



**Town of New Lebanon  
Planning Board Regular Meeting Minutes – unapproved  
11/16/2022**

Present:	Elizabeth Brutsch	Planning Board Chairperson
	Jim Carroll	Planning Board Member
	Josh Young	Planning Board Member
	Monte Wasch	Planning Board Member
	Brent Gawron	Planning Board Member
	Steven Muse	Planning Board Member

Absent: Greg Hanna – Planning Board Members; Jim Carroll – Planning Board Member

Others Present: CEO-Jeff Hattat, Stephen Houghtling- LVPA Fire Chief, two members of the community, Stephanie Ferradino- Town Attorney

**I. Call to order:**

Chairman Brutsch called the regular meeting of the Town of New Lebanon Planning Board to order at 7:20 pm.

**II. Regular Meeting:**

**Case No: PB 2022-019 SP/SPR -LVPA TM # 18.-1-77**

Board Member Wasch asked the applicant if there would be any additional costs to the project the tax payers would have to incur. Fire Chief Houghtling stated that as long as everything goes as planned there would be no additional cost and no additional increase to the yearly budget. CEO Hattat clarified that the LVPA is holding back some of the project because of funding. Fire Chief Houghtling explained that it is a step-by-step process and that the project is freely funded.

Chairman Brutsch reads the SEQR Form. It is a negative declaration.

Board Member Bawron made a motion to approve the SEQR. Board Member Wasch seconds the motion. The motion carries as follows:

Board Chairperson Brutsch-	Aye
Board Member Hanna-	Absent
Board Member Carroll-	Absent
Board Member Wasch-	Aye
Board Member Muse-	Aye
Board Member Gawron-	Aye
Board Member Young-	Aye

The Resolution to approve the project was read by Board Chairperson Brutsch. She explained that the resolution will be filed with the Town Clerk within 5 days.

Board Member Muse made a motion to approve the resolution. Board Member Gawron second the motion, the vote carried as follows:

Board Chairperson Brutsch-	Aye
Board Member Hanna-	Absent
Board Member Carroll-	Absent
Board Member Wasch-	Aye
Board Member Muse-	Aye
Board Member Gawron-	Aye
Board Member Young-	Aye

**Case No: PB 2022-20 Ashley Zapp (FFM Group, LLC)**

The applicant would like to open a retail market.

Board Chairperson Brutsch read the Columbia County Planning Board's recommendations.

The applicant explained that the project does fall under Ags and Market regulations.

The board would like the ADA compliant parking spots shown on the map. The septic also needs to be identified. Food preparation falls under AGS & Market. CCDOH inspection and approval will be required as applicable.

Board Member Wasch requested for the septic system to be tested. CEO Hattat stated that the septic system was tested in the 90's. The applicant stated that he will receive a letter in reference to the septic system testing from Darcy Construction.

The applicant will provide paperwork in regards to the Agricultural District.

Board Chairperson Brutsch will draft a decision document in favor of the project and the approval process will take place on December 21, pending receipt of all requested information 10 business days in advance of the meeting.

CEO Hattat reiterated that having a record on file where the handicap parking is would be helpful.

Board Chairperson asked the applicant to submit the map with the date and name of the map and to reference the site plan requirements within the code..

**Pre-Application- Carolyn Mlodzianowski TM # 8-1-62.111**

Request for Site Plan Conference- Retail requires a Special Permit & Site Plan Review in the Commercial Industrial Zone per use table. The applicant is also requesting a two-lot subdivision.

Ms. Mlodzianowski is representing Primark Properties. The subdivision requested is 3 acres out of 22. The building will be 10,600 Square feet. The building would meet all setbacks. There will be 36 parking spaces, and would require a new access to State Route 20. An application has been sent to the DOT.

Currently there is no septic system, The applicant will install a new septic system and storm water management system and a privacy fence. A well will also be new. Dark sky compliant LED lights and building lights will be installed.

Board Member Wasch voiced concerns in reference to traffic and the proximity to the elementary school which is directly across the street from the retail store. The applicant explained that the peak hours of operation will take place during weekends when the school is not in session.

Board Member Muse inquired about the number of parking spaces. The applicant explained that it is one space per every 50 square feet and that 171 parking spaces would be a worse case scenario and that she would ask the board to waive that if necessary.

Board Chairperson Brutsch made a few suggestions in reference to the building placement and site design:

- 1-Move parking to the back of the building to comply with the Town's Zoning Code and Comprehensive plan
- 2- Move the dumpster & the propane tank to the rear loading dock to provide a driveway past the building for future development
- 3- Shift the location of the truck access to the back or out of sight to accommodate the request in item 2
- 4- Ensure the driveway will be accessible for other future potential retail sites at this location
- 5- Attempt to shift the driveway so it is directly across from the Elementary School if at all possible.

The board inquired about the aesthetics of the building. Monte requested the applicant to contact their client and look for aesthetically appealing building structures they have constructed elsewhere. The board is concerned about what the building will look like and would like landscaping presented for review. Board Member Muse stated that he wants something that looks country not boxy.

Board Member Young said that his main concern was if a store like this is good for the town.

Board Chairperson explained that the revised site plan, application and SEQR short form need to be submitted to the clerk by December 7, 2022. She also stated that the sub-division would happen first.

### **Approval of Minutes**

November 7, 2022

Board Member Wasch made a motion to accept the minutes with the changes noted. Board Member Gawron second the motion. The vote carried as follows:

Board Chairperson Brutsch-	Aye
Board Member Hanna-	Absent
Board Member Carroll-	Absent
Board Member Wasch-	Aye
Board Member Muse-	Aye
Board Member Gawron-	Aye
Board Member Young-	Aye

Board Member Gawron made a motion to adjourn the meeting at 8:15 pm. Board Member Wasch second the motion. The vote carried as follows:

Board Chairperson Brutsch-	Aye
Board Member Hanna-	Absent
Board Member Carroll-	Absent
Board Member Wasch-	Aye
Board Member Muse-	Aye
Board Member Gawron-	Aye
Board Member Young-	Aye

Michelle Bienes  
Planning Board Clerk