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TOWN CLERK/ TAX COLLECTOR
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EMILY KILBURN POLITI
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RICK PRESTON
TOWN COUNCIL
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SUPT. OF HIGHWAYS
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MARK SCHACHNER
ATTORNEY FOR THE TOWN

Review Board Meeting Minutes March 15th, 2023

MEMBERS PRESENT

Rick Thompson
Bob Rafferty
Chip Bissell
David Genito
Peter Aliferis - Remote
Laura Yerkovich - Remote
Claire Doering

MEMBERS ABSENT

ALSO PRESENT

Tim Smith, Board Attorney
Mike Orticelle, Code Enforcement Officer
David Wright, Code and Zoning Coordinator

Mr. Thompson opens the meeting at 5:31pm.

Stewart's Shop (Case #1228) – Site Visit Recap/Architectural Review/Viewshed Overlay

Chuck Marshall is present as a representative of Stewart's Shops.
Mark Nadolny is present via GoTo Meetings as a representative of Creighton Manning Engineering.

Mr. Bissell recuses himself from this case at this time.

Mr. Thompson recaps the application stating that a site visit was conducted, the lighting plan and canopy color were discussed.

Mr. Thompson further states that there have been several written comments, a Public Hearing was held for the Zoning Board of Appeals, and Mr. Marshall has provided a full traffic study.

Mr. Marshall also does a brief recap of his application stating that a few questions were asked at a previous meeting that he did not have the answers to at that time.

Mr. Marshall states that he has submitted updated plans that depict the gas canopy being a bronze color. Stating that the original thought about the color was painting and that they did not want to paint the metal, as it would flake off eventually. He goes on to state that they have determined that a powder coat can be applied and that they are willing to do that. They will make all of the columns match in color.

Mr. Marshall addresses the question that was previously brought up about a timeline. Stating that the proposed timeline starts in the beginning of July of 2023 with demolition of the restaurant tenant space and the gas canopy is scheduled to be removed and renovated in October of 2023 with a project completion date in November of 2023.

Mr. Marshall states that the plan is for the store to remain open during the entire process with gas being open again in November of 2023.

Mr. Marshall further states that at the ZBA meeting and the last Review Board meeting a question about traffic impact was asked and because of that the Stewart's Corporation has decided to have a traffic impact study conducted.

Creighton Manning Engineering conducted the traffic assessment.

Mr. Thompson notes for the Board that the traffic assessment summary was provided to them for the meeting.

Mr. Nadolny explains to the Board who he is and does a brief explanation of what a traffic assessment is.

Mr. Nadolny goes on to explain that they observed traffic patterns during the afternoon peak on Thursday, March 9th, 2023, and the morning peak on Friday, March 10th, 2023, stating that they observed traffic patterns for two hours each day.

Mr. Nadolny explains how the assessment was conducted and briefly summarizes the assessment conclusions and recommendations. Stating that the estimated new traffic will be minimal and that, at this time, they do not recommend any changes to the proposed ingress/egress locations onto Saranac Ave. or Algonquin Drive. He also states that all intersections get a letter grade and all intersections studied got a passing grade causing them to have no recommended mitigation.

Mr. Marshall wishes to remind the Board that the proposed new District Office largely not used daily and is more for weekly District meetings. He also states that if you were to consider the traffic from the restaurant when it was open, the office space will have a decreased traffic use.

Mr. Thompson asks if the Quality Inn traffic assessment from 2019, that was referenced for this study, accounts for the increases traffic from having an increase in rooms.

Mr. Nadolny states that yes it does and that it shows a traffic volume increase of 33-55%.

Ms. Yerkovich asks if the intended traffic pattern is for ingress from Saranac Ave. and egress from Algonquin Drive or if both entrances will be two-way traffic. Stating that if it is one-way, it forces all traffic to exit onto Algonquin Drive.

Mr. Marshall states that there is no restrictions internally on forcing one-way traffic. Stating that in a new construction gas station the Department of Transportation (DOT) would not allow two Saranac Ave. entrances.

Mr. Marshall also states that the ZBA partially granted the variance request do to the angled pumps that force a larger canopy.

Ms. Yerkovich proposes a hypothetical situation of if you enter the property from Saranac Ave your vehicle will be facing away, towards Algonquin Drive, and asks how Stewart's intends for anyone to leave using the Saranac Ave curb cut.

Mr. Marshall states that there will be enough driving space around the canopy to do a U-turn to allow a vehicle to leave the Saranac Ave curb cut.

Ms. Doering states that how a person enters or leaves the property could be driver preference and which side of the vehicle the pump is on will factor in.

