PLANNING BOARD MEETING - October 3, 2022 CALLED TO ORDER BY: CHAIRWOMAN DENISE MAYRER AT 7:00 p.m.

PRESENT

MEMBERS ABSENT

Denise Mayrer, Chairwoman
Andrew Aubin, P.E.
Wayne Johnson, P.E.
John LaVoie
Lawrence D'Angelo
James Shaughnessy, P.E.
Stephanie Leonard
Attorney Craig Crist, Esq.
Richard Laberge, P.E. Planning Board Engineer
Melissa Knights, Planning Office

POSPONE APPROVAL OF THE DRAFT MINUTES FOR — September 19, 2022

PUBLIC COMMENT

None

LOT LINE ADJUSTMENT

Roohan & Wilson 15 & 17 Bayberry Drive Proposed - 2 lot line adjustments 2

2022-22/RA/188.2-2-8

Mrs. Roohan, applicant was present for this meeting.

Mrs. Roohan is here to have a lot line adjustment approved for her and her neighbors the Wilson's. there is a 50-foot paper road between their property and the neighbors the lot line gives them each 25 feet added to their side yards. See below the town board's resolution authorizing the lot line transfer to be done.

Mr. Johnson stated the surveyor was to put the acreage before and after the lot line adjustment. And he sees the notes describing what is being down at the top of the map. He asked about the towns resolution and is not sure if we need anything else stating they passed this resolution or is this it.

Attorney Crist stated in the packet everyone should have received a copy of the town boards resolution allowing the transfer for, the town board has authorized it.

Town Board Resolution 9/22/22

2022-280)

Authorize Supervisor Peter to execute and administer Quit Claim deeds in accordance with Section 212-a in the Highway Law for abandoned paper road relative to a proposed undeveloped road adjoining and adjacent land to Leo and Robin Roohan 15 Bayberry Drive and Albert and Thomasina Wilson 17 Bayberry Drive and as further described in metes and bounds descriptions dated August 26, 2022. Further authorize Supervisor Peter to execute and administer TP 584 and RP-5217 in conjunction with Quit Claim Deeds transfer. [Documents to be prepared/provided by Roohan and/or Wilson]

LEAD AGENCY

Aubin moved, Shaughnessy seconded, that the Planning Board be LEAD AGENCY.

7 Ayes. O Noes. Motion carried.

Ayes: Aubin, D'Angelo, Johnson, LaVoie, Leonard, Mayrer, Shaughnessy

Oppose: none

TYPE II ACTION

LaVoie moved; Shaughnessy seconded that the board resolves to issue a **TYPE II ACTION** for this action.

7 Ayes. O Noes. Motion carried.

Ayes: Aubin, D'Angelo, Johnson, LaVoie, Leonard, Mayrer, Shaughnessy

Oppose: none

LOT LINE ADJUSTMENT

Shaughnessy moved, Johnson seconded that the lot-line adjustment be accepted and approved. A public hearing is not required. The property will be conveyed to the adjacent landowner and become part of that existing parcel.

7 Ayes. O Noes. Motion carried.

Ayes: Aubin, D'Angelo, Johnson, LaVoie, Leonard, Mayrer, Shaughnessy

Oppose: none

LOT LINE ADJUSTMENT

DiMura Lot Line 995 Stony Point Road Proposed - Lot Line Adj. 2022-27/RA/199.-1-10.11 & 9.3

Cynthia Elliot, Land Surveyor was present for this meeting.

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Mrs. Elliot stated the only lot line to be done on the map the board has is the triangle piece going to the neighbor across the street (Stony Point Road) she explained the reason for the lot line adjustment, this land was previously subdivided into 4 lots, but the landowners for some reason left this parcel connected to the lot with the homestead. And the two lots in between are owned by other members of the family. The map needs to reflect 4 separate lots to make this lot line adjustment legal, there were also errors on the original map done in 1986 and she adjusted those as well.

Mr. Johnson asked about the tax map # on the house lot. Is that the same tax map parcel above it.

Mrs. Elliot stated yes that is where the glitch is in the original subdivision map. The county has been informed of the issue, that tax map number should actually be the 199.-1-10-9.3 which is the other lot should have been 199.-1-10-9.1 but is lumped in with 9.3, and she will explain to the tax map department when she files the signed maps. She has written the proposed schedule A for the board's attorney, so it shows the intent is to have the triangle parcel attached to the lot across Stony Point Road and not to be considered a separate lot.

