

Town/Village of Lowville Planning Board
Regular Meeting
Wednesday, February 27, 2019
7:00 P.M.

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BY:.....

The meeting was called to order by Daniel O'Brien at 7:01 p.m.

1. The Town/Village of Lowville Planning Board met on this date and a roll call of attendance showed the following members present:
- | | | | |
|----------------|----------------|----------------|---------------|
| Jeff Sauter | Suzanne Peters | Daniel O'Brien | Rebecca Kelly |
| Henry Avallone | Lisa Hetzner | | |

Absent: Donald Cooke

Others present: Steve Olmstead, Applicant Representative; Earl Nolt, Applicant Representative; Kathy Manning, Zoning Officer

2. Reading and Approval of Minutes
January 23, 2019

A MOTION was made by Rebecca to approve the minutes as written. The motion was seconded by Jeff. Lisa abstained from voting as she was absent from the meeting. All other members present in favor. Motion carried.

3. Communications and reports.

I have been in contact with the Town/Village Assessor, Erin Gratch, who has indicated that although some of the subdivisions processed by this board have indicated that parcels are to be combined/merged, legally, it seems, they cannot be combined/merged. Erin has indicated that both parcels to be combined/merged must have the same owner name; if one parcel is in an Ag District, it cannot be combined/merged with a parcel not in an Ag District; there cannot be a mortgage involved. I have contacted Ray for his guidance as to the responsibility of obtaining this information. To-date, Ray has not responded.

Kathy commented that she had heard from Ray and he indicated that it is the planning boards position to process applications submitted to them. Kathy has composed a form for applicants in an effort to make them aware of potential issues at the Real Property level.

Dan commented that since Mr. Olmstead was in attendance, the board would move that application ahead of the other applications.

4. a. **Application SPA2019-1**, submitted by **Elaine Nolt**, requesting site plan review to allow construction of an addition to an existing retail business in accordance with Town of Lowville Law Chapter 250, Article X in a CB-R Zone. The parcel is owned by Elaine Z. Nolt, located at 7189 State Route 812, Town of Lowville, New York, tax parcel number 195.00-03-03.000.

This application will need to be referred to the County Planning Department in accordance with General Municipal Law 239-m.

As you may recall from the subdivision approved last month, this parcel has triggered SHPO review. Please see the attached acknowledgement that the information has been

supplied to their office for review. No determinations have been received in this office to-date. I explained to Steve Olmstead of Olmstead Consulting that you may or may not deem the application complete without this information.

Kathy supplied the board with a copy of a letter received from New York State Parks, Recreation and Historic Preservation indicating there is no impact on archeological and/or historic resources.

Mr. Olmstead provided an overview of the project and the purpose.

The board reviewed the application and its contents. Per site plan review regulations, Items A-Y were reviewed by the board.

The SEQR short form was reviewed by the board. There was discussion on question 17 of Part I of the SEQR form. Mr. Olmstead indicated that there will indeed be stormwater runoff due to the increased size of the structure versus the pad currently installed. He referred to his comment which states, "The small amount of additional storm water from the addition will flow to the same locations as the exiting site storm water."

Parts 2 and 3 of the SEQR short form were completed by the board. A MOTION was made by Suzanne to deem Application SPA2019-1 an unlisted action and issue a negative declaration for environmental significance. The motion was seconded by Rebecca. All members present in favor. Motion carried.

The site plan review form was completed, up to and including page 4, item 18, by the board, the original form is included in the original file. Kathy will ensure the application is forwarded to the County Planning Department in accordance with General Municipal Law 239-m.

The public hearing has been scheduled for March 27, 2019.

4. Unfinished Business

a. The public hearing is for **Application SP2019-1**, submitted by **Lowville Food Pantry, Inc**, requesting site plan review and special use permit approval for a change in use in accordance with Village of Lowville Law Chapter 201, Articles IX and XI, in an I Zone. The parcel is owned by Lowville Food Pantry, located at 5502 Trinity Avenue, Village of Lowville, New York, tax parcel number 212.08-08-03.000.

The public hearing was opened at 7:37 p.m.

