

GALWAY STREET COLD STORAGE

PROJECT NARRATIVE

October 10, 2025

INTRODUCTION

The proposed Galway Street Cold Storage project is located in the northeast quadrant of the intersection between Galway Street and Science Street in the Village of Ballston Spa, NY 12020. The project site consists of two parcels to undergo a lot line adjustment with tax map numbers 216.31-3-22, 216.31-3-18 totaling 0.83 acres.

The project proposes the construction of a cold storage facility. The cold storage facility will consist of (5) separate buildings, and will have a total storage area of 9,950 sf.

The applicant for the project is Spencer Tacy of 320 Saratoga Ave, Ballston, NY 12020.

EXISTING CONDITIONS

Existing Land Use and Zoning

The project site is located within the CBD Central Business District zone as defined by the Village of Ballston Spa zoning map. Cold storage is permitted use with a special use permit as defined by section 205 attachment 2 of the Village of Ballston Spa zoning code. The project area consists of 2 existing parcels having a total area of 0.83 acres that will undergo a lot line adjustment. The existing land use is vacant, with light woods and brush. An existing commercial business leases space on the corner of Science Street and Galway street in a single story building owned by the applicant.

Wetlands and Streams

There are no wetlands or streams on the project site.

Soils

According to maps from the Natural Resources Conservation Service (NRCS) of Saratoga County, the onsite soils are classified as follows:

Windsor loamy fine sand, undulating, OaB – (3-8% slopes): This is a very deep, gently sloping, well-drained soil formed in water sorted sand with a permeable lower subsoil and substratum. It is found on glacial outwash plains, beach ridges and lake plains. The permeability is rapid throughout the mineral soil and the available water capacity is low to moderate. Surface runoff is slow, and the soil has a slight erosion hazard. Depth to the water table is more than 6 feet, and depth to bedrock is greater than 60 inches. Hydrologic Soil Type A.

The project area is the site of a NYSDEC remediation program. The NYSDEC issued site number is 5-46-021. Site remediation and monitoring have been ongoing since 1977. The applicant and the NYSDEC are working closely together to ensure all requirements set forth in the site management plan are adhered

to during the planning and construction processes. Please refer to the attached Site Management Plan report
NYSDEC#5-46-021 by AECOM Environmental in the NYSDEC remediation database.

PROPOSED CONDITIONS

The proposed development consists of cold storage; the total square footage of cold storage is $\pm 9,950$ square feet. The storage space will be broken down into 5 separate storage buildings, with (44) 10'x20' units, (3) 10x15' units and (7) 10'x10' units. Sizes of individual storage units are subject to change based upon local demand. Associated parking areas, and landscaping are also proposed as part of the project.

PARKING

The Village of Ballston Spa does not provide parking requirements for cold storage. The applicant is proposing to construct seven (7) curbed parallel parking stalls on the north side of Galway Street. These parallel stalls will have a sidewalk providing pedestrian access along the frontage of the parcel. Landscaping and green space is proposed between the parking stalls and the property line. This is intended to improve the visual appearance from Galway Street.

PROPOSED INFRASTRUCTURE

Preliminary Water and Sewer Plans

The proposed project does not require any water or sewer service.

Stormwater Management

Stormwater will be managed on-site via a subsurface management basin. Stormwater control practices will be designed and implemented in accordance with all NYSDEC technical standards and the Village of Ballston Spa requirements. The stormwater management system and appurtenances will be designed and constructed in accordance with all local, state and federal requirements and are proposed to be operated and maintained by the Owner.

SUMMARY

The proposed Galway Street Cold Storage will uphold the Villages' vision by working with existing land features, employing the zoning guidelines, and providing a needed development in the Village of Ballston Spa. The applicant and the applicant's engineer look forward to working with the Village of Ballston Spa to advance this redevelopment project.



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.

