

Town of Clifton Park Planning Board
One Town Hall Plaza
Clifton Park, New York 12065
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PLANNING BOARD

DENISE BAGRAMIAN
Chairwoman

ROBERT WILCOX
Attorney

PAULA COOPER
Secretary



MEMBERS

Emad Andarawis
Eric Ophardt
Heather Fariello
Andrew Neubauer
Jennyfer Gleason
Keith Martin
(alternate) Lisa Westrick

Planning Board Minutes
November 9th, 2022

Those present at the November 9th, 2022 Planning Board meeting were:

Planning Board: D. Bagramian, Chairwoman, E. Andarawis, H. Fariello, A. Neubauer, E. Ophardt, K Martin, J. Gleason, L. Westrick

Those absent were: A. Neubauer

Those also present were: J. Scavo, Director of Planning
W. Lippmann, M J Engineering and Land Surveying, P.C.
R. Wilcox, Counsel
P. Cooper, Secretary

Ms. Bagramian, Chairwoman called the meeting to order at 7:00 p.m. All in attendance stood for the recitation of the Pledge of Allegiance.

Ms. Bagramian stated that in the absence of Mr. Neubauer, Ms. Westrick would be a voting member tonight.

Minutes Approval:

Mr. Ophardt moved, seconded by Ms. Fariello, approval of the minutes of the October 25th, 2022 Planning Board meeting as written. The motion was unanimously carried.

Public Hearings:

None

Old Business:**#2022-034 Eagle Crest Clubhouse Addition Site Plan**

SBL: 264.-2-13.11 Applicant is proposing to construct an 1,870 sf building addition to an existing clubhouse., 1004 Rt 146A, Zoned: PDD - Planned Development District, Status: Preliminary Citizenserve File Number: 22-000025, Application Number: SPR22-000014 Applicant: Eagle Crest Golf Club Inc, Consultant: EDP Last Seen; 10-12-22

Consultant/Applicant Presentation:

Gavin Vuillaume – EDP – Mr. Vuillaume stated that he is here tonight with David Petist from Eagle Crest as well as Dick Schlansker; contractor for the project. He stated that at the last meeting they proposed an 1,800 sf addition at the rear of the existing clubhouse. He stated that the plans have not changed but notes additions due to comments from the meeting regarding the wetlands and stormwater management. Mr. Vuillaume stated that there will be a breezeway for future connections where the patio is currently, and they are going to use porous pavement. He stated that the applicant plans to start construction over the winter so the owner can start offering simulated golf.

Staff Comments:**The Environmental Conservation Commission and issued a memo recommending:**

- No further comments

Wade Schoenborn, Chief of the Bureau of Fire Prevention issued a memo stating:

- No further comments

Scott Reese, Zoning Administrator issued a memo stating:

- The proposed lots meet the form-based code standards for minimum lot size and widths for the TC4 Transition Zone.
- Under the Site Statistics - Parcel 2 correct the parcel area.

- With the addition of Lots 2 and 3 provide information how Lot 1 will meet Town Code Chapter 208-26 1. C. Minimum parking requirements.

Scott Reese, Stormwater Management Technician issued a memo stating:

- The applicant should address if stormwater management systems require any of the following: reciprocal use, drainage easements, and/or maintenance agreements within Lots 1, 2, and 3.
- Any future development for this subdivided parcel may qualify as a redevelopment activity where the applicant will need to provide a maximum level of on-site treatment that is feasible given the site constraints present where the redevelopment activities are occurring.

John Scavo, Director of Planning issued a memo stating:

- The Saratoga Co. Planning Board issued a recommendation noting the project would have no significant county-wide or inter-community impacts.
- Planning Staff recommends the Planning Board consider issuing a Negative Declaration for the proposed site plan, pursuant to SEQRA.
- Approval of this subdivision under the form-based code does not eliminate the review requirement for construction plan submittals for a building permit per Town Code 208-107 or site plan review requirements per Town Code 208-21 for any future development.
- The proposed lots meet the form-based code standards for minimum lot size and widths.
- The applicant should address if any utilities and stormwater management systems require reciprocal use and/or maintenance agreements within Lots 1, 2, and 3.
- Both lots 2 and 3 appear to require ingress/egress reciprocal easements through Lot 3 to access and maintain surface parking.
- Show assigned 911 addresses on the final subdivision plan once the Town Fire Marshall provides the addresses.
- The proposed project is subject to Section 239 of General Municipal Law and was referred to the Saratoga Co. Planning Board for a recommendation at their November 17th meeting.

