

Village of Ballston Spa
PLANNING BOARD

66 Front Street
Ballston Spa, NY 12020
(518)885-5711

(11/2020)

SITE PLAN REVIEW SUBMITTAL CHECKLIST

Project Name: Tequeria Guadalajara Sign

Listed below are the minimum submittal requirements for site plan review as set forth in Village of Ballston Spa code. The Planning Board reserves the right to request additional information, as necessary, to support an application. The Board also reserves the right to reject the application if these minimum requirements are not met. Please complete the checklist below and provide with your submission.

REQUIRED ITEMS: *10 hard copies and 1 digital (USB flash drive) copy of ALL materials are required.

CHECK EACH ITEM

****HANDWRITTEN APPLICATIONS WILL NOT BE ACCEPTED****

- 1. Completed Site Plan Application and Fee
- 2. SEQR Environmental Assessment For-short or long form as required by action.
- 3. Set of plans including: (5) large scale plans and 5 smaller versions. One digital version of all submittal items (pdf) shall be provided.
- 4. Project narrative.

REQUIRED ITEMS ON SITE PLAN:

- 1. Property line survey prepared by a licensed land surveyor. Site plan must reference such survey with all corners set and marked on plan. A copy of the original property survey must also be included.
- 2. North arrow and map scale
- 3. Parcel tax map number

18. Location, design specifications and construction material for all proposed site improvements (drains, culverts, retaining walls, berms, fences, etc)
 Yes No N/A

19. Location, size, and material of all existing and proposed utility services
 Yes No N/A

20. Parking lot layout plan and identification of all loading areas (number all spaces)
 Yes No N/A

21. Parking demand calculations
 Yes No N/A

22. Identification of parking spaces and access points for physically impaired persons
 Yes No N/A

23. Location and screening plan for dumpster or recycling bins
 Yes No N/A

24. Location, design, type of construction and materials, proposed use and exterior dimensions of all buildings (existing and proposed) on site
 Yes No N/A

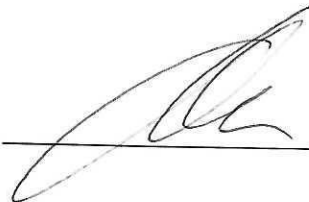
25. Identification of storage of any potentially hazardous materials
 Yes No N/A

26. Planting plan identifying quantity, species, and size of all proposed new plant materials. Label existing plant material to be retained or removed.
 Yes No N/A

27. Lighting plan showing type, location, and intensity of all existing and proposed exterior lighting fixtures
 Yes No N/A

28. Erosion and sediment control plan-including designated concrete truck washout area.
 Yes No N/A

Checklist prepared by: _____



Date: _____

1/25/23



Village of Ballston Spa

Planning Board

66 FRONT STREET

Ballston Spa, NY 12020
518-885-5711

[For Office Use]

(Application #)

(Date Received)

Application for:
SITE PLAN REVIEW

**** Application Checklist – All submissions must include completed application checklist and all required items. ****

Project Name: Taqueria Guadalajara Sign

Property Address/Location: 2007 Doubleday Ave Ballston Spa, N.Y. 12020

Tax Parcel # 203.72-3-38 Zoning District Zone C
(For example: 165.52-4-37)

Narrative Summary of Project (use attachment):

Date special use permit granted (if any): _____

Date zoning variance granted (if any): _____

Is property located within (check all that apply): Historic District
 500' of a Village boundary, or County/State Highway

<u>Applicant(s)**</u>	<u>Owner(s) [if not applicant]</u>	<u>Attorney/Agent</u>
Name <u>Adirondack Sign Co LLC</u>	<u>2007 Doubleday Ave LLC</u>	_____
Address <u>72 Ballston Ave</u> <u>Saratoga Springs NY 12866</u>	<u>PO box 65</u> <u>Saratoga Springs NY 12866</u>	_____
Phone <u>518-409-7446</u>	_____	_____
Email <u>john@adksignco.com</u>	_____	_____

Identify primary contact person (check one): Applicant Owner Agent

**** An applicant must be the property owner, lessee, or one with an option to lease or purchase the property in question.**

Application Fee: A check payable to "Village of Ballston Spa" **MUST** accompany this application.

