

**TOWN OF SARATOGA
PLANNING BOARD DRAFT MEETING MINUTES*
May 28, 2025**

Chairman Walter Borisenok called the meeting to order at 7:00 p.m.

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

Due to the absence of a few Board members, Alternate Chuck Pafundi was elevated to full voting status.

Also attending: Zoning Officer/Building Inspector Gil Albert, Richard Griffiths, Andrew & Amanda Travis, Mary Jo Brown, Michael Brown, Jacob Keasbey and Christina Myers and other interested persons. (Sign in sheet is on record in the Clerk's office)

Minute approval: **Motion made by Chairman Walter Borisenok, seconded by Robert McConnell, to accept the April 23, 2025 meeting minutes as written.** Chairman Walter Borisenok – aye, Laurie Griffen – aye, Christopher Koval - aye, Robert McConnell – aye, Chuck Pafundi – aye, Joseph Lewandowski – absent, Patrick Hanehan– absent, George Olsen – absent.
Carried 5 – 0

Public Hearing Special Use Permit

**David and Mary Jo Brown #25-06
162 CR 67
Stillwater, NY 12170
S/B/L 194.-1-44 Rural
Location: 67 Mabb Rd.**

Returning Applicants seek a special use permit to retro fit existing barn and open a NYS licensed cannabis dispensary for their Adirondack Hemp Company, Inc.

Kurt Bedore, KB Engineering, appeared on behalf of the applicants. He reviewed the family history in relation to the property, as well as the proposed revisions to be made to the barn and property for the cannabis dispensary business, which was detailed at last month's meeting. In summary, he reminded the Board that after testing, they found the existing well and sanitary system is adequate for the number of employees, they're only disturbing a fourteenth of an acre, on the site plan map he showed the sanitary location and the parking locations.

Chairman Walter Borisenok questioned hours of operation.

Applicant Mary Jo Brown stated they'll be open Tuesday – Saturday, with two employees. They'll be open at 10 a.m. each day and will be open for seven hours on Tuesday through Thursday, nine hours on Friday and ten hours on Saturday; hours reflect delivery time as well.

Laurie Griffin questioned if the hours are governed by the State of NY.

Applicant Mary Jo Brown responded for minimum hours of operation, yes, aside from that, the

governing bodies of the municipalities determine allowable hours of operation.

Laurie Griffen questioned signage and lighting.

Applicant Mary Jo Brown replied they'll have a light on the front façade wall and parking area for security purposes.

Chairman Walter Borisenok stated she needs to review that with Zoning Officer/Building Inspector Gil Albert for exact requirements. He then asked if there were any further questions or comments of the Board; there were none.

Proof of Notice having been furnished by newspaper on May 18, 2025, Chairman Walter Borisenok opened the Public Hearing at 7:12 p.m., read through the Rules of the Board for public hearing and asked those wishing to speak to the Board to please stand at the podium, state their name and address and direct their comments to the Board.

Seeing as no one wished to speak, **Chairman Walter Borisenok closed the Public Hearing at 7:13 p.m.**

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

A motion was made by Chairman Walter Borisenok, seconded by Christopher Koval, to accept SEQR as complete and to make a Negative Declaration. Chairman Walter Borisenok – aye, Laurie Griffen – aye, Christopher Koval - aye, Robert McConnell – aye, Chuck Pafundi – aye, Joseph Lewandowski – absent, Patrick Hanehan– absent, George Olsen – absent.
Carried 5 – 0

A motion was made by Chairman Walter Borisenok, seconded by Robert McConnell, to approve the special use permit as presented, contingent upon the applicant receiving a license from the State and addressing proper lighting. Chairman Walter Borisenok – aye, Laurie Griffen – aye, Christopher Koval - aye, Robert McConnell – aye, Chuck Pafundi – aye, Joseph Lewandowski – absent, Patrick Hanehan– absent, George Olsen – absent.
Carried 5 – 0

Sketch Plan Conference for Minor Subdivision

**Richard Griffiths
95 CR 76
Stillwater, NY 12170
S/B/L 168.-2-14 Rural Residential
Location: 309 Burgoyne Rd.**

**Owner: Andrew Travis
309 Burgoyne Rd.
Saratoga Springs, NY 12866**

Applicant seeks to subdivide a 1.42+/- acre lot from his 13.5+/- acre parcel for a new residential home.

