



**MINUTES OF MEETING
TOWN OF CHESTER
PLANNING BOARD
SEPTEMBER 17, 2018**

Chairman Little called the meeting to order at 7:01 p.m.

ATTENDANCE:

Chairperson Paul Little, George Hilton, Harold Ellsworth, John Nick, Bob Walp, Al Matrose, and Jeremy J. Little (Secretary and Zoning Administrator). Absent was George Stannard.

PUBLIC HEARING:

Having been duly advertised, the public hearing for Subdivision Application **#SD2018-02** was opened by Chairman Little at 7:01 p.m.

#SD2018-02: McPhillips Properties LLC is seeking approval for a two-lot subdivision, on property located at 31 McPhillips Dr., identified by Tax Map Parcel #: 136.-1-19, in Zone Classification Rural Use.

Bernice McPhillips briefly explained the proposal. The proposal involves the creation of two lots from Tax Map Parcel #: 136.-1-19. Lot 1 will consist of 72.8 +/- acres and Lot 2 will consist of 7.45 +/- acres. Lot 2 will surround current Tax Map Parcel #: 136.-1-22./1, with the intention to eventually merge the two lots. In addition, the lot identified by Tax Map Parcel #: 136.-1-22./1 currently contains a seasonal single family dwelling.

There was no discussion or concerns from the public regarding this proposal.

Mr. Ellsworth made a motion to close the public hearing at 7:03 p.m. for Subdivision Application **#SD2018-02**; motion seconded by Mr. Nick. Motion carried 6-0.

Having been duly advertised, the public hearing for Site Plan Review Application **#SPR2018-05** was opened by Chairman Little at 7:04 p.m.

#SPR2018-05: Little Big House LLC is seeking Site Plan Review approval for the use of an existing structure (former NYS Trooper Barracks) as an independent property and casualty insurance agency. Property is located at 6250 State Route 9, identified by Tax Map Parcel #: 104.14-1-1-31.12, in Zone Classification Hamlet.

Mark Carpenter, owner and member of Little Big House LLC, presented the proposal. Mr. Carpenter addressed questions that were presented by the Board at the meeting in August. Mr. Carpenter explained that the proposed front porch will be widened to accommodate the wheel chair lift and the steps will be reoriented to the North, rather than extended from the front of the porch. Mr. Carpenter stated that the original rendering included a front entrance double door, which has been scaled to one door. There will not be sconces on either side of the door; rather, one single

hanging lamp will be installed in the front entry. There will be a free-standing sign (white sign with burgundy lettering) on the property for the business with external downcast illumination. A smaller sign will be located at the bottom of the larger sign. Brief discussion ensued regarding measurement and dimensions of the signs. Chairman Little stated that a Sign Application will need to be submitted to the Zoning Office and receive approval and is not to exceed the standards as set forth in the sign regulations. Mr. Carpenter stated that a new rendering has been drawn to include a small deck in the rear of the building for egress. There will be a rear entry light above the deck. Mr. Hilton asked if there will be removal of any existing vegetation on the property. Mr. Carpenter stated that a small pear tree has been removed; however, the maple tree will remain untouched. Chairman Little believed that there was plenty of parking for the proposal. Mr. Carpenter said that he has proposed four parking spaces. Mr. Walp questioned where the employees would park their vehicles. Mr. Carpenter said that there is plenty of room for parking as the parking lot is blacktopped all the way to State Route 9, which would allow for parking in the front of the building. Mr. Nick stated that he is only required to have three (3) parking spaces according to the parking regulations. It was mentioned that nearby businesses have customers/employees parking in the State Right of Way. Chairman Little questioned if there is any mention regarding employee parking in the parking regulations and it was found that there is nothing mentioned.

Penny Redmond, owner of Extra Room Storage which is located across from the State Trooper's Barracks, was supportive of the proposal and felt that it was fantastic to see an empty building being occupied and renovated.

Mr. Matrose made a motion to close the public hearing at 7:26 p.m. for Site Plan Review Application **#SPR2018-05**; motion seconded by Mr. Ellsworth. Motion carried 6-0.

OLD BUSINESS:

#SD2018-02: McPhillips Properties LLC is seeking approval for a two-lot subdivision, on property located at 31 McPhillips Dr., identified by Tax Map Parcel #: 136.-1-19, in Zone Classification Rural Use.

Chairman Little made a motion to approve **#SD2018-02** and the Planning Board finds that:

1. **#SD2018-02** is a minor subdivision.
2. Planning Board finds SEQRA review completed and no significant environmental impact.
3. A public hearing was held on September 17, 2018.
4. Lot 1 will consist of 72.8 +/- acres and Lot 2 will consist of 7.45 +/- acres and will surround Tax Map Parcel #: 136.-1-22./1 with the intention that the two lots will be merged. No buildings will be placed on Lot 2.
5. No wetlands are on either lot.