Fees noted on Village website at www.villageofballstonspa.org - Rates and Forms Municipal

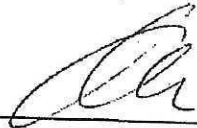
NOTE: In accordance with the Village Code – Chapter 178, Article III, Section 178-8, the Village may elect to use expert consultation in reviewing this application. In such an event, an estimate of those initial fees will be provided before the review proceeds and the applicant must post those funds in escrow with the Village Clerk. If the estimated fees are expended before the review is complete, the escrow must be replenished before review can continue.

Submission Deadline: All required documents must be provided 2 weeks in advance of the meeting. See Village website for meeting dates. www.villageofballstonspa.org

Does any Village officer, employee or family member thereof have a financial interest (as defined by General Municipal Law Section 809) in this application? Yes No
If yes, a statement disclosing the name, residence, nature, and extent of this interest must be filed with this application.

I, the undersigned owner, lessee, or purchaser under contract for the property, hereby request a Site Plan Review by the Village of Ballston Spa Planning Board for the identified property above. I agree to meet all the requirements under Village zoning codes.

Furthermore, I hereby authorize members of the Village of Ballston Spa Planning Board and designated Village staff to enter the property associated with this application for purposes of conducting any necessary site inspections relating to this application.

Applicant Signature:  Date: 1/25/23

If applicant is not current owner, owner must also sign below.

Owner Signature:  Date: 1-30-2023

Short Environmental Assessment Form

Part 1 - Project Information

Instructions for Completing

Part 1 – Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 – Project and Sponsor Information			
Taqueria Guadalajara Sign			
Name of Action or Project: Wall mounted sign			
Project Location (describe, and attach a location map): 2007 Doubleday Ave Ballston Spa NY 12020			
Brief Description of Proposed Action: Fabrication and installation of 110" x 47.7" wall sign. Backer will be aluminum with 1/2" PVC dimensional letters and HP graphics.			
Name of Applicant or Sponsor: Adirondack Sign Company LLC		Telephone: 518-409-7446	
Address: 72 Ballston Ave		E-Mail: john@adksignco.com	
City/PO: Saratoga Springs		State: New York	Zip Code: 12866
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			NO <input type="checkbox"/>
			YES <input type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other government Agency? If Yes, list agency(s) name and permit or approval: Village of Ballston Spa denied sign permit due to size exceeding regulation size.			NO <input type="checkbox"/>
			YES <input checked="" type="checkbox"/>
3. a. Total acreage of the site of the proposed action? _____ acres			
b. Total acreage to be physically disturbed? _____ acres			
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ acres			
4. Check all land uses that occur on, are adjoining or near the proposed action:			
<input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input checked="" type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban)			
<input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other(Specify):			
<input type="checkbox"/> Parkland			

5. Is the proposed action,		NO	YES	N/A
a.	A permitted use under the zoning regulations?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b.	Consistent with the adopted comprehensive plan?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?		NO	YES	
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____		NO	YES	
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?		NO	YES	
b. Are public transportation services available at or near the site of the proposed action?		<input checked="" type="checkbox"/>	<input type="checkbox"/>	
c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?		<input type="checkbox"/>	<input checked="" type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: _____ _____		NO	YES	
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: _____ _____		NO	YES	
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____ _____		NO	YES	
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?		NO	YES	
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	
b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?		<input checked="" type="checkbox"/>	<input type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?		NO	YES	
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody?		<input checked="" type="checkbox"/>	<input type="checkbox"/>	
If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ _____ _____				

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply:

Shoreline Forest Agricultural/grasslands Early mid-successional
 Wetland Urban Suburban

15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
16. Is the project site located in the 100-year flood plan?	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes,	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
a. Will storm water discharges flow to adjacent properties?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe:	<input checked="" type="checkbox"/>	<input type="checkbox"/>

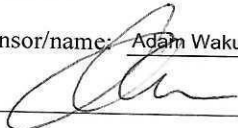
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment:	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>

19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe:	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>

20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe:	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>

