

Town of Waterford
Planning Board
65 Broad Street
Waterford, NY 12188

Minutes of February 14, 2022

The meeting began at 7:30 PM with Chairman David Woodin, and members Harriett Fusco, Peter Fletcher and Paul Henry present. Member Bob Lefebvre was absent.

Chairman Woodin made a motion to nominate and re-appoint Harriett Fusco as Board Secretary. Harriett has served as the Secretary for plan stamping purposes since 2006. The motion was 2nd by Mr. Fletcher and approved 4 – 0.

The only item on the agenda was a site plan review for 230 Fonda Road. Kelly Comtois proposes to construct a 728 sf addition (master bedroom suite) to the rear of her existing 1350 sf residence. Since the addition is more than 25% larger than the existing structure, § 161-84 A(4) of the Town Code requires that the project be subject to site plan review. The addition represents a 54% increase to the size of the residence. In attendance with Ms. Comtois was her fiancé, Keith Hall, who will be the contractor for the project.

Chairman Woodin updated the Board and applicant about the process and what has been done so far. He noted that at the March meeting, the Board will hold a public hearing followed by three votes:

1. Determination of Application Completeness
2. SEQR Determination
3. Site Plan Approval Decision

The Chair mentioned that the Town's consultant, Nan Stolzenburg has reviewed the project and provided comments that the Board will review later during the meeting. In the meantime, Saratoga County Planning Board has reviewed the project and issued a letter indicating no countywide significance.

The applicant submitted a 2009 plot plan for the property in lieu of the traditional site plan. By March 7th, they will have the surveyor that did the original survey plot (Santo Associates) submit an updated site plan for the 230 Fonda Road property.

The Board reviewed Stolzenburg's comment letter. There were a few items on the checklist that were not provided for including:

- a. Grading and drainage: Will the construction of the addition require any grading or changes in drainage? The answer provided indicated that the property slopes towards the northwest and that existing run off ends up in a drainage swale along

the north side of the property. The new addition will replace 728 sf of existing lawn. No additional grading will be necessary. The full basement will be about a foot above ground on the east side and 3 to 4 feet on the west side.

- b. The site plan, which is actually the subdivision plot plan approved and signed in 2009 does not show location of fire hydrants. There is a fire hydrant on the opposite side of Fonda Road about 200 feet south. It will be noted on the site plan.

With the maintenance of the side setbacks, emergency fire vehicles will be able to get to the backyard via the south side. Grading will not change on the north side, so emergency vehicles will not be able to access the backyard via the north side.

- c. No information is provided on outdoor lighting. The applicant proposes to replace a 60 W lantern style light with a similar one using LEDs. This will be a shielded light fixture and will have no impact on neighbors.
- d. Site plan also has landscaping requirements. Since this is a residential property, and because the addition is to the rear of the existing structure, this does not seem particularly relevant. The applicant intends to relocate some existing plantings and add new ones around the addition. No decision has been made as to exactly what plantings will be used. The Board feels that it is not necessary to require a detailed landscaping plan.
- e. No construction schedule is provided for. The applicant hopes to secure site plan approval on March 14th and obtain a building permit the next day. Construction plans have already been submitted to the Building Department. Excavation of the foundation is scheduled for the 3rd week in March. Due to supply chain issues, it is difficult to pin point an expected completion date, but the desire is to complete the addition by Fall (6 months).

The review also noted that two corrections needed to be made to the SEAF and Chairman Woodin has updated the form to reflect those changes. The changes were related to the fact that the property is in an archeological sensitive area and that there is a wetland west of the property. That wetland has no impact on the project.

With the review completed, attention was turned towards setting a public hearing. Chairman Woodin motioned to set the public hearing for Monday, March 14th @ 7 :30 PM. Ms. Fusco 2nd the motion and it was approved 4 – 0.

Chairman Woodin made a motion to waive the reading of the minutes of the November meeting and to adopt them. Mr. Fletcher 2nd the motion and it was approved 4 – 0.

Chairman Woodin motioned to adjourn at 8:09 PM and 2nd by Ms. Fusco.