



# SARATOGA COUNTY PLANNING BOARD

TOM L. LEWIS, CHAIRMAN  
50 WEST HIGH ST, BALLSTON SPA, NY 12020

JASON KEMPER, DIRECTOR  
518.884.4705 (P) 518.884.4780 (F)

## Meeting Minutes January 18, 2024

The meeting held in Conference at the office of the Saratoga County Planning Department located at 50 West High Street in Ballston Spa was called to order at 4:00 pm.

**Members Present:** Tom Lewis, Chairman, Devin Dal Pos, Donald McPherson, Marcia E. Murray, Ed Vopelak [arrived after approval of minutes] and Connie Wood.

**Members Absent:** Ian Murray

**Staff:** Kim Lambert, Senior Planner, Jeffrey Williams, Planner and Nisha Merchant, Secretary.

**Staff Absent:** Jason Kemper, Director

**Guests:** Gary Meier, Saratoga County DPW; John Cannie, Esq.; Richard Wissler

### **Approval of Minutes:**

**MOTION:** Mr. McPherson initiated a motion to approve the minutes of the December 21, 2023, meeting. The motion was seconded by Devin Dal Pos and approved with a 4-0 vote. Mr. Vopelak was not present, and Ms. Wood abstained. **CARRIED.**

**Recusals:** none

### **REFERRALS**

#### **23-183KL City of Saratoga Springs: *Tree House Brewing Company* - Site Plan Review**

Located on US Rt 9. Tax Map No(s): 178.-2-15.

Ms. Lambert presented an application for a proposed construction of a 22,800 s.f. facility for the primary purpose of micro-production of alcohol and an eating and drinking establishment with indoor and outdoor seating. Outdoor areas include three pavilions, hardscape areas, walking paths, picnic tables, landscape features, fire pits, and small gathering areas. A "Beer-to-Go" area for pickup of online orders would be provided at the front of the building. The project would include 368 vehicle and 56 bicycle parking spaces.

Mr. Cannie, attorney for the applicant, briefly reviewed the site plan. Mr. Cannie stated the pavilion in the northeast corner of the property will be removed from the site plan.

The SCPB requested that revised site plans be forwarded to County Planning for the record.

Ms. Lambert stated there was no significant county-wide or intercommunity impact.

**24-01JW Town of Milton: *Knollwood Hollow PDD - PDD Amendment***

Located on Geysers Rd./CR-43, Greenfield Ave./CR-50 (Saratoga Co. Airport). Tax Map No(s): 190.38-1-101 to -234.

Mr. Williams presented an application for a proposal to remove Section VII subsection I from Local Law 2 of 2004-Knollwood Hollow PDD - that prohibits basements to be utilized for occupancy as habitable floor area.

The Saratoga County Planning Board recommended having language placed within the amended Knollwood Hollow PDD legislation regarding the requirement of complying with the NYS Uniform Fire Prevention and Building Code and the need to obtain a building permit from the Town of Milton in order to convert the basement areas into habitable, occupied space.

Mr. Williams recommended approval.

**24-02JW Town of Waterford: *Waterford Wine & Spirits - Site Plan Review***

Located on Saratoga Avenue/NYS Rt 32 (NYS Champlain Canal). Tax Map No(s): 295.8-4-39, -40.

Mr. Williams presented an application for a proposed liquor store to occupy ~2000 s.f. of store space formerly used by NAPA in the existing Hostig Plaza off of NYS Rt 32.

Mr. Williams stated No Significant County-wide or Intercommunity Impact.

**24-03KL Town of Clifton Park: *986 Hatlee Rd - Special Use Permit***

Located on Hatlee Rd. (Town of Ballston & Ag. Dist. #2). Tax Map No(s): 258.-1-19 &-17.

Ms. Lambert presented an application for a proposed select timber harvest on two parcels with a combined area of ~60 acres.

Ms. Lambert stated No Significant County-wide or Intercommunity Impact.

**24-04KL Town of Clifton Park: *King of Kings Church - Site Plan Review***

Located on Crescent Rd./CR-92. Tax Map No(s): 283.-2-20.

Ms. Lambert presented an application for a proposed 650 sf building addition to the existing church with improvements to the site's access from Crescent Rd, stormwater treatment, internal traffic circulation and the reconfiguration and addition of 9 parking spaces.

The Saratoga County Department of Public Works raised concerns with the proposed sidewalk illustrated on the site plan. SCDPW Staff stated that the Dept. is not in favor of a proposed mid-block crosswalk on CR 92 at Oakwood Blvd.

The SCDPW staff recommended the site plan be modified to include the following:

- traffic control upgrades at each entrance to this property, such as lane dividers, arrows, stop bars and stop signs.

- Stabilized Construction Entrance (Construction Specifications) should consist of #2 stone, minimum 12 inches thick over fabric, extending 50 feet minimum from edge of highway pavement.

The SCPB requested modifications with additional information.

**24-05JW Town of Clifton Park: 87 Hubbs Road - Use Variance**

Located on Hubbs Road (Town of Ballston & Ag. Dist. #2). Tax Map No(s): 258.-1-16.1.

