



# Planning Board Agenda

**April 22, 2025 – 7:00 pm**

The Planning Board's Agenda is subject to change and certain items may be postponed. NOTE: During a Public Hearing, each speaker shall state his name and address prior to addressing the Board and shall be granted the floor for up to three minutes. The Board will complete its deliberation of the project under review at midnight. All remaining items will be placed first on the next agenda.

## **I. Minutes Approval - 04/08/2025**

## **II. Public Hearing**

### **#2025-014 1315 Route 146 - 3 Lot Subdivision (21st Century)**

SBL: 270.-2-2

3 Lot Subdivision, 1315 Rt 146, Zoned: B5 - Corporate Commerce, Status: Preliminary

Applicant: MSW Properties, LLC Consultant: ABD Engineers – J. Hitchcock, Jr

Last Seen On: (previously seen under a different project # and design consultant in 2024)

[http://www.citizenserve.com/Documents/398/461875726\\_565A-ASB4-SUB.pdf](http://www.citizenserve.com/Documents/398/461875726_565A-ASB4-SUB.pdf)

## **III. Old Business**

### **#2025-001 26 Wood Rd Multi-Use Industrial Building Site Plan**

SBL: 259.-2-115.1

Proposed construct an additional 17,280 sq ft mixed-use building with parking and travel surfaces that connect to the existing development., 26 Wood RD, Zoned: L2 - Light Industrial 2 Status: Preliminary

Applicant: DCG Consultant: EDP – J. Dannible

Last Seen On: 02/11/2025

[http://www.citizenserve.com/Documents/398/462062712\\_2025-03-26\\_Plan%20Set.pdf](http://www.citizenserve.com/Documents/398/462062712_2025-03-26_Plan%20Set.pdf)

### **#2025-005 Wood Rd Outdoor Soccer Training & Fitness Facility Site Plan**

SBL: 250.-2-1.1

Proposed construction of a soccer field, Wood RD, Zoned: L2 - Light Industrial 2, Status: Preliminary

Applicant: Cassroots Consultant: EDP – J. Dannible

Last Seen On: 02/25/2025

[http://www.citizenserve.com/Documents/398/462815394\\_140%20Wood%20Road%20Prelim.pdf](http://www.citizenserve.com/Documents/398/462815394_140%20Wood%20Road%20Prelim.pdf)

## **IV. New Business**

### **#2025-012 117 Wood Road Office and Warehouse Storage Site Plan**

SBL: 250.-2-42

Proposed construction of office and warehouse storage space, 117 Wood RD , Zoned: L2 - Light Industrial 2

Status: Concept

Applicant: Remodel Now, Consultant: N/A

[http://www.citizenserve.com/Documents/398/461203153\\_Engineer%20Report%20Site%20plan%2025008%20RemodelNow%20Wood%20Rd-Plan%2003-18-25%20\(1\).pdf](http://www.citizenserve.com/Documents/398/461203153_Engineer%20Report%20Site%20plan%2025008%20RemodelNow%20Wood%20Rd-Plan%2003-18-25%20(1).pdf)

**#2025-013 1143 Ballston Lake Rd 2 Lot Subdivision**

SBL: 257.16-1-31

Subdivision of a 2.54-acre lot into 2 lots, 1143 Ballston Lake RD, Zoned: HM - Hamlet Mixed Use

Status: Concept

Applicant: D. Reckner    Consultant: GVG Land Surveyor, PLLC – K. Weed

[http://www.citizenserve.com/Documents/398/461288162\\_SUB%202025%20\(1\).pdf](http://www.citizenserve.com/Documents/398/461288162_SUB%202025%20(1).pdf)

**#2025-015 VP Golf Club 5 Lot Single-family Subdivision Main Street**

SBL: 264.-3-94.1

5 Lot Single-family subdivision Main Street , 924 Main ST, Zoned: PDD    Status: Concept

Applicant: Country Club Golf LLC    Consultant: EDP – J. Dannible

[http://www.citizenserve.com/Documents/398/462770057\\_VPGC%20Main%20Street%20Conc%20Sub.pdf](http://www.citizenserve.com/Documents/398/462770057_VPGC%20Main%20Street%20Conc%20Sub.pdf)

**#2025-016 VP Golf Club 6 lot Single-family Subdivision Route 146A**

SBL: 264.-3-94.1

6 lot Single-family Subdivision Route 146A, 924 Main ST

Zoned: PDD, Status: Concept

Applicant: Country Club Golf LLC, Consultant: EDP – J. Dannible

[http://www.citizenserve.com/Documents/398/462766206\\_VPGC%20146A%20Conc%20sub.pdf](http://www.citizenserve.com/Documents/398/462766206_VPGC%20146A%20Conc%20sub.pdf)

**#2025-017 1910 Route 9 Commercial Buildings Site Plan**

SBL: 259.-2-44

Proposed construction of a ready-mix concrete production plant, 1910 Us Rt 9    Zoned: L2 - Light Industrial 2

Status: Concept

Applicant: L. Clemente , Consultant: EDP – G. Vuillaume

[http://www.citizenserve.com/Documents/398/462776585\\_Rte%209%20Batch%20Concrete%20Site%20Plan.pdf](http://www.citizenserve.com/Documents/398/462776585_Rte%209%20Batch%20Concrete%20Site%20Plan.pdf)

**V. Discussion - none**

**Next PB Meeting: May 13th**

## Review Comments by Project ID

Project ID Number: 2025-014

File#	Permit#	Project ID Number	Route Name	Activity Type	Reviewer	Completion Date	Comment
25-000379	SUB25-000005	2025-014	Subdivision - Preliminary	Stormwater Review	Scott Reese	04/11/2025	With the parcel being subdivided and the stormwater management areas (SMAs) going to be split up on the lots, describe how the future maintenance and who's responsibility it will be of the individual SMAs. If there will be a drainage easement it should be shown on the subdivision plans. If there are going to be three different owners, then three different Stormwater Management Practice Maintenance Agreements will need to be filed.
25-000379	SUB25-000005	2025-014	Subdivision - Preliminary	Zoning Plans Review	Scott Reese	04/11/2025	The three lot subdivision appears to meet Town Code Chapter 208-54 the space and bulk standards.
25-000379	SUB25-000005	2025-014	Subdivision - Preliminary	Zoning Plans Review	Scott Reese	04/11/2025	It appears that the three lots will be sharing the private roadway. Will there be an ingress/egress easement for the three separate parcels? If there will be an easement it should be shown on the subdivision plans.
25-000379	SUB25-000005	2025-014	Subdivision - Preliminary	Planning Director Plans Review	John Scavo	04/17/2025	Develop a reciprocal easement agreement with a note to add to the plan. Below is a draft note for the reciprocal easement that contains the content the applicant should take into consideration for addressing in the easement agreement. Reciprocal Easements Note This subdivision plan includes provisions for reciprocal easements for parking, access, maintenance, and utilities. These easements are established to ensure mutual benefits and responsibilities among all property owners within the subdivision. The easements are designed to: a. Parking: Allow shared use of designated parking areas by all property owners and their guests. b. Access: Provide unobstructed access to all properties within the subdivision, ensuring ease of movement and connectivity. c. Maintenance: Facilitate cooperative maintenance of shared infrastructure, including roads, landscaping, and common areas. d. Utilities: Ensure the efficient distribution and maintenance of utility services, such as water, electricity, and sewage, across all properties. All property owners are required to adhere to these

							easements and work collaboratively to maintain the subdivision's functionality and aesthetic appeal.
25-000379	SUB25-000005	2025-014	Subdivision - Preliminary	Planning Director Plans Review	John Scavo	04/17/2025	The applicant must verify that each proposed lot has its own private water supply and sanitary sewer service laterals from a public main.
25-000379	SUB25-000005	2025-014	Subdivision - Preliminary	Planning Director Plans Review	John Scavo	04/17/2025	Add notes reflecting prior variances granted to the subdivision plat. Area Variance #80214 in 1999 granted relief to allow a 105 sq.ft. wall sign on the single-story concrete building within Lot #3 for Enterprise Rent-A-Car. Maximum allowed 35 sq.ft. = 70 sq.ft. of relief granted. Wall sign height also granted 2' relief to allow 12' height where 10' is required = 2' relief granted. Use Variance #80080 in 1996, allowing relief from Section 208-128 of the Town Code to allow a church in the Corporate Commerce Zoning District within the single-story concrete building on proposed Lot #3.
25-000379	SUB25-000005	2025-014	Subdivision - Preliminary	Planning Director Plans Review	John Scavo	04/17/2025	Please add to the site statistics table a parking summary for each of the three lots per the attached example
25-000379	SUB25-000005	2025-014	Subdivision - Preliminary	Planning Director Plans Review	John Scavo	04/17/2025	The County Planning Board will consider this subdivision application at their meeting on April 17th for a recommendation to the Clifton Park Planning Board in accordance with GML Section 239 (m).
25-000379	SUB25-000005	2025-014	Subdivision - Preliminary	SEQR Review	John Scavo	04/29/2024	I have attached a draft SEQR SEAF Part II and Notice of Non-Significance for the Planning Board's consideration and review.



April 16, 2025

Mr. Luigi P. Palleschi, PE  
ABD Engineers, LLP  
411 Union Street  
Schenectady, New York 12305

**Re: 1315 Route 146 3-Lot Subdivision**  
**Tax Map ID 720.-2-2**  
**CP File: 2024-054**  
**MJ File: 700.408**

Dear Mr. Palleschi:

MJ Engineering, Architecture, Landscape Architecture, and Land Surveying, P.C. (MJ) has reviewed the submission for the above-mentioned project. Documents received for our review included the following:

- Short Environmental Assessment Form dated March 27, 2025
- Subdivision Plan titled "Lands Now or Formerly of MSW Properties LLC Street No. 1315 New York State Route 146" as prepared by ABD Engineers Surveyors, 1 sheet in total, and dated March 11, 2025
- Subdivision Plan in color titled "Lands Now or Formerly of MSW Properties LLC Street No. 1315 New York State Route 146" as prepared by ABD Engineers Surveyors, 1 sheet in total, and dated March 11, 2025

Based upon our review of the above documents, we offer the following comments for consideration.

### **STATE ENVIRONMENTAL QUALITY REVIEW**

1. 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 subdivision. 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: GML 239-m County Referral
  - c. Clifton Park Water Authority: Water Connection
  - d. Saratoga County Sewer District #1: SCSD Connection
  - e. New York State Department of Transportation: Proximity to Route 146

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:



2. Part 1. 9. - The applicant did not answer the question Part 1 9. in the SEAF, the applicant should resubmit the completed application.
3. Part 1. 10. - The applicant did not answer the question Part 1 10. in the SEAF, the applicant should resubmit the completed application.
4. Part 1. 11. - The applicant did not answer the question Part 1 11. in the SEAF, the applicant should resubmit the completed application.
5. No further comments at this time.

### **SUBDIVISION**

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. There appears to be several shared ingress/egress easements among the parcels. Show on the subdivision plat all ingress/egress shared easements. Also provide a copy of the shared access agreement to the Town for review.
8. There also appears to be several utility easements (water, sewer and storm) among the parcels. Show on the subdivision plat all ingress/egress shared easements. Also provide a copy of the shared access agreement to the Town for review.
9. Consider placing the westernmost driveways for Lot 1 within Lot 1.
10. 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.
11. Considering this plan is conceptual in nature, subsequent comments will be provided with a preliminary plan submission.

The applicant shall provide written responses to all technical comments provided by Town staff and consultants as part of the next submission. Should you have any questions, please do not hesitate to contact me at (518) 371-0799.

Sincerely,

A handwritten signature in black ink, appearing to read 'W. Lippmann', written over a horizontal line.