Mr. Johnson asked for an explanation on the tax map description of the 2.07 acres

Mrs. Elliot stated that is calculated with a planimeter they have not done a field survey they do that with a 400 scale and run it through that what the (C) stands for an actual physical survey it is 1.99 acres.

LEAD AGENCY

D'Angelo moved, Aubin seconded, that the Planning Board be LEAD AGENCY.

7 Ayes. O Noes. Motion carried.

Ayes: Aubin, D'Angelo, Johnson, LaVoie, Leonard, Mayrer, Shaughnessy

Oppose: none

TYPE II ACTION

D'Angelo moved; Shaughnessy seconded that the board resolves to issue a **TYPE II ACTION** for this action.

7 Ayes. O Noes. Motion carried.

Ayes: Aubin, D'Angelo, Johnson, LaVoie, Leonard, Mayrer, Shaughnessy

Oppose: none

LOT LINE ADJUSTMENT

Leonard moved, LaVoie seconded subject to attorney of the Planning Board approval, that the lot-line adjustment be accepted and approved. A public hearing is not required. The

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property will be conveyed to the adjacent landowner and become part of that existing parcel.

7 Ayes. O Noes. Motion carried.

Ayes: Aubin, D'Angelo, Johnson, LaVoie, Leonard, Mayrer, Shaughnessy

Oppose: none

Site Plan / Special Permit

The Village at Miller Road 81 Miller Road Proposed - Change in Tenancy 2020-24/PD1/178.-3-6.223

Jay Verro, NAI Platform, was present for this meeting.

Mr. Verro stated he works for the landlord NAI Platform they are looked for a change in tenancy for an outfit out of California called the Permit Company, they do over the road permitting, wide load & DOT permitting. It's a 2-person office no clients will be coming in the office everything is done online. He is just here seeking a change in tenancy so they can get the space ready for them.

Mr. Aubin stated this is the type of business that the public will not be coming in to do business

Mr. Verro stated correct.

LEAD AGENCY

LaVoie moved, Aubin seconded, that the Planning Board be LEAD AGENCY.

7 Ayes. O Noes. Motion carried.

Ayes: Aubin, D'Angelo, Johnson, LaVoie, Leonard, Mayrer, Shaughnessy

Oppose: None

TYPE II ACTION

Aubin moved, Johnson seconded, that the board resolves to issue a TYPE II ACTION

7 Ayes. O Noes. Motion carried

Ayes: Aubin, D'Angelo, Johnson, LaVoie, Leonard, Mayrer, Shaughnessy

Oppose: None

CHANGE IN TENANCY

D'Angelo moved, LaVoie seconded APPROVAL of a change in tenancy at "81 Miller Road"

7 Ayes. O Noes. Motion carried.

Ayes: Aubin, D'Angelo, Johnson, LaVoie, Leonard, Mayrer, Shaughnessy

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Oppose: None

Site Plan / Special Permit

Alpha Fab Customs 1525 US Rt. 9 Proposed - Custom Auto Shop

2022-26/HC/200-9-17.1

Mitch Sousa, and Brian, applicants were present for this meeting.

Mr. Sousa stated they were here for a change in tenancy to be able to conduct their custom auto shop. They do custom steel fabrication, lift & Lowering kits, leveling kits. Basically, anything that will make your vehicle cool, they don't do oil changes, brake jobs nothing mechanical.

Mrs. Leonard asked about their hours of operation. The letter states Monday through Friday 8am to 1pm, you don't work after 1 in the afternoon,

Mr. Sousa stated they are only working in the morning, and it is by appointment only, they have another business, and they are there from 2pm to 8pm.

Mrs. Leonard stated she has seen people there on numerous nights at 11, 12 and 1 o'clock why is that.

Mr. Sousa stated working on personal stuff.

LEAD AGENCY

Johnson moved, Aubin seconded, that the Planning Board be LEAD AGENCY.