Mr. Williams presented an application for a proposal to convert a barn structure to a law office in the Town's conservation residential zoning district.

Mr. Williams stated No Significant County-wide or Intercommunity Impact.

**24-06JW Town of Clifton Park: Clifton Park Beverage Center - Area Variance (Sign)**

Located on NYS Rt 146, Vischer Ferry Rd/CR-90 (NYS Rt 146A). Tax Map No(s): 270.-2-55.1.

Mr. Williams presented an application for a sign area variance. Per Town Code, the allowable wall sign area for a 7,426 sf building is 37 sf of signage. The applicant is proposing a 68 sf (8.1 ft x 8.3 ft) sign and seeking 31 sf of sign area relief from the Town's zoning.

Mr. Williams stated No Significant County-wide or Intercommunity Impact.

**24-07JW Town of Clifton Park: 1769 US Rt 9 - Use Variance**

Located on NYS Rt 9. Tax Map No(s): 266.3-2-13.

Mr. Williams presented an application for a proposal to convert a vacated business structure to a single-family home (dwelling) in the Town's Highway Business /Restricted Retail Zoning District (B4A).

Mr. Williams stated No Significant County-wide or Intercommunity Impact.

**24-08JW Town of Clifton Park: 683 Riverview Rd. - Use Variance**

Located on Riverview Rd. (Ag. Dist. #2). Tax Map No(s): 282.1-68.

Mr. Williams presented an application for a use variance as the applicant wishes to operate an auto repair shop on their 2.66-acre property by converting a barn that is in the rear of the parcel and in the Town's Conservation Residential Zoning District.

Mr. Williams stated No Significant County-wide or Intercommunity Impact.

**MOTION:** A motion to approve Planning Department recommendations for planning referrals as presented was made by Mr. Dal Pos, seconded by Ms. Murray and unanimously approved.  
**CARRIED.**

**SUBDIVISIONS**

No subdivisions were referred.

## **MOUS**

### **24-09MOUJW Town of Halfmoon: *Hickok Garage - Site Plan Review***

Located on Firehouse Rd. (Crescent Vischer Ferry Rd/NYS 819). Tax Map No(s): 284.2-3-32.

A proposal to increase the footprint of the existing automotive repair garage by constructing a 6 ft x 30 ft addition to the side of the building and to add a 10 ft by 10 ft office to the front of the building. The proposed expansion also has an undisclosed area that will be enclosed to square off the existing building in order to replace the existing flat roof with a truss roof.

In accordance with the Memorandum of Understanding (MOU) between the Saratoga County Planning Board and the Town of Halfmoon Planning Board, the referral for Site Plan Review was reviewed on 1/10/2024 by Mr. Williams with concurrence from Devin Dal Pos & Don McPherson that the action posed No Significant County-wide or Intercommunity Impact.

### **24-A-01MOUJW Town of Galway: *Burns Cruthers Rd - Subdivision Review***

Located on Cruthers Rd. (Ag. Dist. #2). Tax Map No(s): 186.-2-50.

A proposal to create a 13.59-acre parcel from an existing 120.88-acre parcel for a single-family use. The result will leave 107.30-acre remaining along with the newly created 13.59-acre lot.

In accordance with the Memorandum of Understanding (MOU) between the Saratoga County Planning Board and the Town of Galway Planning Board, the referral for Subdivision Review was reviewed on 1/18/2024 by Mr. Williams with concurrence from Don McPherson & Ian Murray that the action posed No Significant County-wide or Intercommunity Impact.

### **24-A-02MOUJW Town of Galway: *Burns Old Mills Rd - Subdivision Review***

Located on Old Mill Road. (Ag. Dist. #2). Tax Map No(s): 187.-1-30.31.

A proposal to create a 6.00-acre parcel for single-family use from an existing 32.50-acre parcel. The result will leave 26.50-acre parcel in the rears that is to be merged with the adjoining 107-acre parcel, owned by the same, with frontage on Cruthers Road.

In accordance with the Memorandum of Understanding (MOU) between the Saratoga County Planning Board and the Town of Galway Planning Board, the referral for Subdivision Review was reviewed on 12/27/2023 by Mr. Williams with concurrence from Devin Dal Pos & Don McPherson that the action posed No Significant County-wide or Intercommunity Impact.

**DISCLAIMER:** Recommendations made by the Saratoga County Planning Board on referrals and subdivisions are based upon the receipt and review of a "full statement of such proposed action" provided directly to SCPB by the municipal referring agency as stated under General Municipal Law Section 239. A determination of action is rendered by the SCPB based upon the completeness and accuracy of information presented by its staff. The SCPB cannot be accountable for a decision rendered through incomplete or inaccurate information received as part of the complete statement.

## **OTHER BUSINESS**

SCPB members discussed the upcoming Planning & Zoning Conference on January 31, 2024.

### **Adjournment**

Motion to adjourn was initiated by Mr. Vopelak, seconded by Mr. McPherson and unanimously approved. The meeting was adjourned at 4:35 pm.

Respectfully Submitted,  
Nisha Merchant, Secretary