

**LERAY PLANNING BOARD
MINUTES
February 7, 2008**

1. Open Regular Meeting

Board members in attendance: Acting Chairman – Jerry Hobbs, Sam Biondolillo, Alan Cameron, Larry Covell, Steve Putney, Karl Vebber. Jessica Jenack – Community Development Coordinator, Kris Dimmick – Town Engineer, Steve Harter – Clerk to the Supervisor, Dean Russell – Zoning Enforcement Officer, and Merle Otis – Town Highway Superintendent. Other people in attendance were: Walter VanTassel, Adam Kokinda, Luke Netto, Pete Sorber, Jennifer Sparks, Heath Rochette, Pat Scordo, Ed Olley, Adam Storino, Jessie Albert, Marc Goldstein, and Martin Schrodt. Planning Board Chairman Fred Tontarski was absent.

2. Pledge of Allegiance

3. Approval of Minutes from the Previous Meeting

The minutes from January 3, 2008, were received and there were no corrections. A motion to accept the minutes was made by Mr. Cameron and seconded by Mr. Biondolillo. This motion passed 6-0.

4. Correspondence and Communication

Walter VanTassel requested an update on the Comprehensive Plan and when the next meeting would be. He was told by Mrs. Jenack that the consultants were compiling an inventory of the Town's resources and the next meeting is scheduled for February 27, 2008 at 2:00 pm. He also requested a copy of the Work Session Minutes from the December 13, 2007, Planning Board Meeting, which were provided to him by Mr. Harter.

5. Unfinished Business

Adam Kokinda – Preliminary Site Plan Review – to operate a Golf Driving Range, including the upgrading and utilization of an existing barn, gravel parking area, located at 30105 US Route 11, Tax Parcel #55.00-1-20.4 and #55.00-1-20.5.

The Acting Chairman asked the Board members to review and discuss the Revised Preliminary Site Plan. He also commented to Mr. Kokinda on the damage to the barn from the recent wind storm. Mr. Kokinda is aware of the damage and is in the process of fixing the barn. All other changes that the Board requested to the Site Plan had been made. He had been in contact with the County and a Restroom was not required. The Port-o-potty was sufficient according to a letter from the Jefferson County Building Code Office that Mrs. Jenack received.

A motion to approve the Revised Preliminary Site Plan was made by Mr. Putney and seconded by Mr. Biondolillo. This motion passed 6-0.

A motion to review the Final Site Plan was made by Mr. Cameron and seconded by Mr. Vebber. This motion passed 6-0.

The applicant was asked to give an estimate on his construction schedule. He replied the barn repairs would begin immediately and the rest of the project was anticipated to be done in April – May 1, 2008, weather and snow melt permitting.

A motion to approve the Final Site Plan was made by Mr. Vebber and seconded by Mr. Cameron. This motion passed 6-0.

Mrs. Jenack will mail an approval letter along with a signed approved plan.

Luke Netto – Sketch Plan Review for Minor Subdivision – to subdivide a 6.513 acre parcel of land into four (4) lots. The subdivision is located along Route 3 and Duffy Road, Tax Parcel #75.17-1-6.4.

The Acting Chairman asked the Board members to review the Revised Site Plan.

The Board conducted the Environmental Review.

A motion was made by Mr. Cameron and seconded by Mr. Biondolillo as Lead Agency to conduct the Environmental Review for the Unlisted Action. This motion passed 6-0.

Based on this information and analysis it was determined that the proposed action would not result in any significant adverse environmental impacts.

A motion was made by Mr. Biondolillo and seconded by Mr. Putney to declare a negative declaration. This motion passed 6-0.

A motion was made by Mr. Putney and seconded by Mr. Biondolillo to deem the Preliminary Subdivision Application Complete. This motion passed 6-0.

A motion to set a Public Hearing for **March 6, 2008 @ 7:25 pm** was made by Mr. Cameron and seconded by Mr. Covell. This motion passed 6-0.

Lake Architectural – Sketch Plan Review – to renovate and add (1,198 sq.ft.) on to the existing Pizza Hut Restaurant, located along Route 11, tax parcel #65.00-1-48.32.

The Acting Chairman asked the Board members to review the Preliminary Site Plan.

