

**Planning Board Meeting  
January 24, 2018**

**Present:**

Peter Sheridan, Chairman  
Matt Coldrick  
Marybeth Murphy  
Fred Sievers  
Lance Spallholz  
Thomas Peterson, Planning Board Attorney

**Absent:**

William Ryan, Alternate

**Guests:**

Phyllis B. Wildeberger	Josh Cottrell
Timothy Lesar	Katie Cottrell
Matt Brobston	Eric Sievers
Frank Mazza	Mike Harrington
Tom Mazza	
Leannce Martin	
Gregory McPauley	
Paul Block, Village Board	

**Agenda: January Monthly Meeting, Part II**

- 26 Albany Avenue
- Fire House Pre-submission Conference
- Open Discussion

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At 7:01 PM, Mr. Sheridan reopened the January meeting noting that Mr. Ryan was absent and that Mr. Sievers was continuing to recuse himself due to a conflict of interest.

**26 Albany Avenue**

Mr. Sheridan said he had received the new survey for 26 Albany Avenue, which added 1" to the property line, increasing the setback to 3'1" on the east side, which allows for windows. The Cottrells said the engineer would have plans to the Village Office by February 9<sup>th</sup>. They have bids out for work, including one to a builder who has been on the Saratoga County Preservation Board. The Round Lake Planning Board will need the site plan on a larger scale to review.

**Fire House Pre-submission Conference**

Tonight the Planning Board would like to proceed with SEQR review, which Mr. Sheridan deferred to Mr. Mike Harrington. Mr. Harrington recommended the Planning Board declare itself as the lead agency. They should then send pertinent information out to any other agencies who might contest the decision. After 30 days if there is no response, then there is no contest. He recommended that the Planning Board review the draft as if we are the lead agency.

Mr. Harrington provided a draft resolution, resolution below and full document attached, which Mr. Sheridan then read:

*SEQR Lead Agency Resolution  
January 24, 2018*

*WHEREAS, the Round Lake Hose Company is undertaking a project called the Fire House Replacement Project (hereinafter referred to as 'the Project'). The proposed Fire House Replacement project is located at the site of the existing fire house at 13 Curry Avenue in the Village of Round Lake. The project proposes to remove the existing four bay fire house structure and replace it with a new four bay fire house with larger office spaces on the second floor, larger fireman's room on the second floor, a separation of hot and cold zones to improve fireman safety, and larger conference/training rooms. The project replaces the existing building in the same location in relation to the front yard setback. The existing sanitary and water connections will be cut and capped during construction and reconnected for use by the proposed structure. The 37 parking spaces shown for the project site utilize the existing limits of pavement to the north and a small pavement addition to the east of the building for fire responder parking during calls and fire events. The total acreage of the project site is less than 3 acres and the total site disturbance is less than 1 acre. The site grading is minimal and includes new yard drains and drainage pipe for the area of new pavement on the recently acquired lot. The project will eliminate an underground propane storage tank for the generator and will remove the existing detached garage which is located to the north of the existing building; and*

*WHEREAS, the Planning Board is reviewing the project relative to provisions of the Village's Site Plan regulations.*

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*NOW, THEREFORE BE IT RESOLVED BY THE PLANNING BOARD OF THE VILLAGE OF ROUND LAKE AS FOLLOWS:*

- 1. The Planning Board hereby determines that the project is an Unlisted action pursuant to the State Environmental Quality Review Act (SEQRA), Article 8 of the New York Environmental Conservation law and its implementing regulations, 6 NYCRR Part 617; and*
- 2. The Planning Board hereby declares itself SEQRA Lead Agency; and*
- 3. The Planning Board hereby instructs the Chair, with the assistance of the consulting engineer and attorney, to notify involved agencies of the Planning Board's intent to serve as SEQRA Lead Agency and to further initiate the coordinated review of the Project under the SEQRA regulations and authorizes the Chair to sign all environmental review documents*

*By (unanimous/majority) vote of the Planning Board of the Village of Round Lake at its meeting of January 24, 2018.*

Mr. Sheridan made a motion to declare the Round Lake Planning Board as the SEQR Lead for the Fire House Replacement Project, which Ms. Murphy seconded. Mr. Spallholz, Ms. Murphy, Mr. Coldrick, and Mr. Sheridan unanimously approved the motion. Mr. Harrington will send Ms. Elford the language (above) and he will send out the notices to the involved and interested parties.

The Planning Board then reviewed the letter going out to involved and interested parties (attachment 2). The interested parties are the Village of Round Lake, Saratoga County Planning Department, the Town of Malta, New York State Department of Environmental Conservation, New York State Department of Transportation, and United States Army Corps of Engineers.

Unless one of the involved and interested parties contests the SEQR Lead, the Round Lake Planning Board will be the undisputed lead agency as of February 25, 2018 based on the 30-day time limit.

Mr. Harrington passed out the Part 2 of the Full Environmental Assessment Form (FEAF) for review, attachment 3, which the Planning Board is reviewing as if it were already SEQR lead. Reviewing section 10, Impact on Historic and Archaeological Resources, although it is checked as yes, there is truly no or minimal impact. The proximity to a Historic District necessitated the answers to section 10 be a yes.

In section 5, Impact on Flooding, question d., Mr. Spallholz asked about the stormwater drain and runoff to Curry Avenue. He has concerns with the roof collecting water and diverting underground. Mr. Spallholz asked Mr. Harrington if the current drain could handle the increased flow. Mr. Harrington deferred to Mr. Brobston, who said yes. It is a large pipe that goes across the street, drains to the same ditch it drains to today, and finally exits to the stream. The impervious amounts for runoff will be similar to how they are today, and should drain as it does now. Mr. Harrington said it could be addressed in the final site plan.