Walter F. Lippmann, P.E.  
Associate, Land Development Group Manager

## Review Comments by Project ID

Project ID Number: 2025-001

File#	Permit#	Project ID Number	Route Name	Activity Type	Reviewer	Completion Date	Comment
25-000055	SPR25-000002	2025-001	Site Plan Review - Concept	Postal Verification	John DeSimone	02/04/2025	Approved postal verification 30 Wood Road. Prior postal verification completed and confirmed with Saratoga County Emergency Services. See attached documents (Approved Postal Verification)
25-000055	SPR25-000002	2025-001	Site Plan Review - Concept	Fire Marshall Plans Review	John DeSimone	02/04/2025	Please provide construction type, utility plan showing existing hydrants and distance to closet hydrant.
25-000055	SPR25-000002	2025-001	Site Plan Review - Concept	Planning Director Plans Review	John Scavo	02/06/2025	The applicant should address whether they will update/replace the existing SWPPP for the site to construct the proposed improvements with this application.
25-000055	SPR25-000002	2025-001	Site Plan Review - Concept	Planning Director Plans Review	John Scavo	02/06/2025	The conceptual site plan shows the relocation of the existing stormwater management area to accommodate the proposed development with this application.
25-000055	SPR25-000002	2025-001	Site Plan Review - Concept	Planning Director Plans Review	John Scavo	02/06/2025	As part of the site plan application review process and in compliance with the Wood Road Generic Environmental Impact Statement (GEIS), the applicant shall provide vehicle trip generation data based on the latest edition of the Institute of Transportation Engineers (ITE) Trip Generation Manual. The analysis shall include peak hour trip generation estimates for the proposed use, including AM and PM peak hours. This information will be used to assess traffic impacts and ensure consistency with the findings and mitigation measures outlined in the Wood Road GEIS.
25-000055	SPR25-000002	2025-001	Site Plan Review - Concept	Planning Director Plans Review	John Scavo	02/06/2025	In a table format, account for parking spaces required per the Town Code, Section 208-99B, for the proposed LI-2 permitted uses and its correlation to spaces provided.
25-000055	SPR25-000002	2025-001	Site Plan Review - Concept	Planning Director Plans Review	John Scavo	02/06/2025	Provide documentation showing the Clifton Park Water Authority and Saratoga Co. Sewer District #1 have adequate capacity and are willing to service the proposed building improvement.
25-000055	SPR25-000002	2025-001	Site Plan Review - Concept	Planning Director	John Scavo	02/06/2025	Please clarify whether dock areas are proposed for the building and designed to be at grade for smaller vehicles or elevated to

				Plans Review			accommodate larger tractor-trailers. This information is necessary to assess site access, circulation, and potential impacts on traffic flow and site design.
25-000055	SPR25-000002	2025-001	Site Plan Review - Concept	Planning Director Plans Review	John Scavo	02/06/2025	The proposed project is subject to Section 239 of General Municipal Law since the site is within 500' of I-87. Therefore, the future preliminary plan submittal will be referred to the Saratoga Co. Planning Board for a recommendation.
25-000055	SPR25-000002	2025-001	Site Plan Review - Concept	Planning Director Plans Review	John Scavo	02/06/2025	Additional comments will be provided once detailed plans are submitted for preliminary site plan consideration.
25-000055	SPR25-000002	2025-001	Site Plan Review - Concept	SEQR Review	John Scavo	02/03/2025	The applicant previously provided the attached SHPO letter for Planning Board Project #2021-001, for a three-lot subdivision that included this project. The applicant should confirm that the information is still applicable and accurate for this site plan application.
25-000055	SPR25-000002	2025-001	Site Plan Review - Concept	ECC Review	Scott Reese	02/06/2025	The existing conditions show a stand of existing trees adjacent to the proposed retaining wall. In keeping with the recommendations and goals of the Town Comprehensive Plan, the Applicant should retain existing vegetation to the maximum extent practical and/or the use landscaping and grading to provide visual and auditory buffering between the project and adjacent roadways or other properties.
25-000055	SPR25-000002	2025-001	Site Plan Review - Concept	ECC Review	Scott Reese	02/06/2025	As the intended use of this space is yet to be determined, the Applicant should indicate all other environmental permits that may be required for the activities that are proposed under the planned use of the site. Furthermore, the Applicant shall comply with the Town's Hazardous Materials Policy, which can be obtained from the Town Environmental Specialist.
25-000055	SPR25-000002	2025-001	Site Plan Review - Concept	ECC Review	Scott Reese	02/06/2025	The ECC notes that an existing trail ROW is located at the south end of wood road connecting to Ushers Road. The ECC suggests that the Planning Board explore the possibility of a ROW along the front of this project to connect to this previously approved trail.
25-000055	SPR25-000002	2025-001	Site Plan Review - Concept	Zoning Plans Review	Scott Reese	02/07/2025	Per Town Code 208-66 A. There shall not be more than one curb cut per lot unless the Planning Board finds that traffic safety will be

							improved with the addition of another curb cut.
25-000055	SPR25-000002	2025-001	Site Plan Review - Concept	Stormwater Review	Scott Reese	02/07/2025	If the applicant is proposing on including the stormwater management area to be included in the greenspace, per Town Code Chapter 208-65 B. "The stormwater retention area may be included in the green space calculation upon proof that the stormwater retention area will be improved to form an integral part of the landscaping scheme and would enhance the overall aesthetics and thus serve the purpose of the green space requirements of this article."
25-000055	SPR25-000002	2025-001	Site Plan Review - Concept	Zoning Plans Review	Scott Reese	02/07/2025	Per Town Code 208-65 C. "there shall be established a minimum twenty-five-foot planted buffer along the rear and side property lines of all parcels." Provide the proposed greenspace in the site statistics on the plan.
25-000055	SPR25-000002	2025-001	Site Plan Review - Concept	Zoning Plans Review	Scott Reese	02/07/2025	Provide the proposed height of the structure. If the structure is over 35 feet in height a visual assessment and a completion of the Appendix B of the SEQR will need to be done.
25-000055	SPR25-000002	2025-001	Site Plan Review - Concept	Zoning Plans Review	Scott Reese	02/07/2025	Applicant to provide a parking schedule on the plans. There should be more than the minimum of the required parking needed for warehousing, or land banked, as commercial recreation is allowed in this zone.
25-000055	SPR25-000002	2025-001	Site Plan Review - Concept	Stormwater Review	Scott Reese	02/07/2025	A Notice of Termination has been filed to the NYSDEC for the Stormwater Permit for the first structure and parking area on this parcel. A new NYSDEC GP-0-25-001 permit will need to be obtained for this second structure and parking for this project.
25-000055	SPR25-000015	2025-001	Site Plan Review - Preliminary	Postal Verification	John DeSimone	04/11/2025	Approved postal verification 30 Wood Road. Prior postal verification completed and confirmed with Saratoga County Emergency Services. See attached documents (Approved Postal Verification)
25-000055	SPR25-000015	2025-001	Site Plan Review - Preliminary	Fire Marshall Plans Review	John DeSimone	04/11/2025	No concerns or comments with revision.
25-000055	SPR25-000015	2025-001	Site Plan Review - Preliminary	Zoning Plans Review	Scott Reese		Per Town Code 208-65 C. "there shall be established a minimum twenty-five-foot planted buffer along the rear and side property lines of all parcels." The applicant has proposed 9 Norway Spruce trees that are between 5 to 6 feet in height at this location.

							The Planning Board shall take in consideration is this is sufficient for a 25 foot wide planted buffer.
25-000055	SPR25-000015	2025-001	Site Plan Review - Preliminary	Stormwater Review	Scott Reese		If the applicant is proposing on including the stormwater management area to be included in the greenspace, per Town Code Chapter 208-65 B. "The stormwater retention area may be included in the green space calculation upon proof that the stormwater retention area will be improved to form an integral part of the landscaping scheme and would enhance the overall aesthetics and thus serve the purpose of the green space requirements of this article." The applicant has provided a planting plan showing showing several deciduous and evergreen trees by the basins. The Planning Board shall take in consideration if this is sufficient for enhancing the overall aesthetics of the green space.
25-000055	SPR25-000015	2025-001	Site Plan Review - Preliminary	SEQR Review	John Scavo	04/29/2024	Pursuant to the Wood Road GEIS, the 18 vehicle trips in the a.m., as the highest peak hour, are used to calculate the transportation mitigation fee due at the time of stamping the final plan, which is \$13,015.62. This fee is due at the stamping of the final site plan. The formula is 18 Trips x Unit Cost of 723.09 per Trip = \$13,015.62. Please note the GEIS preparation FEE based on acres at a rate of \$74.28 was previously collected with the existing building developed on the property.
25-000055	SPR25-000015	2025-001	Site Plan Review - Preliminary	SEQR Review	John Scavo	04/29/2024	The subject property is located within the Wood Road GEIS Study Area. If the development of the project is deemed to be in conformance with the statement of findings, then a negative declaration pursuant to SEQR may be issued by the Planning Board.
25-000055	SPR25-000015	2025-001	Site Plan Review - Preliminary	Planning Director Plans Review	John Scavo	04/17/2025	Add the attached site plan CADD File Approval to the Final Plan
25-000055	SPR25-000015	2025-001	Site Plan Review - Preliminary	ECC Review	Scott Reese	04/18/2025	The ECC notes that an existing trail ROW is located at the south end of wood road connecting to Ushers Road. The ECC suggests that the Planning Board explore the possibility of a ROW along the front of this project to connect to this previously approved trail.

25-000055	SPR25-000015	2025-001	Site Plan Review - Preliminary	ECC Review	Scott Reese	04/18/2025	Per Town Code 208-65 C. "There shall be established a minimum twenty-five-foot planted buffer along the rear side property lines of all parcels." The current planting plan does not show a minimum 25-foot buffer along the rear side property line. The ECC recommends that the Planning Board requires the plan to be modified to reflect this buffer requirement.
-----------	--------------	----------	--------------------------------	------------	-------------	------------	---



April 16, 2025

Mr. Gavin Vuillaume  
Environmental Design Partnership  
900 Route 146  
Clifton Park, New York 12065

Sent via email: [gvuillaume@edpllp.com](mailto:gvuillaume@edpllp.com)

**Re: 26 Wood Avenue Multi-Use Industrial Site Plan**  
**Tax Map ID 259.-2-115.1**  
**CP File: 2025-001**  
**MJ File: 700.410**

Dear Mr. Vuillaume:

MJ Engineering, Architecture, Landscape Architecture, and Land Surveying, P.C. (MJ) has reviewed the submission for the above referenced project. Documents received for our review included the following:

- Short Environmental Assessment Form, dated January 15, 2025
- Agricultural Data Statement and Control Form, undated
- Conceptual Site Plan titled "Wood Road Flex Building – Lot 3A", last dated January 21, 2025, prepared by Environmental Design Partnership, LLP.
- Applicant Ethics Disclosure Form, dated January 15, 2024

Based upon our review of the above documents, we offer the following comments for consideration.

### **STATE ENVIRONMENTAL QUALITY REVIEW**

1. No further comments at this time.

### **SITE PLANS**

#### Cover Sheet

2. No comments.

#### Existing Conditions

3. Provide the locations and soil information for the proposed infiltration basin.

#### Site Plan

4. It appears the western parcel boundary will be adjusted as part of the project.

#### Grading and Drainage Plan

5. Show the test pit and infiltration locations on the plan.



21 Corporate Drive  
Clifton Park, NY 12065



518.371.0799  
[mj@mjteam.com](mailto:mj@mjteam.com)  
[mjteam.com](http://mjteam.com)



Fishkill, NY  
Levittown, NY  
Picatinny, NJ  
Melbourne, FL



6. It appears a gravel diaphragm is being utilized for pretreatment into the infiltration basin. Refer to the NYSSMDM Section 6.3.3 for pretreatment options.
7. It appears the natural depression pond is located over an existing sanitary sewer manhole. This should be reviewed by SCSD so the manhole does not become submerged in the pond.
8. If the natural depression is truly a pond, pursuant to Section 6.1.6 of the NYSSMDM, warning signs must be posted prohibiting swimming, wading, and skating, warning of possible contamination or pollution of pond water, and indicating maximum depth of pond.