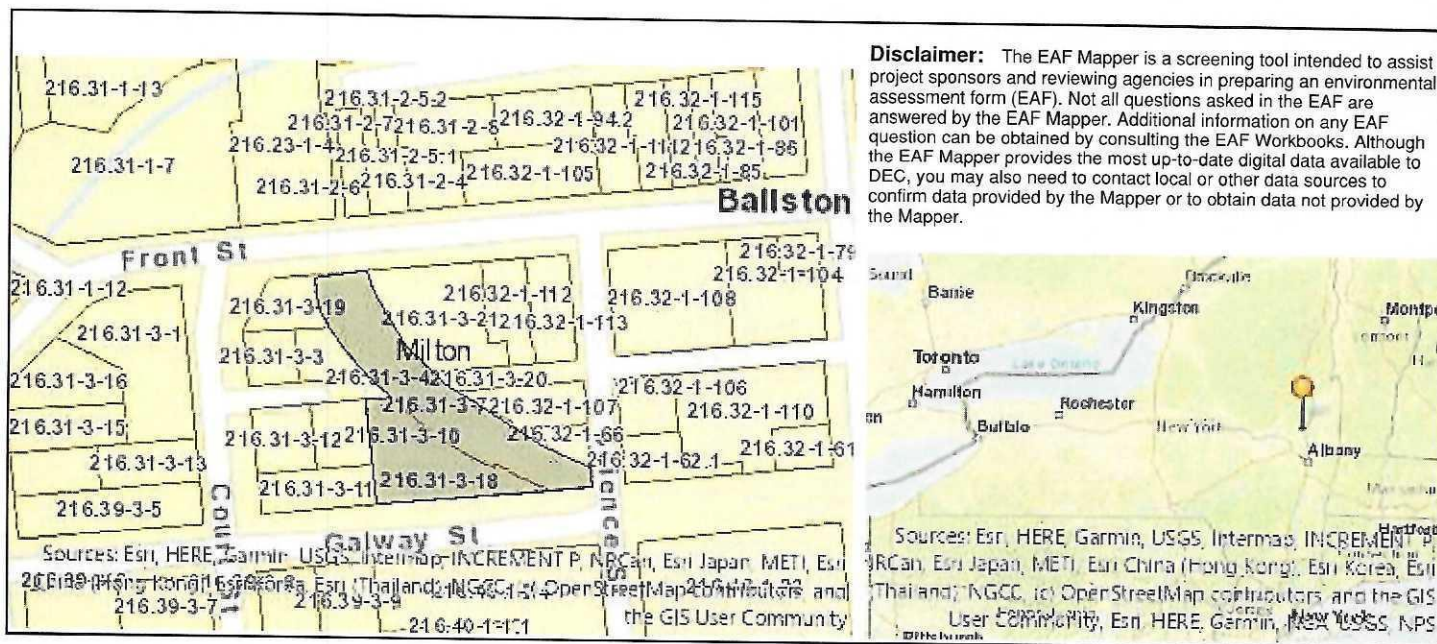
Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 – Project and Sponsor Information			
Name of Action or Project: Galway Street Cold Storage			
Project Location (describe, and attach a location map): Northeast quadrant of intersection between Galway Street & Science Street in the Village of Ballston Spa.			
Brief Description of Proposed Action: The project proposes the construction of +/- 9,950 sf of cold storage space on the corner of Science Street and Galway Street in the Village of Ballston Spa. The project will consist of 5 separate storage cells, each with a varying number of units. The total number of storage units is (54). Additionally, the project proposes associated street side parking, landscaping and stormwater infrastructure. There is no water or sewer service proposed for the development.			
Name of Applicant or Sponsor: Spencer Tacy		Telephone: 518-522-8117 E-Mail: spencer@sirclehomeinspections.com	
Address: 320 Saratoga Ave			
City/PO: Ballston Spa		State: NY	Zip Code: 12020
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 ☐ YES ☒
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 Planning Board			NO ☐ YES ☒
3. a. Total acreage of the site of the proposed action? b. Total acreage to be physically disturbed? c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?			0.71 acres 0.69 acres 0.83 acres
4. Check all land uses that occur on, are adjoining or near the proposed action:			
5. ☐ Urban ☐ Rural (non-agriculture) ☐ Industrial ☒ Commercial ☒ Residential (suburban) ☐ Forest ☐ Agriculture ☐ Aquatic ☐ Other(Specify): ☐ Parkland			

