



## **Town of Elbridge Planning Board**

**November 12, 2019**

### **Approved Minutes**

- Members Present:** Chairman, Marc Macro, John Stevenson, Steve Walburger, Tim Sullivan, Cindy Weirs, Sec/Alt Member
- Member Absent:** Pat Svanson
- Staff Present:** Attorney Scott Chatfield, Howard Tanner, Codes Officer, Doug Blumer, Deputy Supervisor Counselor
- Others Present:** Keith Traub, Theresa Daddona-Traub, Jonathan Carnes, Architect; Harold & Jan Reichard, Kristine Corgnell
- Public Hearing:** Daniels Dairy Farm, LLC SD                      TM # 028.-05-18.0  
1431 Whiting Road, Jordan

Chairman, Marc Macro called the Public Hearing to order at 7 pm and the Notice of Public Hearing was read. The Public Hearing notice was advertised in the Syracuse Post Standard on November 7, 2019.

Ms. Corgnell provided a letter dated November 12, 2019 from George R. Daniels owner of this property giving her permission to speak on his behalf. Chairman Macro read the letter to the board. Chairman Macro then asked if anyone would like to speak in favor of the Daniels Dairy Farm Subdivision; Christine Corgnell spoke in favor of the subdivision. Chairman Macro asked if anyone was opposed; no one responded. Chairman Macro closed the Public Hearing at 7:04 pm.

**Approval of Minutes:**                      October 8, 2019

John Stevenson motioned to approve October 8, 2019 draft minutes as presented. Tim Sullivan seconded the motion followed unanimously by all members present.

## OLD BUSINESS:

**Keith & Theresa Traub**  
Jonathan Carnes, Architect

Harlot Happenings  
639 Harlot St, Elbridge

TM # 044.-01-05.1  
Zoned: Industrial

The Planning Board sent the applicants to the Town Board for a zone change request. The Town Board approved the applicants request for a zone change from Residential to Industrial at the October 24, 2019 meeting.

The applicant would like to correct the spelling of the name, “Hart Lot Happening”.

The applicants provided a site plan for review. Their business “Unite to Design” is located in the frame building and one stone building is rented out to “She Rents Vintage”. The other large frame building is just storage right now with potential to build out there. The front stone building (south – east side) would be the event space and the middle stone building would be the commercial kitchen with two bathrooms. They would like to operate the events space with the kitchen. The kitchen would be rented to individuals on Monday – Friday during business hours who need a commercial kitchen such as a hobby farmer, day to jar, can or baking so they can go and sell at local markets. In the evening they would like to rent the event space for small weddings and farm to table dinners and also have larger events where it is standing room events. This could be a catered event by using the kitchen to supply the food by the person renting the event space; they could bring in a caterer or chef. The applicants also may have a chef that they contract with that could be there on a regular basis. The alcohol permit has to follow the caterer or applicant could apply to the ABC for a day permit. Their target would be 60 - 65 people on a regular basis with table and chairs in the event building. The maximum number of people is 150 standing and 50-60 with table and chairs. If they are going to have an event that was larger than that they would bring in temporary bathrooms.

The facility will be used for three seasons, it is debatable whether they will go through January – March. The applicants do not plan to open until spring. There is public water on this property. They have already hooked the water up and they need a building permit to close off the building. The applicant will speak to Howard Tanner, CEO regarding this.

Hours of Operation: Friday and Saturday 10 pm or 11 pm. Sundays the applicant is not sure they want to do events on Sundays, but does not want to rule that option out. The music will be in a concrete building with spray foam on one framed wall so it will retain sound pretty well and afterward it would be in the court yard as well. The board has concerns that sound travels further at night. This location is zoned Industrial but is in a residential area. The applicants asked if this was something they could discuss with the neighbors in general and get some letters? The Planning Board recommends the music to end 10 pm and 11 pm to close.

