

TOWN OF ERWIN PLANNING BOARD MEETING

WEDNESDAY, JANUARY 4, 2017

7 P.M. ERWIN TOWN HALL

310 TOWN CENTER ROAD

Present: John Gargano, James McCarthy, Ted Metarko, Wayne Kennedy, Doug Porter, Matt Maslyn,
Joseph Reilly, Brian Harpster

Absent: Patricia Thiel

Guests: Brett Bixby, Nancy Williamson, Robert Brindley, Jeff Harmon, Rick Snavely, Sara Wassink,
Aaron Mullen, Jay McKendrick, Dave Erwin, Penny Zonneville, Steve Trobe, David Cox, Keith Walton,
Chris Nicastri, Diana Miller, Doug Cole, Alexandra Williams, Rita McCarthy, Barb Lucas

CHAIRMAN GARGANO OPENS THE MEETING AT 7:00 PM.

In accordance with the Planning Board's established procedure, the Board will hear all matters up until 9 PM. Any matters not completed by that time will be held over to the next regular meeting. As is the usual practice, the Board's consultants have met with the applicants prior to this meeting and have gone over the applications to ensure that they are as complete as possible and to point out any errors or omissions that can delay approval.

MOTION TO APPROVE THE MINUTES OF THE DECEMBER 5, 2016 MEETING

MOTION BY: WAYNE KENNEDY

SECONDED BY: MATT MASLYN

DISPOSITION: 7-0-1

1. CONCEPT PLAN FROM SERV-U CREDIT UNION FOR A 7,500 SQ FT BANK AT 85 VICTORY HIGHWAY.

POINTS TO CONSIDER:

The applicant seeks to demolish all of the existing buildings on the property and construct a 7,500 square foot banking facility with drive thru.

Applicant will need to connect to municipal sewer and properly close all septic tanks on the property. New backflow preventer will be required for the new building.

The property is located in a B-3 Neighborhood Services District.

| <u>Criteria:</u> | <u>Required:</u> | <u>Proposed:</u> |
|------------------|---|------------------|
| Setbacks | | |
| Front | Min 18' 5' planting strip; 8' sidewalk, 5' building setback | ?? |
| Side | 10' | ?? |
| Rear | 10' | ?? |

| <u>Criteria:</u> | <u>Required:</u> | <u>Proposed:</u> |
|------------------|---|------------------|
| Parking | Rear or side; 7 spaces | ?? |
| | Interior landscaping 1 tree per 10 spaces | |
| Lighting | Pedestrian 12' max, Area 18' max or bldg. height | ?? |
| Sidewalk | Concrete or brick pavers 8' | ?? |
| Height | Max 2 stories | ?? |
| Roof | Pitched or flat | ?? |
| Fenestration | Ground floor 50% glass | ?? |
| Equipment | Roof or Ground screened | ?? |
| Lot Coverage | 75% | ?? |

SEQR issues: #2 Involved agencies DOT, DOH, DEC

#13.a. checked YES but states "no wetlands"

#15 endangered species marked YES?

Elements needed:

Fire Chief sign off

Engineering report

Storm Water management

Lighting

Lot coverage %

Proposed signage

Criteria listed above

The application was presented by Nancy Williamson and Keith Orfanides of ServU Credit Union and Bob Brindley of Marathon Engineering. They would like to build a 7500 sf bank with a two teller drive-through, an ATM, bypass lane and 75 parking spaces on a 2.5 acre lot at 85 Victory Highway. The existing buildings will be removed. Two existing access points from SR 415 will be used in addition to access from West Water Street.

Regarding SEQR #13.a, Engineer Brindley noted that the auto-fill feature of the DEC program supplied the answer of "YES" however, there are no wetlands on the site.

It was noted that elevation views of the building, screening of mechanicals and screening of dumpsters are required.

THE PLANNING BOARD DECLARES THE APPLICATION TO BE INCOMPLETE.

BASED ON THE SHORT EAF, THE PLANNING BOARD CLASSIFIES THIS AS AN UNLISTED ACTION SINCE IT INVOLVES A NON-RESIDENTIAL DEVELOPMENT OF LESS THAN 10 ACRES, AND DECLARES ITS INTENT TO BECOME LEAD AGENCY.

MOTION BY: JAMES McCARTHY

SECONDED BY: BRIAN HARPSTER

2. APPLICATION FOR A 4 LOT SUBDIVISION FROM FAMILY LIFE MINISTRIES AT 300 TOWN CENTER ROAD.

Applicant seeks to combine lots, subdivide to create a road, resulting in a 4 lot subdivision.

POINTS TO CONSIDER:

The project is located in a T-C Town Center District Zone.

When both Site Plan and Subdivision applications are complete, both applications will be presented and discussed before SEQR action on the entire development.

THE PLANNING BOARD DECLARES THE APPLICATION TO BE INCOMPLETE.