7 Ayes. O Noes. Motion carried.

Ayes: Aubin, D'Angelo, Johnson, LaVoie, Leonard, Mayrer, Shaughnessy

Oppose: none

TYPE II ACTION

Leonard moved, Shaughnessy seconded, that the board resolves to issue a TYPE II **ACTION**

7 Ayes. O Noes. Motion carried

Ayes: Aubin, D'Angelo, Johnson, LaVoie, Leonard, Mayrer, Shaughnessy

Oppose: None

CHANGE IN TENANCY

LaVoie moved, D'Angelo seconded APPROVAL of a change in tenancy at 1525 US Rt. 9

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Ayes: Aubin, D'Angelo, Johnson, LaVoie, Leonard, Mayrer, Shaughnessy

Oppose: None

Green Dale Solar 2020/28/PD-1/227.-1-7

County Rt. 32

Proposed - PD-2 Utility Solar (written approval)

See approval letter in file

RESOLUTION CONCERNING THE GREEN DALE SOLAR, LLC APPLICATION

WHEREAS, following the issuance of the original Negative Declaration, which was duly adopted on May 3, 2021, to Green Dale Solar, LLC ("Applicant"), Applicant submitted proposed amendments to its previously approved PD-2 development;

WHEREAS, said amendments sought the further amendment of the Town's zoning map relating to a portion of tax map parcel no. 227.-1-7 to amend the PD-2 (Planned Development)in accordance with Planning Board site plan file #2020-28, as amended, concerning Green Dale Solar Farm for the purpose of a solar farm located off County Route 32 in the Town of Schodack and partially located in the Town of Kinderhook;

WHEREAS, as lead agency this Board thereafter issued an Amended Negative Declaration concerning the aforementioned proposed amendments to its previously approved PD-2 development;

WHEREAS, following the Town Planning Board's issuance of a favorable recommendation of the PD application to the Town Board, the Town Board thereafter adopted at its January 27, 2022 meeting the further amendment of the zoning map of the Town of Schodack relating to a portion of Tax Map Parcel No. 227.-1-7 to amend the PD-2 in accordance with the Planning Board's Site Plan File #2020-28 Green Dale Solar Farm, repealing Local Law 3 of 2021 and adopting Local Law 1 of 2022;

WHEREAS, the Planning Board issued and adopted amended site plan approval for Applicant's amended site plan on February 7, 2022;

WHEREAS, the Decision Granting Site Plan Review of the amended application adopted at the February 7, 2022 meeting of this Board contains a requirement and determination "to grant a special use permit for the facility pursuant to the decision to be drafted by the attorney and engineer for the Planning Board to be formally adopted at the next meeting, condition [sic] on the Kinderhook minutes showing action on this matter", meaning issuing all approvals also being required by said Town of Kinderhook and its boards;

WHEREAS, the foregoing decision needs to be modified to the extent it requires a special use permit for the project and as otherwise stated herein;

NOW THEREFORE BE IT RESOLVED THAT the Planning Board hereby amends the aforementioned approving resolution and determination to: (1) remove any requirement for a special use permit for said project; (2) remove any requirement that this Board determine if all conditions have been met, as same is the responsibility of the Building Department and not this Board; and (3) not remove any other conditions of approval; and (4) restates the condition as to the Town of Kinderhook issuing all necessary approvals be obtained from that town and all of said town's boards.

LaVoie moved, Leonard seconded to adopt the resolution concerning the Green Dale Solar, LLC application.

7 Ayes. O Noes. Motion carried.

Ayes: Aubin, D'Angelo, Johnson, LaVoie, Leonard, Mayrer, Shaughnessy

Oppose: None

SITE PLAN MODIFICATION

Scannell Properties 508

2022-25/HC/189-10-40.131

Rt 9

Proposed: site plan modification

Chairperson Mayrer recused herself for this application. Acting chair Wayne Johnson presided over the Scannell site plan modification.

Adam Frosino, McFarlin and Johnson was present for this meeting.

Mr. Frosino stated he is here to go over proposed modifications to the site pending on who the next tenant will be. After speaking with the town's engineer, it was recommended for them to receive an approval in the changes.