Parking: The main parking lot consists of stone and they have a grass field for overflow parking for larger events and on the southern end there is also a gravel entrance/driveway along the side of one of the buildings that would be used as a service entrance for people who are working the event. The additional proposed overflow parking can accommodate in excess of a 100 patrons for a special event. The applicants said there is the closed Cheese Factory that has a parking lot across Jordan Road. They will approach the owners regarding the possibility of using their parking lot if they had a need for more parking spaces. The board would like the service entrance to be labeled on the site plan. The board questioned their plans for curbing in the parking area, they have concerns it is close to the septic tank and leach field. The applicant stated there are some large boulders not shown that

they can use to block off that area and can do something in that kind of vane. Curb cuts (aprons) are required for the two entrances off the street for the proposed parking lots which is typically a car length (20 feet). The applicants will be putting a continuous dense group of evergreen bushes to deter the headlights from the cars shining into the neighboring homes. The board has concerns about cars parking on the street. The board will talk to the Highway Superintendent regarding no parking on the street.

**Handicap Parking:** Two handicap paved parking spaces are required with a paved path to all the buildings. The board suggested they may want to consider changing the location of the service parking area to the handicap parking, because that would be a smaller pad to pave and it is easier for them to get around and it is closer and they would not have to cross traffic. The applicants agreed. This will need to be shown on the site plan.

**Restrooms:** Two bathrooms will be added to the commercial kitchen tying into current septic system. The septic system has a large self-contained grease trap that would be cleaned out by a truck. The board request this be shown on the site plan to scale. A slab foundation has been poured. One bathroom will be a more modern addition like a foyer and one is going to be slightly inside of the old stone building with the commercial kitchen taking up the rest of the space. Plans for the kitchen and the bathrooms were provided to the board.

**Lighting:** Right now they are proposing LED lights between the parking and the street curb so as to be shielded onto the property as opposed to across the street and into the neighbor's yard. They will provide a photometric plan so the board will know the light levels. The Site Plan will need to show all lighting locations including the locations on the buildings, parking area and type of lighting with cut sheet.

**Sign:** The sign has not been discussed yet. There is a sign on one of the buildings now, they won't need a lot of signage. The board suggested they check the regulations formula and/or they can speak with Howard Tanner, CEO.

**Dumpster:** The dumpster will be located between the kitchen building and the event space. The dumpster will be fenced off and enclosed. The truck would come directly to the street and position the truck so it can lift the dumpster up and over. A secondary option would be for the truck to come right into the court yard area and bring the containers over. The dumpster location and fence will need to be shown on the site plan.

This site plan does not require a public hearing.

SEQR Form Part 2 & 3 was completed at this meeting. John Stevenson motioned finding this a Negative Declaration; Steve Walburger seconded the motion followed unanimously by all members.

A GML 239 will need to be sent to Syracuse-Onondaga County Planning Board (SOCPA). Howard Tanner, CEO is going to need a more detailed site plan before he can send the GML 239 to SOCPA. The applicant agreed to provide Howard with a detailed site plan (2 feet x 3 feet).

If the Planning Board approves the final site plan in December the board may be able to do a conditional site plan approval based on SOCPA's approval and assuming the GML 239 comes back from SOCPA as a no position.

The Fire Department had their meeting Monday, November 11, 2019 with the village and Harold Reichard was told that the letter would be put in his door but he did not have it in his door. The applicants talked to the chief and he said he would walk it over but he did not.

The crossed section in the back is a grassy area that will be used for public outdoor events. It is going to be the living history where they take small walking tours. The wooden covered entry is a veranda. The carport is above ground with 16-18 stakes. The stone wall is not all the way down the western property line. There is a zigzag fence out front and it is open between the blue house and them and the stone wall comes up maybe half way and then it is open from there up to the zigzag fence. There is not a fence from the flagpole to the sidewalk. The board is concerned about the children going toward the road area. The applicants said the children would be in the museum or outback. There are attendees with the children.

