

**MINUTES OF THE TOWN OF FORT EDWARD PLANNING BOARD MEETING
HELD ON WEDNESDAY, NOVEMBER 28, 2018 AT TOWN HALL COMMENCING AT
7:00 P.M.**

Chairman Belden called the meeting to order at 7:05pm

PRESENT: Chairman Mark Belden
Valerie Ingersoll
Joseph McMurray
Frank Wells
Max Fruchter

ABSENT: Donald Sanders, Jr.
Zachary Middleton

OTHERS PRESENT: Larry Clute, Town Engineer Jim Houston and Town Counsel Donald Boyajian

APPROVAL OF MINUTES: The minutes for the meetings of April 11th & October 10th have been tabled until all members have a chance to review them.

Chairman Belden welcomed new Planning Board Attorney Donald Boyajian

BUSINESS:

**Williams Farm, LLC
Minor Subdivision
Presenter: Larry Clute**

Chairman Belden: A Boundary Line Adjustment was done previously with Doty Machine to get road frontage. Tonight's application is for a 2 lot subdivision; we have a letter from our Engineer regarding the project.

The Following memo was submitted by Town Engineer Jim Houston regarding the project:

Re: William's Farm, LLC – Clute Enterprises, Inc. – Sullivan Parkway & Stevens Lane
Subdivision Submission Review Comments
C.T. Male Project No. 14.4052-056

Dear Chairman Belden: C.T. Male Associates Engineering, Surveying, Architecture, Landscape Architecture & Geology, D.P.C. (C.T. Male) has completed a review of the project documents that we received from the Town of Fort Edward for the William's Farm, LLC Subdivision.

The package of information that we reviewed included the following documents:

- 1.) Cover letter/Subdivision of Land Application dated 11-15-2018.
- 2.) Short Environmental Assessment Form, signature page (3 of 3) dated 11/15/2018.

3.) Map of Survey Made for Williams Farm, LLC, dated 10/12/2018. 4.) Overall Layout & Utility Plan, dated November 15, 2018.

Overview – the application is for “Sketch Plan” approval of a two (2) lot subdivision. There is some additional ancillary information provided with regards to the “Overall Layout & Utility Plan” of a multi-family residential development on Lot 2 of the two (2) Lot Subdivision. Based on our preliminary review of these project related documents, we offer the following comments for consideration by the Planning Board.

Cover Letter / Subdivision of Land Application General – there should be a clear definition of the proposed action/approval sought.

The application appears to be for a Subdivision but includes information on the future Site Plan development. The two actions should be kept separate or combined from the project onset.

1. The following items were not found in the Subdivision of Land Application package that we reviewed: C.T. MALE ASSOCIATES November 26, 2018 Mr. Mark Belden – Williams Farm, LLC; Sullivan Parkway & Stevens Lane Page - 2 a. Page 2/8 - Copy of Property Deed, map showing structures within 200’ of the proposed project site, bearings and distances on Lot 1 (west of the railroad). b. Page 4/8 – Change Fort Ann to Fort Edward. c. Page 5/8 – TOFE Area Variance checked – please explain. Confirmation that the project site lies within established water and sewer districts with letters of service from both districts.
2. Short EAF 2. Page 2 of 3, question 16 – the western portion of Lot 2 appears to be within the 100 year floodplain of the Hudson River. This question should be checked yes – please see attached floodplain mapping. Map of a Survey Made for William’s Farm, LLC
3. 3. S-1, Sheet 1 of 2: the following information should be added to this plan: a. Road frontage for both lots. b. Names of adjoining landowners (200’ minimum from property line). c. Bearings and distances for Lot 1. d. Show structures and wells/septic within 200’ of property line (or indicate public water and sewer). e. Label railroad property and owner. Are there any easements across the railroad property to gain access to Lot 1 from Lot 2? f. Show approximate floodplain limits on Lot 1.
4. . S-2, Sheet 2 of 2: the following information should be added to this plan: a. Names of adjoining landowners (200’ minimum from property line). b. Several references to proposed conveyance – has this conveyance already been filed with Washington County clerk’s office? Overall Layout & Utility Plan
5. 5. Plan 291063-01-S3 a. Add a complete zoning table showing “required” and “provided” information. It appears that the 3-floor building units will require a variance from the maximum building height of 30’.

Page - 3 b. Add the name of adjoining landowners (200’ minimum from property line).

c. The proposed access to Stevens Lane (label lane) crosses adjacent private property. An easement or property conveyance is required if vehicle access is anticipated.

Chairman Belden: If we do the subdivision and the site plan separately it will take more time; normally we would send this to the County Planning Dept. for review seeing as you are close to

a county boundary. We would have to send it twice if we were to do it separately or we could send it once if we did it simultaneous.

BOARD: Review it as one

Larry Clute: I understand what you are saying but I don't know the best course of action. There is a reason that we have submitted this 2 lot subdivision and I don't know what that is. If Lucas was here he could tell you. I believe Jon has had dialogue with Lucas moving forward with the site plan. I think there is financing involved and the Nursing Home. It may have to be done separately.

Chairman Belden: We will treat the SEQR like it is going to be built but we can do the applications separately if you prefer.

- We will need a copy of the railroad easement

Larry Clute: I will find out tomorrow if we can combine the projects or not.

BOARD:

Valerie Ingersoll: Should State Rte. 4 being within 500' be on the form as well as the county boundary? (Steven's Lane)

Site Plan Requirements: Proposed easements and other restrictions: There were some easements and I didn't know if there were any explanations for proposed easements that should be added there because there is that house in the front; is there an easement for that access?

Jim Houston: That would be required if you wanted to have access out of there from a site plan development of that lot but to subdivide it has frontage on Stevens Lane and it's 100 feet in dimension over on the other side so even if you cut that off he could meet the requirements for having the lot.

Chairman Belden: Stevens Lane is a little over 600' long.

Valerie Ingersoll: On the short EAF considering future build the following needs to be corrected.

- 3b – Needs a number for acres disturbed
- 8- The side streets will have an increase in traffic
- 10- Future Build
- 11- Future Build
- 16- Should be yes
- 20- No description in there, it's probably G.E.
- Agent Form is signed by Lucas who is not the applicant or the agent – Need an agent form for Lucas

Chairman Belden: Regarding road frontage, will any variances be required? The frontage on May St. is only 50' and needs to be 100'. Also make sure when you start your sewer discussions that there is enough capacity and that you get a letter stating that. If a variance is required that will have to be obtained before subdivision approval.

MOTION by Joseph McMurray, Seconded by Max Fruchter and carried to refer the application to the Zoning Board of Appeals for a road frontage variance **ALL AYES**

**Dennis Williams
New Submission
Boundary Line Adjustment**

Updated materials for the Boundary Line Adjustment were given to the Board, the Board looked over the material and the application has been placed on the agenda for December 12, 2018.

A letter in support of the Boundary Line Adjustment from Mr. Van DerWerken was read and placed in the file.

Needed From Applicant:

- **Agent form for Dennis Williams from Mr. Van DerWerken**
- **Proposed Deeds**

ADJOURNMENT:

MOTION by Max Fruchter, Seconded by Joseph McMurray and carried to adjourn the meeting at 8:00pm **ALL AYES**

DATED: November 30, 2018

Aimee Mahoney, Clerk

