



**PLANNING BOARD
Special Meeting – October 3, 2022**

Vice Chairman George Hilton called the meeting to order at 7:03 p.m.

Attendance:

Vice Chairman George Hilton, Bruce Goody, Greg Taylor, Patrick Powers, Zoning Administrator Jeremy J. Little (Via Zoom) and Mindy Conway (Acting Secretary). Absent Chairman Paul Little, John Nick, and Kathy Bilfield.

New Business:

#SPR2022-12: Michael and Kerry Conlan are seeking Site Plan Review approval for the construction of a 948 square ft. addition to the existing single-family dwelling that will consist of a 24' x 24' addition (bedroom, kitchenette, and bath) to be utilized as an accessory apartment and a 12' x 31' addition to be utilized as a three-season room. Property is located 106 White Schoolhouse Road, identified by Tax Map Parcel #: 86.-1-30.1, in Zoning District Low Intensity.

Vice Chairman Hilton asked the Applicant if they would like to speak. Kerry Conlan replied no.

Russell Ruehl commented that he apologizes. He made a mistake. He wrote a letter objecting. He took care of his mother for years and hopes that Kerry Conlan enjoys taking care of her mother and she likes the snow.

Vice Chairman Hilton **opened** the public hearing for **#SPR2022-12: Michael and Kerry Conlan** at 7:05 pm.

Vice Chairman Hilton asked if there were any questions or comments.

On a motion by Greg Taylor, seconded by Patrick Powers, the public hearing for **#SPR2022-12: Michael and Kerry Conlan** closed at 7:05 pm.

AYE 4 NO 0

Vice Chairman Hilton said that the Warren County Planning Department came back with “No County Impact”.

Vice Chairman Hilton reviewed the Short Environmental Assessment Form (SEAF) - Part 2 – Impact Assessment. The Board all agreed “No, or small impact may occur”.

Vice Chairman Hilton read the following Resolution:

NOTICE OF DETERMINATION OF SIGNIFICANCE AND NEGATIVE DECLARATION IN CONNECTION WITH SITE PLAN REVIEW APPLICATION #SPR2022-12, MICHAEL AND KERRY CONLAN

WHEREAS, the Town of Chester Planning Board (“Planning Board”) has received an Application from Michael and Kerry Conlan (the “Applicants”) for the construction of a 948 square ft. addition to the existing single-family dwelling that will consist of a 24’ x 24’ addition (bedroom, kitchenette and bath) to be utilized as an accessory apartment and a 12’ x 31’ addition to be utilized as a three-season room, on property located at 106 White Schoolhouse Road, identified by Tax Map Parcel #: 86.-1-30.1 (the “Project”); and

WHEREAS, the Planning Board has identified the Project to be an Unlisted action for purposes of the State Environmental Quality Review Act (“SEQRA”) review pursuant to 6 NYCRR 617; and

WHEREAS, the Planning Board has decided to conduct an uncoordinated review as a Lead Agency for the Project; and

WHEREAS, the Planning Board has received a Short Environmental Assessment Form (“SEAF”) for the Project with Part 1 of the SEAF completed by the Applicants; and

WHEREAS, SEQRA requires that the Planning Board undertake a thorough review of the potentially significant adverse environmental impacts prior to making its determination with respect to the Project; and

WHEREAS, the Planning Board has reviewed Parts 1, 2 and 3 of the SEAF and all other supporting information submitted to the Planning Board by the Applicants;

NOW, THEREFORE BE IT

RESOLVED, that in accordance with SEQRA, the Planning Board, as a Lead Agency, has determined that the Project will not result in any significant adverse environmental impacts and hereby issues a Negative Declaration pursuant to the requirements of SEQRA and directs the Planning Board Chairperson to complete and sign Part 3 of the SEAF as required for the Determination of Significance, confirming the foregoing Negative Declaration.

