

Meeting of the Planning Board for the Town of Moreau, Saratoga County, State of New York was held at the Moreau Town Hall, 351 Reynolds Road, Moreau, NY 12828 on November 17, 2025.

Planning Board Members Present

- John Arnold Planning Board Chairman
- Carl Hourihan Planning Board Member
- Matt Abrams Planning Board Member
- Mike Shaver Planning Board Member
- Ann Purdue Planning Board Member
- Bradley Nelson Planning Board Member
- Adam Seybolt Planning Board Member
- Maureen Jackson Alternate Planning Board Member
- Josh Westfall Town of Moreau Building Planning & Development Coordinator
- Glen Bruening Town Counsel
- Diana Corlew-Harrison Secretary

Planning Board Members Absent

- Edward Potter Alternate Planning Board Member

The meeting was called to order at 7:01 pm by Chairperson Arnold

Minutes Approvals: changes were reviewed and will be made as needed by Secretary.

July 2025– Mr. Seybolt approved, Mr. Nelson seconded. All approved.

August 2025– changes were reviewed with Ms. Purdue adding her own notes as well. Mr. Shaver asked why Ms. Purdue was adding notes to original notes. Mr. Arnold stated that the changes needed to be noted due to Ms. Purdue’s concerns that were brought up during our “discussion phase” of last meeting in regards to the solar projects and reviews now being done by the Planning Board. Mr. Hourihan approved, Ms. Purdue seconded. All approved.

October 2025– Mr. Shaver approved, Mr. Abrams seconded. All approved with exception to Mr. Seybolt, who was absent at that meeting.

Old Business

SUBD4-2025 Webster Subdivision Public Hearing and preliminary review with possible determination in accordance with Chapter 124 for the subdivision of two additional lots – three lots total. **Applicant:** Barbara and John Webster. **Owner of Record:** John and Barbara Webster. **Property Location:** 301 Fort Edward Rd. **Tax Map:** 50.1-1-44. **Zoning District:** R-1. **SEQRA:** Unlisted.

Applicant spoke of the two new home sites he is proposing on the lot. They will be ½ acres lots but building is still 1 to 2 years away as children are still in school. Mr. Abrams asked if Lots 2 and 3 could have the setbacks and septic shown on plans. Mr. Arnold stated that the current homes location of septic is also missing. Mr. Shaver asked if village had been notified and Mr. Westfall said yes. Mr. Purdue asked about the new driveways (entrances) to lots if it would be shared. Applicant states they are unsure at this time. She noted that an agreement would be needed at time of permits. She also asked if there were curb cuts. Mr. Westfall stated that that would have to be reviewed with Saratoga County, and they would decide with applicants. Mr. Arnold asked if SERQ needed to be done by Planning Board. Mr. Westfall agreed. Planning Board reviewed Part 1 of SEQR with a note from Mr. Westfall saying that there should be less than one acre of disturbance and if more it would have to be reviewed as a condition of the subdivision’s approval. Part 2 of SEQR was reviewed.

Mr. Hourihan made a motion for a negative declaration of SEQR. Ms. Purdue seconded, all approved.

Mr. Nelson made a motion to close public hearing, Mr. Abrams seconded, all approved.

Mr. Shaver made a motion to waive the 30-day preliminary waiting period, Mr. Nelson seconded, all approved.

Mr. Nelson made a motion to approve the preliminary and final approvals with conditions of the following:

1. EAF approval
2. less than one acre of land disturbance
3. add existing and future septic locations to plans
4. applicants should consider shared driveway if feasible.

Mr. Shaver seconded, all approved.

Regular Meeting

Old Business - Site Plan (Modifications of Approval)

SPR5-2024 Moreau Commons. Applicants seek site plan approval in accordance with 149-21 for the reuse of a former commercial property on Route 9 as a mixed-commercial use building. Applicant is also seeking an approval for a small addition in association with the new use(s) and on-site stormwater controls. **Approved by Planning Board 8/24.** Modification is for additional signage above what was discussed. **Applicant:** Executive Property Services LLC. **Owner of Record:** Route 9 Autoworld LLC. **Property Location:** 1377 Route 9. **Tax Map:** 63.1-13.111 and 63.1-13-112. **Zoning District:** C-1. **SEQRA:** Unlisted.