#### Utility Plan

9. The sanitary sewer and easement is subject to the review and approval of the Saratoga County Sewer District No. 1. The final plans shall incorporate any technical comments issued by the Saratoga County Sewer District No. 1.
10. The water is subject to the review and approval of the Clifton Park Water Authority. The final plans shall incorporate any technical comments issued by the Clifton Park Water Authority. The applicant may want to confirm there is adequate cover over the watermain at the inlet of the culvert under the driveway.

#### Planting Plan

11. No comments.

#### Erosions and Sediment Control Plan

12. Add the following note "Infiltration practices shall never serve as a sediment control device during site construction phase and shall be installed at the end of the construction sequence, to the greatest extent practical".

#### Site Details - Sheet 8

13. No comments.

#### Site Details - Sheet 9

14. No comments. Sewer details subject to review by SCSD.

#### Site Details - Sheet 10

15. No comments. Water details subject to review by CPWA.

#### Site Details - Sheet 11

16. No comments.



### Lighting Plan

17. The prepared sheet shall become part of the overall plan set.

### **STORMWATER POLLUTION PREVENTION PLAN**

18. Section 2 Erosion and Sediment Control Plan Site Map was not included.

19. Appendix H – NYCDEP SWPPP approval form and Appendix I MS4 No Jurisdiction are not required for this project and should be removed.

### **STORMWATER MANAGEMENT NARRATIVE**

20. Section 2.1 mentions the USDA soil types, noting that soil tests were conducted in November 2022 where the current stormwater management area is located but no soil information on the relocated stormwater management area. The text shall summarize the in-situ soil testing including infiltration tests and test pits in this new location.

21. As previously noted, a gravel diaphragm is not a form of pretreatment for an infiltration system per Section 6.3.3. The pretreatment calculation should be verified to ensure the 25% WQv is achieved.

22. Provide a narrative on how the stormwater from the existing facility to the east is being pretreated prior to entering the infiltration basin.

23. It appears the natural depression pond is being modeled as an infiltration basin, provide a narrative on the functioning of the pond. It should be considered piping the pond drainage area to the new stormwater management infiltration basin.

### **ITE TRIP GENERATION**

24. The trip generation document appears to be accurate. The estimated 15.4 trips in the PM peak hour would consist of 2 entering and 13 exiting vehicles. The AM peak hour is slightly more with a total of 18 trips generated, consisting of 16 entering and 2 exiting vehicles.

Should you have any questions, please do not hesitate to contact me at (518) 371-0799.

Sincerely,

A handwritten signature in black ink, appearing to read 'W. Lippmann', written over a light blue horizontal line.

Walter F. Lippmann, P.E.  
Associate, Land Development Group Manager

## Review Comments by Project ID

Project ID Number: 2025-005

File#	Permit#	Project ID Number	Route Name	Activity Type	Reviewer	Completion Date	Comment
25-000115	SPR25-000006	2025-005	Site Plan Review - Concept	Postal Verification	John DeSimone	02/12/2025	Please use assigned postal number from 8/1/24 150 Wood Rd. (See approved postal verification in documents)
25-000115	SPR25-000006	2025-005	Site Plan Review - Concept	Fire Marshall Plans Review	John DeSimone	02/14/2025	Provide width of access road and turning radius measurements.
25-000115	SPR25-000006	2025-005	Site Plan Review - Concept	Fire Marshall Plans Review	John DeSimone	02/14/2025	Concerned about parking. 1. Proposed parking inadequate for use. 2. Concerned patrons will park along u-shape access road and impede emergency vehicles.
25-000115	SPR25-000006	2025-005	Site Plan Review - Concept	Fire Marshall Plans Review	John DeSimone	02/14/2025	Will there be bathrooms and handwashing stations during use? please show on plan location.
25-000115	SPR25-000006	2025-005	Site Plan Review - Concept	Fire Marshall Plans Review	John DeSimone	02/14/2025	What will be done with structure on site?
25-000115	SPR25-000006	2025-005	Site Plan Review - Concept	ECC Review	Scott Reese	02/19/2025	The ECC notes that the proposed parking area is inadequate for a facility with two full-sized soccer fields and seven smaller practice fields. For example, if two teams are playing on the full-sized fields, there will be a minimum of 44 total player participating. That equates to 44 vehicles that will require parking. The proposed 14 parking spaces are inadequate.
25-000115	SPR25-000006	2025-005	Site Plan Review - Concept	ECC Review	Scott Reese	02/19/2025	The ECC notes that there are no restroom facilities shown on the plan to accommodate players and spectators. The ECC requests the applicant to include these facilities in their next submission.
25-000115	SPR25-000006	2025-005	Site Plan Review - Concept	ECC Review	Scott Reese	02/19/2025	The ECC notes that the proposed project has an existing utility line bisecting this property which may present a safety concern for players and spectators.
25-000115	SPR25-000006	2025-005	Site Plan Review - Concept	ECC Review	Scott Reese	02/19/2025	It is noted that there is no fence along Wood Road and NYS Rt 9 for the protection of players and spectators.

25-000115	SPR25-000006	2025-005	Site Plan Review - Concept	Planning Director Plans Review	John Scavo	02/21/2025	A copy of the application has been sent to the Town of Malta and the Village of Round Lake since the project location is adjacent to a municipal boundary with reach.
25-000115	SPR25-000006	2025-005	Site Plan Review - Concept	Planning Director Plans Review	John Scavo	02/21/2025	Planning Staff agrees with the comments offered by MJ Engineering.
25-000115	SPR25-000006	2025-005	Site Plan Review - Concept	Planning Director Plans Review	John Scavo	02/21/2025	A future preliminary plan submittal shall demonstrate compliance with the requirements prescribed under Section 208-115 of the Clifton Park Town Code.
25-000115	SPR25-000006	2025-005	Site Plan Review - Concept	Planning Director Plans Review	John Scavo	02/21/2025	The proposed project is subject to Section 239 of General Municipal Law and the preliminary plan set and application will be referred to the Saratoga Co. Planning Board for a recommendation.
25-000115	SPR25-000006	2025-005	Site Plan Review - Concept	Zoning Plans Review	Scott Reese	02/21/2025	This parcel is located in the LI-2 Light Industrial 2 Zoning District. Per Town Code Chapter 208-64 B. (13) Commercial recreation facilities are permitted in the B-5 Corporate Commerce Zoning District. The applicant shall refer to Town Code Chapter 208-94 B. Recreation centers site plan considerations.
25-000115	SPR25-000006	2025-005	Site Plan Review - Concept	Zoning Plans Review	Scott Reese	02/21/2025	Since this application is for an outdoor recreation fields and not an indoor establishment, the proposed amount of parking spaces should adhere to the Institute of Transportation Engineers.
25-000115	SPR25-000006	2025-005	Site Plan Review - Concept	Zoning Plans Review	Scott Reese	02/21/2025	Per Town Code Chapter 208-66 A. The Planning Board shall determine if more than one curb cut will improve traffic safety.
25-000115	SPR25-000006	2025-005	Site Plan Review - Concept	Zoning Plans Review	Scott Reese	02/21/2025	Per Town Code Chapter 208-66 B. The Planning Board shall determine if the existing natural vegetation is substantial to provide enough screening and aesthetics.
25-000115	SPR25-000006	2025-005	Site Plan Review - Concept	Zoning Plans Review	Scott Reese	02/21/2025	Per Town Code Chapter 208-66 D. will there be any sanitary sewers and / or water required for the public.
25-000115	SPR25-000006	2025-005	Site Plan Review - Concept	Stormwater Review	Scott Reese	02/21/2025	No additional comments other than supporting MJ Engineering's comment letter dated February 19, 2025, regarding the Site Plan and Stormwater Pollution Prevention Plan comments.
25-000115	SPR25-000006	2025-005	Site Plan Review - Concept	Planning Board Meeting	John Scavo	03/04/2025	Please review the attached document which contains notes from the feedback and comments offered by the Planning Board at the 2/25 Planning Board Meeting for

							advancing your site plan applicaiton forward.
25-000115	SPR25-000017	2025-005	Site Plan Review - Preliminary	Zoning Plans Review	Scott Reese	04/18/2025	This parcel is located in the LI-2 Light Industrial 2 Zoning District. Per Town Code Chapter 208-64 B. (13) Commercial recreation facilities are permitted in the B-5 Corporate Commerce Zoning District. The applicant shall refer to Town Code Chapter 208-94 B. Recreation centers site plan considerations.
25-000115	SPR25-000017	2025-005	Site Plan Review - Preliminary	Postal Verification	John DeSimone	04/11/2025	Please use assigned postal number from 8/1/24 150 Wood Rd. (See approved postal verification in documents)
25-000115	SPR25-000017	2025-005	Site Plan Review - Preliminary	Fire Marshall Plans Review	John DeSimone	04/14/2025	Concerned about parking on the sides of the emergency vehicle access roads. Temporary signage may be required during events to assure emergency vehicles can gain access. Please reference document
25-000115	SPR25-000017	2025-005	Site Plan Review - Preliminary	Zoning Plans Review	Scott Reese	04/18/2025	Per Town Code Chapter 208-66 A. The Planning Board shall determine of more than one curb cut will improve traffic safety.
25-000115	SPR25-000017	2025-005	Site Plan Review - Preliminary	Stormwater Review	Scott Reese	04/18/2025	No additional comments other than supporting MJ Engineering's comment letter dated April 16, 2025, regarding the Site Plan comments.
25-000115	SPR25-000017	2025-005	Site Plan Review - Preliminary	ECC Review	Scott Reese	04/18/2025	The ECC notes that the proposed parking area is inadequate for a facility with one full-sized soccer field or three smaller practice fields. For example, if two teams are playing on the full-sized fields, there will be a minimum of 22 total players participating. That potentially equates to 22 vehicles that will require parking, not including substitutes, referees, coaches, and spectators. Inadequate parking on site will lead to inappropriate parking on Wood and Herlihy roads, a safety concern for attendees and a nuisance for the residents.
25-000115	SPR25-000017	2025-005	Site Plan Review - Preliminary	ECC Review	Scott Reese	04/18/2025	The ECC notes that the proposed parking area has an existing overhead utility line which may present a safety concern for players and spectators. The applicant shall provide information as to the existing clearance of this utility line to ensure that emergency vehicles and/or other trucks can safely access the parking facility.
25-000115	SPR25-000017	2025-005	Site Plan Review - Preliminary	Zoning Plans Review	Scott Reese	04/18/2025	The number of proposed parking spaces is using Town Code Chapter 208-99 B. (1) Recreation establishments, exhibit halls or other similar places of assembly - 1 for each

							200 square feet of gross floor area. The chart should be used as a guide to the project planner, and the Planning Board shall reserve the right to amend these requirements based upon local or unique conditions.
25-000115	SPR25-000017	2025-005	Site Plan Review - Preliminary	SEQR Review	John Scavo	04/18/2025	The Saratoga Co. Planning Board issued a recommendation noting No Significant County-wide or Intercommunity Impact.
25-000115	SPR25-000017	2025-005	Site Plan Review - Preliminary	Planning Director Plans Review	John Scavo	04/18/2025	The Saratoga Co. Planning Board issued a recommendation noting No Significant County-wide or Intercommunity Impact



April 16, 2025

Mr. Slade Jones  
220 Elm Street SW  
Vienna, VA 22180

Sent via email: [sjfounder@outlook.com](mailto:sjfounder@outlook.com)

**Re: Wood Road Outdoor Soccer Training Facility**  
**Tax Map ID 250.-2-1.1**  
**CP File: 2025-005**  
**MJ File: 700.412**

Dear Mr. Jones:

MJ Engineering, Architecture, Landscape Architecture, and Land Surveying, P.C. (MJ) has reviewed the submission for the above referenced project. Documents received for our review included the following:

- Short Environmental Assessment Form no dated
- Site Plan Map titled "Cassrotts Soccer Facility" as prepared by EDP, 1 sheet in total, and dated March 30, 2025.
- Comment response letter prepared by EDP dated March 31, 2025.

