

**Town/Village of Lowville Planning Board
Regular Meeting
Wednesday, May 27, 2020
7:00 P.M.**

RECEIVED
MAY 28 2020

BY:

The meeting was called to order by Chairperson Dan O'Brien at 7:05 p.m.

Dan read the following statement regarding access to the meeting which has appeared in full on the Town website and included on the agenda which was submitted to LinkingLewisCounty.com as well as supplied to the applicants. "This meeting is a virtual meeting as authorized by New York Executive Order 202.1. The public is participating via a call-in line, which is muted. The meeting has been advertised on the town's web site and notice of which has been posted. This meeting is being recorded, and will be made available on the town's web site, <https://lowville.racog.org/> Votes will be conducted by roll call vote."

1. The Town/Village of Lowville Planning Board met on this date and a roll call of attendance showed the following members present either in person or via Zoom:
Suzanne Peters Daniel O'Brien Jeff Sauter Rebecca Kelly
Henry Avallone Lisa Hetzner, Alt

Absent: Donald Cooke, Alt.

Others present via Zoom: Steve Olmstead, Applicant Representative; Amber Astafan, Journey PT; Mike Fingar, US Solar; Susan Jornov, US Light; Dan Long, Engineer for US Light; Mickey Dietrich, Tug Hill Commission/RACOG; Kathy Manning, Administrative Assistant/Town Zoning Officer

2. Reading and Approval of Minutes
April 22, 2020
Suzanne questioned if the others present should be identified as attending via zoom. Kathy indicated she believed the statement regarding members present was sufficient. A MOTION was made by Rebecca to approve the minutes as written. The motion was seconded by Suzanne. All members in favor. Motion carried.

3. Communications and reports.
None

Jeff Sauter arrived at approximately 7:08 p.m. in person as he could not connect virtually.

4. New Business:
Dan began by discussing the US Solar project which was not supplied in a complete format for the board to review. Mike Fingar requested the board perform a preliminary review of the application.
Dan indicated to the applicant representatives that the board does not do preliminary reviews of applications. The applicant should supply the necessary material to Kathy which she will supply to the board when the content is complete.
Mike Fingar discussed the project. Susan Jornov had a few questions for the board regarding clarification of the application requirements. Dan Long discussed environmental portions of the project.

b. **Application SPA2020-2**, submitted by **Olmstead Consulting on behalf of Journey Physical Therapy**, requesting site plan review to allow construction of a 2,128 square foot, two-story structure to accommodate a retail business in accordance with Town of Lowville, Chapter 250, Article X, Site Plan Review in a CB-R Zone. The parcel is currently owned by Dairy Health & Management, located at 6014 Number Four Road, Town of Lowville New York, tax parcel number 213.00-01-29.100.

It will be necessary for this application to be forwarded to the County Planning Board in accordance with General Municipal Law 239-m.

There was discussion with the applicant, Amber Astafan regarding the definition of Retail Business as well as the owner of the property. Ms. Astafan indicated the owner will be Grumpet Estates, LLC.

The board completed the Site Plan Review form up to and including page 4. There was discussion regarding the proposed landscaping. The applicant will supply a new landscape plan per the recommendations by the board prior to the June meeting. There was discussion regarding the potential for the sign to be relocated to the other side of the parcel on the Number Four Road. The board determined if the sign is relocated, Kathy will need to approve it.

A MOTION was made by Jeff to deem Application SPA2020-2, submitted by Olmstead Consulting on behalf of Grumpet Estates, LLC complete and forward the application to the County Planning Department for their review and schedule the public hearing for June 24, 2020. The motion was seconded by Suzanne. All members in favor. Motion carried.

7. **Adjournment**

A MOTION was made by Jeff to adjourn the meeting. The motion was seconded by Henry. All members in favor. Motion carried. The meeting adjourned at 8:04 p.m.

Submitted by,



Katharine B. Manning

May 28, 2020

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.