TOWN OF ERWIN PLANNING BOARD MEETING
MONDAY, AUGUST 4, 2014
7 P.M. ERWIN TOWN HALL

Present: Chairman Wayne Kennedy, Ted Metarko, Doug Porter, Doug Cole, John Gargano, James McCarthy, Matt Maslyn

Absent: Patricia Thiel, Joe Banach

Guests: Rita McCarthy, Barb Lucas, Jeff Treadwell, Tiffany Treadwell, Christopher Dean, Jody Allen

Chairman Wayne Kennedy opened the Meeting at 7:00 PM

Planning Board members introduced themselves.

In accordance with the Planning Board's established procedure, the Board will hear all matters up until 9 PM. Any matters not initiated by that time will be held over to the next regular meeting. As in 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 APRIL 7, 2014 MEETING.

MOTION BY: TED METARKO SECONDED BY: DOUG COLE
DISPOSITION: 5-0-1 (DOUG PORTER ABSTAIN).

1. SITE PLAN APPLICATION FROM BARRY TREADWELL TO DEMOLISH THE EXISTING STRUCTURE AND CONSTRUCT A 2600 SQ FT RETAIL BUSINESS AT 285 S HAMILTON ST.

POINTS TO CONSIDER:

The project is located in a B-1 Business Commercial zone.
The applicant seeks to demolish the existing wooden structure and build a new, 2600 sq ft retail building.

Criteria:	**Required:**	**Proposed:**
Lot Size	12,500 sq ft	15,202
Lot width	100'	97.23 *

* Lot is pre-existing, non-conforming; no opportunity to mitigate with this application

Setbacks		
Side	20'	20'
Front	0'	0'
Rear	25'	103.96'
Parking	Side or rear	Rear
No. of spaces	11	11
Lighting	10'-12', no spillover light	12'
Sidewalk	8' & connect to area system	8' & connect to area system
Height	Min 2 stories	2 stories; 2^{nd} story not functional
Roof	Pitched/flat, screen equipment	
Fenestration	façade, windows	
Materials and Color	earth tone	

Since NYSDOT owns the land between the property line and the road, the DOT is an involved agency pursuant to SEQR. Since there are no major changes to the parking lot and no permits required from any other agency, there are no other involved agencies.

Chris Dean, HUNT Engineers, addressed the board regarding changes made to the original plan submitted with the application. A new drawing was provided. He noted that there will be no door in the front of the building since customers will be using the rear entrance where the parking is located, and the liquor authority limits the number of entrances. He indicated that the front of the building will be finished appropriately despite the absence of a doorway.

The following questions raised by the board were addressed as follows:

> Regarding Proof of Agency, it was noted that Proof of Agency has been provided in the form of a Purchase Agreement- Adam to Crimson Properties, LLC, which is on file.
>
> Regarding partitioning of the interior space, Mr. Treadwell noted that a portion of the structure will be partitioned off and possibly leased in the future. They want to allow for future expansion although the entire space will not be used immediately.
>
> Regarding the hours and location of delivery vehicles, Mrs. Treadwell indicated that most deliveries are made in boxtrucks, with the exception of one infrequently (approximately once every three months) used supplier who uses a semi-trailer. There are two lanes where the delivery vehicles park so that vehicle access is not impeded.
>
> Regarding who maintains the right-of-way between the property line and the road, owned by the DOT, Rita McCarthy indicated that it would be the responsibility of the Treadwells.
>
> Regarding the shed located at the rear of the property, it was noted that the shed will be removed.

Jody Allen, acting as the Town Engineer, noted that although code requires an 8' sidewalk in the front of the building, it was determined in the Pre-Planning meeting that a front sidewalk was not functional since the property does not abut the roadway and there is already a sidewalk along South Hamilton Street. Therefore, in place of the front sidewalk, the applicant will construct a sidewalk along the side of the building and the entrance right-of-way to connect to the South Hamilton Street sidewalk. She also indicated that backflow prevention plan was required, and requested soil tests and drainage calculations be provided to ensure runoff is handled properly.

THE PLANNING BOARD DECLARES THE APPLICATION TO BE INCOMPLETE.

Elements needed:
Elevation view
Building height, first floor height
Roof with mechanicals
Color and material
Fenestration
Signage
Lighting cut sheets and illumination

Fire Chief sign off
Illustrations of proposed completed project
Backflow prevention plan including soil tests and drainage

PLANNING BOARD REVIEWS THE EAF:

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

MOTION BY: MATT MASLYN SECONDED BY: DOUG PORTER
DISPOSITION: 7-0

Chairman Kennedy announced that Joseph Banach is resigning from the Planning Board.

RESOLUTION TO ADJOURN THE MEETING at 7:30 PM.

MOTION BY: MATT MASLYN SECONDED BY: JOHN GARGANO
DISPOSITION: 7-0

Submitted by:

Barbara Lucas
Acting Planning Board Secretary