Based upon our review of the above documents, we offer the following comments for consideration.

#### **STATE ENVIRONMENTAL QUALITY REVIEW**

1. The SEAF should be signed by the applicant or consulting agent.

#### **SITE PLANS**

2. Provide a scale on the site plan drawing.
3. As noted in Comment 6 of our February 19, 2025 review, per Section 208-66 (A) there shall not be more than one curb cut per lot unless the Planning Board finds that traffic safety will be improved with the addition of another curb cut. The current plans shows one existing driveway on Herlihy Road and one on Wood Road.
4. Show the fire apparatus access road for the project site. If the existing driveway is to be utilized the width and materials should meet NYSFC requirements or a turnaround will need to be provided as the driveway is greater than 150 feet.
5. The SEAF indicates the project will disturb more than 1-acre of land, however the comment response indicates less than 1-acre will be disturbed. The limits of disturbance should be shown on the plans as this should be clarified to determine if a SWPPP is required as part of this project.
6. The comment response letter indicates three flood lights will be installed, however they are not



shown on the plans.

7. The applicant should provide written responses to the above comments.

Should you have any questions, please do not hesitate to contact me at (518) 371-0799.

Sincerely,

A handwritten signature in black ink, appearing to read 'W. Lippmann', written over a faint, larger version of the same signature.

Walter F. Lippmann, P.E.  
Associate, Land Development Group Manager

ecc: Clifton Park Planning Board  
John Scavo, Director of Planning  
Scott Reese, Zoning Administrator/Stormwater Management Officer  
Jennifer Viggiani, Open Space Coordinator  
Melinda Acker

## Review Comments by Project ID

Project ID Number: 2025-012

File#	Permit#	Project ID Number	Route Name	Activity Type	Reviewer	Completion Date	Comment
25-000351	SPR25-000013	2025-012	Site Plan Review - Concept	Zoning Plans Review	Scott Reese	04/18/2025	This parcel is located in the Light Industrial District LI-2. Per Town Code Chapter 208-64 B. (2) Storage, warehousing or distribution of manufactured products and (6) Warehousing, public and private is a permitted use. Warehouses with an office is an acceptable accessory use.
25-000351	SPR25-000013	2025-012	Site Plan Review - Concept	Planning Director Plans Review	John Scavo	04/17/2025	An initial review of the concept plan shows that the minimum bulk lot requirements are met under Section 208-65 of the Town Code.
25-000351	SPR25-000013	2025-012	Site Plan Review - Concept	Planning Director Plans Review	John Scavo	04/17/2025	The proposed project is subject to Section 239 of General Municipal Law and the preliminary plan will be referred to the Saratoga Co. Planning Board for a recommendation.
25-000351	SPR25-000013	2025-012	Site Plan Review - Concept	SEQR Review	John Scavo	04/17/2025	SEQR was previously completed for the 2005 XAR Subdivision Project which notes on the approved subdivision plan that future development of the approved subdivision lots shall generally conform to the conceptual development plan evaluated as part of the SEQRA process with respect to the total square footage proposed for the development footprint on the lots shown on the plat. Each future lot development plan will require site plan approval, and at that time, the arrangement of the elements on the lot, the height of the proposed structures, and the proposed use will be evaluated and, if necessary, further environmental review may be required. Any future uses proposed for the lots shall conform to the zoning regulations. This project is below the build-out threshold contemplated for this parcel under the previous subdivision and SEQR review that considered a build-out scenario based on the LI2-Light Industrial Zoning bulk and development standards.
25-000351	SPR25-000013	2025-012	Site Plan Review - Concept	SEQR Review	John Scavo	04/17/2025	An electronic copy of the XAR Subdivision SEQR Negative Declaration issued by the Planning Board in 2009 has been added to the project documents and is titled: XAR Neg Dec 22-09.pdf and is attached for reference.

25-000351	SPR25-000013	2025-012	Site Plan Review - Concept	Stormwater Review	Scott Reese	04/18/2025	The Limits of Disturbance (LOD) should include the disturbance for the proposed well. Since the LOD is close to the requiring a FULL SWPPP, the boundaries of the LOD shall have Orange Construction Fencing located by a surveyor and installed on the LOD prior to any ground disturbing activities.
25-000351	SPR25-000013	2025-012	Site Plan Review - Concept	ECC Review	Scott Reese	04/18/2025	The ECC notes that wetlands of unusual importance are regulated by the NYSDEC. These include wetlands in flood prone areas, wetlands with endangered species habitat and vernal pools. The ECC requests the applicant validate that these features are not present.
25-000351	SPR25-000013	2025-012	Site Plan Review - Concept	ECC Review	Scott Reese	04/18/2025	In keeping with the recommendations and goals of the Town Comprehensive Plan, the Applicant should retain existing vegetation to the maximum extent practical and/or the use landscaping and grading to provide visual and auditory buffering between the project and adjacent roadways or other properties.
25-000351	SPR25-000013	2025-012	Site Plan Review - Concept	Zoning Plans Review	Scott Reese	04/18/2025	Per Town Code Chapter 208-66 A. Ingress/egress. There shall not be more than one curb cut per lot unless the Planning Board finds that traffic safety will be improved with the addition of another curb cut.
25-000351	SPR25-000013	2025-012	Site Plan Review - Concept	Stormwater Review	Scott Reese	04/18/2025	The applicant should explain how the project complies with the most recent amendments to the NYSDEC Freshwater Wetlands Act.
25-000351	SPR25-000013	2025-012	Site Plan Review - Concept	Postal Verification	John DeSimone	04/18/2025	Existing postal number will cover this project. 117 Wood Rd Clifton Park, NY 12065



April 16, 2025

Mr. Chris Longo, PE  
Empire Engineering, PLLC  
1900 Duanesburg Road  
Duanesburg, New York 12056

**Re: 117 Wood Road Office**  
**Tax Map ID 250.-2-42**  
**CP File: 2025-012**  
**MJ File: 700.416**

Dear Mr. Longo:

MJ Engineering, Architecture, Landscape Architecture, and Land Surveying, P.C. (MJ) has reviewed the submission for the above referenced project. Documents received for our review included the following:

- Short Environmental Assessment Form dated March 24, 2025.
- Conceptual Site Plan Map titled "Remodel Now 117 Wood Road Clifton Park, NY" as prepared by Empire Engineering, PLLC, 1 sheet in total, and dated March 18, 2024.
- Town of Clifton Park Agricultural Data Statement and Control Form, undated.

Based upon our review of the above documents, we offer the following comments for consideration.

### **STATE ENVIRONMENTAL QUALITY REVIEW**

1. 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 subdivision. 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: GML 239-m County Referral
  - c. New York State Department of Environmental Conservation: Stormwater Discharge and Notice of Intent
  - d. NYS Historic Preservation Office: Archeological sensitive area

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

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:

2. Part 1. 12.b. – The applicant had indicated No however, the EAF Mapper 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 review and provide a correspondence letter from SHPO to confirm the presence or absence of archeologically sensitive resources.

3. The applicant indicates that the action will disturb +/- 0.98 acres of land. The proposed action will create discharge from point or non-point sources. Should the disturbed area be greater than one acre, the project will be subject to the NYSDEC Phase II Stormwater Regulations and General Permit GP-0-25-001. Therefore, a full SWPPP will be required that address water quantity and quality. As the project proceeds through the Town's regulatory review process, a fully conforming SWPPP shall be provided for review.

### **SITE PLANS**

4. The project is located within the Town's Light Industrial District (LI-2). The proposal for office/warehouse uses are a permitted principal use within the LI-2 District as noted in Section 208-64(B) of the Town's Zoning.
5. Based upon a review of the lot configuration, it appears the minimum bulk lot requirements as identified in Section 208-65 of the Town's Zoning are satisfied, however the proposed green space should be identified.
6. Identify the date and by whom the wetlands shown were delineated.
7. Per Section 208-66 (A) there shall not be more than one curb cut per lot unless the Planning Board finds that traffic safety will be improved with the addition of another curb cut. The applicant shall provide a narrative as to why a second curb cut is warranted.
8. Subsequent plans shall describe or illustrate the project's proposed landscaping to ensure conformance with Section 208-66(B) of the Town Zoning. The overall intent of this section is to promote and achieve, where possible, a well-landscaped site that takes into consideration the surroundings and the total environment. Consideration shall be given to preservation of natural and existing vegetation as well as new plantings throughout an entire site.
9. Subsequent submissions should include architectural renderings of the building along with identification of materials of construction. There should also be indication whether or not roof top units are expected and how they may be screened from the public right of way.
10. Show any proposed free standing or building mounted lights. If any are proposed, provide proposed footcandle values at pavement levels.
11. Show the location of and provide a detail for any exterior refuse areas.
12. Show locations for snow removal. Avoid area on top of proposed septic system leach fields.
13. The SEAF indicates that 0.98 acres of disturbance is anticipated for this project. As detailed plans progress this should be reevaluated to determine if the limits of disturbances are accurate. At a



minimum, with an increase in impervious, it is recommended that a stormwater analysis be conducted to show how the site changes may impact runoff from the site. It may be necessary to incorporate stormwater management systems to retain pre-development conditions and to mitigate against increases in stormwater runoff. If over 1-acre a full SWPPP will be required.

14. The applicant proposes to service the lot with an on-site septic system. The proposed septic system shall be designed by a New York State licensed professional engineer and conform to the requirements of the New York State Department of Health (Section 208-91) for review and approval by the Town Building Department.
15. The applicant should demonstrate that the horizontal distances between the well and septic system have been met in accordance with Appendix 75A of the Sanitary Code in which there should be at least 100 feet of separation unless the well is downgradient from the septic then 200 feet is required.
16. The wastewater disposal system requirements notes and associated design calculations rely upon record soil data for lateral lengths. Show the location of the record data on the plans. If these are not located within the footprint of the proposed sewage disposal system, additional soil tests will be required. (percolation tests and test pit).
17. Show the 100% redundancy area on the plans for the proposed septic system per NYSDEC.
18. The proposed site plan indicates water will be provided via an on-site well. The owner shall be required to hook into a community water and sewer system as soon as one becomes available as defined by the New York State Uniform Fire Prevention and Building Code.
19. The applicant should review and consider how appropriate fire protection will be provided to the facility in accordance with Section 507.2 of the NYS Fire Code. Without public water available, it may be necessary to utilize NFPA 1124 to determine the minimum water supply necessary to fight a structural fire. This matter shall be reviewed with the Town's fire official and building official.
20. Show the location of any required fire department connection and/or knock boxes or indicate the location shall be reviewed during the building permit process.
21. Provide a fire truck turning template throughout the site utilizing the largest responding emergency vehicle. This should be reviewed by and is subject to the approval of responding agency.
22. The project proposes access onto Wood Road, which includes construction of a new curb cut. This proposed work is subject to the review and approval of the Clifton Park Highway Department.
23. The plan shows 21 parking spaces utilizing 1/500 SF. The applicant should provide a breakdown of the office and warehouse space being proposed. Per Town Code Section 208-99 office space requires 1 space for each 300 square feet of gross floor area and warehouses require 1 space for each 2,000 square feet of gross floor area, plus 1 per employee.



