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**MINUTES MEETING  
Town of Halfmoon Planning Board  
October 11, 2022**

**Those present at the October 11, 2022, Planning Board meeting were:**

**Planning Board Members:**

Don Roberts –Chairman  
Marcel Nadeau- Vice Chairman  
John Higgins  
Tom Koval  
Rich Berkowitz  
Thomas Werner  
Mike Ziobrowski

**Planning Board Alternates:**

Brendan Nielsen  
Chuck Lucia

**Coordinator- Building, Planning and Development:**

Richard Harris

**Senior Planner / Stormwater Management Technician:**

Paul Marlow

**Town Attorney:**

Lyn Murphy

**Deputy Town Attorney:**

Cathy Drobny

**Town Board Liaison(s):**

John Wasielewski  
Eric Catricala

**Town Engineers:**

Joel Bianchi

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***The Chairman opened The Planning Board Meeting at 7:00 pm***

**Don Roberts:** Good evening, I would like to call the Planning Board meeting to order, have the Board members have you had a chance to review the minutes?

**Mike Ziobrowski:** I make a motion to approve the minutes.

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**Tom Werner,** I'll second it

**Don Roberts:** All those in favor aye? (All in favor) Opposed? (None were opposed) Motion carried.

**Rich Berkowitz:** I abstain

**Don Roberts:** Okay Rich abstains he wasn't here

**New Business:**

**22.145                    Shenendehowa Central School District Storage, 3 Liebich Lane- Change of Use/Tenant**

**Ray Nardelli:** My name is Ray Nardelli and I'm the Director of Technology and the records manager at Shenendehowa, and this space is just a 90 percent of this space will be used to store records, paper records, student records, special ed records, financial records and so forth, and then about 10 percent of it we use for to store some summer programs equipment. We have a records employee that we hire from Bocce's that comes every Thursday and they come to our district so basically the, its kind of interesting the IT Department, I've only been there a little over a year but the IT Department also is in charge of the mail for the whole Campus and so all the records end up back in the IT area that then get shipped over to the warehouse. Our current warehouse is up on Fairchild Lane and our lease is up at the end of this month so that's the purpose.

**Don Roberts:** Okay questions by the Board?

**Rich Berkowitz:** I make a motion to approve the change of use and tenant

**Mike Ziobrowski:** Ill second

**Don Roberts:** All those in favor aye? (All in favor) Opposed? (None were opposed) Motion carried, take care.

**Richard Harris:** And I just want to add thank you for coming in to explain it, I know you don't have to, but we do appreciate you guys just filling us in and keeping us in the loop

**Ray Nardelli:** It was my pleasure

**Don Roberts:** Thank you.

***Shenendehowa Central School District Storage– Change of Use/Tenant.***

***APPROVED. Board approved the use of 4,000 SF of vacant space at 3 Liebich Lane for storage of school related documents and materials.***

**22.143                    Greene Subdivision, 217 Fellows Road – Minor Subdivision**

**Brian Holbriter:** Good evening, Ladies and Gentlemen, my name is Brian Holbriter Im a licensed Land Surveyor and Im here tonight representing my client, Ron Greene who lives at 217 Fellows Road. He has owned this property since 2001 and has actually a two-family house there that is right off of Fellows Road, with a detached garage and he also has another shop that sits up back off of the end of the asphalt driveway right there where he has the cursor. What Ron would like to do is sub divide this property and build a new home and retain ownership of the two family home and just be able to rent both sides of it but he's looking to have a new home with some more room and so he's got a set of house plans picked out he is ready to go, he would like to start construction this Fall if possible if weather permits, so we're hoping to be able to move forward with a proposed subdivision of the property.

**Don Roberts:** Okay thank you, at the pre-meeting we discussed this, and we want to take the easy route here as far as the garage being on the lot first, can you briefly explain how we should go about this?

**Lyn Murphy:** Rich and I, he had brought this to my attention and we had discussed it last week, I think the Board obviously can do, proceed however the Board wants to but I believe it would be in compliance with our local laws if and when they decided on a subdivision they made it contingent on the plan not being stamped until and unless they drew a building permit for the principal structure, since the garage is an incidental.

**Richard Harris:** Yea and as I mentioned it's a little bit of a chicken and the egg, they can come in today for the building permit but we on the building side can't approve two homes on one lot so there is a little chicken and the egg here with this.

