



PLANNING BOARD
Regular Meeting – November 20, 2023

Vice Chairperson Hilton called the meeting to order at 7:04 pm.

Attendance:

Vice Chairperson George Hilton, John Nick, Kathy Bilfield, Patrick Powers, and Mindy Conway (Acting Secretary) were present. Chairman Paul Little, Greg Taylor, Bruce Goody, and Zoning Administrator Jeremy J. Little were absent.

Public Hearings and Old Business:

None.

Minutes:

Minutes from Regular Meeting on October 16, 2023 were **TABLED**.

Correspondence:

- Zoning Administrator's Activity Report for October 2023;
- Adirondack Park Agency Minor Project Public Notice (Application Completed) dated November 08, 2023 and received by the Zoning Office on November 13, 2023 RE: APA Project No. 2022-0056;
- Adirondack Park Agency Request for Consultation, including a Plan, dated November 10, 2023 and received by the Zoning Office on November 13, 2023 RE: APA Project No. 2022-0056;
- Warren County Planning Department Project Review and Referral Form, reviewed by Department on November 14, 2023 for #SPR2023-18. Form received by the Zoning Office on November 14, 2023.

Old Business:

#SPR2020-13: Loon Lake RV Park LLC (Tim Beadnell) is seeking Site Plan Review approval to finish and renovate the upstairs of the existing Camp Store to offer coin operated video games and coin operated laundry (2 sets). Property is located at 5400-5408 State Route 8, identified by Tax Map Parcel #: 103.-1-18.1, in Zoning District Low Intensity ****TABLED UNTIL FURTHER NOTICE BY REQUEST OF APPLICANT****

Family Gift Subdivision (Section 8.02 of the Zoning Local Law; Article III of the Subdivision Regulations): Philip Sr. and Elaine K. Rinaldi are seeking confirmation from the Planning Board that the proposed division of land constitutes a gift:

- **Grantors: Philip Sr. and Elaine K. Rinaldi**
- **Grantee: Philip Rinaldi, Jr.**
- **Property Address: 25 Woodridge Road**

- **Tax Map Parcel #: 104.14-1-61**
- **Zoning District: Hamlet**
- **Proposed Lot 3 to be gifted from the Grantors to the Grantee will consist of 1.082 ± acres.**
- **Proposed Lot 4 to be retained by the Grantors will consist of 1.064 ± acres.**
- ****TABLED BY THE PLANNING BOARD AT THE 04/17/2023 MEETING****

#SPR2023-18: Word of Life Fellowship is seeking Site Plan Review approval to change the use of the existing previously approved accessory use structure (Garage) to a Two-Bedroom Single-Family Dwelling. Site Plan Review approval is required for an additional principal building on the same lot. Property is located at 8192 State Route 9, identified by Tax Map Parcel #: 36.-1-19.1, in Zoning District Moderate Intensity.

Chip McKenna, CM Property Management, was present representing the Applicant.

Vice Chairman Hilton commented that Warren County replied with No County Impact.

Vice Chairman Hilton asked if anyone had any questions.

Kathy Bilfield asked if the building was seasonal. Chip McKenna said that it will be year-round and is year-round and said that it is change of use. It was approved as a garage with an office above and they are looking to change it to residence.

Vice Chairperson Hilton said this was an unlisted action.

The Board reviewed Part 2 of the Short Environmental Assessment Form and agreed the project has Little or No Impact.

Vice Chairperson Hilton read the following:

RESOLUTION

NOTICE OF DETERMINATION OF SIGNIFICANCE AND NEGATIVE DECLARATION IN CONNECTION WITH SITE PLAN REVIEW APPLICATION #SPR2023-18, WORD OF LIFE FELLOWSHIP

WHEREAS, the Town of Chester Planning Board (“Planning Board”) has received an Application from Word of Life Fellowship (the “Applicant”) to change the use of the existing previously approved accessory use structure (Garage) to a Two-Bedroom Single-Family Dwelling located at 8192 State Route 9, identified by Tax Map Parcel #: 36.-1-19.1 (the “Project”); and

WHEREAS, the Planning Board has identified the Project to be an Unlisted action for purposes of State Environmental Quality Review Act (“SEQRA”) review pursuant to 6 NYCRR 617; and

WHEREAS, the Planning Board has decided to conduct an uncoordinated review as a Lead Agency for the Project; and

WHEREAS, the Planning Board has received a Short Environmental Assessment Form (“SEAF”) for the Project with Part 1 of the SEAF completed by the Applicant; and

WHEREAS, SEQRA requires that the Planning Board undertake a thorough review of the potentially significant adverse environmental impacts prior to making its determination with respect to the Project; and

WHEREAS, the Planning Board has reviewed Parts 1, 2 and 3 of the SEAF and all other supporting information submitted to the Planning Board by the Applicant;

NOW, THEREFORE BE IT

RESOLVED, that in accordance with SEQRA, the Planning Board, as a Lead Agency, has determined that the Project will not result in any significant adverse environmental impacts and hereby issues a Negative Declaration pursuant to the requirements of SEQRA and directs the Planning Board Chairperson to complete and sign Part 3 of the SEAF as required for the Determination of Significance, confirming the foregoing Negative Declaration.

