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**Town of Halfmoon Planning Board Minutes  
November 25, 2024**

**Those present at the November 25, 2024, Planning Board meeting were:**

**Planning Board Members:**

Don Roberts –Chairman  
Marcel Nadeau- Vice Chairman-absent  
Tom Koval  
Rich Berkowitz  
Thomas Werner  
Charlie Lucia  
Laurie Barton

**Planning Board Alternates:**

Alison Pingelski  
Joe Landy

**Coordinator- Building, Planning and Development:**

Richard Harris

**Senior Planner / Stormwater Management Technician:**

Paul Marlow

**Town Attorney:**

Lyn Murphy

**Deputy Town Attorney:**

Cathy Drobny

**Town Board Liaison(s):**

John Wasielewski  
Eric Catricala

**Town Engineers:**

Joel Bianchi

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*The Chairman opened The Planning Board Meeting at 7:00 pm*

**Don Roberts:** Good evening, I would like to call the Planning Board meeting to order. Have the Board members had a chance to review meeting minutes from the last meeting?

**Rich Berkowitz:** I make a motion to approve the minutes

**Alison Pingelski:** I'll second.

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**Don Roberts:** All in favor Aye? (all were in favor) Opposed? (none were opposed) Motion carried, Tom Koval recluded himself he was not here.

**New Business:**

**The Learning Experience Signage, 5 Halfmoon Crossing – Sign (24.191)**

**Matt Kasevich:** Matt Kasevich from Mathews Signs, I'm in Tennessee right now I'm on vacation I'm driving so bear with me, I might lose you here in about 5 minutes.

**Don Roberts:** Don't get in an accident

**Matt Kasevich:** I'll try to get back in as soon as I get to the house where I'm going to.

**Richard Harris:** Well, you can keep it quick just explain how you wanted to basically put three signs on the building, the plaza sign and then the stand-alone freestanding sign

**Matt Kasevich:** So, they did specify three signs, S1, S2 and S3. S1, S2 are I believe the learning experience but in my brand book I don't have a call out for S2 they have it in the listing on the cover sheet, but in the body of the brand book I don't have an actual specification page for that one so I don't know if they eliminated that or not I believe they kept it, it does fall within the 280 square feet allowable with the front side and then that little small tag line. Again, I don't have it on my end, it calls for it, but I don't have it actually specified.

**Richard Harris:** Okay so the signs we have, the signs we have for review are S1 which is the south elevation building sign, basically the front of the building

**Matt Kasevich:** Correct, yup

**Richard Harris:** Then one called C1, which is a stand-alone freestanding sign

**Matt Kasevich:** Yea that's a temporary sign it's a single sided sign, on two 4 x 4 posts which is going to come down it just says learning center you know coming soon, that will be removed and then there is a freestanding sign which I think is

**Richard Harris:** 1-T

**Matt Kasevich:** Correct 1-T

**Richard Harris:** Yea that's just a tenant panel on an existing Trader Joes sign.

**Matt Kasevich:** Correct there are two of those double sided and then they have just some like column decoration I don't know if that classify as a sign.

**Richard Harris:** We're not counting those as a sign.

**Matt Kasevich:** Okay perfect so yea we

**Don Roberts:** I think we've got the idea

**Richard Harris:** And it does meet all of the zoning

**Don Roberts:** It does meet the requirements

**Rich Berkowitz:** I make a motion to approve the sign

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**Alison Pingelski:** I second

**Don Roberts:** We have a motion and a second all in favor Aye? (all were in favor) Opposed? (none were opposed)  
Motion carried, good luck

**Richard Harris:** Your all set. Just remember you still need to come in for building permits for all of this, so this is just Planning Board approval.

**Matt Kasevich:** Yes, this is just to get approved right?

**Richard Harris:** Correct

**Marr Kasevich:** Okay, yea I'll have her fill out, but she already has it, they will take care of the building permit application.

**Richard Harris:** Alright, thank you.

**Don Roberts:** Okay, take care.

*The Learning Experience Signage, 5 Halfmoon Crossing – Sign (24.191)*

**APPROVED. Board approved new signage associated with the new daycare at 5 Halfmoon Crossing Blvd.**

**Hydro Sanit, Units 8C & 8D, 40 Farm to Market Rd – Change of Use/Tenant (24.187)**

**Tamara Sullivan:** Hi Tamara Sullivan for Bruce Tanski Construction. We have two changes of tenants at 40 Farm to Market Road. The first is Hydro Sanit. They currently occupy two storage units in building #9 and they would like to rent two additional units in building #8 so they would have a total of 6,000 square feet. Since they are already tenants, they're aware of all of the rules and regulations regarding the storage, any outdoor storage, disposal of any waste on the property as well as office space.