Ms. Jennifer Sparks and Mr. Pete Sorber were in attendance representing Pizza Hut. The Board had suggested a modification to their metal canopy roof to try to eliminate the box style appearance. Mr. Sorber stated that in doing a section it would make the roofline slope from 9 to 7 feet and he felt that this was too low. The Board then asked if a part of the canopy could be extended. He said he would take this back to the Franchisee members for their input. The Board also asked for screening along the main access with the anticipation of development behind the restaurant. Ms. Sparks commented that the addition of an exit only drive in the rear was not popular with the owners. They felt there would be more confusion created with another drive. The Board asked that this be looked at again. Snow will have to be trucked in the next winter season. Some additional spruce trees will be placed around the pole of the current sign.

Mr. Dimmick asked what portion of the addition would be actual dining space. Mr. Sorber commented that only ½ will be dining the rest would be kitchen. He also commented on the need for a grease trap design and a larger trap before Final Approval. He will need to contact the Town on any Water and Sewer issues or permits, also, this action needs to parallel with the Planning Board Approvals. Mr. Sorber is willing to submit the concept of the exit drive to the partners again.

The Board conducted the Environmental Review.

A motion was made by Mr. Covell and seconded by Mr. Cameron as Lead Agency to conduct the Environmental Review for this Unlisted Action. This motion passed 6-0.

Based on the information and analysis it was determined that the proposed action would not result in any significant adverse environmental impacts.

A motion was made by Mr. Cameron and seconded by Mr. Vebber to declare a negative declaration. This motion passed 6-0.

A motion was made by Mr. Putney and seconded by Mr. Cameron to deem the Preliminary Site Plan Application Complete. This motion passed 6-0.

A motion to set a Public Hearing for **March 6, 2008 @ 7:15 pm** was made by Mr. Covell and seconded by Mr. Vebber. This motion passed 6-0.

Dawn Homes – Preliminary Site Plan Review – Involves the construction of 17 apartment buildings consisting of 22 units each and 10 apartment buildings of 3 units and one building consisting of 20 units for a total of 402 units of housing. This project also includes construction of roads, sewer, and water infrastructure. It is located northwest of Johnson Road, tax parcel #65.00-1-65.1

The Acting Chairman asked the members to review the Preliminary Site Plan.

There were still a few outstanding issues that were discussed.

The parcel of land labeled Clair Raible should read Clover Construction. This was noted and will be changed.

The dumpsters appear to be screened on only one side as reflected on the plan. Jessie Albert assured the Board that they are screened on three sides and will modify the plans to show this. There was also a concern on a few locations for the dumpsters. They would need to be angled in a few spots for ease of dump trucks backing out. This matter was also noted and will be taken care of.

The Board questioned the plans for preserving the existing vegetation. Mr. Scordo told the Board that the majority of the hard timber is located in the area that will be donated to Ontario Bays. They would be clearing low level vegetation and adding some planting on site. They would make a correction on the Plan as it was hard to tell the difference between the existing and proposed vegetation.

The Board is requesting documentation from Spectra granting Jefferson Apartments emergency access to their property. This is needed for the gravel road.

An Area Variance is needed from the ZBA for the density change after the land is donated to Ontario Bays. A motion was made by Mr. Putney and seconded by Mr. Covell to send a letter to the ZBA recommending they approve the variance application. This motion passed 6-0.

The Board was concerned previously with traffic flow around the Community Center due to the location of the majority of the mail boxes. This issue has been corrected. Jessie Albert stated they already placed the boxes in each unit for ease of the tenants. However, it was discussed that there was still a traffic concern at the Johnson Road and Jefferson Loop intersection that needed to be addressed.

The Conservation area acreage on the site plan needs to be revised to 25.94 acres.

The Board would like one of the three Tot Lots to be for Preschoolers (2-5 years old). Prior information that was given showed Tot Lots for children in the 5-12 age groups. Ms. Albert also informed the Board that basketball hoops are a liability for the complex. They had been installed in the past but caused problems. There would still be enough existing space for football and other recreational activities. They will be donating 25 acres to Ontario Bays Initiative for the development of a Trail System. Mrs. Jenack requested that the recreational space at the Community Center be labeled: to be dedicated for recreation”.

