



Town of New Lebanon

Planning Board Regular Meeting Minutes - unapproved
March 21, 2018

Present: Elizabeth Brutsch, Planning Board Member
Wes Powell, Planning Board Member
Josh Schuster, Planning Board Member
Bob Smith, Planning Board Member

Absent: Ray Hermann, Planning Board Chairman
Michael Blatt, Planning Board Member
Greg Hanna, Planning Board Member

Others Present: Cissy Hernandez, CEO; Daniel R. Hershberg, P.E., Hershberg & Hershberg; Nick Daniels, Hershberg & Hershberg; Bryan Davis, BBL Construction Services, LLC; JJ Johnson-Smith;

I. Call to Order

In light of Chairman Hermann's absence, Member Wes Powell made a motion to appoint Bob Smith Acting Chairman of this meeting, which motion was seconded by Elizabeth Brutsch. The regular meeting was then called to order at 7:30 pm by Bob Smith, Acting Chairman.

II. Regular Meeting

Case No.: PB-2018-002: Mount Lebanon Heritage (19.1-1-69); Darrow School (29.-1-17)
(Sketch Plan Conference) Darrow School is requesting a Sketch Plan Conference to install a small parking lot on Mount Lebanon Heritage's property.

Representing the applicant are Daniel Hershberg, an engineer with Hershberg & Hershberg in Albany, the consulting engineer for Darrow School; Bryan Davis is from BBL Construction Services, the construction manager for the project; and the principal designer of the project, Nick Daniels of Hershberg & Hershberg.

They are currently working on an update of the dairy barn and improving drainage on the site. The intention is to add a small parking lot on Darrow Road which will provide six parking spots, one of which will be for handicapped parking. The timing of construction is still in question as the project is not yet funded. Funding will be in the form of contributions, and they hope it will take place this year; however, they wanted to show the plan to the Planning Board at this point.

There are some trees in the construction area. The driveway will be widened and curbing installed. There will be some regrading. The grades on the plan are existing contours.

Parking is currently on gravel. Lighting will be installed so pedestrians can traverse the area safely at night. This is not a complicated project, and there will be no ill effects on the neighbors. A more detailed plan will be prepared and submitted to the Board later on in the process.

Member Bob Smith asked if there was anyone across the street from the project or any abutters, and Mr. Hershberg stated this is vacant land used for parking and there are no abutters. The property was conveyed to Darrow School in 2014.

CEO Cissy Hernandez asked how the Applicant will provide authorization, to which Mr. Hershberg said they will provide the deed from 2014. Member Wes Powell commented that the first step is confirming ownership. Hershberg said they looked up the tax map and saw there was an easement over the property. Fee title was in another name and it was conveyed in 2014.

Member Elizabeth Brutsch asked if the area in question would remain gravel, and Mr. Hershberg said it will be paved. Member Wes Powell asked if the six spots marked will be blacktop, and Mr. Hershberg confirmed it would. Member Powell asked if the pole would be removed, and Mr. Hershberg said yes it will.

CEO Hernandez asked what the parking will serve. Mr. Hernandez said this will be a visitor parking lot and drop off area for people coming to the Dairy Barn for services. Member Smith said he is familiar with the property.

Mr. Hershberg confirmed they will not be disturbing more than an acre since a parking lot already exists. On the main side, they will be disturbing more than an acre; they are preparing SWPP (Storm Water Prevention Plan) to submit to the DEC. This is a separate project which will be discussed with the Darrow School. There is a building and lands architect working on that project - Storm water drainage in the rain garden area with an underdrain under it. The main drain was improved a few years ago after a flood. They received a grant and improved drainage in the area. Under the new area under SWPP, it will hold drainage to the current level, won't increase the amount, and the drainage will be treated. The drainage off the roof is dirty; it will be treated before discharge.

Member Brutsch asked since they intend to pave over the gravel with asphalt, will the accommodation be made for any additional water. Mr. Hershberg said yes, that will determine the catch basin. Mr. Smith asked CEO Hernandez if that is our concern. CEO Hernandez said drainage is something that the Board should review during Site Plan Review, but the state will look at SWPP if one is required. Mr. Hershberg said a 36" or 40" pipe will be installed at the end of the system.

CEO Hernandez asked if the Applicant is planning to stripe the parking lot, as striping will require a permit, and Mr. Hershberg said yes, it will be painted in standard colors.

Member Powell asked if the future plans could include lighting. Mr. Hershberg said they will submit lighting, draining and show how it is lighter by area. It will be safely lit for people walking in the area.

Member Brutsch asked if there will be any signage for the visitor parking. Mr. Hershberg said probably, and there is already a sign. Member Smith said they will need a curb cut.

CEO Hernandez said Darrow Road is a Town road, so Jeff Winestock, the Highway Superintendent, needs to authorize the curb cut. Mr. Hershberg said they will submit a set of plans to the Highway Superintendent for any highway permit. CEO Hernandez said approval will come from her office, but they need Jeff's approval. Member Smith asked if they need curbing. CEO Hernandez said it's a Town road, so the DOT won't be involved. Member Josh Schuster asked if there was an existing curb, and Mr. Hershberg said no, but curbing will be added. This is just a sketch plan; future plans will show more.

Mr. Hershberg said the Darrow School people thought it would be nice to have a well-defined driveway, but he's not sure it'll make it to the formal cut with their current budget.

Member Powell asked if the Board could see everything ahead of time. Mr. Hershberg said if they decide not to light it, it will be shown in the plans. The sign will be just a small directional sign with an arrow.

Member Smith asked if there were any other questions.

Member Powell asked if they were going to remove part of the sidewalk. Mr. Hershberg said yes. Member Powell asked if that was between the two driveways to the left where the sidewalk is going? Mr. Hershberg said that's going to stay or maybe exit. This is a very wide, curving driveway, so maybe they'll extend the sidewalk to the driveway. Member Brutsch said if you do extend the sidewalk, they'll have to provide for ADA. Mr. Hershberg said yes, ADA parking is provided for. They will have a curved ramp and markings across the driveway to encourage pedestrians where to go. It is not a big expense to paint a crosswalk. The next set of plans will be more complete.

Member Powell motioned to send the matter for preliminary approval, which motion was seconded by Member Schuster. The vote carried as follows:

Ray Hermann	Absent
Michael Blatt	Absent
Elizabeth Brutsch	Aye
Greg Hanna	Absent
Wes Powell	Aye
Josh Schuster	Aye
Bob Smith	Aye

III. Minutes Review/Approval

Upon review, Member Elizabeth Brutsch made a motion to approve the minutes of December 20, 2017, as submitted, which motion was seconded by Wes Powell. The vote carried as follows:

Ray Hermann	Absent
Michael Blatt	Absent
Elizabeth Brutsch	Aye
Greg Hanna	Absent
Wes Powell	Aye
Josh Schuster	Aye
Bob Smith	Aye

A motion was made by Member Wes Powell, and seconded by Member Elizabeth Brutsch to close the regular meeting at 7:54 pm. The motion was approved, as follows:

Ray Hermann	Absent
Michael Blatt	Absent
Elizabeth Brutsch	Aye
Greg Hanna	Absent
Wes Powell	Aye
Josh Schuster	Aye
Bob Smith	Aye

Respectfully submitted,

Donna M. Gedeon

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Planning/Zoning Clerk