24. It is recommended that at a minimum the number of peak hour vehicle trips, including truck trips and sight distance at the project entrance be provided.
25. Confirm that the new site drive will have adequate sight distance. The sight distance analysis shall utilize ASHTOO standards for the 85th percentile travel speed of Wood Road.
26. There may be a need to provide a drainage culvert at the new driveway to support existing drainage along Wood Road. The applicant will need to coordinate with Clifton Park Highway Department for any such improvements. If required, show the location, size and materials of construction.
27. Considering the plan submitted is conceptual in nature, we will reserve further comments until more detailed plans and reports are submitted. Subsequent submissions shall include information as outlined in Section 208-115 of the Town zoning specific to site grading, lighting, erosion control and stormwater management to fully assess the design and its compliance to the applicable standards.

Should you have any questions, please do not hesitate to contact me at (518) 371-0799.

Sincerely,

A handwritten signature in black ink, appearing to read 'W. Lippmann', written over a light gray circular stamp.

Walter F. Lippmann, P.E.  
Associate, Land Development Group Manager

ecc: Clifton Park Planning Board  
John Scavo, Director of Planning  
Scott Reese, Zoning Administrator/Stormwater Management Officer  
Jennifer Viggiani, Open Space Coordinator  
Melinda Acker

## Review Comments by Project ID

Project ID Number: 2025-013

File#	Permit#	Project ID Number	Route Name	Activity Type	Reviewer	Completion Date	Comment
25-000352	SUB25-000004	2025-013	Subdivision - Concept	Postal Verification	John DeSimone	04/14/2025	Assigned postal number for subdivision will be 1145 NY Rt 146A Ballston Lake NY 12019 (reference approved postal verification in documents)
25-000352	SUB25-000004	2025-013	Subdivision - Concept	Zoning Plans Review	Scott Reese	04/21/2025	The proposed subdivision is in the Hamlet Mixed Use Zoning District. The existing lot is 2.54 acres. The proposed subdivision is placing a single family home on a 0.67 acre lot and a pre-existing nonconforming use of an autobody shop on the remaining 1.87 acres. Per Town Code Chapter 208-43.3 A.(1) Base density for a one-family-detached dwelling in one unit per acre. Therefore, the lot size for the residential lot will need to increase to one acre or an area variance will need to be granted. The existing structure on the other lot is approximately 12,335 square feet. Per Town Code Chapter 208-43.3 B. (1)(a)[2] Commercial uses - Retail uses: 2,000 gross square feet per acre. The maximum square footage for a commercial lot of 1.87 acres is 3,740 square feet. Therefore, an area variance for the commercial building size will need to be granted.
25-000352	SUB25-000004	2025-013	Subdivision - Concept	Stormwater Review	Scott Reese	04/16/2025	No stormwater comments at this time.
25-000352	SUB25-000004	2025-013	Subdivision - Concept	Planning Director Plans Review	John Scavo	04/18/2025	Add a note to the plan that states: Notice to Future Homeowners Please be advised that your property is adjacent to a preexisting non-conforming use, specifically an auto repair and body shop. This business is permitted to operate under its preexisting non-conforming status. As such, homeowners should be aware that the auto repair and body shop may generate noise, odors, vibrations, and other activities typically associated with such facilities. These operations are legally allowed to continue, and homeowners should consider this factor when purchasing property within the subdivision.
25-000352	SUB25-000004	2025-013	Subdivision - Concept	Planning Director	John Scavo	04/18/2025	Please provide a copy of the proposed ingress/egress easement to the Planning Board for review by the Planning Board

				Plans Review			Attorney and Town Planning Staff. This review will assist with better confirming that all legal and logistical aspects of the easement are addressed adequately between the two private parties engaged in the easement agreement.
25-000352	SUB25-000004	2025-013	Subdivision - Concept	Planning Director Plans Review	John Scavo	04/18/2025	The proposed project is subject to Section 239 of General Municipal Law and will be referred to the Saratoga Co. Planning Board for a recommendation.
25-000352	SUB25-000004	2025-013	Subdivision - Concept	Planning Director Plans Review	John Scavo	04/18/2025	The applicant is addressing an encroachment issue that this subdivision would create. The plan shows that the existing garage will be removed, and a new garage will be constructed within the setback requirements of Proposed Lot #1. Subdivision approval by the Planning Board should be conditioned upon confirmation that the existing structure has been removed to prevent the creation of an encroachment issue. The final plan should only be stamped once this confirmation is received.
25-000352	SUB25-000004	2025-013	Subdivision - Concept	Zoning Plans Review	Scott Reese	04/21/2025	Per Town Code Chapter 208-97 B. Regulation of nonconforming uses, no nonconforming use may be enlarged, extended, reconstructed, substituted or structurally altered. Since none of the prior are being part of this application the current nonconforming use can continue.



April 16, 2025

Mr. Robert Wilklow, PLS  
Gilbert VanGuilder Land Surveyor, PLLC  
988 Route 146  
Clifton Park, New York 12065

**Re: 1143 Ballston Lake Road 2-Lot Subdivision**  
**Tax Map ID 257.16-1-31**  
**CP File: 2025-013**  
**MJ File: 700.417**

Dear Mr. Wilklow:

MJ Engineering, Architecture, Landscape Architecture, and Land Surveying, P.C. (MJ) has reviewed the submission for the above referenced project. Documents received for our review included the following:

- Short Environmental Assessment Form not signed and dated March 10, 2025
- Subdivision Map titled "Subdivision Lands of Donald L. Reckner" as prepared by Gilbert VanGuilder Land Surveyor, PLLC 1 sheet in total, and dated January 10, 2025
- Town of Clifton Park Agricultural Data Statement and Control Form, undated

Based upon our review of the above documents, we offer the following comments for consideration.

### **STATE ENVIRONMENTAL QUALITY REVIEW**

1. 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: GML 239-m County Referral
  - c. Clifton Park Water Authority: Water Connection
  - d. Saratoga County Sewer District #1: SCSD Connection
  - e. New York State Department of Transportation: Proximity to Route 146

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:

2. Part 1. 13.a. – The response indicates that wetlands or other waterbodies regulated by federal, state or local agencies adjoin or are contained within the project site (per the EAF Summary



Report). The applicant should provide documentation that confirms the presence or absence of federal or state regulated wetlands adjacent to the project site. Should this change as the project design progresses, additional approvals and permits may be required.

3. Part 1. 20 – The response indicated the site of the proposed action, or an adjoining property has been the subject of remediation. The applicant should provide additional details from the Environmental Site Remediation Database.
4. No further comments at this time.

### **SUBDIVISION**

5. Provide the base density calculation to ensure size of proposed lots meet the requirements of Section 208-43.3 (B).
6. It appears the garage is being relocated as part of the proposed subdivision.
7. The plat shall include contour lines at five-foot intervals to United States Geological Survey (USGS) datum pursuant to Section 179-8 of the Town Subdivision Law.
8. Provide the parcel setback lines for each parcel.
9. A portion of the existing asphalt driveway currently extend into Lot 2, will this portion be included in an easement or eliminated as part of the subdivision.
10. The project proposed a shared drive. The applicant shall provide a draft maintenance agreement for review by the Planning Board's legal counsel.
11. Verify the septic system locations meet the horizontal offset requirements from property lines in accordance with NYSDOH Appendix 75A of 10 feet.
12. 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.
13. Considering this plan is conceptual in nature, subsequent comments will be provided with a preliminary plan submission.

The applicant shall provide written responses to all technical comments provided by Town staff and consultants as part of the next submission. Should you have any questions, please do not hesitate to contact me at (518) 371-0799.

Sincerely,

A handwritten signature in black ink, appearing to be 'M. J.', written in a cursive style.

## Review Comments by Project ID

Project ID Number: 2025-015

File#	Permit#	Project ID Number	Route Name	Activity Type	Reviewer	Completion Date	Comment
25-000390	SUB25-000006	2025-015	Subdivision - Concept	Zoning Plans Review	Scott Reese	04/18/2025	Per Town Code Chapter A217-351 Establishment of district - "Lots 2, 4 and 5 shall continue to be zoned as Residential R-1," the residential subdivision is a permitted use. See attached document titled "Van Patten Golf Lot PDD Amendment Lot 5.pdf for location of lots.
25-000390	SUB25-000006	2025-015	Subdivision - Concept	Zoning Plans Review	Scott Reese	04/18/2025	Per Town Code Chapter 208-98 Main Street requires a 100 feet setback from the centerline of the roadway. This will need to be shown on the plans.
25-000390	SUB25-000006	2025-015	Subdivision - Concept	ECC Review	Scott Reese	04/18/2025	In keeping with the recommendations and goals of the Town Comprehensive Plan, the Applicant should retain existing vegetation to the maximum extent practical and/or the use landscaping and grading to provide visual and auditory buffering between the project and adjacent roadways or between individual residential properties.
25-000390	SUB25-000006	2025-015	Subdivision - Concept	Stormwater Review	Scott Reese	04/18/2025	It appears that this development will require the preparation of a SWPPP that only includes erosion and sediment controls.
25-000390	SUB25-000006	2025-015	Subdivision - Concept	Stormwater Review	Scott Reese	04/18/2025	It appears that this development is separated more than a quarter-mile from the other residential development (6 Lot - Route 146A) - therefore the two subdivisions are not considered a Larger Common Plan of Development.
25-000390	SUB25-000006	2025-015	Subdivision - Concept	Planning Director Plans Review	John Scavo	04/18/2025	Effective April 1, 2025, the Saratoga County Department of Health (SCDOH) will handle new applications for realty subdivisions. The SCDOH's contact information is <a href="mailto:environmental@saratogacountyny.gov">environmental@saratogacountyny.gov</a> or 518-584-7460. SCDOH has assumed functions previously performed by the New York State Department of Health (NYSDOH) related to approvals for water and sewage systems.
25-000390	SUB25-000006	2025-015	Subdivision - Concept	Planning Director Plans Review	John Scavo	04/18/2025	Modify and replace the Agricultural Data Statement and Control Form to list parcel 264.-3-64-113, address 753 Tanner Road, owned by POPOLIZIO, FRANK, A. to be listed as an active farming operation located within five hundred feet of the adjacent property.

25-000390	SUB25-000006	2025-015	Subdivision - Concept	Stormwater Review	Scott Reese	04/18/2025	This proposed development is within a census-defined urban area. The applicant shall describe how the project will adhere to the NYSDEC Freshwater Wetlands Act.
25-000390	SUB25-000006	2025-015	Subdivision - Concept	Planning Director Plans Review	John Scavo	04/18/2025	The proposed project is subject to Section 239 of General Municipal Law and will be referred to the Saratoga Co. Planning Board for a recommendation.
25-000390	SUB25-000006	2025-015	Subdivision - Concept	Planning Director Plans Review	John Scavo	04/18/2025	Additional comments will be provided upon review of future submittals, which will contain survey data beyond the concept plan level (i.e., existing utilities and drainageways within the State ROW).
25-000390	SUB25-000006	2025-015	Subdivision - Concept	SEQR Review	John Scavo	04/18/2025	A copy of the proposed application will be sent to the Saratoga County Health Department, New York State Department of Transportation, and Saratoga County Sewer District with a desire for the Clifton Park Planning Board to seek Lead Agency Status for the State Environmental Quality Review process.
25-000390	SUB25-000006	2025-015	Subdivision - Concept	SEQR Review	John Scavo	04/18/2025	It is recommended that the Planning Board declare its desire to seek lead agency status for the proposed action and do a coordinated review process.
25-000390	SUB25-000006	2025-015	Subdivision - Concept	Planning Director Plans Review	John Scavo	04/18/2025	The Saratoga County DPW is the entity for permitting any work to be performed within the Saratoga County ROW. Please get in touch with Gary Meier, Saratoga Co. DPW, at 518-885-2235 to discuss obtaining the necessary permit.
25-000390	SUB25-000006	2025-015	Subdivision - Concept	Fire Marshall Plans Review	John DeSimone	04/21/2025	No concerns at this time
25-000390	SUB25-000006	2025-015	Subdivision - Concept	Postal Verification	John DeSimone	04/21/2025	Please see and follow approved postal verification in documents.