I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE

Applicant/sponsor/name: Adam Wakulenko (Adirondack Sign Co LLC) Date: 1-25-2023

Signature:  Title: Managing Partner

Project Narrative

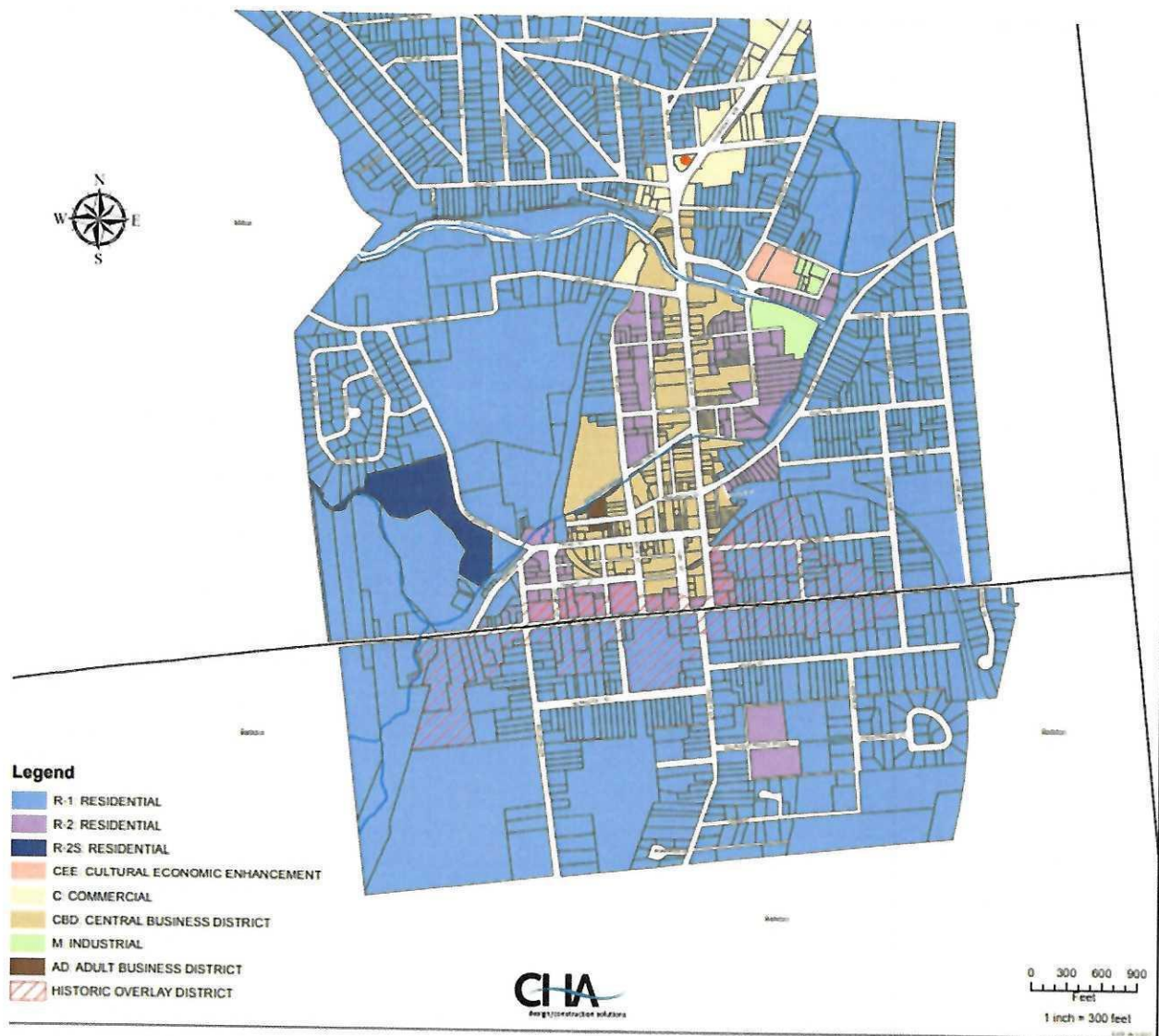
Taqueria Guadalajara Wall Sign

Applicant: Adirondack Sign Company
72 Ballston Ave Saratoga Springs, NY 12866
Taqueria Guadalajara
2007 Doubleday Ave Ballston Spa, NY 12020
Property Owner: 2007 Doubleday Ave LLC
PO Box 65 Saratoga Springs, NY 12866