5. Is the proposed action,	NO	YES	N/A
a. A permitted use under the zoning regulations?	☐	☒	☐
b. Consistent with the adopted comprehensive plan?	☐	☒	☐
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
	☐	☒	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area?	NO	YES	
If Yes, identify: _____	☒	☐	
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?	☒	☐	
c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	☒	☐	
9. Does the proposed action meet or exceed the state energy code requirements?	NO	YES	
If the proposed action will exceed requirements, describe design features and technologies: _____ _____	☐	☒	
10. Will the proposed action connect to an existing public/private water supply?	NO	YES	
If No, describe method for providing potable water: _____ _____	☒	☐	
11. Will the proposed action connect to existing wastewater utilities?	NO	YES	
If No, describe method for providing wastewater treatment: _____ _____	☒	☐	
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	
	☐	☒	
The applicant is currently coordinating with SHPO to obtain a no-effect letter.			
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?	☒	☐	
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?	☒	☐	
If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ _____ _____			

EAF Mapper Summary Report

Tuesday, October 7, 2025 8:41 AM



Part 1 / Question 7 [Critical Environmental Area]	No
Part 1 / Question 12a [National or State Register of Historic Places or State Eligible Sites]	Yes
Part 1 / Question 12b [Archeological Sites]	No
Part 1 / Question 13a [Wetlands or Other Regulated Waterbodies]	Yes - Digital mapping information on local, New York State, and federal wetlands and waterbodies is known to be incomplete. Refer to the EAF Workbook.
Part 1 / Question 15 [Threatened or Endangered Animal]	No
Part 1 / Question 16 [100 Year Flood Plain]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
Part 1 / Question 20 [Remediation Site]	Yes

SETTLED IN 1771

INCORPORATED IN 1807



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: Galway Street Cold Storage

Property Address/Location: Northeast quadrant of intersection between Galway Street and Science Street

Tax Parcel # 216.31-3-18, 216.31-3-7 Zoning District CBD
(For example: 165.52-4-37)

Narrative Summary of Project (use attachment):

Please see attached project narrative.

Date special use permit granted (if any): TBD

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

Applicant(s)**

Owner(s) [if not applicant]

Attorney/Agent

Name Spencer Tacy

Lansing Engineering, PC

Address 320 Saratoga Ave

2452 State Route 9

Ballston Spa, NY 12020

Suite 301

Phone 518-522-8117

518-899-5243 EXT 104

Email spencer@sirclehomeinspections.com

ysl@lansingengineering.com

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: _____

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

Owner Signature: _____ Date: _____

Village of Ballston Spa
PLANNING BOARD

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

(1/2023)

SITE PLAN REVIEW SUBMITTAL CHECKLIST

Project Name: Galway Street Lot Line Adjustment- Administrative

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.
To be completed by ZBA as needed
- ☒ 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. (If you feel a property line survey is not necessary for your site plan, please submit that information in writing.)
- ☒ 2. North arrow and map scale
- ☒ 3. Parcel tax map number

- ☒ 4. Site location map
- ☒ 5. Site vicinity map (all features within 300 feet of property)
- ☒ 6. Identification of zoning district with corresponding area requirements
- ☒ 7. Building setback lines, either listed or shown on plans
- ☒ 8. Title block with project name; name and address of applicant; and name and address of property owner (if different)
- ☒ 9. Topography data provided on site plan
- ☒ 10. Name of all adjacent property owners
- ☒ 11. Parcel street address (existing and any proposed postal addresses)