- 1. Started with 438 parking spaces for employees, that has been reduced to 130 spaces. The remaining 308 parking spaces are being requested to be land banked parking spots.
- 2. The grading and drainage has stayed as previously designed, the only difference is the curb line has changed from the edge of the original parking lot to the new parking area leaving the backed as banked parking. there will be some curb stops for plowing, the banked parking area will be the snow push off area.
- 3. They plan on removing some of the truck trailer parking as well and will have banked parking in this area as well. They went from 290 parking spaces to 210 truck trailer parking spaces. They also took two corner spaces giving a better setback from the

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- property line and allowed them to remove a retaining wall with was to be right on the property line.
- 4. All the lighting and light pole basis will be installed per the original approved plans.
- 5. The guard houses were also removed from the entrance and exit for the trucks as well as the security fencing around the property.
- 6. Looking at the site plan you will notice they removed the bump out canopies in the front area and in the back corner. Those were smoker shacks or employee hangout areas
- 7. All the various sidewalks going to those amenities (guard shack and canopies) those have all been removed.
- 8. They removed the employee drop off area which is now an entrance road. All the above can be added down the road as deeded.
- The EV charging stations will still have the service and the transformer and some other electrical equipment will remain, but the 10 truck charging stations those have been removed.

Mr. Laberge asked if they had the same curb stop concept in the parking lots on the original plan or was there no curb stop proposed in this area.

Mr. Frosino stated it has the same 12-inch curb stop in the truck area and 6-inch curbing for the rest of the site

Mr. Laberge asked if there were any drops,

Mr. Frosino stated there will be drops along the drive isles.

Mr. Johnson asked if they were decreasing the length of the sound wall.

Mr. Frosino stated the sound wall is not being reduced, it is being moved father away from the property line. just the aliment was changed.

Mr. Frosino stated with coordination with Mr. Laberge they are going to be installing a trash rack in the sanitary manhole, they are still determining where the best location for it will be. He believes the town engineer is OK with specified system they are looking at,

Mr. Aubin asked Mr. Frosino to point out where the employees would typically enter and exit the building.

Mr. Frosino pointed to the main entrance; this has not changed.

Mr. Aubin asked if there was a sidewalk from the road to the building.

Mr. Frosino stated the sidewalk shows it ending as you enter the property, they could extend that as a request of the town.

Mr. Laberge stated he thinks the town is requesting the sidewalk be done. Pedestrian access should be brough in from Rt. 150.

Mr. Aubin stated with the possibility of the project across the street the sidewalk would be a good idea.

Mr. Frosino stated all the offsite improvements will be installed, such as the wide shoulder and the sidewalks

Mr. Johnson asked if the offsite work still on the same schedule or are you planning on doing it later.

Mr. Frosino stated the schedule is some what up in the air as it relates to availability of materials, but they are planning to do all the utility work staring within the next week or two. But the widening of the road would not happen until the spring of 2023.

Mr. Johnson asked it they were still putting in sewer and water.

Mr. Frosino stated yes, those will be working as DOT and weather allows.

Mr. Johnson asked Mr. Laberge if we should have any coordination with the KME project across the road in the sewer and water.

Mr. Laberge stated the project across the streets is close they have been working on their preliminary site plan so it could be a wile when they are ready. They are depended on this proposed water & Sewer.

Mr. Johnson asked should they be thinking about (Tee, manholes or valves) for the site.

Mr. Laberge stated when the plans were reviewed last year, they may some accommodations for those things, they proposed some slightly different locations that what was on the plans. They did share the offsite plans with Schodack Commons (KME) people after they were approved by the board, so they were aware and still choose a different location. It would be a good idea to have the Tee and Valve put in.

Mr. Frosino stated he didn't think this was going to be an issue.

Mr. D'Angelo stated on the truck parking you're going to use the 78 spaces with crusher run or grass that area.

Mr. Frosino stated they was going to remain as crusher run. They do not anticipate if being used.

Mr. D'Angelo stated if you start putting trucks and trailers on it you should really pave it.

Mr. Laberge stated should the board approve; we would need a promote note stating not to be used for trailer parking prior to installation of asphalt. And amended plans put into the towns file. Also a promote note for the banked parking to be paved should the town request it and if there is a change in tenancy it will be reviewed by this board. He asked Mr. Frosino about the security fencing around the whole site to the front of the building.

Mr. Frosino showed the board what part of the security fencing was being removed, and that is the chain-link fencing on either ends of the site, what is staying is the 8-foot-high privacy fence blocking the Colins property. the security fence went around the water tank went to the security gate and guard shake and to the other side of the property and back to the 8-foot-high privacy fence.