Approval:

Pursuant to Section 3.06 of the Town of Chester Subdivision Regulations, the Planning Board grants final approval of the minor subdivision Plat and authorizes the Chairman or Vice Chairman to sign the Subdivision Plat for **#SD2018-02** subject to the following conditions:

1. No changes, erasures, modifications, or revisions shall be made in this Plat after approval has been given by the Planning Board.

Mr. Ellsworth seconded the motion. Motion carried 6-0.

#SPR2018-05: Little Big House LLC is seeking Site Plan Review approval for the use of an existing structure (former NYS Trooper Barracks) as an independent property and casualty insurance agency. Property is located at 6250 State Route 9, identified by Tax Map Parcel #: 104.14-1-1-31.12, in Zone Classification Hamlet.

The Board reviewed questions in Part II of the Short Environmental Assessment Form. The Board agreed to answer and mark questions 1-11 in Part II of the Short EAF as “No, or small impact may occur.”

Chairman Little addressed Findings of Fact for **#SPR2018-05:**

1. There will be no negative impact on public health, safety, and general welfare.
2. The project agrees with the Town Master Plan.
3. The project meets parking, signage, and lighting requirements.
4. Landscaping meets Town of Chester requirements.
5. Proposed action will have no negative impacts on the environment.
6. Warren County finds no significant impact.

Mr. Matrose made a motion to declare a negative declaration for **#SPR2018-05** and to approve **#SPR2018-05**, and that the sign comply with the Town of Chester Sign Ordinance; motion seconded by Mr. Hilton. Motion carried 6-0.

NEW BUSINESS:

#SPR2018-06: Word of Life Fellowship, Inc. is seeking Site Plan Review approval for the construction of a three-court gymnasium, a ten (10) bed infirmary, and a dormitory, on property located at 8072 State Route 9 (4200 Glendale Rd.), identified by Tax Map Parcel #: 36.-1-20, in Zone Classification Moderate Intensity.

Eric Cordis, Facilities Engineer for Word of Life, presented the proposal. Mr. Cordis briefly explained the proposal and stated that the Dormitory has two phases; however, only Phase I of the dormitory construction would take place, providing approximately 104 beds. Mr. Cordis stated that Phase II would involve an additional 104 beds and an application would be made for the second phase of the dormitory work in the future. Mr. Nick questioned the distance of the dorm to Schroon Lake and Mr. Cordis believed it was around 300 ft. Mr. Cordis also mentioned that there is a vegetative tree buffer between the dorm and the Lake. Mr. Nick stated that there have been concerns from residents owning property on the Lake regarding the level of noise coming from the Facility especially when concerts are held. Mr. Cordis briefly explained the Stormwater Pollution Prevention Plan (SWPPP) and that under normal conditions there will not be runoff from the site. He also said that the commercial SPDES requirements were met for the new gymnasium and both Phase I and II of the dormitory.

Mr. Cordis also mentioned that when the Student Life Center was approved in 2015, there was discussion regarding the installation of a walkway to State Route 9, which has been completed. Chairman Little stated that the proposal will require referral to the Warren County Planning Department. Mr. Cordis said that the excavation and site work would begin in the spring for the gym and the dormitory. Chairman Little asked approximately how many students attend the Bible Institute and Mr. Cordis answered 400 students. Mr. Cordis stated that there will be no increase in the number of students and 24 beds will be removed in the old gymnasium once the dormitory is built. Brief discussion ensued regarding the noise coming from the campus. Full cut off LED lighting will be installed to light the entrance doorways and site lights will be installed with 100 ft. spacing between each light.

As part of the review, Chairman Little reviewed the impacts to consider as addressed in Section 5.06(E) of the Zoning Local Law, which include the following (discussion follows every impact to address):

