



**MINUTES OF MEETING
TOWN OF CHESTER
PLANNING BOARD
SEPTEMBER 21, 2015**

Chairperson Paul Little was not present to Chair the meeting. George Hilton, Vice Chair, assumed the position as Acting Chair.

Mr. Hilton called the meeting to order at 7:00 p.m.

ATTENDANCE:

Acting Chair George Hilton, Al Muench, John Nick, Harold Ellsworth, Rick Bump, Eugene Dutcher, Christine Hayes (Alternate), Jeremy J. Little (Secretary), Walter J. Tennyson (Zoning Administrator). Absent was Chairperson Paul Little.

MINUTES:

Mr. Bump made a motion to accept the minutes for the August 10, 2015 special meeting; motion seconded by Mr. Nick. Motion carried 6-0.

Mr. Bump made a motion to accept the minutes for the August 17, 2015 meeting; motion seconded by Mr. Nick. Motion carried 6-0.

CORRESPONDENCE:

Zoning Administrator & Sanitary Code Enforcement Officer's Activity Report for August 2015.

PUBLIC HEARING:

#SD2015-01: Paul and Rosalie Frettoloso are seeking approval for a two-lot subdivision, on property located at 56 West Road, identified by Tax Map Parcel #: 16.-1-42.1 & 16.-1-42.2, in Zone Classification Low Intensity.

Robert Simon from Smith and Simon, LLC represented the property owner and presented the proposal.

Mr. Simon briefly explained the proposal. Mr. and Mrs. Frettoloso currently own two lots, with a total of 42 acres. He further stated that the parcel identified by Tax Map #: 16.-1-42.2 will increase from a 4 acre lot to a 6.012 acre building lot, to include the existing dwelling. Currently, the lot is approximately 4 acres. The remaining lot (TM #: 16.-1-42.1), currently a 37.99 acre lot, would decrease to 35.978 acres and be considered as a vacant, non-building lot, as stated by Mr. Simon. Mr. Simon also mentioned that the Adirondack Park Agency issued a Permit for the two lot subdivision (APA Project Permit #: 2015-80).

Having been duly advertised, the public hearing for Subdivision Application **#SD2015-01** was opened by Chairman Hilton at 7:04 p.m.

No persons from the public were present in the audience to express their concerns or to question about the proposal.

Mr. Bump made a motion to close the public hearing at 7:05 p.m. concerning Subdivision Application **#SD2015-01**; Mr. Muench seconded the motion. Motion carried 6-0.

Mr. Muench suggested to the Board that **#SD2015-01** is neither a Type I nor a Type II action. He believed it was an Unlisted Action under SEQRA and as a result, completion of Part II of the Short Environmental Assessment Form was required. The Board reviewed and answered all eleven (11) questions in Part II (*see project file*). The Board agreed that answers to all eleven (11) questions resulted in “No, or small impact may occur”. Accordingly, Mr. Muench declared a negative declaration due to the project having little to no significant adverse impact on the environment.

Mr. Muench made a motion to authorize the Chairman or the Vice Chairman of the Planning Board to sign Part III of the short EAF to complete the Board’s environmental review of the project. Mr. Ellsworth seconded the motion. Motion carried 6-0.

Resolution to Approve #SD2015-01 - Frettoloso Two (2)-Lot Minor Subdivision

Findings of Fact:

1. The Planning Board finds that #SD2015-01 is not a listed Type I or Type II action and is, therefore, an unlisted project under SEQR.
2. The Planning Board completed Part 2 - Impact Assessment of the Short Environmental Assessment Form and finds #SD2015-01 will have no significant adverse environmental impact.
3. The subdivider has obtained APA Project Permit 2015-80 issued on August 12, 2015.
4. The public hearing required by section 3.02.E of the Town of Chester Subdivision Regulations was duly advertised and was held on September 21, 2015.
5. No improvements are associated with this proposed subdivision; therefore, the subdivider has satisfied the requirements of section 3.05 of the Town of Chester Subdivision Regulations.

Approval of Subdivision Plat:

Based on the findings of fact, Mr. Muench moved as follows:

Pursuant to section 3.02.F of the Town of Chester Subdivision Regulations, the Planning Board grants final approval and authorizes the Chairman or Vice-Chairman to sign the Subdivision Plat for #SD2015-01 subject to the following conditions:

1. The subdivider shall comply with all conditions of APA Project Permit 2015-80 issued on August 12, 2015.
2. Upon receipt of the signed Subdivision Plat, the Subdivision Plat shall be recorded in the Office of the Warren County Clerk. Immediately after recording, a copy of the Subdivision Plat shall be filed with both the Town Clerk of the Town of Chester and the Secretary of the Planning Board.
3. No changes, erasures, modifications, or revisions shall be made in this Subdivision Plat after approval has been given by the Planning Board and the Chairman of the Planning Board has signed the Plat, unless such Plat is first resubmitted to the Planning Board and such Board approves in writing any modifications.

Mr. Dutcher seconded the motion to approve #SD2015-01 subject to the above conditions. Motion carried 6-0.