The lighting for the parking areas would need to be up to Code. At this point it is slightly low, especially at intersections.

Mr. Dimmick will meet with the GYMO representatives to discuss fire protection, parking at the intersection with Johnson Drive – a few spaces may be dropped to correct this matter; he also would like to suggest sewer and utility realignment to possible reduce costs.

Mr. Covell asked Mr. Otis if he had any concerns with snow removal. He had none.

The proposed gravel road would be needed for Emergency Access only until Johnson Road is looped or Kestrel Drive is joined.

A split rail fence is planned for the Storm Basins as they were afraid that chain link would be a safety hazard.

A letter has been received from the Fire Department stating that Jefferson Apartments will be helping to mitigate potential impacts on them from their project.

The Action Chairman asked the Board members to review the Preliminary Site Plan.

The Board conducted the Environmental Review.

A motion was made by Mr. Vebber and seconded by Mr. Cameron as Lead Agency to conduct the Environmental Review for this Type 1 Action. This motion passed 6-0.

Based on this information and analysis it was determined that the proposed action would not result in any significant adverse environmental impacts.

A motion was made by Mr. Cameron and seconded by Mr. Putney to declare a negative declaration. This motion passed 6-0.

A motion was made by Mr. Cameron and seconded by Mr. Vebber to deem the Preliminary Site Plan Application Complete. This motion passed 6-0.

A motion to set a Public Hearing for **March 6, 2008 @ 7:35 pm** was made by Mr. Putney and seconded by Mr. Cameron. This motion passed 6-0.

6. Public Hearings

No Public Hearing were scheduled this month.

7. New Business

Mrs. Jenack would like the Board to review some sample definitions and standards she has prepared for self-storage facilities. The Board decided to table this until they had time to review the material. It will be discussed at a Work Session to take place on February 14, 2008 @ 6:00 pm.

Also, it has been brought to the Board's attention by the Town Attorney that per Section 7209 of the Education Law, no official of the Town charged with the enforcement of laws, ordinances, or regulations shall accept or approve any plans or specifications that are not stamped by an engineer and/or architect. Also, per Section 158-70 of the Town of LeRay Zoning Ordinance, the state law is more restrictive and must be followed.

A motion was made by Mr. Biondolillo that beginning February 7, 2008 the Planning Board of the Town of LeRay will not accept any plans (Site Plan or Subdivision) that are not prepared and stamped by a licensed architect, surveyor and/or engineer. This motion was seconded by Mr. Cameron. This motion passed 6-0.

8. Report of Community Development Coordinator

The first training session at JCC for 2008 has been scheduled for February 20, 2008. The Local Government Conference will be held on March 27, 2008. If attending, please contact Mrs. Jenack. The Comprehensive Plan Committee will be meeting February 27, 2008.

Mr. Jenack reminded Board members of the Work Session scheduled prior to the Town Board meeting on February 14, 2008. Also a joint meeting between the Town Board and Planning Board is scheduled for February 28, 2008 @ 7:00 pm.

LeRay Crossing is still in the process of completing SEQR issues. Mrs. Jenack also advised them to contact the school and Fire Department. This project would be in the Evans Mills Fire District.

The Workplace Violence form needs to be signed and returned to Steve Harter.

It was also suggested that the Zoning Code and Applications state more clearly that Plans must be prepared and stamped by a licensed architect, surveyor, and/or engineer. The Sketch Plan, however, may be a rough drawing.

9. Report of Zoning Enforcement Officer

Mr. Russell had issued a few permits.

10. Report of Administrative Clerk to the Supervisor

Mr. Harter provided the Board members with an update Developer Financial Statement. The Town would like to be reimbursed from the Developers out of pocket expenses. Some fees are incurred after a project is complete.

He also reported on the Knox Box. This would give Fire Officials access when an alarm is reported but no visible signs of fire. This is more secure than giving a key to the Fire Department.

11. Adjournment

The Board regrettably accepted the resignation of Steven Putney. They wished him luck with his new job and thanked him for serving the Board.

A motion to adjourn the meeting at 8:45 pm was made by Mr. Covell and seconded by Mr. Cameron. This motion passed with a vote of 6-0.