April 16, 2025

Mr. Gavin Vuillaume  
Environmental Design Partnership  
900 Route 146  
Clifton Park, New York 12065

**Re: VP Golf Club 5-Lot Single Family Subdivision**  
**Tax Map ID 264.-3-94.1**  
**CP File: 2025-015**  
**MJ File: 700.419**

Dear Mr. Vuillaume:

MJ Engineering, Architecture, Landscape Architecture, and Land Surveying, P.C. (MJ) has reviewed the submission for the above referenced project. Documents received for our review included the following:

- Short Environmental Assessment Form not signed and undated.
- Concept Rendering Map titled "Conceptual Subdivision for Country Club Golf, LLC" as prepared by Environmental Design Partnership, LLP, 1 sheet in total, and dated March 26<sup>th</sup>, 2024.
- Town of Clifton Park Agricultural Data Statement and Control Form, undated.

Based upon our review of the above documents, we offer the following comments for consideration.

### **STATE ENVIRONMENTAL QUALITY REVIEW**

1. Based upon our review of Part 617 of NYS Environmental Conservation Law, the project appears to be a Type 1 action. 10 NYCRR Part 97 is the NYSDOH regulation implementing SEQRA (Article 8 of the ECL). Section 97.14(b)(2)(ii) requires that a realty subdivision (5 or more lots) be classified as a Type I action and requires the completion a full environmental assessment form (FEAF). 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 subdivision. 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, coordinated review is required for Type 1 actions. 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: GML 239-m County Referral
  - c. Clifton Park Water Authority: Water Connection
  - d. Saratoga County Sewer District #1: SCSO Connection
  - e. New York State Department of Environmental Conservation: Stormwater Discharge and Notice of Intent
  - f. New York State Department of Health: Realty subdivision approval



The applicant has submitted Part 1 of the Short Environmental Assessment Form (SEAF), however should submit a full environmental assessment form (FEAF) for a Type 1 action. Based upon our review of the submitted Part 1 SEAF, the following comments are offered:

2. Part 1. 1 - The applicant had indicated Yes, the action will involve legislative adoption of a plan, local law, ordinance, administrative rule, or regulation. Please review as it appears the answer should be no.
3. Part 1. 13.a. – The response indicates that wetlands or other waterbodies regulated by federal, state or local agencies adjoin or are contained within the project site (per the EAF Summary Report). The applicant should provide documentation that confirms the presence or absence of federally or state regulated wetlands adjacent to the project site. Should this change as the project design progresses, additional approvals and permits may be required.
4. Part 1. 17 - The response indicates that the proposed action will create stormwater discharge. The applicant indicates that the action will disturb +/- 2.40 acres of land. As such, it will be subject to the NYSDEC Phase II Stormwater Regulations and General Permit GP-0-25-001. As the project proceeds through the Town's regulatory review process, a fully conforming SWPPP shall be provided for review.
5. No further comments at this time.

## **SUBDIVISION**

6. The project is located within the Town's Residential District (R-1). The Town has confirmed this parcel is located outside the Van Patten Golf Course Planned Development District, therefore the proposal for single family homes is a permitted principal use within the R-1 District as noted in Section 208-10(B)(2) of the Town's Zoning.
7. In reviewing the proposed lot layout in comparison to Section 208-11 of the Town's Zoning, it would appear all minimum bulk lot requirements are satisfied.
8. Provide contour lines at a minimum of two-foot intervals to United State Geological Survey datum within the parcel pursuant to Section 179-11 of the Town Subdivision Law.
9. The proposed project is a residential subdivision that will disturb between 1-acre and 5-acres of land therefore a SWPPP is required for only erosion and sediment control measures. The report should be developed following the New York State Department of Environmental Conservation's (NYSDEC) Phase II Stormwater Regulations, State Pollutant Discharge Elimination System (SPDES) General Permit GP-0-25-001 standards.
10. The NYSDEC implemented new wetland regulations that expand their regulatory jurisdiction. The applicant is responsible for obtaining correspondence from the NYSDEC regarding their jurisdiction relative to the on-site wetlands and whether permitting through the NYSDEC is



required. The Town shall be provided with any required permitting prior to construction.

11. Subsequent plans shall identify whether driveway culverts will be required at Main Street to adequately convey roadside drainage.
12. The submitted information indicates the project is proposing to connect to an existing water main(s) within proximity to the parcel. These mains are owned and operated by the Clifton Park Water Authority (CPWA). It is recommended that the Town be furnished with documentation that the CPWA is willing and capable of providing potable water to the project.
13. The submitted information indicates the project is proposing to connect to an existing sewer main(s) within proximity to the parcel. These mains are owned and operated by the Saratoga County Sewer District No. 1 (SCSD). It is recommended that the Town be furnished with documentation that the SCSD is willing and capable of providing sanitary sewer service to the project.
14. Provide notation on the plan as follows:
  - a. No Utilities shall be installed beneath the proposed driveways.
  - b. Any work required within the Town right-of-way shall be subject to any permitting from the Clifton Park Highway Department (driveway, culvert, water service, sewer).
15. Subsequent plans should show the existing and proposed utilities which will be serving the parcels.
16. 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.
17. Considering this plan is conceptual in nature, subsequent comments will be provided with a preliminary plan submission.

The applicant shall provide written responses to all technical comments provided by Town staff and consultants as part of the next submission. Should you have any questions, please do not hesitate to contact me at (518) 371-0799.

Sincerely,

A handwritten signature in black ink, appearing to read 'Walter F. Lippmann', written over a light blue horizontal line.

Walter F. Lippmann, P.E.  
Associate, Land Development Group Manager

cc: Clifton Park Planning Board  
John Scavo, Director of Planning  
Scott Reese, Zoning Administrator/Stormwater Management Officer

## 📄 Review Comments by Project ID

Project ID Number: 2025-016

File#	Permit#	Project ID Number	Route Name	Activity Type	Reviewer	Completion Date	Comment
25-000391	SUB25-000007	2025-016	Subdivision - Concept	Zoning Plans Review	Scott Reese	04/18/2025	Per Town Code Chapter A217-351 Establishment of district - "Lots 2, 4 and 5 shall continue to be zoned as Residential R-1," the residential subdivision is a permitted use. See attached document titled "Van Patten Golf Lot PDD Amendment Lot 5.pdf for location of lots.
25-000391	SUB25-000007	2025-016	Subdivision - Concept	Zoning Plans Review	Scott Reese	04/18/2025	Per Town Code Chapter 208-98 NYS RT 146A requires a 100 feet setback from the centerline of the roadway. This will need to be shown on the plans, although it does not appear it will impact this development.
25-000391	SUB25-000007	2025-016	Subdivision - Concept	ECC Review	Scott Reese	04/18/2025	The ECC is concerned with the horizontal sight distance at the driveway of Lot 6 and NY Rt 146A. The visibility of vehicles entering and exiting the driveway of Lot 6 is significantly reduced by the curb of NY RT 146A. The speed of vehicles on the curve can make it more difficult to react safely when a vehicle is entering or exiting the driveway. The ECC recommends that the applicant consider an alternative access point for this lot.
25-000391	SUB25-000007	2025-016	Subdivision - Concept	ECC Review	Scott Reese	04/18/2025	The ECC notes that wetlands of unusual importance are regulated by the NYSDEC. These include wetlands in flood prone areas, wetlands with endangered species habitat and vernal pools. The ECC requests the applicant validate that these features are not present.
25-000391	SUB25-000007	2025-016	Subdivision - Concept	ECC Review	Scott Reese	04/18/2025	In keeping with the recommendations and goals of the Town Comprehensive Plan, the Applicant should retain existing vegetation to the maximum extent practical and/or the use landscaping and grading to provide visual and auditory buffering between the project and adjacent roadways or between individual residential properties.
25-000391	SUB25-000007	2025-016	Subdivision - Concept	Stormwater Review	Scott Reese	04/18/2025	It appears that this development will require the preparation of a SWPPP that only includes erosion and sediment controls.
25-000391	SUB25-000007	2025-016	Subdivision - Concept	Stormwater Review	Scott Reese	04/18/2025	It appears that this development is separated more than a quarter-mile from the other residential development (5 Lot - 924 Main Street) - therefore the two subdivisions are not considered a Larger Common Plan of Development.
25-000391	SUB25-000007	2025-016	Subdivision - Concept	SEQR Review	John Scavo	04/18/2025	A copy of the proposed application will be sent to the Saratoga County Health Department, Saratoga County Department of Public Works, and Saratoga County Sewer District, with the desire for the Clifton Park Planning Board to seek Lead Agency Status for the State Environmental Quality Review process.
25-000391	SUB25-000007	2025-016	Subdivision - Concept	SEQR Review	John Scavo	04/18/2025	It is recommended that the Planning Board declare its desire to seek lead agency status for the proposed action and do a coordinated review process.
25-000391	SUB25-000007	2025-016	Subdivision - Concept	Planning Director Plans Review	John Scavo	04/18/2025	Effective April 1, 2025, the Saratoga County Department of Health (SCDOH) will handle new applications for realty subdivisions. The SCDOH's contact information is environmental@saratogacountyny.gov or 518-584-7460. SCDOH has assumed functions previously performed by the New York State Department of Health (NYSDOH) related to approvals for water and sewage systems.
25-000391	SUB25-000007	2025-016	Subdivision - Concept	Planning Director	John Scavo	04/18/2025	Modify and replace the Agricultural Data Statement and Control Form to list parcel 264.-3-64-113, address 753 Tanner Road, owned

