

**PLANNING BOARD MEETING
TOWN OF STILLWATER
STILLWATER TOWN HALL
February 24, 2025 @ 6:00 PM**

Present:

**Peter Buck (PB), Vice-Chairman
Eliot Cresswell (EC) Member
Carol Marotta, (CM) Alternate Member (via zoom)
Randy Rathbun, (RR) Member
Marybeth Reilly (MR) Member
Dale Smith, (DS)**

Also Present:

**Ryan Pezzullo, Attorney for the Town
Paul Male, Town Engineer, (PM) (via zoom)
Lindsay (Zepko) Buck, Senior Planner (LB)
Sheila Silic, Secretary**

Absent:

**Chairman Frank Bisnett (FB), Chairman
Kimberlee Marshall (KM)
Timothy Scrom (TS) Alternate Member
Ellen Vomacka, Town Board Liaison**

Pledge:

Vice-Chairman Buck 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. Rathbun made a motion to approve the December 9, 2024 meeting minutes, seconded by Mr. Cresswell.

Vice-Chairman Buck	Yes
Member Cresswell	Yes
Member Rathbun	Yes
Member Reilly	Yes
Member Smith	Yes

PB2025-02 Voyentzie Minor Subdivision, 508 NYS Route 9P

Vice-Chairman Buck recognized Mr. Richard Voyentzie, property owner, who will present the project this evening.

Mr. Voyentzie:

The property is located on the east side of NYS Route 9P in the RRD Zoning District and consists of 55,599 sq. ft. I am requesting to subdivide the parcel located at 508 NYS Route 9P into two buildable lots. I am proposing to create a new building lot consisting of 21,785 SF with the remaining lot consisting of .78-acres with the existing single-family home. I am also proposing a Lot Line Adjustment between 508 and 510 NYS Route 9P. The Lot Line Adjustment is proposed to straighten the boundary line between the two parcels.

Mr. Male:

Asked Mr. Voyentzie to have his surveyor review the easements that are part of the Lot Line Adjustment.

Mr. Voyentzie:

Asked which items Mr. Male is referring to in his comment letter dated February 20, 2025.

Ms. Lindsay Buck:

The items that Mr. Male is referring to is item #16 regarding the catch basins and item #30 regarding the easements adjacent to the Pine Ridge Development.

Mr. Smith:

The easement is an emergency access for Pine Ridge.

Mr. Voyentzie:

Asked about item #15 regarding the encroachments.

Mr. Male:

Referred Mr. Voyentzie to speak with his surveyor regarding the encroachments.

Mr. Voyentzie:

Asked about item #33 regarding sidewalks. Asked about item #14 also being for the surveyor.

Mr. Male:

The Town of Stillwater Zoning Code requires that sidewalks are installed in front of the properties. Yes, item #14 is what the surveyor needs to add to the maps.

Vice-Chairman Buck:

Asked Mr. Male about the outstanding issues.

Mr. Male:

That most of the issues are regarding the easements.

Mr. Male:

Stated that the Planning Department will need the updated information within two-weeks for review in order to set the Public Hearing for March.

Ms. Lindsay Buck:

Stated that Mr. Voyentzie may want to have his surveyor attend the next Planning Board meeting to speak on the project.

Mr. Cresswell made a motion to schedule the public hearing, conditioned on the updated materials being provided no later than March 10, 2025, seconded by Ms. Reilly. A roll call vote was taken.

Vice-Chairman Buck	Yes
Member Cresswell	Yes
Member Rathbun	Yes
Member Reilly	Yes
Member Smith	Yes

PB2025-03 10 Shenandoah Drive Business Units Site Plan 10 Shenandoah Drive
PB2025-04 Major Subdivision, 10 Shenandoah Drive

The above projects were reviewed simultaneously

Vice-Chairman Buck recognized Mr. Jason Dell of Lansing Engineering who will be presenting the project this evening.

Mr. Dell:

Stated that Mr. James Kehrer and Mr. Zachary Dorrough are also present this evening. The proposed project is located on the north side of Shenandoah Drive in the BP Zoning District consisting of 11.34-acres. The project consists of one (1) 44,800-sf structure that includes twenty (20) business suite modules. There are eight (8) 2,000-sf modules and twelve (12) 2,400-sf modules. The applicant is proposing 107 parking spaces for the project. The project will be serviced with public water and sewer. There will be shared ingress and egress on to Shenandoah Drive. Stormwater will be managed on site.

Vice-Chairman Buck:

Asked Mr. Dell if he received Mr. Male's comment letter dated February 21, 2025.

Mr. Dell:

He received Mr. Male's comment letter today but have not addressed the comments. This is an amendment to the prior SWPPP for the site.

Ms. Lindsay Buck:

The project will have to conform to the 2025 NYS DEC regulations.

Mr. Dell:

NYS DEC has been to the property and the delineation of the wetlands has been completed prior to the application.

Ms. Lindsay Buck:

Asked Mr. Dell for a copy of the NYS DEC letter of delineation.

Mr. Cresswell:

Asked about Mr. Male's comment letter regarding item #11 regarding the road connection.
Asked why there is only one connection.

Mr. Dell:

Showed the board members the location of the roadway. They would review the road connection and topography.

Ms. Lindsay Buck:

Asked about the turning radius for the ingress and egress of tractor trailers.