Professional Comments:

Walter Lippmann, P.E. of MJ Engineering in a letter had the following comments:

STATE ENVIRONMENTAL QUALITY REVIEW

1. No further comments at this time.

SITE PLANS

2. Provide details for the concrete stairs, retaining wall and Nyloplast drop inlets on plans.
3. Provide note on plans, "All retaining wall designs shall be provided by the retaining wall manufacturer and shall be certified by a licensed geotechnical engineer. Copies of all

design documents shall be submitted to the project design engineer and the Town for review and approval prior to construction”.

4. It is noted on the plans that infiltration tests are to be performed and submitted prior to final site plan approval and stamping.

Public Comments:

No public comments.

Planning Board Review:

Ms. Bagramian stated that she feels this project is strait forward.

Ms. Fariello moved, second by Mr. Andarawis, to establish the Planning Board as Lead Agency for this application, an Unlisted action, and to issue a negative declaration pursuant to SEQRA. The motion was carried unanimously.

Mr. Ophardt moved, second by Mr. Andrawais, to amend Article XXXV Eagle Crest Plantation, Section A217-286 Development A. to note the site plan approved by the Planning Board 11/09/2022 is filed with the Town Clerk’s Office. The motion was carried.

Mr. Ophard moved, second by Ms. Fairellio, to amend Article XXXV Eagle Crest Plantation, Section A217-286 Development dated B., to add golf simulators as a permissible use consistent with an active golf course facility. The motion was carried.

Mr. Andarawis moved, second by Ms. Fairello, to waive the final hearing for this application for the site plan review of the Eagle Crest Clubhouse Addition, and to grant preliminary and final site plan approval conditioned upon satisfaction of all comments provided by the Planning Department, Town Designated Engineer, and all items listed in the final comment letter issued by the Planning Department.

Ayes: 7

Noes: 0

The motion is carried

New Business:

#2022-039 5 Maxwell Drive Subdivision (DCG)

SBL: 271.-3-74.22 Applicant proposed a 2 lot subdivision and Lot Line adjustment, 5 Maxwell DR , Zoned: TC4 - Transition Zone, Status: Preliminary Citizenserve File Number: 22-000039, Application Number: SUB22-000007 Applicant: DCG Development Co. , Consultant: EDP

Consultant/Applicant Presentation:

Gavin Vuillaume – EDP - Mr. Vuillaume stated he is here tonight with Mr. Don McElroy with DCG for a subdivision on an existing parcel. Mr. Vuillaume stated that the parcel is in the Executive Woods and has an existing office building with a PDD. He stated that there is first floor tenancy and that the owner is estate planning so he would like to subdivide. Mr. Vuillaume stated that there is a lot of parking on the site that is not utilized or required but the building is in good condition. He stated that about 80 parking spots are not being used and the applicant would like a more shovel ready property for prospective tenants. Mr. Vuillaume stated that parking is needed for 855 to the north, which is why they are also asking for a lot line adjustments. Mr. Vuillaume stated that lot 1 would be 11 acres and have 460 parking spots and lot 2 would be 1.65 acres for future development. He stated that a 0.55 acre lot line adjustment is also being asked for.

Staff Comments:

The Environmental Conservation Commission and issued a memo recommending:

- The ECC holds off comments pending a site development plan

Scott Reese, Zoning Administrator issued a memo stating:

- The proposed lots meet the form-based code standards for minimum lot size and widths for the TC4 Transition Zone.
- Under the Site Statistics - Parcel 2 correct the parcel area.
- With the addition of Lots 2 and 3 provide information how Lot 1 will meet Town Code Chapter 208-26 1. C. Minimum parking requirements.

Scott Reese, Stormwater Management Technician issued a memo stating:

- The applicant should address if stormwater management systems require any of the following: reciprocal use, drainage easements, and/or maintenance agreements within Lots 1, 2, and 3.
- Any future development for this subdivided parcel may qualify as a redevelopment activity where the applicant will need to provide a maximum level of on-site treatment that is feasible given the site constraints present where the redevelopment activities are occurring.

John Scavo, Director of Planning issued a memo stating:

- Approval of this subdivision under the form-based code does not eliminate the review requirement for construction plan submittals for a building permit per Town Code 208-107 or site plan review requirements per Town Code 208-21 for any future development.
- The proposed lots meet the form-based code standards for minimum lot size and widths.
- The applicant should address if any utilities and stormwater management systems require reciprocal use and/or maintenance agreements within Lots 1, 2, and 3.

