain the roadway for next 15 years. Mr. Smith asked about the access that goes to the back of the subdivision. Mr. Robinson stated that is emergency fire access.

Ms. Marotta asked if there are any other buildings on the property. Mr. Robinson stated that there are no other buildings on these properties. Ms. Marotta asked about the lot to the rear of the property. Mr. Stewart stated that the Hanahan Farm is using the rear property for field crops. Ms. Marotta asked if there is any excavating of sand or gravel being removed from the property. Mr. Stewart stated that there is no excavating of sand or gravel. Mr. Stewart stated there is an area in the back where the grandchildren ride their dirt bikes. Ms. Marotta stated that in the Arvin Hart comment letter it is recommending that the driveway/roadway become a Town road in regard to 911 fire calls and the length of the road. Ms. Marotta stated that it would have to support the weight of the emergency vehicles if it were to remain a private roadway. Mr. Robinson stated that the roadway can support a 75,000 lb. vehicle. Ms. Marotta asked if the lot with the garage and single family dwelling has an easement. Mr. Stewart stated that is correct. Ms. Marotta asked if there are plans to expand the mobile home park. Mr. Stewart stated that there are no plans to expand the mobile home park. Ms. Marotta asked about the dotted lines on the map. Mr. Male stated that there are easements shown on the map that go to the lots. Ms. Marotta asked if the two 50 Ft. access points will be connected to the existing road. Mr. Stewart stated that the two 50 Ft. access points are for emergency ingress and egress. Ms. Marotta stated that she has concerns with the number of subdivisions to the parcel and the roadway.

Chairman Buck stated that he walked the property and there are no wetlands or slopes on the property. Chairman Buck stated that there has been some excavating done to remove some trees. Mr. Stewart stated that all the underground utilities have been in place since the subdivision in 2007. Chairman Buck stated that all the driveways will be constructed to Town specifications.

Ms. Zepko asked Mr. Robinson about the material used to construct the roadway. Mr. Robinson stated that the roadway is constructed with a gravel base and millings on top of the gravel. Mr. Robinson stated that it does not have an asphalt top layer. Ms. Zepko stated that each driveway being created will have a horse shoe driveway which gives the lot two access points to the existing private road.

Mr. Male stated that he believes the road is adequate to support the weight of an emergency vehicle and the road has pull-offs for emergency vehicles. Mr. Male stated he would suggest that Arvin Hart drive their emergency vehicles on the road and supply the results to the Planning Board.

Mr. Bisnett asked about easements to cross the private road to get to the proposed lots. Mr. Robinson stated that each lot will have an easement. Mr. Bisnett asked if the driveway was turned into a road and deeded to the Town of Stillwater would each lot still meet the required lot size. Mr. Robinson stated that the lots would still meet the required lot size. Mr. Bisnett asked if the cost of the road maintenance will be paid by the owners of the lots. Mr. Robinson stated that is correct and that will be in the driveway agreement.

Mr. Cutler stated that it appears that the largest lot has a line missing on the subdivision map. Mr. Robinson stated that he would correct the error.

Ms. Ferris stated that a report to the Planning Board from the Arvin Hart Fire Chief regarding access to the lots, weight limit and the passing ability of the emergency vehicles for ingress and egress would answer the concerns of the Board members.

Ms. Marotta made a motion to table the Phillips Road Minor Subdivision and Lot Line Adjustments to obtain the additional information and to allow for site visits by the Board Members, seconded by Ms. Reilly. Chairman Buck asked for a roll call vote.

Chairman Buck	YES
Member Bisnett	YES
Member Ferris	YES
Member Marotta	YES
Member Murray	YES
Member Reilly	YES
Member Smith	YES

PB2018-07, Skidmore Horse Show Special Use Permit, 28 Brickhouse Road

Chairman Buck recognized Mr. Doug Heller of the L A Group who is representing Skidmore College also present is Mr. David Carr of the L A Group and Mr. Daniel Rodecker Director of Facilities at Skidmore College. Mr. Heller stated that they received Site Plan Approval and Special Use Permit approval on September 26, 2016 for a two week horse show for June 2018. Mr. Heller stated that the construction of the show arenas, paths, parking lot areas, new water system and the stormwater management upgrades have all been completed. Mr. Heller stated that they are seeking approval for a Special Use Permit for two more horse shows. Mr. Heller stated that Skidmore College would be holding a horse show in August for 4-days. Mr. Heller stated that Skidmore College is also in negotiation to obtain a horse show for May 2019 which would be a three week horse show but, as of yet no show dates have been confirmed.

Mr. Murray stated that Skidmore College is going from one horse show in June to holding a total of three horse shows. Mr. Heller stated that is correct. Mr. Murray asked Mr. Rodecker to give the Building, Planning and Development Department the dates of the horse show in May 2019 when they become available. Mr. Rodecker stated that as soon as the dates for that horse show have been determined they will be sent to Ms. Zepko.

Ms. Marotta stated that the horse show in June will be the first horse show at this facility. Mr. Rodecker stated that is correct. Ms. Marotta asked about Item # 5 of Mr. Male's comment letter and asked what NOT stood for. Mr. Male stated that NOT means Notice of Determination which is a request by the applicant to the Town and required by DEC regarding stormwater.

Chairman Buck stated that all the approvals have been received from DEC, NYS Department of Health, and Army Corp of Engineers. Mr. Heller stated all the approvals have been received except for the NYS Department of Health for the RV Park. Mr. Heller stated that they should be receiving the approval from NYS Department of Health within the next few days.

Mr. Bisnett asked about Item #12 and Item #13 of Mr. Male's comment letter dated May 22, 2018 regarding the water quality and the installation of the septic system. Mr. Male stated Mr. Eric Rutland, Town of Stillwater Building Inspector has received detailed information on the water quality and the septic system. Mr. Male stated that Mr. Rutland and Mr. Heller did a site inspection at the facility on May 24, 2018.

Ms. Ferris asked if this is application for the two horse shows is being treated as one Special Use Permit or as two separate Special Use Permits. Chairman Buck stated that the application can be reviewed as one Special Use Permit.

Mr. Murray made a motion to schedule the public hearing for the next Planning Board meeting on June 25, 2018, seconded by Mr. Bisnett. Chairman Buck asked for a roll call vote.

Chairman Buck	YES
Member Bisnett	YES
Member Ferris	YES
Member Marotta	YES
Member Murray	YES

Member Reilly	YES
Member Smith	YES

New Business:

Mr. Murray stated that he would be resigning his position as a member of the Planning Board effective June 1, 2018.

Motion to adjourn made by Ms. Marotta, seconded by Ms. Ferris motion passed at approximately 8:30 PM.