Mr. Thompson states that the plans do not show anything onsite that would prevent a U-turn without leaving the property.

Ms. Yerkovich states that it is hard to tell how wide the entry will be from the plans.

Mr. Marshall states each curb cut will be 30ft, which is a DOT standard width for curb cuts.

Ms. Yerkovich asks if there will be directional arrows.

Mr. Marshall states that they can have one in and one out arrow. He also states that the DOT regulations require 75ft between curb cuts.

Ms. Yerkovich states that it seems like the public has an issue with the current traffic flow onto Algonquin Drive and attempting to turn left off of Algonquin Drive. Stating that she is aware it is not an issue for the Review Board to address but feels it should be addressed by the Town Board.

Mr. Marshall states that from Stewart's perspective the town has enough right of way on Algonquin Drive already to install a left turn lane if they so choose.

Mr. Thompson notes that traffic patterns have not required a light at WesValley Road and directs the left turn lane issue on Algonquin Drive to the Town Board.

Mr. Aliferis asks if the entrance on Saranac Ave., that is proposed to be used, will remain in the same location and if it will remain the same size.

Mr. Marshall states that the entrance will be moved over a few feet.

Mr. Aliferis asks if the new entrance will be wider or narrower.

Mr. Marshall states that the new entrance will be narrower and that it will be DOT standard width of 30ft.

Mr. Aliferis states that he assumes the DOT recognizes appropriate width for two-way traffic.

Mr. Marshall states that a 30ft entrance allows for 12ft per lane, which is the standard for lanes on the road, and leaves room for a shoulder on each side for extra space as needed.

Mr. Aliferis states that there were comments brought to the Boards attention about electric charging stations.

Mr. Marshall states that they are not proposing any charging stations and that they contract out charging stations to third-party vendors. None of the companies that Stewart's works with have expressed any interest in installing charging stations in this location at this time.

Ms. Yerkovich states that other comments about the proposed lighting have come up as well.

Mr. Marshall states that they are proposing to use lights that have a yellow hue to them and are 3,000 lumens.

Ms. Yerkovich asks if the yellow will have more light or less than white lights.

Mr. Marshall states that the lights will have no difference on site but will be viewed as less from afar.

Ms. Yerkovich asks if there will be any pole lights.

Mr. Marshall states there will be 15ft free standing lights at the entrances.

Ms. Yerkovich asks if they will be shielded.

Mr. Thompson states that they must be Dark Sky Compliant.

Mr. Marshall states that the plans show lights marked in blue are back shielded and lights marked in brown are regular lights. The light housing serves as a shield forcing the light out and down, not up, with brown fixtures.

Mr. Thompson asks if the light will be facing down.

Mr. Marshall states that they will be.

Mr. Thompson notes the color change in lights from bright white to softer yellow and all lighting will be Dark Sky Compliant.

Mr. Rafferty reminds the Board of the site visit review.

Mr. Genito does a site visit review stating that the proposed locations for the new building and canopy were marked out with cones, noting that the cones were measured out for the canopy to be 30ft from the curb on.

Ms. Doering states that the proposed entrances were also marked out with cones.

Mr. Thompson states that a review of the gas tanker path and pump spacing under the canopy were discussed.

Mr. Genito continues the recap by stating that the number of parking spaces will be increased with the proposed plans.

Mr. Thompson states that the Board must now do a Short Environmental Assessment Form (SEQR).

Mr. Smith states that because this project is an unlisted action the Board must complete parts 2 and 3 of the SEQR forms.

Mr. Thompson reads each question on SEQR part 2 and tallies responses from each Board member.

Mr. Smith states that that the SEQR part 3 has two options to determine if there will be a significant adverse environmental impact or no significant adverse environmental impact.

Mr. Thompson motions to check the second box that depicts this action having no significant adverse enforcement impact.

Mr. Rafferty seconds.

All members vote in favor. The motion passes 6-0.

Mr. Smith states that the Board has declared a negative action and he will compose a small paragraph for the SEQR part 3 form.

SEQR parts 1,2,&3 can be found in Case file #1228.

Mr. Thompson states that the Board is now ready to vote on case #1228 and requests a motion from the Board.