Taqueria Guadalajara has applied for and been denied a permit for a wall mounted sign. The permit was denied due to its size exceeding the Village of Ballston Spa's town code. Permitted size for a wall mounted sign in the CBD and C districts is 16 square feet in area. The sign is constructed of ½" thick dimensional lettering and graphics on an aluminum backer which will be mounted to the building façade. Adirondack Sign Company stands by the proposed size (110" x 47.7") for the reasons following. A survey of other wall mounted signs was conducted at neighboring restaurants and businesses. Upon inspection, it can be determined that the size of Taqueria Guadalajara's sign does not exceed the size of many neighboring businesses. In order for this restaurant to promote it's business, this size provides optimum readability and legibility when cars and foot traffic pass by.

SITE PLAN

2. Map with north arrow and scale

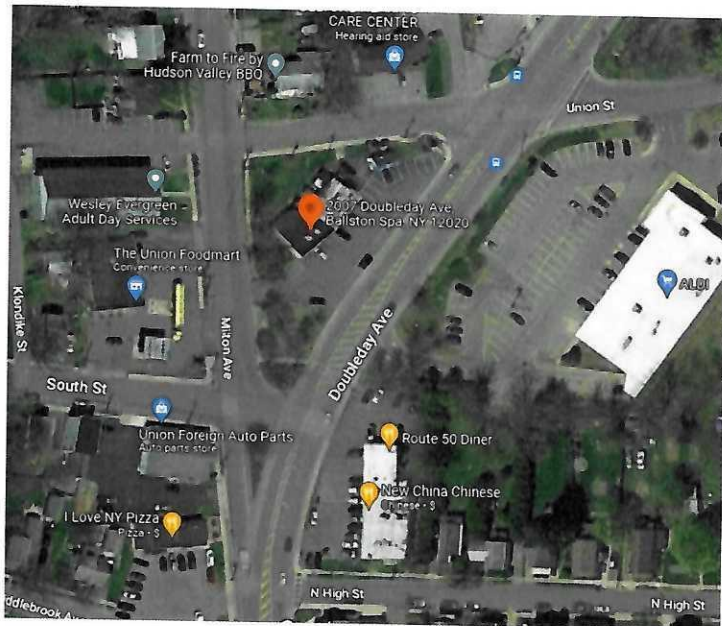


3. Parcel tax ID 203.72-3-38

4. Site Location



5. Site vicinity map



6. Commercial Zoning district

7. Building setback

8.

