

# Village of Greenwood Lake Zoning Board and Planning Board

## Meeting Minutes

**Date:** September 9, 2024

**Location:** Village of Greenwood Lake

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### 1. Call to Order

The meeting was called to order by Chair Bob Zimmer at 7:30 p.m.

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### 2. Roll Call

- **Present:** Bob Zimmer (Chair), Chris Pavlak (Attorney), Jamison Zajac (Engineer), Jennifer Lyons (Member), Vic Ludmere (Member), Eric Kelm (Member), Pete Hildebrand (Building Inspector), Danielle Mulqueen (Secretary)
  - **Also Present:** Board Attorney, Applicant accompanied by Architect (Isabella Toma)
  - **Absent:** Mariano Choconi, Kevin McIntyre
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### 3. Approval of Minutes

Approval of the prior meeting minutes motion to accept by Vic Ludmere, seconded by Eric Kelm, Jenny Lyons abstained. Motion carried.

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### 4. Old Business

No old business was discussed.

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### 5. New Business

**Application:** Greenwood Lake 786 LLC

**Applicant:** Muhammad Faisal (Greenwood Lake 786 LLC)

**Location:** 1150 NYS Route 17A, Greenwood Lake NY (Section 306, Block 13, Lot 29)

**Zoning District:** Highway Commercial

**Proposal:** Construction of a gas station with two fuel dispensers, accessory canopy, and associated improvements.

**Background:**

- Current site use includes a convenience store and strip mall-type businesses.
- Proposal includes installation of underground tanks (two 10,000-gallon tanks), canopy, and gas pumps to serve both regular gasoline and diesel fuel.
- A notice of denial from the Building Department requires Planning Board and Zoning Board approval for a Special Use Permit per Code §120-20.
- Application included site plans, SEQRA Short Form, and supporting documentation.

**Discussion:**

- **Parking and Traffic Flow:**
  - Concerns raised regarding adequacy of parking, stacking space for vehicles at pumps, and circulation around the canopy.
  - Recommendation for designated parking layout, traffic study, and DOT review.
  - Potential need for one-way signage and restrictions for larger trucks.
- **Setbacks and Variances:**
  - As drawn, proposed canopy and pumps do not meet code-required setbacks (20 ft. canopy, 25 ft. pump from ROW). Variances may be required.
- **Environmental and DEC Considerations:**
  - DEC permitting for underground tanks is mandatory; Board strongly recommended applicant begin DEC review immediately to avoid delays.
  - Proximity to Greenwood Lake and North Arm aquifer highlighted as a sensitive environmental factor.
  - DEC fines and requirements were discussed at length; applicant advised to retain legal counsel and environmental engineering support.
- **Site Engineering Requirements:**
  - Board Engineer noted missing information: traffic analysis, truck turning diagrams, erosion/sediment control, lighting plan, ADA parking compliance, and fire suppression system for canopy.
  - Application references to “separate applications” for tanks/canopy were clarified; all engineering details must be submitted as part of a complete application.
- **Market and Operations:**
  - Applicant stated intent is to capture Route 17A traffic rather than divert existing village customers.
  - Diesel sales are anticipated due to lack of current diesel availability in the village.

**Action Items:**

1. Applicant to initiate simultaneous applications with NYS Department of Environmental Conservation (DEC) and Department of Transportation (DOT).
2. Applicant to provide engineered site plan revisions, including:

- Parking calculations and layout
  - Traffic circulation study and turning diagrams
  - Lighting and fire suppression plans
  - Variance requests if required for setbacks
3. Applicant to consider retaining legal counsel experienced in DEC/DOT permitting.
  4. Applicant to share copies of DEC and DOT submissions and responses with the Village (Via Board Secretary).
  5. Revised plans to incorporate Engineer's comments (bulk table, elevations, dimensions, canopy details).

**Outcome:**

- Board determined the application is **incomplete** at this time.
  - Public hearing clock under Village Code §120-20 has **not started** due to lack of complete submission.
  - Applicant instructed to return once DEC/DOT feedback and revised engineering plans are available.
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## **6. Public Comment**

No public comments were presented on this application.

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## **7. Adjournment**

With no further business, a motion was made by Eric Kelm and seconded by Jennifer Lyons to adjourn. Motion carried. The meeting adjourned at approximately 8:50 p.m.

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**Respectfully Submitted,**  
Recording Secretary Danielle Mulqueen