

Town of Clifton Park Planning Board
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PLANNING BOARD

DENISE BAGRAMIAN
Chairwoman

ROBERT WILCOX
Attorney

PAULA COOPER
Secretary



MEMBERS

Emad Andarawis
Eric Ophardt

Heather Fariello
Mario Fantini

Jennyfer Gleason
Keith Martin

(alternate) Lisa Westrick

Planning Board Minutes
June 13th, 2023

Those present at the June 13th, 2023 Planning Board meeting were:

Planning Board: D. Bagramian, Chairwoman, E. Andarawis, H. Fariello, E. Ophardt, K. Martin, J. Gleason, M. Fantini, L. Westrick

Those absent were:

Those also present were: J. Scavo, Director of Planning
W. Lippmann, M J Engineering and Land Surveying, P.C.
R. Wilcox, Counsel
P. Cooper, Secretary

Ms. Bagramian, Chairwoman called the meeting to order at 7:00 p.m. All in attendance stood for the recitation of the Pledge of Allegiance.

Minutes Approval:

Mr. Martin moved, seconded by Ms. Fariello, approval of the minutes of the May 24th, 2023 Planning Board meeting as written. The motion was unanimously carried.

Public Hearings:**283 Riverview Rd 2 Lot Subdivision**

SBL: 288.-1-111

Proposed 2 lot subdivision of 5.0 acres from existing 45.61-acre parcel, 283 Riverview RD

Zoned: CR - Conservation Residential, Status: Preliminary

Citizenserve File Number: 23-000952, Application Number: SUB23-000016

Applicant: Natalie Lopasic , Consultant: Gilbert Van Guilder Land Surveyor, PLLC

Last Seen On: 03/28/2023

Ms. Bagramian explained the review and approval process to those present, stating that the Board was required to render a determination pursuant to SEQRA (State Environmental Quality Review Act) prior to conducting a public hearing on this application. She explained that the Planning Board would assume Lead Agency status for the project and issue a negative declaration as a “formality” which neither granted nor implied approval of the subdivision application. Should it be determined that additional environmental review is required, SEQRA discussions will be reopened and a decision rendered when deemed appropriate.

Mr. Andarawis moved, second by Mr. Martin, to establish the Planning Board as Lead Agency for this application, an Unlisted action, and to issue a negative declaration pursuant to SEQRA.

Ms. Bagramian called the public hearing to order at 7:03 p.m. The Secretary read the public notice as published in the Daily Gazette on June 3rd, 2023.

Consultant/Applicant Presentation:

Pat Jarosz – Mr. Jarosz stated that this is for a subdivision request that has been previously seen. He stated that the SHPO letter had been received to address prior comments and that he is here to answer any other questions the Board may have.

Staff Comments:**The Environmental Conservation Commission and issued a memo recommending:**

- Per Section 208-16 E (2) (c) the subdivision of one parcel into a maximum of two lots is a one-time exception. The Planning Board should require, if approved, any new deed to indicate that further subdivision shall require further subdivision to follow the conservation approach as further defined in 208-16 E. (4).

Scott Reese, Zoning Administrator issued a memo stating:

- Label the 50 foot building setback lines on the proposed parcel

John Scavo, Director of Planning issued a memo stating:

- The Saratoga County Planning Board issued a recommendation noting that the subdivision will have No Significant County Wide or Inter Community Impact.
- A parkland mitigation fee required for newly subdivided residential lots is due at the time of stamping the final plan in the amount of \$1,250.00.
- A letter dated April 25, 2023 from NYS Parks, Recreation and Historic Preservation notes that the siting or seack of the proposed new construction in this case appears to be in conformance with its general guidelines as it is similarly set back compared to adjacent historic structures.

Professional Comments:

Walter Lippmann, P.E. of MJ Engineering in a letter had the following comments:

SHORT ENVIRONMENTAL ASSESSMENT FORM

1. No further comments.

SITE PLANS

2. It is recommended the applicant follow the recommendations from SHPO when sizing and selecting construction materials for the proposed single-family home. These items shall be reviewed by the Town of Clifton Park Building Department prior to issuing a building permit
3. The proposal is for on lot septic system and well. Without contours it cannot be determined whether the placement of these features is appropriate. Septic systems shall be 100 ft from wells when the well is upgradient from the septic system, and 200 feet from wells when downgradient of the septic system. This should be reviewed by the Town Building Department prior to issuing a building permit.

Mr. Fantini arrived at 7:07 p.m.

Public Comments:

There being no additional public comment, Ms. Fariello moved, second by Mr. Ophardt, to close the public hearing at 7:07 p.m. The motion was unanimously carried.

Planning Board Review:

Mr. Martin stated that he would like to see the one-time exemption noted on the deed. Mr. Jarosz stated that it would be put on the map. Mr. Scavo stated that the deed refers to the map, so putting on the deed could cause confusion. Mr. Scavo stated that this is also on the file for the project in Citienserve that the Town uses. He stated that he could review this after the completion of the hearing for this application.

Mr. Ophardt offered Resolution No. 09 of 2023, seconded by Ms. Gleason to waive the final hearing for this application for the 283 Riverview Rd 2 Lot Subdivision approval, and to grant preliminary and final subdivision approval condition upon satisfaction of all comments, provided

by the Planning Department, Town Designated Engineer, and all items listed in the final comment letter issued by the Planning Department.

Roll Call:

D. Bagramian - Yes

E. Andarawis - Yes

E. Ophardt - Yes

H. Fariello - Yes

K. Martin – Yes

J. Gleason – Yes

M. Fantini - Yes

L. Westrick (alternate) -

Ayes 7

Noes: 0

The resolution is carried.

Old Business:

None

New Business:

None

Discussion Items:

Mr. Scavo reviewed with the Board how the Town keeps track of fees to be paid and paperwork that needs to be turned in for all parcels in the Town using the new system.

Ms. Fariello moved, seconded by Mr. Andarawis adjournment of the meeting at 7:16 p.m. The motion was unanimously carried.

The next meeting of the Planning Board will be held as scheduled on June 28th, 2023.

Respectfully submitted,

Paula Cooper

Paula Cooper, Secretary