				Plans Review			by POPOLIZIO, FRANK, A. to be listed as an active farming operation located within five hundred feet of the adjacent property.
25-000391	SUB25-000007	2025-016	Subdivision - Concept	Planning Director Plans Review	John Scavo	04/18/2025	Any utility work or construction within the State Highway Right-Of-Way, including the driveway curb-cuts, requires the property owner to obtain a highway work permit from the NYS Department of Transportation, whether it is for construction or installation of facilities, or for repairs and maintenance.
25-000391	SUB25-000007	2025-016	Subdivision - Concept	Planning Director Plans Review	John Scavo	04/18/2025	The proposed project is subject to Section 239 of General Municipal Law and will be referred to the Saratoga Co. Planning Board for a recommendation.
25-000391	SUB25-000007	2025-016	Subdivision - Concept	Planning Director Plans Review	John Scavo	04/18/2025	<p>The applicant is required to verify that adequate sight distances are available at the locations of the proposed driveways on the New York State Highway. The verified sight distances must be clearly indicated on the subdivision map. Methodology for Sight Distance Analysis: 1. Identify the Design Speed: <math>\hat{\phi}</math> Determine the design speed of the New York State Highway at the location of the proposed driveways. This can be obtained from the New York State Department of Transportation (NYSDOT) or through a speed study. 2. Measure Stopping Sight Distance (SSD): <math>\hat{\phi}</math> Stopping Sight Distance is the distance required for a driver to perceive an obstacle, react, and bring the vehicle to a complete stop. Use the formula provided in the AASHTO Green Book:</p> $SSD = 1.47 \hat{V} \hat{t} + V^2 / (20 \hat{a} (a + G))$ $SSD = 1.47 \hat{V} \hat{t} + 30 \hat{V}^2 / (a + G)$ <p>where <math>\hat{V}</math> is the speed in mph, <math>\hat{t}</math> is the perception-reaction time (typically 2.5 seconds), <math>\hat{a}</math> is the deceleration rate (typically 11.2 ft/s<sup>2</sup>), and <math>\hat{G}</math> is the grade of the road. 3. Measure Intersection Sight Distance (ISD): <math>\hat{\phi}</math> Intersection Sight Distance ensures that drivers have sufficient view of the highway to safely enter or cross. Refer to the NYSDOT Highway Design Manual, Chapter 5, Appendix 5C for the appropriate sight distance values based on the type of intersection control (e.g., stop control, yield control). 4. Field Verification: <math>\hat{\phi}</math> Conduct a field survey to measure the actual sight distances at the proposed driveway locations. Ensure that the sight lines are unobstructed by vegetation, structures, or other obstacles. 5. Adjust for Grade: <math>\hat{\phi}</math> If the approach grade affects sight distance, apply adjustment factors as specified in the NYSDOT Highway Design Manual. 6. Document and Map: <math>\hat{\phi}</math> Clearly document the measured sight distances and any adjustments made. Add these verified sight distances to the subdivision map, ensuring they are easily readable and accurately placed. 7. Certification: <math>\hat{\phi}</math> Have a licensed professional engineer certify that the sight distances meet the required standards as per NYSDOT guidelines.</p> <p style="text-align: right;">_____ This detailed methodology ensures that the sight distance analysis is thorough and meets the necessary safety standards for the proposed driveways on the New York State Highway.</p>
25-000391	SUB25-000007	2025-016	Subdivision - Concept	Planning Director Plans Review	John Scavo	04/18/2025	Additional comments will be provided upon review of future submittals, which will contain survey data beyond the concept plan level (i.e., existing utilities and drainageways within the State ROW).
25-000391	SUB25-000007	2025-016	Subdivision - Concept	Fire Marshall Plans Review	John DeSimone	04/21/2025	No concerns at this time.
25-000391	SUB25-000007	2025-016	Subdivision - Concept	Postal Verification	John DeSimone	04/21/2025	See approved postal verification in documents. This will be finalized with Saratoga County Emergency Services upon final approval.



April 16, 2025

Mr. Gavin Vuillaume  
Environmental Design Partnership  
900 Route 146  
Clifton Park, New York 12065

**Re: VP Golf Club 6-Lot Single Family Subdivision**  
**Tax Map ID 264.-3-94.1**  
**CP File: 2025-016**  
**MJ File: 700.420**

Dear Mr. Vuillaume:

MJ Engineering, Architecture, Landscape Architecture, and Land Surveying, P.C. (MJ) has reviewed the submission for the above referenced project. Documents received for our review included the following:

- Short Environmental Assessment Form not signed and undated.
- Concept Rendering Map titled "Conceptual Subdivision for Country Club Golf, LLC" as prepared by Environmental Design Partnership, LLP, 1 sheet in total, and dated March 26<sup>th</sup>, 2024.
- Town of Clifton Park Agricultural Data Statement and Control Form, undated.

Based upon our review of the above documents, we offer the following comments for consideration.

### **STATE ENVIRONMENTAL QUALITY REVIEW**

1. Based upon our review of Part 617 of NYS Environmental Conservation Law, the project appears to be a Type 1 action. 10 NYCRR Part 97 is the NYSDOH regulation implementing SEQRA (Article 8 of the ECL). Section 97.14(b)(2)(ii) requires that a realty subdivision (5 or more lots) be classified as a Type I action and requires the completion a full environmental assessment form (FEAF). 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 subdivision. 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, coordinated review is required for Type 1 actions. 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: GML 239-m County Referral
  - c. Clifton Park Water Authority: Water Connection
  - d. Saratoga County Sewer District #1: SCSO Connection
  - e. New York State Department of Environmental Conservation: Stormwater Discharge and Notice of Intent
  - f. New York State Department of Transportation: Proximity to Route 146A



g. New York State Department of Health: Realty subdivision approval

The applicant has submitted Part 1 of the Short Environmental Assessment Form (SEAF), however should submit a full environmental assessment form (FEAF) for a Type 1 action. Based upon our review of the submitted Part 1 SEAF, the following comments are offered:

2. Part 1. 1 - The applicant had indicated Yes, the action will involve legislative adoption of a plan, local law, ordinance, administrative rule, or regulation. Please review as it appears the answer should be no.
3. Part 1. 13.a. - The response indicates that wetlands or other waterbodies regulated by federal, state or local agencies adjoin or are contained within the project site (per the EAF Summary Report). The applicant should provide documentation that confirms the presence or absence of federally or state regulated wetlands adjacent to the project site. Should this change as the project design progresses, additional approvals and permits may be required.
4. Part 1. 17 - The response indicates that the proposed action will create stormwater discharge. The applicant indicates that the action will disturb +/- 2.40 acres of land. As such, it will be subject to the NYSDEC Phase II Stormwater Regulations and General Permit GP-0-25-001. As the project proceeds through the Town's regulatory review process, a fully conforming SWPPP shall be provided for review.
5. No further comments at this time.

**SUBDIVISION**

6. The project is located within the Town's Residential District (R-1). The Town has confirmed this parcel is located outside the Van Patten Golf Course Planned Development District, therefore the proposal for single family homes is a permitted principal use within the R-1 District as noted in Section 208-10(B)(2) of the Town's Zoning.
7. In reviewing the proposed lot layout in comparison to Section 208-11 of the Town's Zoning, it would appear all minimum bulk lot requirements are satisfied.
8. Provide contour lines at a minimum of two-foot intervals to United State Geological Survey datum within the parcel pursuant to Section 179-11 of the Town Subdivision Law.
9. The proposed project is a residential subdivision that will disturb between 1-acre and 5-acres of land therefore a SWPPP is required for only erosion and sediment control measures. The report should be developed following the New York State Department of Environmental Conservation's (NYSDEC) Phase II Stormwater Regulations, State Pollutant Discharge Elimination System (SPDES) General Permit GP-0-25-001 standards.
10. The NYSDEC implemented new wetland regulations that expand their regulatory jurisdiction. The applicant is responsible for obtaining correspondence from the NYSDEC regarding their



jurisdiction relative to the on-site wetlands and whether permitting through the NYSDEC is required. The Town shall be provided with any required permitting prior to construction.

11. Subsequent plans shall identify whether driveway culverts will be required at Main Street to adequately convey roadside drainage.
12. The submitted information indicates the project is proposing to connect to an existing water main(s) within proximity to the parcel. These mains are owned and operated by the Clifton Park Water Authority (CPWA). It is recommended that the Town be furnished with documentation that the CPWA is willing and capable of providing potable water to the project.
13. The submitted information indicates the project is proposing to connect to an existing sewer main(s) within proximity to the parcel. These mains are owned and operated by the Saratoga County Sewer District No. 1 (SCSD). It is recommended that the Town be furnished with documentation that the SCSD is willing and capable of providing sanitary sewer service to the project.
14. Provide notation on the plan as follows:
  - a. No Utilities shall be installed beneath the proposed driveways.
  - b. Any work required within the Town right-of-way shall be subject to any permitting from the Clifton Park Highway Department (driveway, culvert, water service, sewer).
15. Subsequent plans should show the existing and proposed utilities which will be serving the parcels.
16. 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.
17. Considering this plan is conceptual in nature, subsequent comments will be provided with a preliminary plan submission.

The applicant shall provide written responses to all technical comments provided by Town staff and consultants as part of the next submission. Should you have any questions, please do not hesitate to contact me at (518) 371-0799.

Sincerely,

A handwritten signature in black ink, appearing to read 'Walter F. Lippmann', written over a light blue horizontal line.

Walter F. Lippmann, P.E.  
Associate, Land Development Group Manager

cc: Clifton Park Planning Board  
John Scavo, Director of Planning

## Review Comments by Project ID

Project ID Number: 2025-017

File#	Permit#	Project ID Number	Route Name	Activity Type	Reviewer	Completion Date	Comment
25-000392	SPR25-000016	2025-017	Site Plan Review - Concept	Zoning Plans Review	Scott Reese	04/18/2025	Per Town Code Chapter 208-64 B.(1) Assembling/fabrication, processing is a permitted use. The applicant will need to provide a narrative on how the proposed use will not result in any noxious noise or odor outside the district and does not have a deleterious effect on the air or water quality and how the operation will not exceed any of the performance standards per Town Code Chapter 208-64 F.
25-000392	SPR25-000016	2025-017	Site Plan Review - Concept	Zoning Plans Review	Scott Reese	04/18/2025	As the Zoning Administrator, I visited one of the applicants operating concrete batch plants and did not observe / hear / smell of any noxious or deleterious conditions.
25-000392	SPR25-000016	2025-017	Site Plan Review - Concept	Zoning Plans Review	Scott Reese	04/18/2025	To clarify the prohibited uses in the Light Industrial zone Town Code Chapter 208-64 C. (3) Manufacture of cement or abrasives. The manufacturing of cement involves grinding limestone and clay to a fine powder, which is then heated to temperatures as high as 2,600 degrees Fahrenheit in a cement kiln. This process is considered a heavy industrial use.
25-000392	SPR25-000016	2025-017	Site Plan Review - Concept	Stormwater Review	Scott Reese	04/18/2025	With the project being installed adjacent to the Dwaas Kill a 303(d) list of impaired waters, NYSDEC Wetlands, and the Land Conservation District, a detailed stormwater management plan will need to address how these areas will be protected during construction and for the long term of the site operations.
25-000392	SPR25-000016	2025-017	Site Plan Review - Concept	ECC Review	Scott Reese	04/18/2025	The ECC notes that this project is adjacent to the Dwaas Kill a CT and a 303D protected water way. Concrete plants present several risks including but are not limited to air and water pollution as well as dust exposure. Given the proximity of the concrete plant to the Dwaas Kill the ECC is concerned about potential adverse environmental impacts. The ECC requests that the applicant reconsiders the location of the concrete batch plant further away from the wetland buffers.
25-000392	SPR25-000016	2025-017	Site Plan Review - Concept	ECC Review	Scott Reese	04/18/2025	The ECC notes that wetlands of unusual importance are regulated by the NYSDEC. These include wetlands in flood prone areas,