Vice-Chairman Buck:

Asked if the project has been referred to the Saratoga County Planning Board.

Ms. Lindsay Buck:

The project has not been referred to the Saratoga County Planning Board as of yet.

Mr. Smith:

Asked the board members if any of them have driven past the area.

Ms. Marotta:

That both of these projects need to be reviewed together.

Ms. Marotta:

When the project was first proposed there was a traffic light at the intersection of Shenandoah Drive and Forest Ridge Blvd. This proposal does not have the traffic light at the intersection.

Ms. Marotta:

Asked about the traffic study.

Mr. Dell:

The traffic study showed a decrease in the number of trips for both projects as the footprint of the project has decreased.

Mr. Rathbun made a motion to schedule the public hearing conditioned on the updated materials being provided no later than March 10, 2025, seconded by Mr. Cresswell. A roll call vote was taken.

Vice-Chairman Buck	Yes
Member Cresswell	Yes
Member Rathbun	Yes
Member Reilly	Yes
Member Smith	Yes

PB2024-12 and 13 Shenandoah Drive Apartments Site Plan and Lot Line Adjustments, Shenandoah Drive

Vice-Chairman Buck recognized Mr. Jason Dell of Lansing Engineering who will be presenting the project this evening.

Mr. Dell:

Stated that Mr. James Kehrer and Mr. Zachary Dorrough are also present this evening. The proposed project is located on the south side of Shenandoah Drive consisting of 46.25-acres in the BP Zoning District. The development consists of twenty-four eighteen-unit multi-family two-story apartment buildings, two fourteen-unit multi-family two-story apartment buildings and one 64-unit multi-family four-story apartment building for a total of 524 units with one, two, and three-bedroom units. The apartments will have access for ingress and egress from Shenandoah Drive. The project will be serviced by public water and sewer, stormwater will be managed on site. The center lot has been removed to eliminate any issues with the development. Stated that he has received Mr. Male's comment letter dated February 22, 2025 today and have not addressed the comments.

Vice-Chairman Buck:

Stated that the proposed project was reduced by two apartment buildings from the previous proposal.

Mr. Dell:

That is correct.

Ms. Lindsay Buck:

The Planning Board will need to declare itself as Lead Agency as this project is a Type 1 Action.

Ms. Reilly:

Asked how many apartments are one, two- and three-bedroom apartments.

Mr. Dell:

Stated that 51% are one bedroom, 38% are two bedroom and 11% are three-bedroom apartments.

Ms. Marotta:

Stated that in Mr. Male's previous comment letter it stated that there are no gutters on the apartment buildings.

Mr. Dorrough:

That all the apartment buildings will have gutters installed.

Ms. Marotta:

Asked about which trees will be removed and which trees will remain on the property.

Mr. Dell:

Showed the Planning Board the trees that will be removed and which trees will remain on the property.

Ms. Lindsay Buck:

Stated that they will need to do a thorough review of Mr. Male's comment letter as some items remain unaddressed from the last review.

Ms. Marotta:

Asked about the geothermal report.

Ms. Lindsay Buck:

Stated that CT Male wrote the geotechnical report and Mr. Male will be reviewing the report.

Mr. Rathbun:

Asked about the drainage issue with the water draining onto the road.

Mr. Kehrer:

That they increased the stormwater basin by 25% to avoid any drainage issues.

Mr. Rathbun made a motion to schedule the public hearing, conditioned on the updated materials being provided no later than March 10, 2025, seconded by Mr. Cresswell. A roll call vote was taken.

Vice-Chairman Buck	Yes
Member Cresswell	Yes
Member Rathbun	Yes
Member Reilly	Yes
Member Smith	Yes

**TOWN OF STILLWATER
PLANNING BOARD
2025 RESOLUTION NO. 1**

**A RESOLUTION DECLARING INTENT TO SERVE AS LEAD AGENCY
REGARDING THE APPLICATION BY FOREST RIDGE DEVELOPMENT, LLC FOR
SITE PLAN/LOT LINE ADJUSTMENT**

WHEREAS, Forest Ridge Development, LLC has submitted its Site Plan and Lot Line adjustment application for a multi-family development at Shenandoah Drive; and

WHEREAS, pursuant to SEQRA (6 NYCRR 617.4 (b) (5) (iii)) the application exceeds the applicable thresholds for the number of proposed units, and is considered a Type I action requiring coordinated review; and,

WHEREAS, the Planning Board intends to serve as lead agency for purposes of SEQRA review.

NOW, therefore, be it

RESOLVED, that the Town of Stillwater Planning Board hereby classifies the application as a Type I action, and it is further,

RESOLVED, the Town of Stillwater Planning Board declares its intent to serve as Lead Agency for SEQRA purposes and requests the Town's Senior Planner to circulate a Notice of Intent to all involved and interested agencies regarding the coordinated review of the application.

A motion by Member Rathbun seconded by Member Reilly to adopt Resolution No. 1 of 2025.

A roll call vote was taken on Resolution No. 1 of 2025 as follows:

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

Resolution No. 1 of 2025 was passed at a meeting of the Planning Board of the Town of Stillwater duly conducted on February 24, 2025.

Mr. Cresswell made a motion to adjourn, seconded by Mr. Rathbun, at approximately 7:10 pm.