The board completed its review of the Site Plan Review and Special Use Permit forms which are included in the original record.

The public hearing was closed at 7:49 p.m.

A MOTION was made by Suzanne to approve Resolution SP2019-1. The motion was seconded by Henry. All members present in favor. Motion carried. A copy of the Resolution is attached to these minutes.

5. New Business:

a. **Application SP2019-2**, submitted by **GYMO on behalf of the Village of Lowville**, requesting site plan review and special use permit approval to allow

construction of a structure designated as Essential Facilities in accordance with Village of Lowville Law Chapter 201, Articles IX and XI, in an R Zone. The parcel is owned by Village of Lowville, located at 7519 East State Street, Village of Lowville, New York, tax parcel number 212.12-06-16.000.

This application was tabled from the January 23, 2019 pending additional information from the applicant representative.

The board reviewed the application and its contents. Per site plan review regulations, Items A-Y were reviewed by the board.

There was discussion regarding the noise levels from the pumps onto adjacent properties. There was discussion regarding potential failure of the system and its impact on Mill Creek.

The SEQR short form was reviewed by the board. There was discussion on question 17 of Part I of the SEQR form. Mr. Olmstead indicated that there will indeed be stormwater runoff due to the increased size of the structure versus the pad currently installed. He referred to his comment which states, "The small amount of additional storm water from the addition will flow to the same locations as the exiting site storm water."

Parts 2 and 3 of the SEQR short form were completed by the board. A MOTION was made by Rebecca to deem Application SP2019-2 an unlisted action and issue a negative declaration for environmental significance. The motion was seconded by Henry. A roll call vote showed the following: Suzanne – Yea; Henry – Yea; Jeff – Nay; Dan – Yea; Rebecca - Yea. Motion carried.

The site plan review form was completed, up to and including page 4, item 18, by the board, the original form is included in the original file.

The public hearing has been scheduled for March 27, 2019.

6. Adjournment

A MOTION was made by Rebecca to adjourn the meeting. The motion was seconded by Henry. All members in favor. Motion carried. The meeting adjourned at 8:57 p.m.

Submitted by,



Katharine B. Manning
February 28, 2019

Note: These minutes have been transcribed from a recording. The minutes are not a verbatim or quoted version; they are rather a documentation of the meeting with motions and resolutions included.

At a Regular Meeting on February 27, 2019, the Town/Village of Lowville HELD a public hearing in reference to the following application at the Town Offices, 5533 Bostwick Street, Lowville, New York

The public hearing was opened on February 27, 2019 at 7:37 PM and closed at 7:49 PM

A **MOTION** was made by Suzanne Peters to Approve/Disapprove/Approve with conditions Application SP2019-1.

BE IT RESOLVED, the Town/Village of Lowville Planning Board Approves/Disapproves/Approves with the following conditions Application **SP2019-1**, submitted by **Lowville Food Pantry, Inc**, requesting site plan review and special use permit approval for a change in use in accordance with Village of Lowville Law Chapter 201, Articles IX and XI, in an I Zone. The parcel is owned by Lowville Food Pantry, located at 5502 Trinity Avenue, Village of Lowville, New York, tax parcel number 212.08-08-03.000.

Conditions are as follows:

1. _____
2. _____

Further, the Town of Lowville Planning Board has reviewed all items in accordance with zoning and general municipal requirements. These requirements are reflected in the minutes of the January 23, 2019 planning board meeting. A public hearing was held on February 27, 2019, the application was deemed complete on January 23, 2019 in accordance with general municipal law.

The motion was seconded by Henry. A roll call vote showed the following:

<u>Suzanne Peters</u> <u>Y</u> N R	<u>Daniel O'Brien</u> <u>Y</u> N R
<u>Henry Avallone</u> <u>Y</u> N R	<u>Rebecca Kelly</u> <u>Y</u> N R
<u>Jeffrey Sauter</u> <u>Y</u> N R	<u>Alt. Donald Cooke</u> Y N R
	<u>Alt. Lisa Hetzner</u> Y N R

Motion Carried.

Dion
Signature of Planning Board Chair

Y - Yea
N - Nay
R - Recusal