For section 1 Impact on Land, Section 3 Impacts on Surface Water, section 14 Impact on Energy, and Section 15 Impact on Noise, Odor, and Light, these are marked as yes due to the slight increase to the size of the building, but all are minimal. Mr. Coldrick said the Planning Board discussed lighting at the last meeting, and that should be added to section 15, part 3, for either the adjacent traffic or adjacent property.

For sections 2, 4, 6, 7, 8, 9, 11, 12, 13, 16, 17, and 18, these questions were all marked as no impact.

For Part 3 of the FEAF, attachment 4, the form addresses the items that support the determination.

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After review of the Part 3 of the FEAF, Mr. Spallholz felt that the Round Lake Planning Board could move ahead with the SEQR Negative Declaration Resolution. Mr. Coldrick made a resolution to make a negative declaration contingent on the language from Mr. Peterson that we are the lead agency without contestation. Mr. Spallholz seconded the motion. Mr. Sheridan asked if there was any discussion. Mr. Spallholz, Ms. Murphy, Mr. Coldrick, and Mr. Sheridan unanimously approved the motion.

After passing the resolution, the Planning Board decided to delay its regular February meeting until February 28, 2018, to review and potentially approve the site plan. That will be beyond the February 25, 2018 deadline for contesting lead agency. Based on that, Mr. Harrington provided the draft SEQR Negative Declaration Resolution, attachment 5, and provided below:

**SEQR Negative Declaration Resolution**

February XX, 2018

WHEREAS, the Round Lake Hose Company is undertaking a project called the Fire House Replacement Project (hereinafter referred to as 'the Project'). The proposed Fire House Replacement project is located at the site of the existing fire house at 13 Curry Avenue in the Village of Round Lake. The project proposes to remove the existing four bay fire house structure and replace it with a new four bay fire house with larger office spaces on the second floor, larger fireman's room on the second floor, a separation of hot and cold zones to improve fireman safety, and larger conference/training rooms. The project replaces the existing building in the same location in relation to the front yard setback. The existing sanitary and water connections will be cut and capped during construction and reconnected for use by the proposed structure. The 37 parking spaces shown for the project site utilize the existing limits of pavement to the north and a small pavement addition to the east of the building for fire responder parking during calls and fire events. The total acreage of the project site is less than 3 acres and the total site disturbance is less than 1 acre. The site grading is minimal and includes new yard drains and drainage pipe for the area of new pavement on the recently acquired lot. The project will eliminate an underground propane storage tank for the generator and will remove the existing detached garage which is located to the north of the existing building.; and

WHEREAS, the Planning Board of the Village of Round Lake has designated itself as Lead Agency pursuant to the State Environmental Quality Review Act in the environmental review of the Project; and

WHEREAS the Planning Board of the Village of Round Lake has distributed copies of an Environmental Assessment Form and has provided copies of this document to the involved and interested agencies for the Project; and

WHEREAS, the probable environmental impacts of the Round Lake Hose Company Fire House Replacement Project have been carefully considered by the Planning Board;

NOW, THEREFORE BE IT RESOLVED, that the Planning Board of the Village of Round Lake adopts the findings and conclusions relating to the probable environmental impacts contained in the attached Environmental Assessment Form and files the Negative Declaration in accordance with the applicable provisions of the law; and

BE IT FURTHER RESOLVED, that the Planning Board authorizes the Planning Board Chair to take such further steps as might be necessary to the discharge of the Planning Board's responsibility as lead agency for this action.

By (unanimous/majority) vote of the Village of Round Lake Planning Board at its meeting of February XX, 2018.

Construction will not begin until March.

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Mr. Brobston and Mr. Harrington discussed the emails that have gone back and forth with questions, attachment 6. Mr. Harrington addressed the turning radius of trucks into the median, Mr. Sievers said no changes to the apron are being made and the radius is same as it is today. Mr. Harrington clarified that the building heights were not the same, and that is based on SEQR vs. Village of Round Lake guidelines. Mr. Sheridan clarified it is 25' per Round Lake, the tower is not livable space, so that does not count. He recommended syncing the site size in the land use table to the site plan.

Mr. Harrington recommended obtaining a workable license agreement to the neighbors at the Mancini residence, which one of the Fire Department members is in charge of obtaining.

Mr. Spallholz asked where the new garbage dumpster would be located. Mr. Harrington and Mr. Brobston agreed that they had not discussed where they would place a garbage dumpster. They will add this to the final site plan.

To clearly delineate the <1 acre disturbance, Mr. Harrington recommends clearly calling out the boundaries on the map to show the demarcation.

Mr. Harrington feels that the project is in good shape from his engineering perspective.

Mr. Brobston will submit a final set of plans, which will address the questions and concerns exchanged in the meeting and via email, which Mr. Harrington will review and give his blessing to proceed.

Mr. Spallholz asked for a drainage analysis based on a 25 years storm, Mr. Brobston will provide that Mr. Harrington.

Mr. Sheridan made a motion for preliminary site plan approval based on the minor changes made to the map and agreed to by the engineer as discussed above, which was seconded by Ms. Murphy. Mr. Sheridan asked if there was any discussion. Mr. Spallholz, Ms. Murphy, Mr. Coldrick, and Mr. Sheridan unanimously approved the motion.

**Open Discussion**

The Planning Board reviewed the January 10, 2018 minutes. Ms. Murphy moved to approve the minutes as amended, which Mr. Coldrick seconded. Ms. Elford polled the Board: Mr. Coldrick – aye, Ms. Murphy – aye, Mr. Spallholz – aye, and Mr. Sheridan – aye.

Mr. Sheridan made a motion to adjourn at 8:20 PM. All were in favor.

Respectfully submitted,

*Heather K. Elford*

Heather Elford  
Planning Board Secretary