- Both lots 2 and 3 appear to require ingress/egress reciprocal easements through Lot 1 to access and maintain surface parking.
- Show assigned 911 addresses on the final subdivision plan once the Town Fire Marshall provides the addresses.
- The proposed project is subject to Section 239 of General Municipal Law and was referred to the Saratoga Co. Planning Board for a recommendation at their November 17th meeting
- The project appears to be an Unlisted Action Pursuant to SEQR.

Professional Comments:

Walter Lippmann, P.E. of MJ Engineering in a letter had the following comments:

STATE ENVIRONMENTAL QUALITY REVIEW

Based upon our review of Part 617 of NYS Environmental Conservation Law, the project appears to be an “Unlisted” action. In Town Code Section 208.95(F)(9): Subject to and in accordance with the State Environmental Quality Review Act (SEQRA), the Planning Board shall be the lead agency for the purpose of conducting the environmental review of the application for a site plan. The Planning Board shall conduct an integrated comprehensive environmental review of the proposed project in combination with its review of the application under this article. If the Planning Board is to request Lead Agency status under SEQRA, the need to undergo a coordinated review is optional. Under a coordinated review, involved / interested agencies to be engaged may include, but is not necessarily limited to the following:

- a. Town of Clifton Park Planning Board: Plan approval
- b. Saratoga County Planning: Plan approval
- c. NY State Historic Preservation Office: Archeologically sensitive resources on project site
- d. Clifton Park Water Authority (CPWA): Connection to municipal water
- e. Saratoga County Sewer District #1: Connection to public wastewater infrastructure

Additional agencies may be identified by the Town during its review of the project.

ENVIRONMENTAL ASSESSMENT FORM

The applicant has submitted Part 1 of the Short Environmental Assessment Form (SEAF). Based upon our review of the submitted Part 1 SEAF, the following comments are offered:

1. Part I. 12b – Part I.12b – The response indicates that the project site is located within or adjacent to an area designated as sensitive for archeological sites on the NY State Historic Preservation Office (SHPO) archeological site inventory. The applicant should provide a correspondence letter from SHPO to confirm the presence or absence of archeologically sensitive resources.
2. No further comments at this time.

SUBDIVISION

3. Provide the building setback lines for each lot shown.
4. Provide contour lines at a minimum of five-foot intervals to United State Geological Survey datum within the parcel.
5. Show the locations of any existing stormwater management areas.
6. Subsequent submissions shall include the metes and bounds of the affected lots and right-of-way. This plat shall be prepared by a surveyor licensed to practice in the State of New York
7. Provide any easements (ingress/egress, drainage, etc.) on the subdivision plat. Provide hatching for clarity
8. Provide a copy of any shared parking agreement for Lot #1 and #2 to the Town for review.
9. Prior to approval or filing of the subdivision plat with the Saratoga County Clerk, the appropriate 911 emergency response numbers must be obtained for and assigned to each lot created and placed on the filed plat.
10. Comments on the individual site plans will be addressed during each site plan application process.
11. Considering this plan is conceptual in nature, subsequent comments will be provided with a preliminary plan submission.

Public Comments:

No public comments.

Planning Board Review:

Ms. Bagramian asked if the lot line adjustment would allow for more parking with St. Peter's. Mr. Vuillaume stated it would. Ms. Bagramian stated that she would like to see this area more walkable and more in the TC zone plan. Mr. Scavo stated that the banked parking was done before the TC zoning was in place but the applicant can frame the corner of the lot and make it look nice.

Mr. Ophardt stated that it would be nice to utilize the lot and reduce the parking on the site. Mr. Ophardt asked if there would be maintenance easements in place. Mr. Vuillaume stated that there would be.

Mr. Martin stated that the location would look nice with more green space.

Mr. Andarawis stated that he appreciates that the applicant can acknowledge that parking is not needed and can be reduced.

Discussion Items:

Mr. Scavo stated that a potential schedule for the 2023 meetings was sent out and asked if the Board members could provide feedback.

Mr. Ophardt moved, seconded by Ms. Fariello, adjournment of the meeting at 7:25 p.m. The motion was unanimously carried.

The next meeting of the Planning Board will be held as scheduled on November 22nd, 2022.

Respectfully submitted,

Paula Cooper

Paula Cooper, Secretary