

PLANNING BOARD

**Town of Kirkwood
70 Crescent Drive
Kirkwood, NY 13795**

**May 13, 2024
Meeting Minutes**

Present: Adisen Harden, Member
Jason Maxian, Member
Mike Maciak, Member
Dan Wasson, Member
Gordie Woolbaugh, Chairperson

Gina Middleton, Attorney
Chad Moran, Code Enforcement Officer

Chairman Woolbaugh called the meeting to order at 7:00 PM.

Chairman Woolbaugh explained that Jim Bukowski has retired, he had been with us for over 20 years on the board. He is being replaced by Adisen Harden. We want to thank Jim for his service, he was very knowledgeable.

APPROVAL OF MINUTES:

Chairman Woolbaugh commented there is one change to the minutes of the April 8, 2024 meeting minutes, page 5, the roll call vote should include Mike Maciak.

Motion by Mike Maciak and seconded by Dan Wasson to approved the minutes from the March 11, 2024 meeting with the correction of adding Mike Maciak to the roll call on page 5. All voted in favor. Motion Carried.

E.A.F. DETERMINATION – GREEN MOUNTION ELECTRIC:

Motion by Dan Wasson and seconded by Adisen Harden to declare the Green Mountain Electric Supply warehouse expansion proposed project to be located facing Pine Camp Drive, Kirkwood, NY a Type 1 Action pursuant to 6 NYCRR Part 617 as a proposed alteration for expansion to a commercial premise in access of the limitations in 617.4(b)(6).

Roll Call Vote:	Adisen Harden	Yes
	Jason Maxian	Yes
	Mike Maciak	Yes
	Dan Wasson	Yes
	Chairman Woolbaugh	Yes

Motion carried.

Chairman Woolbaugh, referring to Part 1 of the Full EAF, questioned q. on page 8, if no is checked then question q. ii. should be left blank.

Ms. Middleton reminded the board members that in Part 2 of the Full EAF you can answer yes and it will still allow you to do a Negative EAF. If that is the case the board can address them in the comments.

Ms. Middleton read the questions in Part 2 of the Full EAF and the Board members answered each question and is included in the file.

Jim Ballentyne, Design Engineer, was present for the applicant. Mr. Ballentyne explained, regarding #10, Impacts on Historic and Archeological Resources, they did reach out to SHPO and they don't anticipate any impacts on the resources. Ms. Middleton commented that would be noted in the written decision.

Ms. Middleton explained that the Board is going to have to specifically address any of the items that were answered yes and specifically any that were answered with a moderate to large impact.

Referring to 1., Impacts on Land, the answer was yes but the Board said all impacts would be no, or small impact, which wouldn't make it substantial enough to be a concern. The Board determined that because it was an existing industrial space, that the expansion is going to be similar to or the same as what currently exists there and that the construction is on an area that is grassland with no major physical alteration.

Referring to 5., Impact on Flooding, the answer was yes. It is currently in a FEMA Special Flood Zone and the Board answered moderate to large impact based on the fact that it is a designated floodway, a 100-year floodplain, and a 500-year floodplain. The Board determined it is addressed in the SWPPP, the applicant has been made aware of the potential for a floodplain and has addressed the issue and the Town Engineer was comfortable with the SWPPP as proposed.

Referring to 10., Impact on Historic and Archeological Resources, the answer was yes. The Board determined that the letter that was provided by the applicant from SHPO noted that it would not cause a substantial impact on the archeological site.

Referring to 14., Impact on Energy, the answer was yes, specifically the moderate to large impact was for the heating or cooling of more than 100,000 SF of building area when completed. The building will be heated and cooled the same way it is currently, natural gas. The Board determined that no additional expansion is necessary and that the current facilities will be able to handle the increased use.

Ms. Middleton explained the next stage is Part 3 of the Full EAF. There were four (4) sections that the Board answered yes and/or moderate impact may occur, which have been addressed.

Motion by Mike Maciak and seconded by Jason Maxian to declare that there is a Negative Declaration for this project under SEQR.

Roll Call Vote:	Adisen Harden	Yes
	Jason Maxian	Yes
	Mike Maciak	Yes
	Dan Wasson	Yes
	Chairman Woolbaugh	Yes

Motion carried.

SITE PLAN REVIEW – GREEN MOUNTAIN ELECTRIC SUPPLY:

Mr. Ballentyne explained the project to the Board. They are proposing six (6) additional truck bays, fifteen (15) parking spaces with a single handicapped parking space. Catch basins will be added for stormwater capture. Lighting will be wall mounted, no light poles. No signs are planned. The road will be wide enough for two (2) truck to pass each other, no less than 26 feet wide. They will have 10 additional employees.

Chairman Woolbaugh explained that John Mastronardi has reviewed the plans and the SWPPP and is ok with everything.

Dan Wasson asked if the lights would be downward and Mr. Ballentyne stated yes.

Motion by Dan Wasson and seconded by Jason Maxian to approve the site plan as submitted.

Roll Call Vote:	Adisen Harden	Yes
	Jason Maxian	Yes
	Mike Maciak	Yes
	Dan Wasson	Yes
	Chairman Woolbaugh	Yes

Motion by Jason Maxian and seconded by Mike Maciak to adjourn the meeting. The meeting was adjourned at 7:45 pm.

Respectfully Submitted,

Mary Kay Sullivan
Secretary, Kirkwood Planning Board

cc: Planning Board Members
Kelley Diffendorf
John Finch, Jr.
Chad Moran

Bob McKertich
Gina Middleton
Katie Legg
Scott Snyder