Mr. Laberge stated if the board is inclined to approve this change in site plan we could proceed with a resolution at tonight's meeting. In terms of SEQRA we need to reiterate that this does not exceeds any impacts that were studied under SEQRA, so we are still covered under the Neg Dec that was issued to this project. he asked the board if they would like to get what was discussed put on the plans for his and attorney Crist review,

Mr. Aubin suggested a gate of a chain to be installed to prevent trucks from parking on the banked parking area, it can be taken down during snow plowing but for the rest of the year it should be up.

Aubin moved; LaVoie seconded approve the following motion

<u>Whereas</u> the previously adopted a negative decoration for the Scannell properties 508 project

<u>Whereas</u> the proposed amendments do not effect any determinations made in that negative declaration

<u>Now therefore</u> be resolved that the board here by readopts in its entirety the prior negative declaration stating that none of the proposed revisions to the site plan adversely effects the prior determinations in that negative declaration and this bond therefore readopts the negative declaration in full for this proposed action.

7 Ayes. Noes. Motion carried.

Ayes: Aubin, D'Angelo, Johnson, LaVoie, Leonard, Mayrer, Shaughnessy

Oppose: None

SITE PLAN MODIFICATION APPROVAL

D'Angelo moved, Johnson seconded **APPROVAL of MINOR SITE PLAN MODIFICATION for Scannell 508 Project** with continued review by the towns engineer The Laberge Group 7 Ayes. O Noes. Motion carried.

Ayes: Aubin, D'Angelo, Johnson, LaVoie, Leonard, Mayrer, Shaughnessy

Oppose: None

Van Hoesen Station 1735 Richwood Drive Proposed - PD2 site plan 2021-24/PD3/189.-10-36

Morgan Ruthman, applicant and Scott Lansing, Lansing Engineering were present for this meeting.

Mr. Ruthman stated he has been working with Mr. Laberge and Attorney Crist on this project and thanked them for their help, his goal tonight is to move forward with the recommendation on the SEQR Negative Declaration the certification of the completeness of the application. He thanked the board for its time, they did make a couple of modifications since the last meeting and they are, sidewalks, playground and clearing on Rt.9.

Mr. Laberge asked him to explain the sidewalk modifications.

Mr. Ruthman stated they incorporated the sidewalks within each courtyard based on comments from the planning board. They changed the building entrances as well so that each vestibule will have its own sidewalk.

Mr. Laberge asked about the clearing on Rt.9

Mr. Ruthman stated if it is not adequate, he will ask the Town Highway Department to provide any guidance they would like to see done differently.

Mr. Laberge stated He and Attorney Crist put together a recommending a negative declaration for this type I action, they did not have this latest plan when they constructed the neg dec, but it really doesn't change anything, after the board considers SEQR tonight this will be the plan they are commenting on and will be sent to the town board. They went through the full EAF as a type I action, so if the board is comfortable with it, they are recommending going ahead with the neg dec and then furthermore they recommend that when SEQR is complete that the board deem the application complete so they can contemplate what the board's recommendation will be to the town board.

Mr. Aubin asked it the single-family homes were 2 or 3 bedrooms

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Mr. Ruthman stated they haven't been designed yet but he believes they will be 3 bedrooms if not more.

Mr. Aubin asked about the parking pads.

Mr. Lansing stated they did widen the driveway the homes have 2 garages and with the driveway widened they can get at least 4 cars parked.

Mr. Laberge stated during site plan review the parking on the road can be addressed even though this is a private road.

Mr. Aubin asked about the apartment units are they also 2 to 3 bedrooms, he is concerned about the traffic and parking. the plans do not state the amount of bedrooms

Mr. Ruthman stated the apartment were always 1 to 2 bedrooms there has never been any discussion on a 3-bedroom unit.

Mr. Aubin stated if we are making a Negative Declaration that's on an application and if it is a complete application, it includes all the information about this project, a simple thing like the amount of bedrooms that's critical to knowing any of the analysis that was done doesn't mean anything, traffic, sewer all of it is dependent on the number of bedrooms. He would like to see that in writing somewhere in the application before he would consider it complete.

Mr. Laberge stated the analysis was done with the 1 - 2 bedroom for the apartments.

There was discussion on the number of proposed bedrooms, so about 96 1-bedroom and 96 2-bedroom apartment units and 8 3-bedroom single family homes. Attorney Crist was updating the resolution during the discussion. See the Neg Dec below which reflects the change to 192 apartments half being 1 bedroom and half 2-bedroom units.

