

**TOWN OF SARATOGA  
PLANNING BOARD DRAFT MEETING MINUTES\*  
December 20, 2023**

Chairman Walter Borisenok called the meeting to order at 7:00 p.m. and reviewed the Rules of the Board.

Clerk Linda McCabe called the roll: Chairman Walter Borisenok – present, Joseph Lewandowski – present, Christopher Koval - present, Robert McConnell – present, Laurie Griffen – present, George Olsen - absent, Patrick Hanehan – absent.

Also attending: Gene & Louise Derby, Rich Nolan, Dominik & Joanne Figliomeni, Michelle DeGarmo, Gary Squires, Michele Brundige. (Sign in sheet is on record in the Clerk's office)

**A motion was made by Joseph Lewandowski, seconded by Christopher Koval, to accept the meeting minutes of November 29, 2023 as written.** Chairman Walter Borisenok – aye, Laurie Griffen – aye, Robert McConnell – aye, Christopher Koval – aye, Joseph Lewandowski – aye, George Olsen – absent, Patrick Hanehan – absent.

**Carried 5 - 0**

**Approved**

**Public Hearing for Special Use Permit**

**Nolan Engineering, PLLC. #23-16  
333 Kingsley Rd.  
Burnt Hills, NY 12027  
Property: 42 Burgoyne St.  
S/B/L: 157.7-1-3 Village Extension**

**Owner: Shannon Nolan  
777 S. Federal Hwy. #H101  
Pompano Beach, FL 33062**

Returning Applicant seeks a special use permit to turn the existing structure into a three (3) family apartment building.

Applicant Rich Nolan appeared before the Board.

Chairman Walter Borisenok asked if there were any statements from the applicant; there were none.

**Proof of Notice having been furnished by newspaper on December 10, 2023, Chairman Walter Borisenok opened the Public Hearing at 7:03 p.m.**, asking those wishing to speak to the Board, to please stand at the podium, state their name and address:

**Michele Brundige, 33 Burgoyne St.**, stated she is in favor of this special use permit.

Seeing as no one further wished to speak, **Chairman Walter Borisenok closed the Public Hearing at 7:04 p.m.**

Laurie Griffen went through SEQR line by line with the Board. The Board found in favor of the Applicant.

Chairman Walter Borisenok asked if there were any Board questions or comments; there were none.

**A motion was made by Chairman Walter Borisenok, seconded by Laurie Griffen, to declare SEQR complete and to make a Negative Declaration.** Chairman Walter Borisenok – aye, Laurie Griffen – aye, Robert McConnell – aye, Christopher Koval – aye, Joseph Lewandowski – aye, George Olsen – absent, Patrick Hanehan – absent.

**Carried 5 - 0**

**Approved**

**Chairman Walter Borisenok made a motion, seconded by Laurie Griffen, to grant the Special Use Permit as presented.** Chairman Walter Borisenok – aye, Laurie Griffen – aye, Robert McConnell – aye, Christopher Koval – aye, Joseph Lewandowski – aye, George Olsen – absent, Patrick Hanehan – absent.

**Carried 5 - 0**

**Granted**

**Information:**

Dominick Figliomeni, 109 Co. Rd. 68, spoke to the Board, seeking advice on subdividing his 7.67+/- acre parcel due to the lay of the land. Chairman Walter Borisenok and Board members explained the process and told him he'll need to contact an engineer or surveyor for engineered drawings. The drawings need to show location of current septic and well, along with future septic and well for the proposed subdivided lot, sight distance of driveway, and, if using existing drive for proposed lot, show where it will be splitting off for the proposed new lot, wetlands, etcetera. He'll need to update his survey showing how he'd like to subdivide the property. It's doable, but due to the shale cliff on the one side, could be a little tricky, so contact an engineer or surveyor.

Dominick Figliomeni thanked the Board.

Michelle DeGarmo spoke with the Board and said she's purchasing 124 Hayes Rd. and is looking to relocate her business there. She previously had spoken with Zoning Officer/Building Inspector Gil Albert and found that for the size of the building, according to Town Code, she'll need 23 parking spaces. She has 5 fulltime onsite employees, as well as remote employees, and also holds training classes with no more than 15 people in the building at a time. She requested a reduction of parking spaces be allowed. She said she hired Garry Robinson as her surveyor. Chairman Walter Borisenok stated she'll need to provide engineered drawings showing septic, well, sight distances, setbacks, parking, etcetera, along with completed application and submitted per directions. First meeting will be pre-submission conference for special use permit and as long as she submits all that is needed and in a timely manner, this can go on the January agenda. Michelle DeGarmo thanked the Board.

**Old Business:** None

**New Business:** Reminder – The Saratoga County 2024 Annual Planning & Zoning Conference will be January 31, 2024. Registration is due by January 12<sup>th</sup>. Please be sure to choose your classes and contact Clerk Linda McCabe if you'd like her to register you for classes.

**A motion was made by Chairman Walter Borisenok, seconded by Robert McConnell, to adjourn the meeting at 7:24 p.m.** Chairman Walter Borisenok – aye, Robert McConnell – aye,

Christopher Koval – aye, Joseph Lewandowski – aye, Laurie Griffen – aye, George Olsen – absent, Patrick Hanehan – absent.

**Carried 5 - 0**

**Meeting Adjourned**

The next regular meeting will be held Wednesday, January 24, 2024 at 7:00 p.m.

*All submittals must be to the Clerk no later than 8:45 a.m., January 10, 2024 to be on the next agenda.*

Respectfully submitted,

*Linda A. McCabe*

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Planning Clerk

~Minutes are not verbatim~