							wetlands with endangered species habitat and vernal pools. The ECC requests the applicant validate that these features are not present.
25-000392	SPR25-000016	2025-017	Site Plan Review - Concept	ECC Review	Scott Reese	04/18/2025	The ECC notes that the chemicals used in the mixing of concrete include gravel dust, silicate, and other chemicals harmful to the Dwaas Kill environment. The proposed siting places this sensitive environment in jeopardy from fugitive dust, stormwater runoff and potential catastrophic failures. The ECC requests that the planning board requires a Full SEQRA application when evaluating this project.
25-000392	SPR25-000016	2025-017	Site Plan Review - Concept	ECC Review	Scott Reese	04/18/2025	The ECC requests the applicant provide comprehensive disaster management spill response to any of the components that can enter the Dwaas Kill.
25-000392	SPR25-000016	2025-017	Site Plan Review - Concept	Planning Director Plans Review	John Scavo	04/18/2025	As the plan details progress, the applicant must provide comprehensive measures to prevent aggregate storage, concrete, and other materials from migrating into the Dwaas Kill and its protected adjacent areas.
25-000392	SPR25-000016	2025-017	Site Plan Review - Concept	Planning Director Plans Review	John Scavo	04/18/2025	As the plan details progress, the applicant must verify that adequate access for emergency vehicles is maintained.
25-000392	SPR25-000016	2025-017	Site Plan Review - Concept	Zoning Plans Review	Scott Reese	04/18/2025	Per Town Code Chapter 208-65 D. Height. Permitted height of buildings and structures shall be 50 feet. For any building or structure proposed over 35 feet in height, the Planning Board will conduct a visual assessment and require the applicant to complete Appendix B of the State Environmental Quality Review, Visual EAF Addendum for its consideration. The Planning Board shall also require a line-of-sight-profile with control points to be determined by the Board. It appears that the applicant shall need to conduct a visual assessment.
25-000392	SPR25-000016	2025-017	Site Plan Review - Concept	Planning Director Plans Review	John Scavo	04/18/2025	Due to the presence of heavy materials, equipment, and vehicles on the proposed site, the applicant must conduct soil tests to ensure the site has a stable foundation for heavy equipment.
25-000392	SPR25-000016	2025-017	Site Plan Review - Concept	Planning Director Plans Review	John Scavo	04/18/2025	Conduct a traffic analysis to assess the potential impact on local traffic and propose mitigation measures if impacts are identified.
25-000392	SPR25-000016	2025-017	Site Plan Review - Concept	Planning Director Plans Review	John Scavo	04/18/2025	An internal site traffic control and operations plan should be provided to demonstrate how the layout optimizes material flow and minimizes transport distances while controlling

							incoming and outgoing traffic on-site without negatively backing up onto the public roadway system.
25-000392	SPR25-000016	2025-017	Site Plan Review - Concept	Planning Director Plans Review	John Scavo	04/18/2025	Any utility work or construction within the State Highway Right-Of-Way requires the property owner to obtain a highway work permit from the NYS Department of Transportation, whether it is for construction or installation of facilities, or for repairs and maintenance
25-000392	SPR25-000016	2025-017	Site Plan Review - Concept	Planning Director Plans Review	John Scavo	04/18/2025	The proposed project is subject to Section 239 of General Municipal Law and will be referred to the Saratoga Co. Planning Board for a recommendation.
25-000392	SPR25-000016	2025-017	Site Plan Review - Concept	Stormwater Review	Scott Reese	04/18/2025	With the close proximity of this project to the Dwaas Kill, NYSDEC Wetlands, and Land Conservation District, it would reason for a Full Environmental Assessment Form be required to assist in evaluating potential environmental impacts.
25-000392	SPR25-000016	2025-017	Site Plan Review - Concept	Stormwater Review	Scott Reese	04/18/2025	The applicant should explain how the project complies with the most recent amendments to the NYSDEC Freshwater Wetlands Act.
25-000392	SPR25-000016	2025-017	Site Plan Review - Concept	SEQR Review	John Scavo	04/18/2025	While the action appears to be Unlisted pursuant to SEQRA, the Short EAF may not be sufficient for the Planning Board to adequately assess the potential for negative environmental impacts. Therefore, the Planning Board may request the applicant provide a Long Form EAF for its consideration.
25-000392	SPR25-000016	2025-017	Site Plan Review - Concept	SEQR Review	John Scavo	04/18/2025	he applicant must provide detailed information on the specific measures that will be implemented to control dust and noise pollution. Additionally, the applicant should include data on the typical decibel levels experienced by neighboring properties for concrete batch mixing plants of similar size, scale, and operations.
25-000392	SPR25-000016	2025-017	Site Plan Review - Concept	SEQR Review	John Scavo	04/18/2025	Provide information regarding the proper treatment and disposal of wastewater generated by the plant.
25-000392	SPR25-000016	2025-017	Site Plan Review - Concept	SEQR Review	John Scavo	04/18/2025	Provide information regarding if a concrete washout area will be provided and if so, the methods of operations to minimize environmental impacts to adjacent areas such as the Dwaas Kill.
25-000392	SPR25-000016	2025-017	Site Plan Review - Concept	Postal Verification	John DeSimone	04/21/2025	If parcel remains one parcel like plans show, existing address will cover this project. 1910 NYS Route 9 Clifton Park, NY 12065



April 16, 2025

Mr. Gavin Vuillaume  
Environmental Design Partnership  
900 Route 146  
Clifton Park, New York 12065

**Re: 1910 Route 9 Commercial Building Site Plan  
Tax Map ID 259.-2-44 and 260.-1-28  
CP File: 2025-017  
MJ File: 700.421**

Dear Mr. Vuillaume:

MJ Engineering, Architecture, Landscape Architecture, and Land Surveying, P.C. (MJ) has reviewed the submission for the above referenced project. Documents received for our review included the following:

- Short Environmental Assessment Form dated March 31<sup>st</sup>, 2025.
- Conceptual Site Plan Map titled "Batch Concrete Plant" as prepared by Environmental Design Partnership, LLP, 1 sheet in total, and dated March 28<sup>th</sup>, 2024.
- Town of Clifton Park Agricultural Data Statement and Control Form, undated.

Based upon our review of the above documents, we offer the following comments for consideration.

### **STATE ENVIRONMENTAL QUALITY REVIEW**

1. 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 subdivision. 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: GML 239-m County Referral
  - c. New York State Department of Transportation: Proximity to Route 9
  - d. New York State Department of Environmental Conservation: Stormwater Discharge and Notice of Intent
  - e. Clifton Park Water Authority: Water Connection
  - f. Saratoga County Sewer District #1: SCSD Connection

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

The applicant has submitted Part 1 of the Short Environmental Assessment Form (SEAF). Based



21 Corporate Drive  
Clifton Park, NY 12065



518.371.0799  
mj@mjteam.com  
mjteam.com



Fishkill, NY  
Levittown, NY  
Picatinny, NJ  
Melbourne, FL



upon our review of the submitted Part 1 SEAF, the following comments are offered:

2. Part 1. 2 – The applicant indicated that the proposed action will require a permit, approval, or funding from another government Agency. The applicant will need to select yes since permitting agencies were identified.
3. Part 1 13.a. – The response indicates that wetlands or other waterbodies regulated by federal, state or local agencies adjoin or are contained within the project site (per the EAF Summary Report). The applicant should provide documentation that confirms the presence or absence of federally or state regulated wetlands adjacent to the project site. Should this change as the project design progresses, additional approvals and permits may be required.
4. Part 1. 15 - The response indicates that the project site contains species of plant or animal listed by NYS as rare or as a species of special concern, including the Frosted Elfin and Karner Blue. The applicant should ensure that this response is inclusive of the U.S. Fish and Wildlife Service IPaC tool to ensure no federally identified species of concern.
5. Part 1. 17 - The response indicates that the proposed action will create stormwater discharge. The applicant indicates that the action will disturb +/- 1.80 acres of land. As such, it will be subject to the NYSDEC Phase II Stormwater Regulations and General Permit GP-0-25-001. Therefore, a full SWPPP will be required that address water quantity and quality. As the project proceeds through the Town's regulatory review process, a fully conforming SWPPP shall be provided for review.
6. Part 1. 18 – The response indicates the proposed action will include construction or other activities that would result in the impoundment of water or other liquids. The applicant stated "Stormwater basin". The project will be subject to the NYSDEC Phase II Stormwater Regulations and General Permit GP-0-25-001.

## **SITE PLANS**

7. The project resides within the Town's LI-2, Light Industrial District. In our review of Section 208-64(B) of the Town's Zoning, it appears that a bulk processing plant may be a permitted as of right use under 208-64(B)(1) processing of products but should be verified by the Town's Zoning Officer.
8. In reviewing the proposed site plan, it appears to be deficient in regards to meeting the minimum bulk lot requirements outlined in Section 208-65 of the Town's Zoning. The noted deficiencies are as follows:
  - a. Section 208-65(D) Height. Permitted height of buildings and structures shall be 50 feet. For any building or structure proposed over 35 feet in height, the Planning Board will conduct a visual assessment and require the applicant to complete Appendix B of the State Environmental Quality Review, Visual EAF Addendum for its consideration. The Planning Board shall also require a line-of-sight-profile with control points to be determined by the Board. The proposed building is 58 feet.



9. It appears a portion of sitework is within the Town of Halfmoon. Any improvements planned within the Town of Halfmoon are subject to the review and approval by the Town of Halfmoon Planning Board and other Town departments.
10. The applicant should review the NYSDEC requirements for operating/air quality permits to ensure the facility will meet these regulations.
11. Identify the date and by whom the wetlands shown were delineated.
12. Provide documentation that the NYSDEC has reviewed and determined that the wetland boundaries shown to be accurate. If a jurisdictional determination has been issued, provide copies to the Town for their records. It appears current operations are within the 100 foot adjacent area.
13. The project will disturb more than 1-acre of land. As such, it will be subject to the NYSDEC Phase II Stormwater Regulations and General Permit GP-0-25-001. Therefore, a full SWPPP will be required that addressed water quantity and quality controls. As the project proceeds through the Town's regulatory review process, a fully conforming SWPPP shall be provided for review.
14. The site statistics table indicates public utilities will be serving the proposed building however a proposed well is shown on the plans. Please confirm the proposed utility connection on site.
15. Provide the anticipated amount of water to be used in the process.
16. If a well is proposed, are on site storage tanks needed to meet the water demand for processing.
17. The submitted information indicates the project is proposing to connect to an existing sewer main(s) within close proximity to the parcel. These mains are owned and operated by the Saratoga County Sewer District No. 1 (SCSD). It is recommended that the Town be furnished with documentation that the SCSD is willing and capable of providing sanitary sewer service to the project.
18. Indicate on the plans the existing water and sewer utilities that are servicing the site.
19. The project proposes access onto NYS Route 9, which includes construction of a widened curb cut and utility connections. This proposed work is subject to the review and approval of the NYSDOT. The applicant shall coordinate with the regional office of the NYSDOT and obtain permitting in advance of construction.
20. Identify on the plans proposed employee parking spaces.
21. Indicate if there will be a truck washing station on site. If so, show how the runoff will be contained.
22. It will be essential to provide the necessary erosion and sediment control measures, especially for work adjacent to or near the Dwaas Kill to manage construction phase sediment transport since the Dwaas Kill is a TMDL impaired water body.



23. It is recommended that at a minimum the number of peak hour vehicle trips, including truck trips be provided.
24. Subsequent submissions shall include building elevations to demonstrate conformance with Section 208-66(C) of the Town Zoning.
25. The following comments are specific to the site layout and compliance with the Fire Code of New York State (FCNYS).
  - a. Confirm whether the building will require an automatic sprinkler. If the building is to be sprinklers, show the location of the fire department connection.
  - b. Show the location of the required Knox Box.
  - c. The location and layout of the fire apparatus access shall be reviewed by the responding agency(s).
26. Show any proposed free standing or building mounted lights. If any are proposed, provide proposed footcandle values at pavement levels.
27. Considering the plan submitted is conceptual in nature, we will reserve further comments until more detailed plans and reports are submitted. Subsequent submissions shall include information as outlined in Section 208-115 of the Town zoning specific to site grading, lighting, erosion control and stormwater management to fully assess the design and its compliance to the applicable standards.

Should you have any questions, please do not hesitate to contact me at (518) 371-0799.

Sincerely,

A handwritten signature in black ink, appearing to read 'W. Lippmann', written over a light blue horizontal line.

Walter F. Lippmann, P.E.  
Associate, Land Development Group Manager

ecc: Clifton Park Planning Board  
John Scavo, Director of Planning  
Scott Reese, Zoning Administrator/Stormwater Management Officer  
Jennifer Viggiani, Open Space Coordinator  
Melinda Acker