9. Topography data

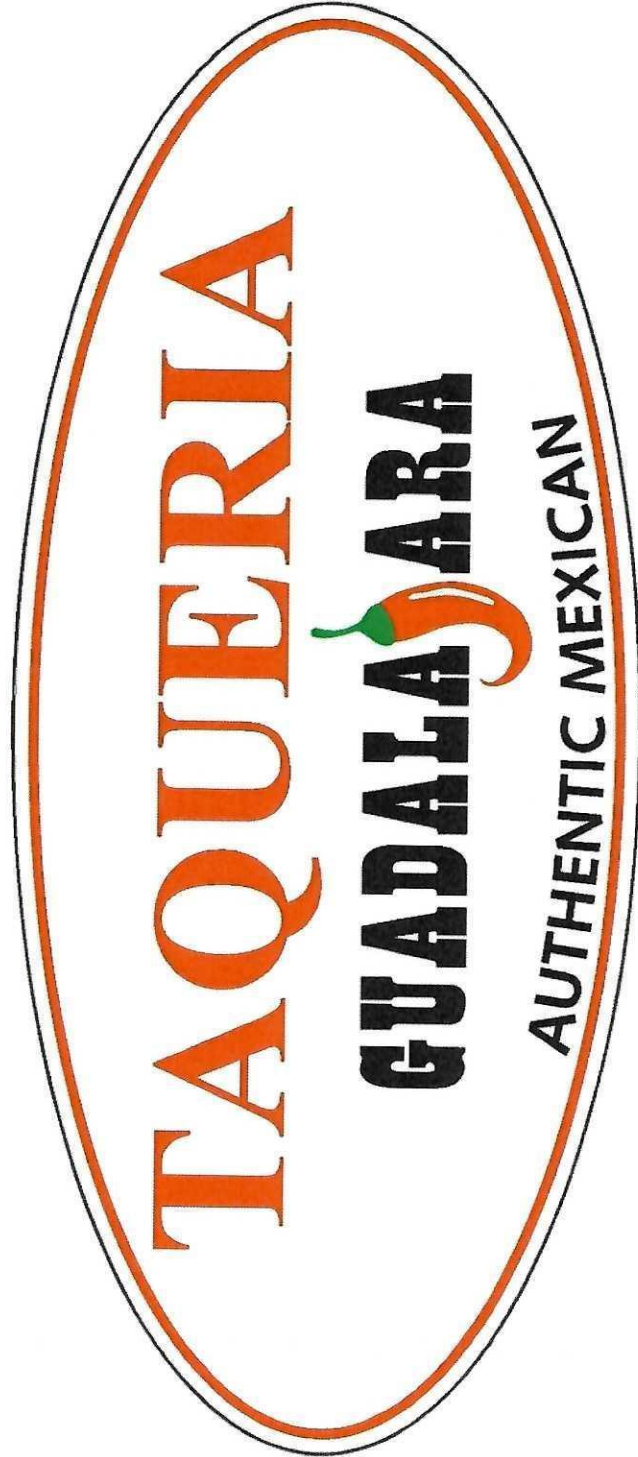
10. Adjacent property owners

- 2008 Doubleday Aldi Inc (South Windsor)
- 2002 Doubleday S&L Reality LLC
- 3 South St Robert Max Richter
- 139 Spring St 327 Milton Ave
- 7 Union St Diane K Rademacher
- 2017-2019 Doubleday Ave Ricketts INC

11. Parcel St Address

2007 Doubleday Ave Ballston Spa New York

110"



47.7"



Quantity: 1
Size: 110"W x 47.7"H
Material: 1/2" thick dimensional lettering & graphics
w/ aluminum backer
Mounting: To facade

This proof is not submitted for color approval or print quality. Please proof read carefully upon receipt. Colors viewed on monitors may vary slightly from actual colors in final production. If color critical, please provide accurate color samples (ie: pantone, paint swatches, etc.) Signed proofs indicate review and acceptance of the proof. Once proof is signed and returned with approval, we are not responsible for any discrepancies regarding color, spelling or materials used in production. **PROOFS MUST BE SIGNED AND RETURNED VIA EMAIL OR FAX BEFORE PROCEEDING**

ADIRONDACK
SIGN COMPANY
72 Ballston Ave., Saratoga Springs, NY 12866
p: 518.409.SIGN(7446) f: 518.478.8489
www.AdkSignCo.com

Customer: Taqueria Guadalajara
Project & Est #: 16471
Designer: Ryan
Date: 10/5/22
Revision Date: 10/25/22

Approved As Is: _____
Approved with Corrections; no further proof needed: _____
Revisions Required; New proof needed: _____

Signature/Date



Quantity: 1
 Size: 1 10"W x 47.7"H
 Material: 1/2" thick dimensional lettering & graphics
 w/ aluminum backer
 Mounting: To facade