Jacob Keasbey, Holbritter Land Surveying, appeared before the Board on behalf of the applicant. He stated he investigated for wetlands, which there aren't any, but there are some on the neighboring property. They'll put in a new well and septic system for the new residence.

Chairman Walter Borisenok asked him if he knew of the new NYS wetland regulations. He added that even if the wetlands are on the neighbor's property, the applicant needs to investigate that, per NYS, as it is the property owner's onus to do so.

Jacob Keasbey responded he is aware and will do so.

Chairman Walter Borisenok stated concerning the lot requirements, they check all the boxes. He then questioned if any soil testing has been done.

Jacob Keasbey responded yes, test holes are done.

Zoning Officer/Building Officer Gil Albert said he needs a variance for the remaining lands. He has the 200' of frontage for the new parcel, but the remaining parcel is 5+acres which requires 300' of frontage. It's doable, but an area variance is needed.

Chairman Walter Borisenok stated the Planning Board cannot allow the creation of a non-conforming lot. He questioned the location of the existing well and septic and told him the Board needs to see those along with sight distances, soil test results and wetlands on the map. He then added the Board also needs to see a copy of the variance and the permit and/or letter from Town of Saratoga Highway Superintendent Ryan Carpenter, for the driveway.

Town Engineer Ken Martin questioned the 300' frontage for 5 acres; he couldn't find a sub-note for that. Zoning Officer/Building Inspector Gil Albert said he will check into that and let the applicant know. Chairman Walter Borisenok agreed that for clarification he should look into that and to let the applicant know.

Information: Christina Myers spoke to the Board concerning building a second residence on their 2.9+/- acre parcel, on Rt. 29.

After a discussion between the Board, Zoning Officer and Christina, she was told her property does not meet zoning code requirements; minimum lot size for a second residence is 4+/- acres with 400' of frontage.

She requested to be sent to the Zoning Board of Appeals.

Chairman Walter Borisenok told her the Planning Board cannot stop her from going to Zoning, but they cannot approve her request as they cannot permit the creation of a non-conforming lot. He also told her the map she gave the Board doesn't show any setback measurements.

Zoning Officer/Building Inspector Gil Albert told her she needs a professional site plan with exact measurements and setbacks to submit for a zoning application for variances. He said she needs a frontage variance (she needs 400' but only has 200'), front setback variance, etcetera.

Chairman Walter Borisenok and Laurie Griffen said she needs side setbacks, front setback, all setbacks. They added if she comes back to Planning, the Board will need professional site plans with true measurements as well, to be submitted with the application.

Christina Myers stated she'll go to Zoning.

Old Business: none

New Business: none

Chairman Walter Borisenok asked if there were any further questions or concerns of the Board; there were none.

A motion was made by Chairman Walter Borisenok, seconded by Robert McConnell , to adjourn the meeting at 7:56 p.m. Chairman Walter Borisenok – aye, Laurie Griffen – aye, Christopher Koval - aye, Robert McConnell – aye, Chuck Pafundi – aye, Joseph Lewandowski – absent, Patrick Hanehan– absent, George Olsen – absent.

Carried 5 – 0

Meeting Adjourned

The next regular meeting will be held Wednesday, June 18, 2025 at 7:00 p.m. *All submittals must be to the Clerk **no later than 8:45 a.m., June 4, 2025 to be on the next agenda.***

Respectfully submitted,

Linda McCabe
Planning Clerk

～Minutes are not verbatim～