MOTION FOR ISSUANCE OF NOTICE OF DETERMINATION OF SIGNIFICANCE AND NEGATIVE DECLARATION IN CONNECTION WITH SITE PLAN REVIEW APPLICATION #SPR2022-12, MICHAEL AND KERRY CONLAN,

Introduced by Greg Taylor who moved for its adoption, seconded by Bruce Goody:

Duly adopted this 3rd day of October, 2022 by the following vote:

AYES: Vice Chairperson George Hilton
Patrick Powers

Greg Taylor
Bruce Goody

NOES: None.

ABSTAINED: None.

ABSENT: Chairperson Paul Little
John Nick
Kathy Bilfield

Vice Chairman Hilton read the following:

Findings of Fact:

1. There will be little or no negligible impact on public health, safety, and general welfare and the project satisfies all concerns stated in section 5.06(E) of the Town of Chester Zoning Regulations;
2. The Project agrees with the Town of Chester Master Plan;
3. The Project Review and Referral Form has been received from the Warren County Planning Department with the response that there will be no County Impact;
4. A duly advertised public hearing was opened and closed on October 03, 2022;
5. The Adirondack Park Agency issued Jurisdictional Determination J2022-0702 for the expansion of the existing single-family dwelling;
6. The accessory apartment will not exceed 800 square feet in size of the floor space;
7. The Project is an Unlisted action and the Planning Board has decided to conduct an uncoordinated review as a Lead Agency;
8. The Board reviewed Parts 1, 2 and 3 of the Short Environmental Assessment Form (SEAF) and all other supporting information submitted to the Board by the Applicants;
9. The Project will have negligible negative impacts on the environment;
10. The Board has determined that the Project will not result in any significant adverse environmental impacts and issued a Notice of Determination of Significance and a Negative Declaration.

Conditions for Approval:

1. As per Section 7.21(B)(2), the landowner is required annually to renew the permission to continue the accessory apartment and provide documentation that all provisions of Section 7.21 of the Zoning Local Law are in compliance. Failure to renew the use will result in the termination of the approval for the accessory apartment and require the removal of the kitchen facilities of the apartment.

On a motion by Vice Chairman Hilton, seconded by Greg Taylor, **Site Plan Review Application #SPR2022-12: Michael and Kerry Conlan** was approved with the above Findings of Fact and Conditions for Approval.

AYE 4 NO 0

#SD2022-01: Varick W. Stringham is seeking approval for a two-lot minor subdivision on property located at 222 Indian Springs Road, identified by Tax Map Parcel #: 120.10-1-50.1, in Zoning District Moderate Intensity.

Vice Chairman Hilton asked the applicant if they would like to speak. Declan O’Dea replied no.

Vice Chairman Hilton **opened** the public hearing for **#SD2022-01: Varick W. Stringham** at 7:15 pm.

Vice Chairman Hilton asked if there were any questions or comments.

On a motion by Bruce Goody, seconded by Greg Taylor, the public hearing for **#SD2022-01: Varick W. Stringham** closed at 7:15 pm.

AYE 4 NO 0

Vice Chairman Hilton reviewed the Short Environmental Assessment Form (SEAF) - Part 2 – Impact Assessment. The Board all agreed “No, or small impact may occur”.

Vice Chairman Hilton read the following Resolution:

NOTICE OF DETERMINATION OF SIGNIFICANCE AND NEGATIVE DECLARATION IN CONNECTION WITH MINOR SUBDIVISION APPLICATION #SD2022-01, VARICK W. STRINGHAM

WHEREAS, the Town of Chester Planning Board (“Planning Board”) has received an Application from Varick W. Stringham (the “Applicant”) for a two-lot minor subdivision for property located at 222 Indian Springs Road, identified by Tax Map Parcel #: 120.10-1-50.1 (the “Project”); and

WHEREAS, the Planning Board has identified the Project to be an Unlisted action for purposes of SEQRA review pursuant to 6 NYCRR 617; and

