

**Minutes**  
**Warrensburg Planning Board**  
**April 2, 2024**

**Board Members Present:** Suzanne Tyler, Sharon Sutphin, Anthony Fortino

**Board Members Absent:** Susan Hull, John Franchini

**Others Present:** Curt Dybas, John Hitchcock, Kayla from North Country Ministry, Patti Corlew (Zoning Administrator)

Meeting Commenced at 6:00 p.m.

Mrs. Sutphin called meeting to order; quorum was established.

Mr. Fortino motioned to approve planning board minutes of January 2, 2024. Mrs. Tyler seconded the motion and all voted in favor.

**RESOLUTION #2024-6**

Motion by: Anthony Fortino

Second by: Suzanne Tyler

**RESOLVED**, to approve Planning Board minutes of January 2, 2024 (without correction).

**DULY ADOPTED ON THIS 2<sup>ND</sup> DAY OF APRIL 2024 BY THE FOLLOWING VOTE:**

Ayes: Suzanne Tyler, Sharon Sutphin, Anthony Fortino

Nays: None

The Board went on to the matter of site plan review #2023-3 for North Country Ministry. Mr. Curt Dybas and Ashley were here representing the organization on this application. Mr. Dybas went over the final site plan. The first sheet shows the existing conditions, the second sheet shows demolition and removal and the third sheet shows the new layout with the two additions and 16 parking spaces. He stated there will be permeable pavement and that the turnover on the site is fairly quick. The fourth sheet shows the grading where it indicates where the water's going to go. He indicated that they did leave an area in front where they can push some snow to in the winter,

but if it piles up, it will have to be removed. The fifth sheet shows the planting but there won't be much planting.

Mr. Fortino stated that he is satisfied with the final plans.

Mr. Dybas stated that the new plan improves the sight distance aspect compared to what's existing now.

Mr. Fortino made a motion to approve the application with work to be done according to the plans submitted on March 12, 2024. Mrs. Tyler seconded the motion. All three members voted in the affirmative.

**RESOLUTION #2024-7**

Motion by: Anthony Fortino

Second by: Suzanne Tyler

**RESOLVED**, to approve application #2023-3 by North Country Ministry, tax map #210.12-3-6, located at 3933 Main Street, to allow an addition to the main structure and a bathroom addition to the food pantry structure. Construction and development to be completed in accordance with the plans submitted on March 12, 2024.

**DULY ADOPTED ON THIS 2<sup>ND</sup> DAY OF APRIL 2024 BY THE FOLLOWING VOTE:**

Ayes: Suzanne Tyler, Sharon Sutphin, Anthony Fortino

Nays: None

The Board moved on to application #2021-2 by Michelle Brown, LLC for expansion of the Warrensburg Travel Park campground by adding 51 campsites. Representing the campground is John Hitchcock from ABD Engineers.

Mr. Hitchcock stated they've reduced the amount of campsites they are adding. They went through the APA and DOH processes. They received APA approval on December 7, 2023. The APA required the applicant to have a 150 foot buffer from delineated wetlands. He went on to state that the 8 campsites that were proposed in the Business Industrial zone (which they had gotten a variance for) are no longer being proposed. They produced a storm water plan and reduced the 68 campsites in the OH zone to 51. They received approved from the Department of Health on

March 12, 2024. There will be water run to the sites. There will not be sewer run to the sites. They will have a Honey Wagon to collect sewage from the RV's. They are adding a 2,000 holding tank to the existing 3,000 holding tank. They will also be adding porta-potties to meet Department of Health code.

The board was satisfied with all of the information on the plans, so they moved on to go over Part 2 of the Short Form of SEQRA. The Board determined that this project will not result in any adverse environmental impacts. Mr. Fortino motioned, Suzanne Tyler seconded and all members voted in the affirmative.

**RESOLUTION #2024-8**

Motion by: Anthony Fortino  
Second by: Suzanne Tyler

**RESOLVED**, to deem application #2021-2 by Michelle Brown, LLC, tax map #211.10-1-5, located at 136 Schroon River Road as not resulting in any significant adverse environmental impacts under SEQRA review.

**DULY ADOPTED ON THIS 2<sup>ND</sup> DAY OF APRIL 2024 BY THE FOLLOWING VOTE:**

Ayes: Suzanne Tyler, Sharon Sutphin, Anthony Fortino  
Nays: None

Mr. Fortino motioned, Suzanne Tyler seconded and all members voted in the affirmative to approve the site plan submitted on March 14, 2024.

**RESOLUTION #2024-9**

Motion by: Anthony Fortino  
Second by: Suzanne Tyler

**RESOLVED**, to approve application #2021-2 by Michelle Brown, LLC, tax map #211.10-1-5, located at 136 Schroon River Road, site plan review to allow expansion of Warrensburg Travel Park by adding 51 campsites according to the plans submitted on March 12, 2024.

**DULY ADOPTED ON THIS 2<sup>ND</sup> DAY OF APRIL 2024 BY THE FOLLOWING VOTE:**

Ayes: Suzanne Tyler, Sharon Sutphin, Anthony Fortino  
Nays: None

With no further business and no comments from the Board, Suzanne Tyler motioned, Tony Fortino seconded and the motion carried to adjourn the meeting at approximately 7:22 p.m.

Respectfully submitted,

Patti Corlew  
Recording Secretary

Pb04022024

**RESOLUTION #2024-6**

Motion by: Anthony Fortino

Second by: Suzanne Tyler

**RESOLVED**, to approve Planning Board minutes of January 2, 2024 (without correction).

**DULY ADOPTED ON THIS 2<sup>ND</sup> DAY OF APRIL 2024 BY THE FOLLOWING VOTE:**

Ayes: Suzanne Tyler, Sharon Sutphin, Anthony Fortino

Nays: None

**RESOLUTION #2024-7**

Motion by: Anthony Fortino

Second by: Suzanne Tyler

**RESOLVED**, to approve application #2023-3 by North Country Ministry, tax map #210.12-3-6, located at 3933 Main Street, to allow an addition to the main structure and a bathroom addition to the food pantry structure. Construction and development to be completed in accordance with the plans submitted on March 12, 2024.

**DULY ADOPTED ON THIS 2<sup>ND</sup> DAY OF APRIL 2024 BY THE FOLLOWING VOTE:**

Ayes: Suzanne Tyler, Sharon Sutphin, Anthony Fortino

Nays: None

**RESOLUTION #2024-8**

Motion by: Anthony Fortino

Second by: Suzanne Tyler

**RESOLVED**, to deem application #2021-2 by Michelle Brown, LLC, tax map #211.10-1-5, located at 136 Schroon River Road as not resulting in any significant adverse environmental impacts under SEQRA review.

**DULY ADOPTED ON THIS 2<sup>ND</sup> DAY OF APRIL 2024 BY THE FOLLOWING VOTE:**

Ayes: Suzanne Tyler, Sharon Sutphin, Anthony Fortino

Nays: None

**RESOLUTION #2024-9**

Motion by: Anthony Fortino

Second by: Suzanne Tyler

**RESOLVED**, to approve application #2021-2 by Michelle Brown, LLC, tax map #211.10-1-5, located at 136 Schroon River Road, site plan review to allow expansion of Warrensburg Travel Park by adding 51 campsites according to the plans submitted on March 12, 2024.

**DULY ADOPTED ON THIS 2<sup>ND</sup> DAY OF APRIL 2024 BY THE FOLLOWING VOTE:**

Ayes: Suzanne Tyler, Sharon Sutphin, Anthony Fortino

Nays: None