**Don Roberts:** Good so we'll do that, that's the best way to go I think, yea

**Lyn Murphy:** If that's the Boards pleasure but obviously???

**Don Roberts:** And this also has to be reviewed by the Saratoga County Planning Board

**Richard Harris:** Yea we have it scheduled for this month's meeting, so the timing works out.

**Don Roberts:** Okay and we also need a public hearing for November 14<sup>th</sup>,

**Richard Harris:** You could if you wanted to do the next meeting, we will get the County review back.

**Don Roberts:** We will? Okay, alright

**Richard Harris:** This came in a few weeks back to we were able to get it on the October, not that there is a huge rush but, the timing worked out well for the applicant that they don't have to wait another month or so to get the County review

**Tom Koval:** What's our next meeting/

**Don Roberts:** 24<sup>th</sup> of October

**Tom Koval:** I make a motion to set a public hearing for October 24<sup>th</sup>

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**Marcel Nadeau:** Ill second

**Don Roberts:** All those in favor aye? (All in favor) Opposed? (None were opposed) Motion carried, see you the 24<sup>th</sup>.

**Brian Holbritter:** At?

**Don Roberts:** 7 o'clock

**Richard Harris:** We do have two other public hearings, but this is probably the most simple I think of the three so it will probably be 1<sup>st</sup> or 2<sup>nd</sup>

**Brian Holbritter:** Not a problem, see ya then

**Don Roberts:** Thank you very much.

*Greene Subdivision- Minor Subdivision.*

***PUBLIC HEARING SET. Board set a Public Hearing for October 24, 2022, for a proposed two lot subdivision.***

## **22.150                      Crystal Rock Filling Station, 11 Corporate Dr – Site Plan**

**John Hitchcock:** How you are doing, John Hitchcock with ABD Engineers, Crystal Rock located 11 Corporate Drive, they're just looking to install a 1000-gallon propane filling station off the northeast corner of the building they're getting a new fleet of trucks that run on propane fuel, so they want to be able to fuel up right there onsite. We set the pad about 25 feet off the building so as far as fire code goes, section 2307.4 says that if the buildings exterior wall is not fireproof with a 1hr. fire rating then the minimum requirement is 25 ft. the wall is I believe a fire rated wall but we just set it at 25 feet anyways, so 10 feet is what we could set it at if we wanted to, it's a 130 sq ft concrete pad it will be sitting on with 6 inch steel concrete bollards and a chain link fence around it. And we are just looking for action tonight if you feel comfortable.

**Don Roberts:** Questions by the Board?

**Marcel Nadeau:** So, this filling station is just for you people not for the general public?

**John Hitchcock:** Correct it's just for 11 Corporate Drive' fleet of trucks

**John Higgins:** So, they are not going to fill or advertise to fill?

**John Hitchcock:** No, they are just a water company

**John Higgins:** Well, I understand that, but I just wanted to make sure, thank you.

**Tom Koval:** Ill make a motion to approve the change to the site plan.

**Don Roberts:** All those in favor aye? (All in favor) Opposed? (None were opposed) Motion carried.

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**John Hitchcock:** Thank you.

**Don Roberts:** You're welcome

*Crystal Rock Filling Station, Site Plan.*

*APPROVED. Board approved the application for an outside propane filling station at 11 Corporate Drive.*

**22.152                      Betts Farm PDD, Betts Lane Amendment to Final Site Plan**

**Gavin Vuillaume:** Gavin Vuillaume with Environmental Design and again representing Abele Builders. I think the last time we were in front of the Board we were here for Phase I, Phase I as everyone knows is currently under construction. There are 65 homes that are to be built in Phase I, the change that was made at that time was we did have several twin homes, lots on the property, we've made it all single family which is commonly known as patio homes, which are the smaller lots. That's currently under construction, I believe paving is supposed to start this week on that project and hopefully get the roads dedicated maybe over the winter and things are moving well on Phase I. For Phase II which we are here for tonight, there is another change, what this change involves is we are kind of moving the phases around as well. Phase II originally was kind of on the northern portion of the over all project you can see on that map, and I've got some copies here if you guys want a better, there you go. So, you can see Phase II was up on the northern section of where Phase I is, we are no longer going to do Phase II where it was originally proposed, we are not proposing phase II as what was originally approved as Phase V and Phase V was 14 patio homes with 30 twin homes. Again, very similar to Phase I the applicant wishes to no longer construct the twin homes and go with all patio homes so that would be 44 patio homes and 1 estate lot, which is what was originally approved for Phase V.