Ms. Doering motions to approve the application as presented. Subject to the following conditions:

- a. Architectural and site design plans are approved as submitted. Any and all changes or additions to the plans, specifications, materials, or engineering must be submitted in writing for further review and approval by the Review Board.
- b. The Review Board will retain continuing jurisdiction over the exterior lighting plan and the wattage and shielding of lights, until one year after the improvements have been completed, and during this one-year period the Review Board may prescribe modifications if it sees fit to mitigate adverse impacts from the project's lighting.
- c. The Review Board will retain continuing jurisdiction over the planting plan aspects of the project, until one year after all plantings have been completed, and during this one-year period the Review Board may prescribe additional plantings if it sees fit to mitigate visual impacts. Plantings which do not survive shall be replaced in kind, whether before or after the one-year period.
- d. The Review Board will retain continuing jurisdiction over the stormwater management plan aspects of the project, until one year after improvements have been completed.
- e. This approval does not address or make any findings regarding applicable deed restrictions, covenants, or other title conditions. This approval does not excuse the applicant from obtaining all other necessary governmental approvals, including but not limited to the New York State Building Code, Adirondack Park Agency, New York State Department of Environmental Conservation, New York Department of Transportation, New York State Department of Health, and/or Army Corps of Engineers.
- f. Further, this review does not authorize any actual construction. Final plans, specifications, and construction documentation approval must be obtained through the Building Department.
- g. **NO** construction may commence without construction documents signed by the Code Enforcement Official.

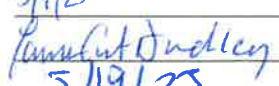
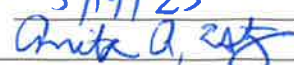
Mr. Rafferty seconds the motion.

All members present vote in favor. Mr. Bissell recuses from voting. The motion is approved. 6-0.

Case #1228 is closed.

These minutes were reviewed by the Review Board on April 5th, 2023. Bob Rafferty moved to approve the minutes as written. Laura Yerkovich seconded the motion. All members present voted in favor. The motion was approved 6-0.


Rick Thompson, Chairman
Review Board

RECEIVED	
Date:	5/4/23
Town Clerk:	
Date:	5/19/23
Village Clerk:	

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MEMBERS PRESENT

Rick Thompson
Bob Rafferty
Chip Bissell
David Genito
Peter Aliferis - Remote
Laura Yerkovich - Remote
Claire Doering

ALSO PRESENT

Tim Smith, Board Attorney
Mike Orticelle, Code Enforcement Officer
David Wright, Code and Zoning Coordinator

MEMBERS ABSENT

Weber, Sabine Case #1237) – Sketch Plan Review/Conditional Use/Architectural Review

The applicant wishes to put a second story addition onto part of an existing commercial property on Main Street. The applicant wishes to use the addition as an office space and have a full bathroom and kitchen in the space. The applicant is also proposing to add a small room on the ground floor behind the existing building for a dog washing station.

Sabine Weber is present as the applicant.

Mr. Thompson asks Ms. Weber to tell the Board what she wishes to do.

Ms. Weber explains her application. Explaining that she needs a better private space at the location to use as an office and private consulting space. She also is hoping to bring in new customers with the addition of a self-serve dog washing station.

Ms. Weber states that she is proposing to put a full kitchen and bath in the addition as it will increase the value of the property.

Mr. Thompson ask where the addition will go on the building.

Ms. Weber states it will go on top of the Morning Side Drive side of the building, on the lower roofline.

Ms. Yerkovich asks what kind of consulting business she does at the location.

Ms. Weber states she has a personal nutrition consulting business.

Mr. Thompson asks if this will be on the existing footprint.

Ms. Weber states that it will be except the dog washing station will be added to the back of the building on top of an existing cement slab.

Mr. Genito wishes to confirm it will be a customer use dog washing station.

Ms. Weber states that it will be.

Mr. Rafferty asks how close to the existing right of way will the building be.

Ms. Doering states that the plans show it being 32ft from the property line.

There is a Board discussion on the rear setback requirement at this location.

Mr. Orticelle states that the rear setback requirement is 15ft.

Mr. Thompson asks if the Board has any questions.

Ms. Yerkovich asks about the slanted roofline on the existing building and how it will meet the new addition.

Ms. Weber states that the plans show to use the existing drainage locations.

Mr. Thompson states that the Board would like to do a site visit on March 28th at 4:30pm and that a Notice to Neighbors needs to be done for the next meeting on April 5th.

End of Discussion on Case #1237.

These minutes were reviewed by the Review Board on April 5th, 2023. Bob Rafferty moved to approve the minutes as written. Laura Yerkovich seconded the motion. All members present voted in favor. The motion was approved 6-0.