WHEREAS, the Planning Board has decided to conduct an uncoordinated review as a Lead Agency for the Project; and

WHEREAS, the Planning Board has received a Short Environmental Assessment Form (“SEAF”) for the Project with Part 1 of the SEAF completed by the Applicant; and

WHEREAS, the State Environmental Quality Review Act (“SEQRA”) requires that the Planning Board undertake a thorough review of the potentially significant adverse environmental impacts prior to making its determination with respect to the Project; and

WHEREAS, the Planning Board has reviewed Parts 1, 2 and 3 of the SEAF and all other supporting information submitted to the Planning Board by the Applicant;

NOW, THEREFORE BE IT

RESOLVED, that in accordance with SEQRA, the Planning Board, as a Lead Agency, has determined that the Project will not result in any significant adverse environmental impacts and hereby issues a Negative Declaration pursuant to the requirements of SEQRA and directs the Planning Board Chairperson to complete and sign Part 3 of the SEAF as required for the Determination of Significance, confirming the foregoing Negative Declaration.

MOTION FOR ISSUANCE OF NOTICE OF DETERMINATION OF SIGNIFICANCE AND NEGATIVE DECLARATION IN CONNECTION WITH MINOR SUBDIVISION APPLICATION #SD2022-01, VARICK W. STRINGHAM,

Introduced by Vice Chairperson George Hilton who moved for its adoption, seconded by Bruce Goody:

Duly adopted this 3rd day of October, 2022 by the following vote:

AYES: Vice Chairperson George Hilton
Patrick Powers
Greg Taylor
Bruce Goody

NOES: None.

ABSTAINED: None.

ABSENT: Chairperson Paul Little
John Nick
Kathy Bilfield

Vice Chairman Hilton read the following:

Findings of Fact:

1. #SD2022-01 is a Minor Subdivision;
2. A duly advertised public hearing was opened and closed on October 03, 2022;
3. The Project is an Unlisted action and the Planning Board has decided to conduct an uncoordinated review as a Lead Agency;
4. The Board reviewed Parts 1, 2 and 3 of the Short Environmental Assessment Form (SEAF) and all other supporting information submitted to the Board by the Applicants;
5. The Project will have negligible negative impacts on the environment;
6. The Board has determined that the Project will not result in any significant adverse environmental impacts and issued a Notice of Determination of Significance and a Negative Declaration;

7. Lot 1 will consist of 1.69 +/- acres and is currently improved with two (2) existing single-family dwellings and lean-to and Lot 2 will consist of 18.49 +/- acres and be merged with the existing lot (Tax Map Parcel #: 120.10-1-49), currently improved with an existing single-family dwelling;
8. Pursuant to Section 3.06 of the Town of Chester Subdivision Regulations, the Planning Board grants approval of #SD2022-01 and authorizes the Vice Chairperson to sign the Subdivision plat.

Conditions for Approval:

1. No changes, erasures, modifications or revisions shall be made in this Plat after approval has been given by the Planning Board.
2. The Subdivision map will be revised to indicate that it is a subdivision and not a lot line adjustment and the language stating that the subdivision is for preliminary review will be removed before the Planning Board Vice Chairperson signs the Plat.

On a motion by Vice Chairman Hilton, seconded by Patrick Powers, **Subdivision Application #SD2022-01: Varick W. Stringham** was approved with the above Findings of Fact and Conditions for Approval.

AYE 4 NO 0

Minutes:

None.

Correspondence:

- Warren County Planning Department Project Review and Referral Form, reviewed by Department on September 20, 2022 for #SPR2022-12. Form received by the Zoning Office on September 23, 2022.

Public Privilege:

None.

Board Privilege:

None.

Adjournment:

On a motion by Patrick Powers, seconded by Vice Chairman Hilton, meeting adjourned at 7:24 pm.

AYE 4 NO 0

Respectfully submitted,

Mindy Conway
Acting Secretary