12. Identification of all existing or proposed easements, covenants, or legal rights-of-way on this property

☒ Yes ☐ No ☐ N/A

13. Identification of size, elevations, materials, and slopes of all existing and proposed utilities adjacent to project

☐ Yes ☐ No ☒ N/A

14. Existing and proposed contours and spot grades (at 2-foot intervals)

☐ Yes ☐ No ☒ N/A

15. Identification of all watercourses, designated State wetlands, buffers, Federal wetlands, floodplains, rock outcroppings, etc.

☐ Yes ☐ No ☒ N/A

16. Location of proposed snow storage

☐ Yes ☐ No ☒ N/A

17. Identification of all existing or proposed sidewalks or pedestrian path (show type, size and condition of existing sidewalks)

☐ Yes ☐ No ☒ N/A

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: Spencer Tacy Date: 10-9-2025

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(1/2023)

SITE PLAN REVIEW SUBMITTAL CHECKLIST

Project Name: Galway Street Cold Storage

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 \$100 per fee schedule
- ☒ 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. (If you feel a property line survey is not necessary for your site plan, please submit that information in writing.)
- ☒ 2. North arrow and map scale
- ☒ 3. Parcel tax map number

- ☒ 4. Site location map
- ☐ 5. Site vicinity map (all features within 300 feet of property)
- ☒ 6. Identification of zoning district with corresponding area requirements
- ☒ 7. Building setback lines, either listed or shown on plans Per CBD zone - all building setbacks are 0'
- ☒ 8. Title block with project name; name and address of applicant; and name and address of property owner (if different)
- ☒ 9. Topography data provided on site plan
- ☒ 10. Name of all adjacent property owners
- ☒ 11. Parcel street address (existing and any proposed postal addresses)

12. Identification of all existing or proposed easements, covenants, or legal rights-of-way on this property

☒ Yes ☐ No ☐ N/A

13. Identification of size, elevations, materials, and slopes of all existing and proposed utilities adjacent to project

☐ Yes ☐ No ☒ N/A

A utility plan will be prepared after conceptual approval during the preliminary/final design phase

14. Existing and proposed contours and spot grades (at 2-foot intervals)

☐ Yes ☐ No ☒ N/A

A proposed grading plan will be developed after conceptual approval during the preliminary/final design phase

15. Identification of all watercourses, designated State wetlands, buffers, Federal wetlands, floodplains, rock outcroppings, etc.

☐ Yes ☐ No ☒ N/A

16. Location of proposed snow storage

☐ Yes ☐ No ☒ N/A

Snow Storage Locations will be depicted on the layout plan after conceptual approval during preliminary/final design phase

17. Identification of all existing or proposed sidewalks or pedestrian path (show type, size and condition of existing sidewalks)

☒ Yes ☐ No ☐ N/A

18. Location, design specifications and construction material for all proposed site improvements (drains, culverts, retaining walls, berms, fences, etc)

☐ Yes ☐ No ☒ N/A

A utility plan will be prepared after conceptual approval during the preliminary/final design phase

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

A planting plan will be prepared after conceptual approval during the preliminary/final design phase

27. Lighting plan showing type, location, and intensity of all existing and proposed exterior lighting fixtures

☐ Yes ☐ No ☒ N/A

A lighting plan will be prepared after conceptual approval during the preliminary/final design phase