Rick Thompson, Chairman
Review Board

RECEIVED	
Date:	<u>5/4/23</u>
Town Clerk:	<u>Pamela Dudley</u>
Date:	<u>5/19/23</u>
Village Clerk:	<u>Anita A. Egan</u>

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MEMBERS PRESENT

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Chip Bissell
David Genito
Peter Aliferis – Remote
Laura Yerkovich – Remote
Claire Doering

MEMBERS ABSENT

ALSO PRESENT

Tim Smith, Board Attorney
Mike Orticelle, Code Enforcement Officer
David Wright, Code and Zoning Coordinator

Hoffman, T & Trapanese, Maria (Case #1238) – Conditional Use

Applicants wish to convert an existing commercial location from office space for “Hoffman Auto” into a new coffee shop named “Capisce Organic Coffee”. The applicants are not proposing to do any modifications to the exterior of the building and only wish to make the bathroom more accessible. The applicants will come at a later date with a sign for the new business.

Maria Trapanese and Taylor Hoffman are present as the applicants.

Mr. Thompson asks the applicants to explain their application.

Ms. Trapanese explains they wish to use the “Hoffman Auto” office space by using the existing counter and changing nothing on the interior or exterior of the building. They wish to be open at 6am and close past 2pm. Stating that only “Starbucks” is open past 2pm currently.

Ms. Trapanese also states that they wish to be open every day including Tuesdays, again only “Starbucks” is open on Tuesdays currently.

Mr. Thompson states that the profile of the building stays the same.

Ms. Trapanese states they want to move the bathroom door to make it more accessible and will use the existing counter. Stating the exterior will stay the same.

Mr. Thompson comments that there is no signage application with this conditional use application.

Ms. Trapanese states that she has been in contact with Darci Whitney.

Mr. Thompson states there will need to be one in the future.

Ms. Yerkovich asks about parking and if there will be enough parking spaces for both businesses.

Ms. Trapanese states that there are currently two entrances to the location. "Hoffman Auto" will continue to use the one that has an existing wooden gate and the coffee customers will use the other. Stating that the coffee customers will not interfere with the mechanic customers.

Mr. Thompson asks about the parking requirements for this location.

Ms. Trapanese states she will have six parking spaces for coffee customers and all other parking will be used for "Hoffman Auto".

Mr. Orticelle states that the parking requirements can be found on page 78 of the Land Use Code.

Mr. Thompson asks if they are proposing any indoor seating in the coffee shop.

Ms. Trapanese states they are proposing nine seats.

Mr. Thompson states that if we called it 12 seats the Land Use Code requires four spaces and that the six proposed are well within the requirements.

Mr. Thompson asks the Board if they feel the need for a site visit.

The Board decides a site visit is not necessary as there will be no exterior changes.

Mr. Thompson states a Notice to Neighbors will be conducted for the next meeting on April 5th.

End of Discussion on Case #1238.

These minutes were reviewed by the Review Board on April 5th, 2023. Bob Rafferty moved to approve the minutes as written. Laura Yerkovich seconded the motion. All members present voted in favor. The motion was approved 6-0.



Rick Thompson, Chairman
Review Board

RECEIVED	
Date:	<u>5/4/23</u>
Town Clerk:	<u>Jane L. Sudley</u>
Date:	<u>5/19/23</u>
Village Clerk:	<u>Amie A. Egan</u>

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Review Board Meeting Minutes March 15th, 2023

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Chip Bissell
David Genito
Peter Aliferis - Remote
Laura Yerkovich - Remote
Claire Doering

MEMBERS ABSENT

ALSO PRESENT

Tim Smith, Board Attorney
Mike Orticelle, Code Enforcement Officer
David Wright, Code and Zoning Coordinator

Board Business

There are no minutes to approve at this time.

Mr. Orticelle states that the Board requested in the last meeting that the proposed new lighting for "EMS" be a lower lumen light.

"EMS" has proposed to use the same style light as shown in the previous meeting but with a lower lumen.

Mr. Thompson suggests a yellow hue.

Mr. Genito states it will be less bright.

Mr. Bissell states a warmer light is preferred.

Mr. Orticelle states the lights will be about 3,000 lumens like the Stewart's Shops lights and that these will be LED lights with dimmers.

There is a Board discussion on Village Practice for public light replacements.

Mr. Bissell states the Review Board has control over these lights.

Ms. Yerkovich states it was discussed that the EMS lights would be at a 90 degree angle.

Mr. Orticelle stated they can be angled towards the building more.

Mr. Thompson takes a consensus to accept the lower intensity light for "EMS".

The meeting is adjourned at 6:44pm.

These minutes were reviewed by the Review Board on April 5th, 2023. Bob Rafferty moved to approve the minutes as written. Laura Yerkovich seconded the motion. All members present voted in favor. The motion was approved 6-0.



Rick Thompson, Chairman
Review Board

RECEIVED

Date:	<u>5/4/23</u>
Town Clerk:	<u>Laura Yerkovich</u>
Date:	<u>5/17/23</u>
Village Clerk:	<u>Amber A. Gots</u>