

Roxbury Town Planning Board Meeting
Roxbury Town Hall
August 19, 2020

The regular meeting of the Town of Roxbury Planning Board was called to order at 7:30 PM at the Roxbury Town Hall.

Present: Chairman Phillip Zorda, members, Diane Munro, David Cowan, Robert Cole, Ed Hinkley and Brad Zambri, Andy Acker of the Delaware County Planning Department. Allyson Phillips of Young/Sommer, LLC Attorneys also was present via Zoom.

The Minutes of the July 15, 2020 meeting were approved on motion of Diane Munro, second by David Cowan..
AYES – All.

Earl and Glenda Krom, Rt. 23, Grand Gorge
Parcel No. 72.-1-28, Two Lot Subdivision

The Kroms presented a map of a proposed two lot subdivision of Parcel 72.-1-28 along with the application and other required documents. The parcel is 15.38 acres. They are subdividing out a 0.62 acre piece that has an existing mobile home and garage. The mobile home has a connection to the town sewer system and currently shares a town water connection with a nearby barn. The connection is soon to be modified such that the mobile home and barn each has a separate connection.

A motion to classify this as a minor subdivision was made by Brad Zambri, second by David Cowan.
AYES- All.

The appropriate fee was paid.

A motion to accept a waiver that was requested by the applicant to forego a survey of the entire parcel and only survey the 0.62 acre piece was made by Ed Hinkley, second by David Cowan.
AYES- All. (The letter requesting the waiver is in the process of being sent to the Board.)

A motion to classify this action as Unlisted for the purpose of SEQR was made by Diane Munro, second by Robert Cole.
AYES- All.

A motion to refer this action to the county for a 239 review was made by Brad Zambri, second by David Cowan. (on a state highway)
AYES- All.

It was decided to wait to complete parts 2 and 3 the EAF until we hear back from the results of the 239 review.

A motion to hold a public hearing on September 16, 2020 was made by Brad Zambri, second by Diane Munro.
AYES- All.

**Mountainside Farms, NYS Rt. 23 & Fanny Brook Rd.
Parcels 113.-1-35.1, 113.-1-35.2, Bottle Plant Site Plan Review**

Tom Briggs, Derrick Briggs and others presented a copy of the final plat for a proposed building that will be used to manufacture plastic milk bottles. The building will be 80 ft. X 125 ft. and the equipment used to manufacture bottles will be relocated from an existing facility. The building will also contain an office, warehouse area and loading dock for truck and trailers. The two parcels are in the process of being joined.

A motion to declare the Roxbury Planning Board's intent to act as Lead Agency under SEQRA for this project was made by Diane Munro, second by Robert Cole.
AYES- All.

There was much discussion concerning which agencies needed to be notified under the coordinated review. It was decided that only DEP and DEC needed to be included. There is to be no change in vehicle traffic and it was decided that DOT did not need to be included.

After further discussion it was decided to refer the action to the County for the 239 review and due to the size and intent of the project and the information we now have, we likely will forego a public hearing. This option is within our Site Plan Review law.

A motion to refer this action to the county for a 239 review was made by Diane Munro, second by Robert Cole.
AYES- All.

The Board chairman is to contact Derrick Briggs to let him know of the Board's decisions and also to contact Kaaterskill Associates (engineers for this project) to begin the coordinated review notifications.

**Hughes Energy Group Composting Facility, NYS Rt. 23
Parcel 114.-1-11, Pre-Sketch presentation for Site Plan Review**

Jeffrey Holt, Holt Consulting; Brenden Hughes and Dane McSpedon, Hughes Energy (HEG); Andrew Millspaugh, Sterling Environmental Engineering were at the meeting to present drawings, the application, part 1 of the Full Environmental Assessment Form and Narrative, and copies of documents from the Office of Parks, Recreation and Historic Preservation for the high-speed composting facility that is proposed for the current site of the Green-Del Sanitation facility. Also present via Zoom were several personnel from H2M architects + engineers.

The Planning Board asked several questions concerning the Environmental Assessment documents. There was also discussion on the agreements that would be needed for the connection to the Town of Prattsville sewage system. Additionally, Allyson discussed the proposed escrow account needed to cover the costs of any consultants and engineers that may be required to assist the Board with review of the application and for SEQR development. There was discussion on whether this project would be a SEQRA Type 1 or Unlisted action. Allyson will investigate further and respond to the Board. As the plans call for the installation of up to four 30,000 gallon propane tanks we discussed the need for the Grand Gorge and Prattsville fire departments to be involved in the review process at some point. Also discussed was whether a more in-depth traffic study would be needed due to the increase in large truck traffic due to the project.

As the Board just received the application and environmental documentation and had little time to review the material it was decided that the site plan review process was considered to still be in the Pre-sketch phase with the application accepted, but not complete.

A motion to declare the Roxbury Planning Board's intent to act as Lead Agency under SEQRA for this project based on the Resolution prepared by Allyson was made by David Cowan, second by Ed Hinkley.
AYES- All.

A motion to declare the Roxbury Planning Board's intent to act as Lead Agency under SEQRA for this project based on a revised Resolution was made by David Cowan, second by Diane Munro. The revision will be made pending the decision whether this is a Type 1 or Unlisted action
AYES- All.

On motion of Brad Zambri, second by Robert Cole, the meeting adjourned at 10:00 PM.
AYES – all

Phillip Zorda, Chairman