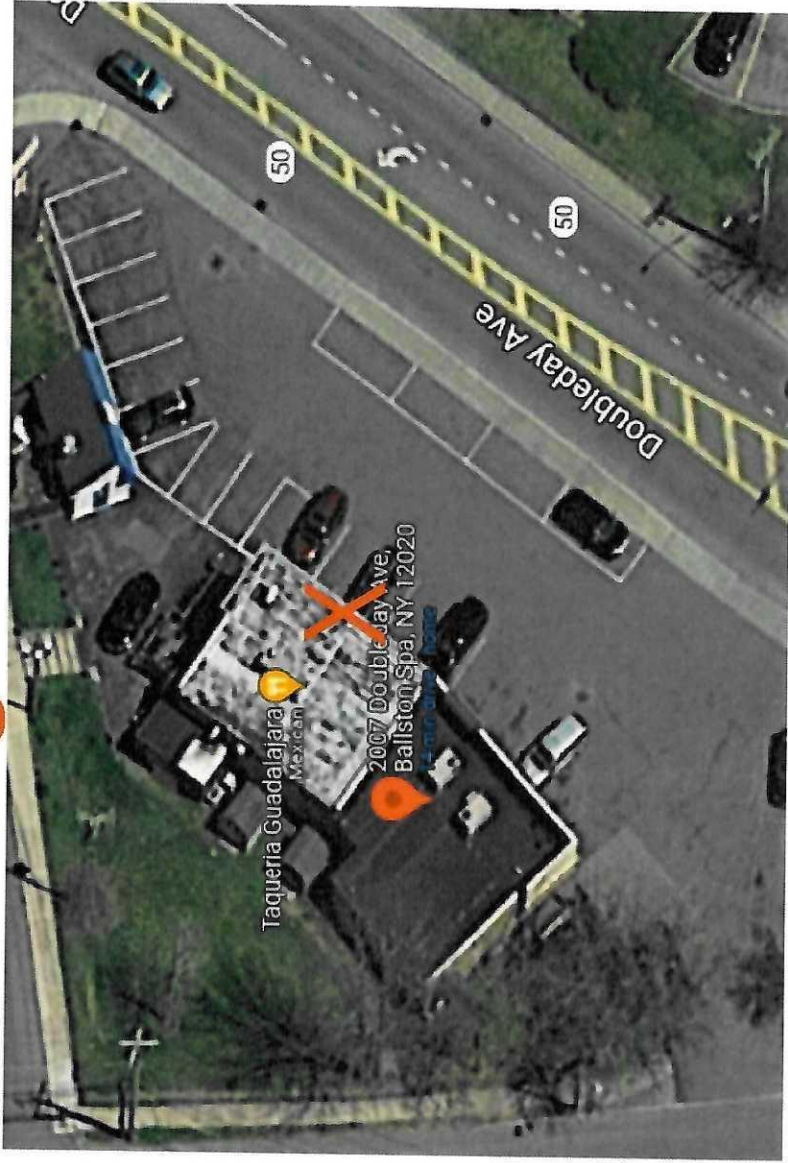
This proof is not submitted for color approval or print quality. Please proof read carefully upon receipt. Colors viewed on monitors may vary slightly from actual colors in final production. If color critical, please provide accurate color samples (ie: pantone, paint swatches, etc.) Signed proofs indicate review and acceptance of the proof. Once proof is signed and returned with approval, we are not responsible for any discrepancies regarding color, spelling or materials used in production.
PROOFS MUST BE SIGNED AND RETURNED VIA EMAIL OR FAX BEFORE PROCEEDING

ADIRONDACK
 SIGN COMPANY
 72 Ballston Ave., Saratoga Springs, NY 12866
 p: 518.409.SIGN(746) f: 518.478.8489
 www.AdkSignCo.com

Customer: Taqueria Guadalajara
 Project & Est #: 16471
 Designer: Ryan
 Date: 10/5/22
 Revision Date: 10/25/22

Approved As Is: _____ Signature/Date
 Approved with Corrections: _____
 no further proof needed: _____
 Revisions Required; New proof needed: _____

X= Sign Location



Quantity: 1
Size: 110"W x 47.7"H
Material: 1/2" thick dimensional lettering & graphics
w/ aluminum backer
Mounting: To facade

This proof is not submitted for color approval or print quality. Please proof read carefully upon receipt. Colors viewed on monitors may vary slightly from actual colors in final production. If color critical, please provide accurate color samples (ie: pantone, paint swatches, etc.) Signed proofs indicate review and acceptance of the proof. Once proof is signed and returned with approval, we are not responsible for any discrepancies regarding color, spelling or materials used in production.
PROOFS MUST BE SIGNED AND RETURNED VIA EMAIL OR FAX BEFORE PROCEEDING

ADIRONDACK
SIGN COMPANY
72 Ballston Ave., Saratoga Springs, NY 12866
p: 518.409.SIGN(7446) f: 518.478.8489
www.AdkSignCo.com

Customer: Taqueria Guadalajara
Project & Est #: 16471
Designer: Ryan
Date: 10/5/22
Revision Date: 10/25/22

Approved As Is: _____ Signature/Date
Approved with Corrections: _____
no further proof needed: _____
Revisions Required; New proof needed: _____