RESOLUTION – VAN HOESEN STATION, LLC PROJECT (SEQRA)—ADOPTING NEGATIVE DECLARATION

WHEREAS, Applicant Van Hoesen Station, LLC seeks the rezoning of one existing parcel currently zoned as PD-3 to a Planned District (PD-2) to allow the construction of a 200 unit mixed residential development, consisting of 192 apartment units with half being one bedroom and half being two bedroom also featuring eight single family homes with up to three bedrooms and associated improvements, including parking, lighting, stormwater management facilities, and onsite storage units (the "Proposed Action") at 1735 Richwood Drive in the Town of Schodack, Rensselaer County, New York (Tax ID: 189.-10-36) (the "Property");

WHEREAS the project has been classified as a Type I action within the meaning of the State Environmental Quality Review Act ("SEQRA"); and

WHEREAS, based on its consideration of the proposed Project its review of the amended Environmental Assessment Form and all other supporting information submitted in connection with the proposed Project, and the criteria set forth in 6 NYCRR § 617.7, the Planning Board, as lead agency, has identified and analyzed the relevant areas of environmental concern to determine whether or not the proposed action may have a significant adverse impact on the environment.

NOW, THEREFORE, IT IS RESOLVED, that the Planning Board re-appoints and appoints itself as lead agency, classifies and re-classifies the Project as a Type I action and hereby finds and determines that the proposed Project will not have a significant adverse impact on the environment and therefore issues a Negative Declaration of Environmental Significance pursuant to SEQRA for the reasons set forth in the attached Determination of Significance, which is incorporated herein by reference

Mr. Shaughnessy stated before this goes to the town board the applicant needs to consider reducing the amount of units, he feels this project is still to big for this area. He loves the single-family homes; he would like to see more of them in this project and less apartment units.

Mr. Johnson asked if a meeting with DOT about a traffic signal could be installed to allow for two lane traffic be built to help with the flow of traffic leaving Richwood Drive. we may need some speed analysis done for the traffic coming from the south from the 9 & 20 intersection, as well as an accident report submitted to the board.

Mr. Laberge stated we can request a meeting with DOT and discuss the boards and towns concerns on the ability to have a safe exit from Richwood Drive.

Aubin moved; Leonard seconded to Adopt the amended Negative Declaration 7 Ayes. O Noes. Motion carried.

Ayes: Aubin, D'Angelo, Johnson, LaVoie, Leonard, Mayrer, Shaughnessy

Oppose: None

RESOLUTION CONCERNING THE VAN HOESEN STATION, LLC APPLICATION

WHEREAS Article XIII section 219-95(C) of the Code of the Town of Schodack ("Town Code") provides that the Chair of the Planning Board shall certify when all of the necessary application materials outlined in section 219-95 of the Town Code have been presented, which includes the determination pursuant to SEQRA.

NOW THEREFORE BE IT RESOLVED THAT the Chair is hereby authorized to certify that all necessary application materials outlined in section 219-95 of the Town Code have been presented for the proposed project.

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RESOLUTION CONCERNING THE VAN HOESEN STATION, LLC APPLICATION

WHEREAS, Article XIII section 219-95(C) of the Code of the Town of Schodack ("Town Code") provides that the Chair of the Planning Board shall certify when all of the necessary application materials outlined in section 219-95 of the Town Code have been presented, which includes the determination pursuant to SEQRA;

NOW THEREFORE BE IT RESOLVED THAT the Chair is hereby authorized to certify that all necessary application materials outlined in section 219-95 of the Town Code have been presented for the proposed project.

Aubin moved; Shaughnessy seconded to Adopt the amended Negative Declaration 7Ayes. O Noes. Motion carried.

Ayes: Aubin, D'Angelo, Johnson, LaVoie, Leonard, Mayrer, Shaughnessy

Oppose: None

Attorney Crist stated it was discussed that this project still needs the following

- 1. Town Board approval
- 2. A water quality control act permit
- 3. Site plan approval

MEMBER DISCUSSION

ADJOURN

Leonard moved, LaVoie seconded that the Planning Board meeting be adjourned. There being no objections, Chairwoman Mayrer adjourned the meeting at 8:35 p.m.

Respectfully submitted, Melissa Knights Planning & Zoning