**Don Roberts:** Okay, any questions by the Board.

**Tom Koval:** I make a motion to approve the additional space to the tenants

**Rich Berkowitz:** Ill second

**Don Roberts:** All in favor Aye? (all were in favor) Opposed? (none were opposed) Motion carried

*Hydro Sanit, Units 8C & 8D, 40 Farm to Market Rd – Change of Use/Tenant (24.187)*

**APPROVED. Board approved the use of approximately 3,000 SF of space to be used to store supplies related to their pressure washing business.**

**Roman Construction Services, Unit 3A, 40 Farm to Market Rd – Change of Use/Tenant (24.188)**

**Tamara Sullivan:** So, this is our second change of tenant Roman Construction Services. They just want to rent one unit which is 1500 square feet, for storage and equipment of supplies for their construction business. They have been advised that the unit is just for storage, no outside storage, no disposal of waste on the property and that they could have desk, phones, things of that nature but no office partitioning.

**Don Roberts:** Okay, questions by the Board?

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**Tom Koval:** They are just coming to the space no store, no retail?

**Tamara Sullivan:** No retail,

**Tom Koval:** Ill make a motion to approve

**Tom Werner:** Ill second it.

**Don Roberts:** All in favor Aye? (all were in favor) Opposed? (none were opposed) Motion carried.

**Tamara Sullivan:** Thank you

**Don Roberts:** Your welcome

*Roman Construction Services, Unit 3A, 40 Farm to Market Rd – Change of Use/Tenant (24.188)  
APPROVED. Board approved the use of approximately 1,500 SF of space to be used to store supplies related to their construction business.*

**Northland Roofing, 46 Rt 146 – Change of Use/Tenant & Sign (24.177 & 24.178)**

**Robert Sauber:** Robert Sauber this is Antonia Cavero, we own Northland Roofing, and we would like to have an office up here.

**Don Roberts:** How many employees?

**Robert Sauber:** About 2 so far, I've got a secretary and someone to handle calls and that's it for right now.

**Don Roberts:** Okay, questions by the Board?

**Richard Harris:** That's just what's going to be at this site, how many totals I assume more employees are going to come pick up trucks

**Robert Sauber:** No, we hire subcontractors, so it's a matter of we'll have some trucks, probably about 3 trucks in the parking lot

Richard Harris: Okay

**Robert Sauber:** They'll be in and out. I have some supplies, but the supplies are mainly for repairs, little jobs and things like this. The main supplies that cover roofing and siding are bought from the distributors, Lowe's, Home Depot and then shipped directly to the site.

**Tom Koval:** So, there's no outdoor storage of roofing materials or anything?

**Robert Sauber:** Everything is inside, absolutely.

**Tom Koval:** No fenced in yard no

**Robert Sauber:** What you're going to see is the building, the sign and then the cars and the trucks,

**Don Roberts:** So, no outside storage

**Robert Sauber:** Pardon?

**Don Roberts:** No outside storage right

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**Tom Koval:** And your subcontractor crews don't stay onsite at all?

**Robert Sauber:** No, no they don't.

**Charlie Lucia:** You mentioned there might be a few trucks, when you say trucks, you mean pickups.?

**Robert Sauber:** You know vans with ladders on top, there might be a couple of cars from the two employees, but the odds are that the vans will probably be gone most of the time because they will be in use and dealing, we hope so with expanding the business here.

**Rich Berkowitz:** Where are you located now?

**Robert Sauber:** Right now, our main office is in Danbury Connecticut, as a matter of fact we just moved we are in Bethel Connecticut. You know where that is?

**Rich Berkowitz:** I know where Danbury is.

**Robert Sauber:** Yea well okay right next to it.

**Rich Berkowitz:** I make a motion to approve the change of use and tenant.

**Lyn Murphy:** With the condition of

Rich Berkowitz: With the condition of no outside storage

**Robert Sauber:** No outside storage, no debris, nothing, it's going to be very clean, it's the way we work anyway

**Don Roberts:** Okay

**Laurie Barton:** Second

**Don Roberts:** All in favor Aye? (all were in favor) Opposed? (none were opposed) Motion carried, now you've got the signs, you have to do the signs. You proposed two signs?

**Robert Sauber:** Yes, I don't know do you have paperwork here that we submitted? Okay yea, we've got those two signs and one goes up on the pole and one goes up on the building and that's it. Nothing flashing, nothing blinking, nobody will be out there waving.

**Richard Harris:** No lighting at all on them?

**Robert Sauber:** Pardon?

**Richard Harris:** No lighting, they won't be lit at all?

**Robert Sauber:** They might be, but it won't be flashing.

**Tom Koval:** The sign out front on the pole, how far is that going to be off of the ground? The signs aren't allowed to be taller than 12 feet.

**Robert Sauber:** Is the sign going to be up forever?

**Don Roberts:** No how high, the height of the sign.

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**Robert Sauber:** As indicated here it's going to go on the 15-footer is going to go on the side of the building and the littler one will go on a pole that already has a sign support.

**Robert Sauber:** We're saying how high? What's the height.

**Tom Koval:** How high is that sign going to be off the ground, your only allowed no more than 12 feet in the Town anymore.