#SPR2015-10: Word of Life Fellowship, Inc. is seeking Site Plan Review approval for the construction of a Dormitory, located at 4200 Glendale Road, identified by Tax Map Parcel #: 36.-1-20, in Zone Classification Moderate Intensity.

Eric Cordis (Word of Life Project Engineer) was present to propose the project.

Mr. Cordis explained the proposal is to construct a thirty-two (32) bed student dormitory. Mr. Cordis discussed the grades of the building and addition of a portico entry. No additional parking is planned for the proposal as the student parking is located at the Jack Wyrzten Center parking lot. Propane tanks will be fenced and screened from public view and the lighting will be downcast. Further, Mr. Muench questioned if there was a need for new or additional Town services for the project. Mr. Cordis stated that there would not be. Further, there was discussion regarding the septic wastewater and water reserves for fire suppression purposes.

Having been duly advertised, the public hearing for Site Plan Review Application **#SPR2015-10** was opened by Chairman Hilton at 7:22 p.m.

No persons from the public were present in the audience to express their concerns or to question about the proposal.

Mr. Muench made a motion to close the public hearing at 7:22 p.m. concerning Site Plan Review Application **#SPR2015-10**; Mr. Bump seconded the motion. Motion carried 6-0.

Mr. Hilton mentioned that the referral from the Warren County Planning Department was received concerning the proposal with the recommendation of no County Impact. A letter from the Division for Historic Preservation was received, with no impact on archeological and/or historic resources. Further, NYS DEC reviewed the proposal as well with no

records of rare or state-listed animals or plants, or significant natural communities at the site (*see project file*).

Mr. Muench suggested to the Board that **#SPR2015-10** is neither a Type I nor a Type II action. He believed it was an Unlisted Action under SEQRA and as a result, completion of Part II of the Short Environmental Assessment Form was required. The Board reviewed and answered all eleven (11) questions in Part II (*see project file*). The Board agreed that answers to all eleven (11) questions resulted in “No, or small impact may occur”. Therefore, Mr. Muench declared a negative declaration due to the project having little to no significant adverse impact on the environment.

Mr. Muench made a motion to authorize the Chairman or the Vice Chairman of the Planning Board to sign Part III of the short EAF to complete the Board’s environmental review of the project. Mr. Ellsworth seconded the motion. Motion carried 6-0.

Resolution to approve #SPR2015-10 Word of Life Fellowship, Inc. - Dormitory

Findings of Fact:

1. The Planning Board finds that #SPR2015-10 is not a listed Type I or Type II action and is, therefore, an unlisted project under SEQR.
2. The Planning Board completed Part 2 - Impact Assessment of the Short Environmental Assessment Form and finds #SPR2015-10 will have no significant adverse environmental impact.
3. No new signs as described in Section 7.04 of the Town of Chester Zoning Law will be associated with this project.
4. This project will use existing parking and no additional parking is planned for #SPR2015-10.
5. All propane tanks associated with #SPR2015-10 will be fenced and screened from view.
6. All outdoor lighting associated with #SPR2015-10 will be downcast and cut off LED lighting.
7. No new or additional Town services will be required by #SPR2015-10.
8. A public hearing pursuant to the Town of Chester Zoning Law was duly advertised and was held on September 21, 2015.
9. Pursuant to Section 5.06(I) of the Zoning Law the Planning Board finds that this project will comply with all applicable provisions of the Zoning Law and meets the project review standards and requirements of Section 4.03. In particular, the Planning Board finds that the proposed use complies with the dimensional regulations of the moderate intensity district in which it is proposed to be located

and that the proposed project satisfactorily complies with the Sign requirements of Section 7.04, the parking requirements of Section 7.06, the Lighting requirements of Section 7.18 and the Commercial Siting and Design Guidelines of Section 7.20.

Approval of #SPR2015-10:

Based on these findings of fact, Mr. Muench made a motion to move that the Planning Board approve #SPR2015-10 subject to the following conditions:

1. Exterior lighting shall be downcast and cut off LED lighting.
2. Any propane tank(s) shall be installed fenced and screened from public view.
3. The applicant shall comply with all conditions in APA permits 99-270 and 2009-193 (and any other APA permits for Project Number 76-94).
4. The Zoning Administrator shall incorporate each of the above conditions into any zoning certificate, permit or certificate of occupancy issued for this project.

Mr. Bump seconded the motion to approve #SPR2015-10 subject to the above conditions. Motion carried 6-0.

PUBLIC PRIVILEGE: None.

BOARD PRIVILEGE:

Discussion ensued regarding the Town's complaint procedure. Mr. Muench mentioned the joint meeting between all three (3) Boards to begin the process of revising or amending certain sections (i.e. signage, solar installations, accessory apartments, etc.) in the Town's Zoning Local Law.

OLD BUSINESS: None.

ADJOURNMENT:

Mr. Muench made a motion to adjourn the meeting at 7:45 p.m.; seconded by Mr. Nick. Motion carried 6-0.

Respectfully submitted,

Jeremy J. Little
Secretary