The board is concerned with people getting in and out of the driveway. The driveway is a one way driveway, maybe 8 or 9 feet wide and if you add 5 feet to it, it will be 13 - 14 feet wide; now you have to increase the curb cut into the driveway and make it wider. The driveway should be 20 feet wide at minimum to get two cars to pass each other. This will be considered a commercial use and that will trigger the requirements for a commercial driveway entrance which is 20 feet with the appropriate curbs. The applicant will need to contact NYSDOT and apply for the permit for the road cut so that can be incorporated on the site plan. As they widen the driveway they will have to move the parking spaces proportionately. Howard Tanner, CEO sent the GML 239 into SOCPA so the driveway response is going to come back.

The applicant talked about bringing buses in that involves school children as part of their education process. They propose the bus will stop at their driveway and let the children off at the end of their driveway in front of the museum. The Fire Department has given them permission to have the bus park in their lot across the street. The PB questioned the length of time the bus would hold up traffic on Route 5 to let 30 children off the bus. The board would prefer to have the students unload in the Fire Department parking lot and have an attendant crossing guard to assure safety crossing the road. If this is granted, a notation or reference to it on the site plan is required.

Handicap Parking: They are going to have two spaces added for parking that includes a handicap parking space that will run parallel to the existing parking. The handicap space will need to be paved.

Restroom: There is an existing bathroom on site, they do not know if it is handicap accessible. They are planning on getting a portable bathroom outside for the event that is handicap accessible.

Sign: Show the sign location with setbacks on the plan, dimensions of sign, what the sign is going to look like, whether it is lit or not and provide a cut sheet for the sign.

The board does not have any objection to the concept, they just have to work on the site plan. The site plan needs to have additional information added. Site Plan map has to be on a 24 x 36 inches drawing stamped and signed by Jill Fudo, Architect.

Items to Address: Letter from the Fire Department; letter from NYSDOT allowing them to widen the driveway and get a design from them so Jill Fudo can put the design on the site plan for the road cut; widen the driveway; add the two parking spaces, label the paved handicap parking space which has to be paved prior to opening; need the NYS ROW location shown on the site plan; if you are going to have a port-a-john show it on the plan where it will be located, (behind the house and not next to your neighbor's house) it should not be a problem; this would be for only a one day event, but show the location on the plan of where it will be.

If you have any questions call Howard Tanner, CEO or have Jill Fudo call him.

**NEW BUSINESS:**

<b>Danny Colvin</b>	Daniels Dairy Farm, LLC SD	TM # 028.-05-18.0
<b>Kristine Corgnell</b>	1431 Whiting Road	Zoned: Residential/Ag

George R. Daniels is subdividing his 73.20 acre parcel into two lots, Lot 1 (10 acres) and Lot 2 (65.885 acres). The applicants are purchasing Lot 1 and provided a new survey of land showing Lot 1 and Lot 2 which was not surveyed. Lot 2 will need to be labeled on the site plan as George Daniels Dairy Farm where it says "lot not surveyed".

SEQR Part 2 was completed at this meeting. Steve Walburger motioned to approve finding this a negative declaration. John Stevenson seconded the motion followed unanimously by all members.  
**CARRIED**

Preliminary Plat Approval: John Stevenson motioned to approve Conditional Preliminary Plat Approval for Daniels Dairy Farm, LLC Minor Subdivision. Tim Sullivan seconded the motion followed unanimously by all members.  
**CARRIED**

Tim Sullivan motioned to waive the necessity of a Public Hearing on Conditional Final Plat approval, because the proposed Final Plat is in substantial compliance with the Conditional Preliminary Plat as approved. Chairman, Marc Macro seconded the motion followed unanimously by all members.  
**CARRIED**

Conditional Final Plat Approval: John Stevenson motioned to approve Conditional Final Plat Approval for Daniels Dairy Farm, LLC Minor Subdivision based on site plan map dated November 12, 2019. Steve Walburger seconded the motion followed unanimously by all members.  
**APPROVED**

**DISCUSSION:**

The board also discussed that Local Laws 2 and 3 were passed by the Town Board on October 24, 2019.

**Adjournment:** John Stevenson motioned to adjourn at 8:30 pm seconded by Steve Walburger.

Respectfully submitted,  
Cynthia Weirs  
Secretary/Alternate Member

Next Meeting: December 10, 2019