28. Erosion and sediment control plan-including designated concrete truck washout area.

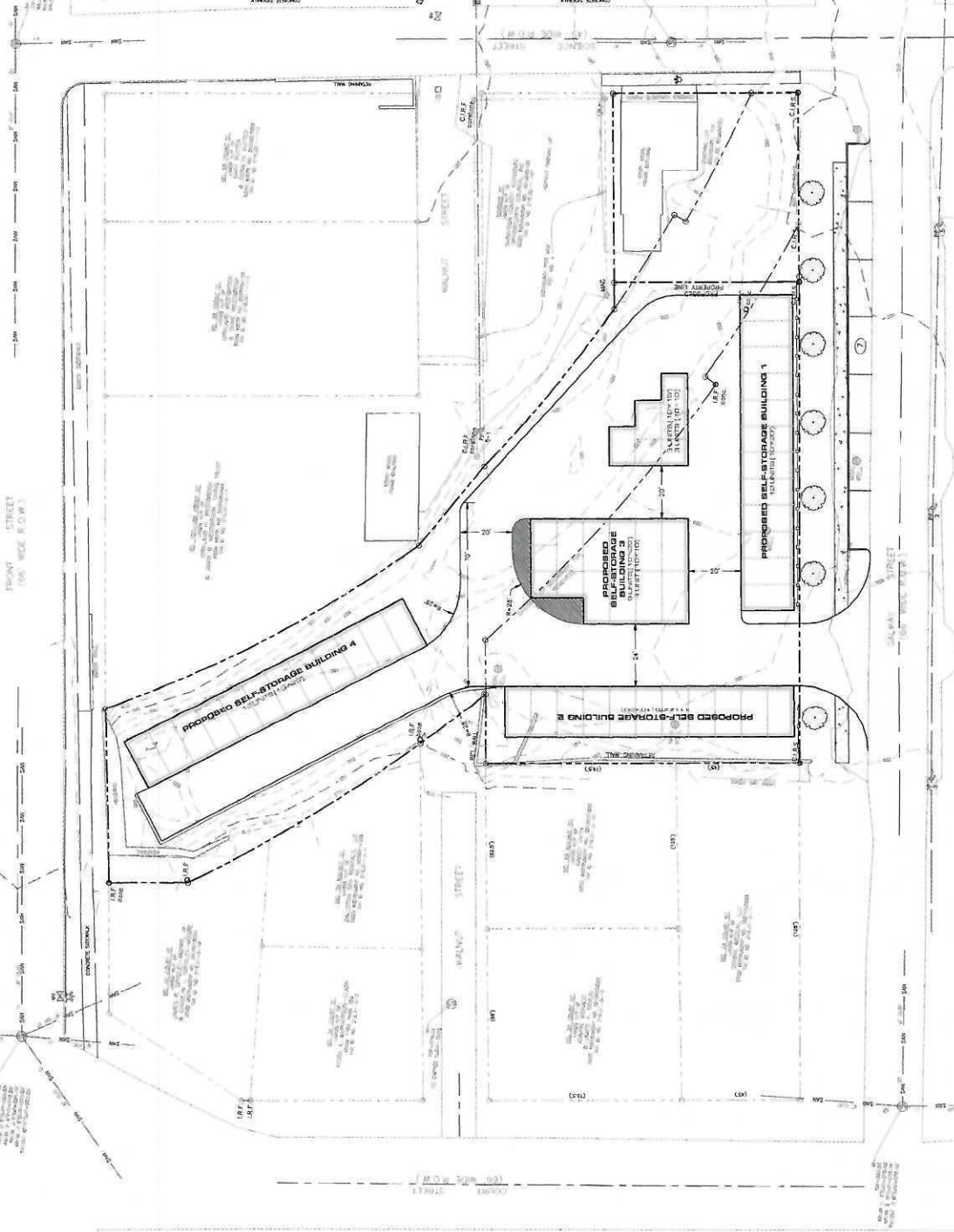
☐ Yes ☐ No ☒ N/A

An ESCP plan will be prepared after conceptual approval during the preliminary/final design phase

Checklist prepared by: Lansing Engineering, PC

Date: 10/8/25

CONCEPTUAL LAYOUT PLAN



SITE LOCATION MAP
SCALE: 1"=1,000'

[illegible]