1. **Impacts to and/or from adjacent and nearby land uses, both public and private.** Chairman Little did not believe that the proposal will cause a great increase in the amount of noise.
2. **Impacts to and/or from existing and proposed traffic patterns.** Chairman Little believed that since there will not be a substantial increase in the number of students, he did not believe there would be any change in the traffic pattern. Mr. Cordis also mentioned that Word of Life is looking into the option to only have one entrance, instead of the two that exist currently.
3. **Impacts to existing and proposed water supply, sewage disposal and other service capabilities.** Chairman Little mentioned that the water and sewage systems are outlined in the Report. As there will be no increase in the number of students, Chairman Little felt that the water usage would most likely not increase.
4. **Impacts to the community's ability to provide adequate recreation, education, fire protection and similar facilities and services to its residents and visitors.** Mr. Cordis mentioned that both structures will have sprinklers that will run off the current water supply system. Mr. Cordis also stated that there are two wells currently on the property, with one well used as a back-up. Brief discussion ensued regarding the sewage system.
5. **Visual compatibility with surroundings.** Chairman Little stated that the buildings will be visually attractive. Mr. Cordis said that the two structures will be difficult to see when viewed from the Lake.
6. **Effect on energy consumption and conservation.** LED lighting, including accent and interior lights, will be used.
7. **An Environmental Impact Statement (EIS) will be required if the project is subject to the State Environmental Quality Review Act (SEQRA) and the Planning Board deems the proposal to have potentially significant environmental impacts.**

Mr. Matrose questioned if there has been a written complaint regarding the noise. Mr. Nick stated that he has had people complain to him regarding the level of noise during the weekend of the concert. Chairman Little did not believe that the noise concern would be connected to the addition of the two new buildings. In the audience, Supervisor Leggett said that the Town has received complaints only for the weekend the music festival takes place. Mr. Nick said that if dormitory rooms are being added, he thought it would potentially add to the maximum size of the concert, which he felt could correlate to the noise. Chairman Little stated that the concert is open to the

public and mentioned that campers, students from the Bible Institute and the general public attend the event. Mr. Cordis stated that the proposal is more of an upgrade than an addition.

Chairman Little asked if the portion of the existing gymnasium had been removed as the topic was discussed during the review of the Student Life Center proposal (#SPR2015-02). Mr. Cordis stated that the approval allowed for the building to exist up to 5 years from the receipt of the CO; however, he said the final design of the work is being done.

The Board reviewed questions in Part II of the Short Environmental Assessment Form. The Board agreed to answer and mark questions 1-11 in Part II of the Short EAF as “No, or small impact may occur.”

Mr. Ellsworth made a motion to deem Site Plan Review Application **#SPR2018-06** complete with a SEQRA negative declaration, and to schedule a public hearing for **#SPR2018-06**; motion seconded by Mr. Hilton. Motion carried 6-0.

MINUTES:

Mr. Ellsworth made a motion to accept the minutes from the July 16, 2018 and August 20, 2018 regular meetings; motion seconded by Mr. Matrose. Motion carried 6-0.

CORRESPONDENCE: Zoning Administrator’s Activity Report for August 2018; Sign Design for #SPR2018-05 received August 27, 2018; Revised parking plan for #SPR2018-05 received August 27, 2018; Written explanation of current porch and proposed porch dimensions received August 27, 2018; Structure Renderings for #SPR2018-05.

PUBLIC PRIVILEGE:

Supervisor Leggett handed out the latest 2007 rendition of the Town Comprehensive Master Plan to each Board member. Supervisor Leggett stated that the goal of the Town is to provide more support to the Planning Board and that through the use of visuals (i.e. PowerPoint presentation, pictures, Google images, etc.) it would greatly assist the Board in making a decision on a proposal. Supervisor Leggett briefly explained the importance of Board members receiving the mandatory 4 hours of training per year and mentioned various training opportunities for members to receive the credits. Chairman Little questioned the status of the ZORC amendments. Mr. Nick stated that there have been new additions and minor changes to the ZORC amendments, which will be reviewed by the ZORC on October 1st.

BOARD PRIVILEGE:

Chairman Little mentioned #SD2018-02 and the brief discussion that ensued at the previous meeting regarding placement of a dwelling and septic system on the plat for approval. Chairman Little read one of the conditions of approval for #SD2018-02 to the Board, which involved a waiver of Section 5.02(A)(2) and read the following:

The Planning Board waives Section 5.02(A)(2); however, before a Building Permit is issued, the septic system shall be designed and shall meet all conditions as stated in the Town of Chester On-Site Wastewater Treatment Local Law.

Mr. Matrose believed that for every subdivision proposal brought before the Board, the specific waiver would have to be applied. Lengthy discussion ensued regarding the placement of a septic and well for a subdivision. Mr. Nick stated he would like to receive comment from the Attorney for the Town regarding Section 5.02(A)(2). Mr. Hilton agreed with having the Attorney for the Town offer comment. Supervisor Leggett offered his comments regarding the topic of discussion.

ADJOURNMENT:

Mr. Ellsworth made a motion to adjourn the meeting at 9:04 p.m.; motion seconded by Mr. Hilton. Motion carried 6-0.

Respectfully submitted,

Jeremy J. Little
Secretary