Applicant is requesting more square footage than allowed for the signs on property including the Moreau Commons sign, tenants signs and LED signage with flashing illuminations, adding 3x9 signs on buildings and 1x8 signs on each end of buildings. Applicant is using the old Suzuki sign for the new Moreau Commons sign with logo and tenant signs. He is also adding the LED flashing illumination sign to follow Fitzgeralds, Lamplighter, All Town Fresh and Hoffmans.

Mr. Arnold feels the flashing signs are a driving distraction. Asked if it was just a sign for business or location or a rolling advertisement. Asked if the timing could be adjusted in any way. Ms. Purdue stated that these signs and square footage were not the ones approved prior. Applicant stated that timing can change from 8 seconds to 30 seconds. Mr. Westfall stated that DOT recommendation is 8 second minimum as with other municipalities. Mr. Shaver asked if this board was approving the sizes of the signs for each sign. Applicant verified the square footage needed as 203 sq ft when the allowable is 151 sq. ft. Mr. Nelson asked about lighting of the signs. Applicant stated that the Moreau Commons sign will be in a box with metal cutout work with white lights with each tenant having their own logo, colors and or names in the box. Mr. Abrams said he would approve of the signs based on the site plan and multi-usage of the building. Ms. Purdue would like to have Mr. Westfalls' conditions noted in any approvals that Planning Board would make.

Those are as follows: These pertain to the (8) small signs on the big Suzuki sign:

- Sign backgrounds should be darker in color so as not to direct bright lighting into drivers, on to the highway, or the intersections.
- One tenant permitted per sign - Justification: uniform look on highway. All signs are consistent in size.
- Signs should be of common background color – Justification: Uniform look on highway. All signs consistent in color and less distracting.
- Signs should be produced of common materials – Justification: Uniform look on highway. All signs consistent in color and less distracting.
- Signs should be of common illumination type. No different color sighting, pulsing, strobing lighting. Justification: Uniform look on highway. All signs consistent in color and less distracting.
- Signs shall not exceed 5'4" x 8' – Justification: Size identified by applicant. All signs same size for uniformity.

- Vacant sign portions should be covered with a color similar to the background of all other signs – Justification: No bright blank signage.

LED Signage:

- Sign shall not have flashing illuminations.
- Sign shall not change text or image in excess of one time per every eight (8) seconds (DOT guidance).
- Signage illumination should be reduced to levels indicated as acceptable to DOT at night or in dark weather. Justification: Sign will be bright in the daylight to be able to read. In the evening this should be dimmed.

Wall Signs:

- Wall signs shall not be so bright as to allow light trespass onto adjacent roadways or properties.

Temporary Signage, Flage; Pennants, Etc.

- One temporary sign per business for the following may be permitted, but not in excess of thirty (30) days and not directly along the median along highway (Route 9 ROW).
 - For lease/rent
 - Help wanted
 - Specials/Signs
- Any additional signage requested will require the applicant to come back and modify this plan.

These conditions were agreed upon by applicant and this board.

Ms. Purdue asked if any of the signs were a menace or town received complaints that they would be reviewed by Building Department and Mr. Westfall's office. Mr. Westfall agreed.

Mr. Arnold asked Mr. Westfall if the Town of Moreau should review the sign law in the Town. He noted the DOT standards should be added along with other Town letters that Mr. Westfall supplied to Planning Board. Mr. Westfall stated he would bring it to their attention and put it on agenda in future meetings with Town Board.

Motion made by Mr. Seybolt to approve these sign modifications with the conditions noted above. Mr. Abrams seconded, all approved.

Mr. Arnold made a motion to adjourn the meeting, Mr. Seybolt seconded, all approved.

Meeting ended at 8:08 pm

Signed by Diana Corlew-Harrison on December 2, 2025.