

# Town of Manchester Planning Board Meeting Minutes

## November 21, 2023 – 7:00pm

**Present:** Board Members Julie Vanderwall, Jefferey Flower, John Boeckmann, Lee Sanders, Tammy Worden; Chairman Scott VanAken; and Secretary Laurel Pitcher.

**Absent:** Board Member Steve Buerman, and Code Enforcement Officer Steve DeHond.

**Also Present:** Howard Young; Sherry Young; Merle L Woodard; Mary L Woodard; Judy Robinson; John Caves; Allison Caves; Sophie Caves; and Tom Abbott.

**Application #4653-23:** Consider Siteplan #4653-23 submitted by Drumlin Mills LLC who is requesting to construct a building for sales and assembly of kitchen cabinets on property located at State Rt 96, tax map no. 32-1-24.100 in a C-1 district pursuant to Chapter 325 Section 325-62.

23 Neighbors were notified of the meeting, and 6 were in attendance.

Allison Caves began by introducing the current business operations to the board members and neighbors. She said that right now they have several limitations in their current space including a steep driveway that's hard for trucks to navigate and small storage spaces with cabinets stacked on top of each other. Although they do not have official plans yet for the new space, they're in the process of designing a building where they can store cabinet making supplies; have plenty of room to assemble the cabinets; and a place to meet with customers and discuss the design process. Allison made sure to emphasize how much they love the trees on the land and said that they plan to keep as many trees as possible because it feels like home there.

Neighbor Judy Robinson took the time to talk in depth about several factors to consider in the planning process. This included talking about streams, drainage, floodplains, wetlands, the Army Core of Engineers and their areas of expertise, and the DEC. Judy gave the applicants many things to consider as they move forward in the design process.

Howard Young wanted to make it known that he is interested in purchasing some of the property on the western side of the parcel. Right now, the Caves are in the process of buying the land from the current owner, but once the Caves own it, they would be willing to talk about selling a portion on the western side.

Julie Vanderwall: What are your proposed hours of operation?

Allison Caves: Right now, the shop is open 7am-5pm and the office has lights off around 6 or 7pm, however we sometimes have to meet with homeowners at night or on the weekends; ideally weekends would be between 9am-2pm on Saturdays.

Lee Sanders: How many trucks would you have coming in and out?

Allison Caves: Right now, we have 2 to 3 per week during normal hours of operation.

John Caves: We're not currently planning on bringing on more lines. Even if we tripled our operations, it would still be the same number of trucks because the trucks we get right now are only about 1/3 full of our supplies. We get several trucks right now because they come from different companies.

Judy Robinson: Do you need to coordinate with the DOT for the curb cut?

Allison Caves: Yes, we're in the process of that, but waiting on drawings.

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The Board told the applicants to be sure to include lighting, signage, and fire plans in their application. They also should be aware of the types of materials they plan to use since Ontario County will likely ask about this. The Planning Board also advised the Caves to reference Chapter 325 Section 325-62 in the Manchester Zoning Code to familiarize themselves with additional requirements.

## **Previous Minutes:**

A motion was made by Tammy Worden to approve the meeting minutes, which took place on October 17, 2023. Motion was seconded by Lee Sanders. All voted “Aye.” Motion carried.

At this time the meeting was adjourned at 8:08 pm.

Respectfully submitted,

Scott VanAken

Chairman, Planning Board

Laurel Pitcher

Recording Secretary