**MOTION FOR ISSUANCE OF NOTICE OF DETERMINATION OF SIGNIFICANCE
AND NEGATIVE DECLARATION IN CONNECTION WITH SITE PLAN REVIEW
APPLICATION #SPR2023-18, WORD OF LIFE FELLOWSHIP,**

Introduced by Patrick Powers who moved for its adoption, seconded by John Nick:

Duly adopted this 20th day of November 2023 by the following vote:

AYES:	Vice Chairperson George Hilton John Nick Patrick Powers Kathy Bilfield
NOES:	None.
ABSTAINED:	None.
ABSENT:	Chairperson Paul Little Greg Taylor Bruce Goody

Vice Chairperson Hilton read the following:

Findings of Fact:

1. There will be little or no negligible impact on public health, safety, and general welfare and the project satisfies all concerns stated in Section 5.06(E) of the Town of Chester Zoning Local Law;
2. The Project agrees with the Town of Chester Master Plan;
3. As per Section 5.06(G)(1) of the Zoning Local Law, a public hearing was not held as the expected level of public interest is negligible;

4. The Project is an Unlisted action and the Planning Board has decided to conduct an uncoordinated review as a Lead Agency;
5. The Board reviewed Parts 1, 2 and 3 of the Short Environmental Assessment Form (SEAF) and all other supporting information submitted to the Board by the Applicant;
6. The Project will have negligible negative impacts on the environment;
7. The Board has determined that the Project will not result in any significant adverse environmental impacts and issued a Notice of Determination of Significance and a Negative Declaration.
8. The Project Review and Referral Form has been received from the Warren County Planning Department with the response that there will be no County Impact.

On a motion by Kathy Bilfield, seconded by Patrick Powers, **Site Plan Review Application #SPR2023-18: Word of Life Fellowship** was approved with the above Findings of Fact and with no Conditions.

AYE 4 NO 0

New Business:

- **Request to amend/revise the Subdivision Map approved by the Town Planning Board on July 17, 2023 in connection with Subdivision Application #SD2023-07 (Christine P. Wells). Previously approved subdivision map has been filed and recorded in the Warren County Clerk's Office on July 24, 2023.**

Dan Manna from Darrah Land Surveying was present representing the Applicant.

Dan Manna said they went out to the property and found evidence of where the parcel was supposed to be on the map. The areas there to be subdivided are the same size, just different locations.

Vice Chairperson Hilton asked if this would change any setback. Dan Manna said no.

On a motion by Vice Chairperson Hilton, seconded by John Nick, the Board approved the revisions to the Subdivision Map for #SD2023-07 (Christine P. Wells) dated November 8, 2023 with the condition the approved subdivision map be filed and recorded in the Warren County Clerk's Office within 60 days.

AYE 4 NO 0

#SD2023-09: Mary E. West-Hannigan, William Scott West, John Clark West (as Trustees of the Mildred West Irrevocable Income Only Trust Agreement) are seeking after-the-fact approval for a two-lot minor subdivision for property located at White Schoolhouse Road, identified by Tax Map Parcel #: 69.-1-53.111 and 69.-1-53.112 (Formerly Tax Map Parcel #: 69.-1-53.11 prior to the subdivision), in Zoning District Low Intensity. Lot 1 consists of 20.06 ± acres and Lot 2 consists of 97.97 acres.

Tom Hannigan, Executor, was present along with Mary West-Hannigan.

Vice Chairperson Hilton asked if the APA has issued a final permit. Tom Hannigan said there is a Settlement Agreement.

John Nick said that he would like to see the rest of the property on the map, two (2) perc tests for each septic, and show setbacks. John recommends sitting down with Jeremy Little, Zoning Administrator, to go over all the recommendations. The Application states Lot #2 has a dwelling and access from East Shore Drive and that is not shown on the map. There is a preliminary road for one of the parcels not shown on the map. On Lot #1 there are footing going in and there are no permits issued. If construction proceeds, he may be told to stop because there are wetlands and there are three (3) existing structures that are not permitted on the property already and a well that is not permitted. They may have to go back to the APA because of the wetlands.

Vice Chairperson Hilton recommended sitting down with the Zoning Administrator.

The Board TABLED **Subdivision Application #SD2023-09: Mary E. West-Hannigan, William Scott West, John Clark West (as Trustees of the Mildred West Irrevocable Income Only Trust Agreement)** until further notice.

Public Privilege:

None.

Board Privilege:

APA Project No. 2022-0056 (Homfeld)

Vice Chairperson Hilton said that the Project was a Class B Regional Project and requires site plan approval from the Planning Board.

Leslie Homfeld, the Applicant, was present by Zoom and asked if the application had arrived yet.

Vice Chairperson Hilton said that we had not received the application yet so hopefully it will be on the December Agenda.

Adjournment:

On a motion by John Nick, seconded by Patrick Powers, the meeting adjourned at 7:52 pm.

AYE 4 NO 0

Respectfully submitted,

Mindy Conway
Acting Secretary