**Robert Sauber:** That's a good question, I suspect that the previous sign that's there is regulation height.

**Tom Koval:** It's been there a long time.

**Robert Sauber:** Okay 8 feet.

**Tom Koval:** As long as it's not over 12

**Richard Harris:** It is recorded at 8 but keep in mind it's got to be 12 foot or below, 12 feet height or less

**Robert Sauber:** Okay, gotcha

**Tom Koval:** To the top of the sign

**Robert Sauber:** No McDonalds hanging over your head.

**Tom Koval:** Nope.

**Rich Berkowitz:** I make a motion to approve the sign, sign condition that the sign is no higher than 12 feet off the ground.

**Charlie Lucia:** I second.

**Don Roberts:** All in favor Aye? (all were in favor) Opposed? (none were opposed) Motion carried, you're all set good luck.

**Richard Harris:** That is, it.

**Antonio Coverio:** My name is Antonio so like that's like I was telling we do like a small works all the time like we collecting like garbage debris we have like container next to building so we can put them, every time they fill it up, we have to dump.

**Tom Koval:** A small dumpster like a small commercial dumpster, not a 30-yard box?

**Antonio Coverio:** Like a 15 yard.

**Tom Koval:** 15 yard that's a decent size.

**Antonio Coverio:** Yea that's what we need. We can put like hangs if you guys want to cover that.

**Rich Berkowitz:** Can you store it behind the building where no one sees it?

**Tom Koval:** Well, the trucks go to be able to hook up to it.

**Don Roberts:** You can shield it.

**Robert Sauber:** You can put a fence around it and make it look nice.

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**Antonio Coverio:** The dumpster is like 5 feet the fence is like 6 feet it's going to cover.

**Don Roberts:** It will never be overflowing or anything you will take care and make sure it

**Robert Sauber:** It won't be blowing in the wind because we will have it covered.

**Rich Berkowitz:** Okay so I will amend my motion to include

**Richard Harris:** Change of use, tenant to include a dumpster with a fence.

**Rich Berkowitz:** Do you know what side of the building do you want it on, north or south?

**Antonio Coverio:** On this side

**Richard Harris:** Probably the south side, east side probably right here?

**Antonio Coverio:** Left side, yea the left side that's a bigger space area.

**Rich Berkowitz:** Okay it's surrounded by a fence, a 6-foot fence that hides the dumpster

**Antonio Coverio:** Yea

**Don Roberts:** Okay that's the motion guys, can I have a second?

**Alison Pingelski:** Second

**Don Roberts:** All in favor Aye? (all were in favor) Opposed? (none were opposed) Motion carried, now your all set, good luck

***Northland Roofing, 46 Rt 146 – Change of Use/Tenant & Sign (24.177 & 24.178)***

***APPROVED. Board approved the use of the parcel at 46 Route 146 for a roofing company, along with associated signage, and with conditions related to no outside storage and a dumpster location.***

**Decicco Subdivision, 99 Button Rd – Minor Subdivision (24.189)**

**Don Roberts:** Tom Koval is going to recluse himself.

**Pat Jarosz:** Good evening, my name is Pat Jarosz of VanGuilder Associates here tonight on behalf of the owner for 99 Button Road to request a two-lot subdivision. Lot #101R will be 1.67 acres and will have the existing house and accessory structures. It is served with well and septic. Lot #B, which is on Button Road, will be around 30,000 square feet, it's going to be a vacant building lot. It will be served with public water, private septic system. Lot B will require a front lot width variance per Town code as it is 145.92 feet wide and the Town minimum is 150 in R-1 zone, so they need a little over 4 feet for a variance.

**Don Roberts:** So, you know it has to be denied because of that?

**Pat Jarosz:** Yes, I do, because it doesn't meet the minimum requirement.

**Pat Jarosz:** Understood.

**Don Roberts:** Before we do that, any comments by the Board?

**Rich Berkowitz:** I make a motion to deny this application based on the minimum requirement law.

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**Don Roberts:** All in favor Aye? (all were in favor) Opposed? (none were opposed) Motion carried

**Pat Jarosz:** Thank you

**Don Roberts:** Your welcome

*Decicco Subdivision, 99 Button Rd – Minor Subdivision (24.189)*

**DENIED.** Board denied an application for a two-lot subdivision due to the failure to meet minimum lot width requirements.

**Old Business:**

**Red Maple Lane, LLC, Subdivision & Duplex, 5 & 7 Red Maple Lane – Minor Subdivision & Special Use Permit (Duplex) (24.146 & 24.147)**

**Don Roberts:** No show?

**Richard Harris:** Are they online?

**Paul Marlow:** No

**Richard Harris:** We let them know they were on. Table it.

**Don Roberts:** Okay it was tabled the last meeting; we'll have to table it again. Can I have a motion to table?

**Rich Berkowitz:** I make a motion to table the application

**Alison Pingelski:** Second

**Don Roberts:** All in favor Aye? (all were in favor) Opposed? (none were opposed) Motion carried, it's tabled.

**Tabled- The applicant failed to show.**

**Laurie Barton:** I make a motion to adjourn

**Alison Pingelski:** Second

**Don Roberts:** All in favor Aye? (all were in favor) Opposed? (none were opposed) Motion carried, thank you have a good Thanksgiving, have a good night.