

Draft Minutes  
Village of Altamont Planning Board  
Regular Meeting  
May 29, 2012

James Greene, Chairman

Steve Caruso, Board member

Elaine Van De Carr, Board member

Kelly Best, Secretary

Dean Whalen, Village Liaison

Stephen Walrath, representative for Carol Dubrin

Gladys Short and her Daughter

Chairman Greene called the meeting to order at 7:10 pm.

Board member Caruso made a motion to accept the minutes of March 2012. Board member Van De Carr seconded the motion. All present in Favor.

Chairman Greene reviewed the comments submitted by Jan Weston, Planner with the Board and Mr. Walrath.

Mr. Walrath stated that the correct scale will be used on the preliminary plan as well as include the driveway and grading information. Mr. Walrath stated that he did secure a driveway permit from the Town of Guilderland a while back for access directly unto Bozenkill Road. He is unsure if that permit has an expiration date. Chairman Greene asked Mr. Walrath if there would be any problems meeting the items outlined by Jan Weston.

Mr. Walrath stated that he did not think so. He pointed out that there are wetlands on some of the property not included in this subdivision. He will provide the actual location of such wetlands on the preliminary plan.

Board member Van De Carr asked who maintains the ditches along the property. Mr. Walrath stated that this is done by Mrs. Dubrin. Mr. Walrath stated that the Army Corps has jurisdiction over all wetlands that run into the main tributary.

Chairman Greene stated that this is the concept hearing stage of the sub division process. Chairman Greene stated that this is not a continuation of a previous application for subdivision; this is a new application which eliminated one of the lots requested. The previous application was reviewed by Albany County Planning Board which brought the drainage issue along the one lot to the attention of the Board. Also a number of abutting neighbors had some concerns regarding the drainage on the one proposed lot. That lot has been deleted from the new request.

Board member Van De Carr stated that the Board should thoroughly researched all the drainage along the proposed lot and the drainage plan should comply with Federal/State and Village guidelines. She strongly suggested an Engineer representing the Village should be employed.

Board member Caruso stated that the new application will be submitted to Albany County Planning Board and that the Village Planning Board will review their findings relating to this new application. Then the Village Planning Board can make a determination whether an escrow account will need to be established in order to provide funds for a review by an engineer. Chairman Greene asked Mr. Walrath if this is agreeable with Mr. Walrath's client.

Mr. Walrath stated that he was unaware of the drainage issue when the previous application was submitted and that is why the application was withdrawn and a new application was submitted dropping the lot with the drainage issue. He stated that his client will not be surprised that the Board will want to hire an engineer to review the proposal. Mr. Walrath will submit the preliminary plans which then can be submitted to Albany County Planning Board and then the Village Planning Board can determine whether an engineer is needed and to what extent. Mr. Walrath and the Board discussed the process of the concept plan presentation. It was agreed that Mr. Walrath was looking for concept approval at this meeting.

Board member Caruso made a motion to approve the concept plan submitted by Mrs. Dubrin for a minor subdivision on property owned by her on Bozenkill Road, TMN 37.09-1-11 as depicted on Drawings of Stephen P Walrath entitled Lands of Dubrin and dated January 9, 2012. Board member Van De Carr seconded the motion. All present in favor.

The Board instructed Mr. Walrath needed to submit a preliminary plan and the Board will determine if an engineer will be required and the amount of escrow which would need to be established. The preliminary plan would also need to be reviewed by Albany County Planning Board. The Board informed Mr. Walrath that they will specifically be looking for the location of wet lands and drainage. The Board also discussed the depiction of the driveway location is to also be included. Mr. Walrath will check on the status of the driveway permit.

Mrs. Short reviewed her request for a Special Use Permit to allow her to install a 3 foot fence in her front yard alongside her driveway.

Chairman Greene stated that the Village Code directs the Planning Board to review requests for the installation of any fencing in the front yard. He also stated that the Village Code limits the height of the fence to no more than 3 feet. He pointed out that the information provided on the sketch submitted by Mrs. Short depicted a 4 foot fence.

Mrs. Short stated that she is only asking for a 3 foot fence and that the sketch was incorrect. She has already installed some fencing along the driveway in the back and side yard. The fencing in the area considered to be the back yard is 6 feet in height and the fencing in the area considered to be the side yard is 4 feet in height. She also stated that she is changing style from the existing fence and would like to install a white picket fence 3 feet in height in the area described as the front yard.

The Board reviewed the village right of way along Fairview Avenue, reviewed the documents presented, the location of the catch basin, the location of the corner of the property. Mr. Walrath stated that he provided the drawing that was submitted and he also surveyed the property for Mrs. Short. It was determine that there is 36

feet from the front line of the house to the beginning of the village right of way. The Board was presented with information from Mr. McIntyre stating that visited the site and that the end of the fence is approximately 5 to 6 feet from the road bed and not in the village right of way.

Board member Van De Carr made a motion to approve the Special Use Permit application of Gladys Short, 109 Fairview Ave, Altamont, NY TMN 37.18-7-32, to permit the installation of a 3 foot high picket fence in the front yard and set the date for the public hearing to be held on June 25, 2012 at 7 pm at the Village hall. Board member Caruso seconded the motion. All present in favor.

Board member Greene made a motion to adjourn the meeting. Board member Caruso seconded the motion. All present in favor.

Respectfully submitted,

Kelly Best  
Secretary