**Mike Ziobrowski:** Can you just jog my memory, was Phase V going where Phase II is now?

**Gavin Vuillaume:** No Phase V was this, was what we're looking at tonight

**Mike Ziobrowski:** Okay that's a yes, okay, alright got it.

**Gavin Vuillaume:** So the good news with this is that we are now going to get the road connection out to Hayner Road which I think is good for everyone, its good for the traffic flow within the project, its good for construction, have two means of access, it's a lot of road for not a lot of units however they do feel that cost wise and because of its location they would rather do Phase II at this location as opposed to what we had before. All the roads all the utilities, stormwater basin is all the same we really just take some of those twin home lots and dice them in half and turn them into patio homes similar to what we did on Phase I. That's pretty much it.

**Don Roberts:** Questions by the Board?

**Tom Koval:** Obviously we are referring this to our engineer

**Don Roberts:** Yes, Joel is going to look at this

**John Higgin:** And the fire department

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**Don Roberts:** Okay, yup

**Richard Harris:** I've just got a couple questions from the pre-meeting, the outer perimeter of the lots to be developed is the exact same as they were before

**Gavin Vuillaume:** Yea all that common space is the same as what was originally shown for Phase V, yup.

**Richard Harris:** Now, before when it was a twin home like in Phase I, the lot how much did the size of the lots change or just moved the lots?

**Gavin Vuillaume:** No, they are the same size it's just the building isn't connected

**Richard Harris:** Right so there is 16 feet minimum between buildings, right? 8 feet

**Gavin Vuillaume:** Yup, right

**Richard Harris:** Side yard setbacks

**Gavin Vuillaume:** Correct

**Tom Koval:** So, you just shrank the setback on the outside?

**Gavin Vuillaume:** Yea a little bit

**Tom Koval:** Added a gap between them, how big is the gap between these

**Gavin Vuillaume:** Up to 16 feet

**Richard Harris:** What about from twin home to twin home, do you remember what those setbacks were from twin home?

**Gavin Vuillaume:** Those were still the same setbacks 6 feet I think

**Tom Koval:** How does that work; the math doesn't add up?

**Richard Harris:** The twin homes must have been 16 feet between the houses and 8 outside, there is another 16, and its 32 feet how wide were the lots before?

**Gavin Vuillaume:** They were like maybe a little wider, I want to say maybe 110?

**Tom Koval:** They were 110 feet wide prior?

**Gavin Vuillaume:** Yea I think so

**Tom Koval:** So, you're saying they were a little wider, you're saying the overall hasn't changed at all?

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**Gavin Vuillaume:** Right the outer boundaries do not change at all.

**Tom Koval:** Okay

**Gavin Vuillaume:** So, they have the same side yard setback as what was originally expected for the twin homes

**Don Roberts:** So, in the end how many units are going to be on the whole site/

**Gavin Vuillaume:** So, we're still at 201

**Richard Harris:** Yea so Phase I the town engineer will look at it just for potential grading impacts between

**Gavin Vuillaume:** Yea grading and some utilities to

**Richard Harris:** Yea some utility concerns too

**Gavin Vuillaume:** With the services to the buildings, other than that that's the only change, drainage stays the same, other than you'll have a swale in between the lots.

**Richard Harris:** It's in between the lots, but not into the stormwater

**Don Roberts:** So, Joel you'll look at this and we'll refer it to the fire department as well anyone else? You have any comments right not Joel, or no?

**Joel Bianchi:** Just one thing, it looks like on the cul-de-sac \*\*\*\*\**this portion of tape is inaudible*\*\*\*\*\*

**Gavin Vuillaume:** That's what we had before

**Joel Bianchi:** Whatever happened before I'm just looking and it triggers fire code issues, you'll need to do automatic sprinklers in all those units.

**John Higgins:** So, they are planning on automatic sprinklers?

**Gavin Vuillaume:** If that's required yea.

**Joel Bianchi:** That's not a Town Code, that's a residential building code.

**Don Roberts:** Okay so Joel will review this and get back to you alright Gavin, okay thank you very much

***Betts Farm PDD, Betts Lane-Amendment to Final Site Plan***

***TABLED/REFERRED TO AGENCIES. Board received a presentation for a proposed amendment to the approved phasing plan for the Betts Farm PDD.***

**Tom Koval:** I make a motion to adjourn the meeting.

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**John Higgins:** Ill second it.

**Don Roberts:** All those in favor aye? (All in favor) Opposed? (None were opposed) Motion carried, thank you good night.