3. SITE PLAN APPLICATION FOR A 124,000 SQ FT OFFICE AND PERFORMING ARTS CENTER FROM FAMILY LIFE MINISTRIES AT 300 TOWN CENTER ROAD.

Applicant seeks to construct a 2,000 seat performance arts center, additional 765± parking spaces and 32 bus parking spaces, and to reuse the existing, former Harley Davidson building for corporate offices, radio studios, rehearsal rooms.

POINTS TO CONSIDER:

The project is located in a T-C Town Center District Zone.

Concept Plan Notes:

- A subdivision/resubdivision is required to add a portion of the Rossettie lot to the Harley lot
- Consider making the open space between Harley existing parking and the Town Hall a separate, developable lot
- The new building must be 2 functional stories.
- Will the barrier, i.e. fence/berm/landscaping be extended from behind the Harley building to extend behind new building
- There needs to be buffering (in addition to the requisite parking lot landscaping) between the new parking lot and the residential development to the south.
- Parking lot requires interior landscaping
- Parking discussion
 - Is there a way to make the “overflow” parking a joint facility so that another development can be built adjacent.
 - If only parking can go in the Flood Protection Easement, move the overflow parking west and put development in between that shares that parking.
 - Parking garage
 - Can parking be handled in a way that would free up the north 43 space lot to be a separate development lot
- Can the intersection of the entrance to the new parking and Town Center Road and extension of Town Center Road be redesigned so that the intersection is a straight “T” and Town Center Road goes straight

| <u>Criteria:</u> | <u>Required:</u> | <u>Proposed:</u> |
|--------------------|--|--|
| Setbacks | | |
| Front | 0' | 268' |
| Side | 0 or 10' | 52' |
| Rear | 15' | 50' |
| Lot Coverage | 60% max | 50% |
| Building footprint | 10,000 GSF footprint, 30,000 GSF max | 124,000 sf VARIANCE REQ |
| Parking | Main Hdqtrs 187 + Theater 317= 504 1/300 sq. ft. 1/6 seats Rear or Side of building Landscape 1 per ten spaces | 703 New parking OK ?? |
| Lighting | Pedestrian 12' max, Area 18' max or bldg. height | 24' VARIANCE GRANTED |
| Sidewalk | Concrete or brick pavers 8' | |

| <u>Criteria:</u> | <u>Required:</u> | <u>Proposed:</u> |
|------------------|---|-------------------------|
| Height | 35' | 60' VARIANCE REQ |
| Roof | Pitched or flat | |
| Fenestration | Ground floor 50% glass | |
| Equipment | Roof or Ground screened | ?? |
| Landscaping | 2-3' berm, shrubs/tree every 30', 3' tall hedge | ?? |

Elements needed:

Fire Chief sign off
 Engineering issues?
 DOT sign off on traffic study
 Noise study
 Traffic circulation within site
 Directional signage
 Overlay showing future outparcel subdivision
 Storm Water Management for outparcels

SEQR issues

- C.2.b. Stream Corridor Overlay District
- D.1.g.ii height = 60' not 35'
- D.2.b. wetland should be listed
- D.2.c.iii Existing line needs to be extended along Town Center Road
- D.2.d.iii Existing municipal sewer line does not serve the project, extension/dedication of private line needed
- D.2.j All traffic mitigation needed?
- D.2.M Parking lot noise?
- E.3.H Yes. Erwin Wildlife Management Area

The application was presented by David Cox, P.E. of Passero Associates, engineer for the applicant. He noted that Family Life Ministries would like to establish headquarters in the existing building on the site and build a new performing arts theater adjacent to it. As part of the project, Town Center Road will be extended to

Chatfield Place and an existing gravel road from Town Center Road to Robert Dann Drive will be improved and both will be dedicated to the Town.

Construction of a berm, fencing and landscaping will provide buffering for the adjacent residential area. Referencing a technical study provided by an occupant of the residential area, Engineer Cox noted that the estimated noise level from the parking lot would be less than typical residential noise. Noise from inside the theater would be minimal due to the two-layer design where the theater building is encased within another building. No outdoor theater type events are planned.

In response to a question from the Board, Engineer Cox noted that a sidewalk along Town Center Road is not currently planned because the design of the developable parcels fronting the street is an unknown.

In response to concern regarding traffic problems arising during the large-attendance-events planned, Rick Snavely, CEO of Family Life Ministries, noted that there will be additional manual traffic control provided which is their current practice. Typical events include 500-800 attendees. Large-attendance-events with 2000 possible attendees would take place 5 or 6 times per year.

THE PLANNING BOARD DECLARES THE APPLICATION TO BE INCOMPLETE.

RESOLUTION TO ADJOURN THE MEETING.

MOTION BY: MATT MASLYN
DISPOSITION: 7-0

SECONDED BY: BRIAN HARPSTER