
ZONING BOARD OF APPEALS
5 ROUTE 31
P. O. BOX 568
JORDAN, N.Y. 13080



PLANNING BOARD
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Town of Elbridge Planning Board

July 13, 2021

Approved Minutes

Members Present: Chairman, Marc Macro, Co-Chairman, John Stevenson, Pat Svanson, Steve Walburger, Tim Sullivan, Cindy Weirs, Sec/Alt Member

Staff Present: Councilor Doug Blumer, Attorney Tim Frateschi, Howard Tanner, CEO

Others Present: Mikhail Koltakov Rob Hill, Garrett Merrill, Salem LaHood, AIA, Dan Mastronardi, Jim Raite

OLD BUSINESS:

Robert K. Hill, Jr. Hill Jr., Minor Subdivision TM # 036.-01-09/1
1565 State Route 5 E, Elbridge Zoned: B-1/Agricultural

The Planning Board (PB) received Onondaga County Planning Board's (OCPB) Resolution regarding Mikhail Koltakov's request for the property located at 1495 State Route 5 which Mr. Hill is proposing to subdivide this parcel off the Hill Villa Farm property. Mr. Koltakov is proposing to purchase this parcel from Mr. Hill once it is subdivided.

The PB reviewed OCPB's Resolution with the applicant, page one has more to do with Mr. Hill's subdivision of land.

Page 1: paragraph 7: per a conversation with American Farmland Trust (AFT) conservation easement, the proposed project area is recognized as an excluded area from the agricultural conservation easement for Hill Villa Farm. The beneficiary of the conservation easement is AFT. The town is not involved in that easement.

Page 1; paragraph 8 (half way down): the building is served by two existing driveways, one each on Fikes Road and Route 5; both driveways appear to be entirely within the state right-of-way at the front of the building; and the existing access to Fikes Road will be removed, access to Route 5 will remain as is, a new driveway onto Fikes Road will be added at the rear of the building;

OLD BUSINESS:

Robert K. Hill, Jr.

(Cont'd)

The PB emphasized with the applicant that the driveway on Route 5 is in the NYS right-of-way (ROW) and they are advising Fikes Road would be part of Onondaga County right-of-way. Mr. Koltakov has two different right-of-ways he is dealing with; one for the state and one for the county. He will need to get approval from NYS Department of Transportation (NYSDOT) and Onondaga County Department of Transportation (OCDOT) before the PB can determine whether the subdivision can go through.

Attorney Frateschi reviewed with the board the site plan and requested Mr. Hill to change Parcel-C to Parcel-3, then the site plan would be Parcel-1, 2, and 3.

Attorney Frateschi stated the subdivision has to go to the county, so they will get back to us with another referral and they may say the same thing which then will require the PB to approve it by a majority plus 1 vote.

The site plan is not drawn to scale, but the dimensions are on the site plan. Howard Tanner, CEO will send the site plan map into county. Chairman Macro asked Howard to cross off the (C) on Parcel C and put a 3 there on the map. Mr. Hill will bring in a revised map with a new revision date. The PB requested 5 paper and 2 Mylar copies of the revised site plan map with a new revision date on the site plan map.

John Stevenson motioned to hold a Public Hearing on Robert Hill's subdivision of land located at 1495 State Route 5 property to be held at the August 10, 2021 meeting at 7 p.m.; Steve Walburger seconded the motion to approve followed unanimously by all members.

CARRIED

Mikhail Koltakov

R. K. Hill, Jr. (property)

Site Plan Review

Hill Jr., Minor Subdivision

1565 State Route 5 E, Elbridge

TM # 036.-01-09.0/1

Zoned: B-1/Agricultural

The board gave Mr. Koltakov a copy of OCPB's Resolution reviewing page 2 that deals with his proposed site plan. The PB explained to Mr. Koltakov that he will need to contact NYSDOT and OCDOT to get their approval. The PB will need a letter of approval from the New York State and Onondaga County.

Attorney Frateschi referred the board members to the Modifications located at the bottom of page 2:

1: Per NYSDOT, the proposed parking and covered entry will not be permitted in the state right-of-way. The applicant must contact the NYSDOT to coordinate requirements for the existing driveway on Route 5, in order to satisfy commercial driveway standards, which may require reducing the width of the driveway or eliminating access to Route 5

2: The applicant is required to coordinate Fikes Road access plans with the OCDT. The site plan must be modified to show the county highway boundary with all proposed features outside of the right-of-way

OLD BUSINESS:

Mikhail Moltakov

(Cont'd)

Chairman Macro stated Mr. Koltakov revised the map removing the canopy and the location of the parking area is on the eastern side of the property and does not appear to be in the right-of-way. The board believes this has been addressed.

Mr. Koltakov will need to contact New York State Department of Transportation (NYSDOT) regarding the Route 5 access to his property. He will need to get their requirements for the curb cut (the width of it) whether it has to be concrete, asphalt, the depth of stone and everything. He is going to have to pull a permit from the state to be able to do that, it doesn't go through the Town of Elbridge.

Mr. Koltakov will also need to contact Onondaga County Department of Transportation (OCDOT) to get approval regarding the Fikes Road access. Chairman Macro suggested he takes the drawing and the resolution with him and go through this with them. Have them walk you through it, because it affects the parking, the egress in and out of the property, the whole front of the building; let them explain what you are going to be able to do and what you can't do before you go any further. Then that will have to be shown on the drawings.

You will have to do this twice, once with NYSDOT for Route 5 and once with OCDOT for Fikes Road. The state and the county are the ones you really have to satisfy, you have to make them satisfied that the ingress and egress is safe and that it is properly reflected on your site plan.

Howard Tanner, CEO asked the board if they want to see full detail or if a letter from NYSDOT and OCDOT will work. The board agreed a letter will work, but it will have to show up on the site plan maps with a revision date if there have been any changes.

If you have any problems reach out to Howard Tanner, CEO.

Grayfield Properties, LLC	Site Plan Review	TM # 024.-02-11.1
Patrick Snyder, Esq., PE	1041 and 1041A Old Route 31	TM # 024.-02-11.2
Not Present		Zoned: RR
 Pack Place, LLC	 Pack Place, LLC (Sketch Plan)	 TM # 037.-01-24.1
Terry Powers	1273 State Route 5, Elbridge	Zoned: B-1
Garrett Merrill		

Garrett Merrill provided a copy of Ms. Powers' revised site plan dated April 22, 2021 of Stay and Play Doggie Daycare, drawing in the location of the proposed 12' x 16' coffee shop with the drive-thru window and traffic flow pattern of ingress/egress.

Garrett wanted to check in and see if the PB had any problems regarding the location of the coffee shop and drive-thru pattern, because he would like to move forward with his end and would like to get the business name (LLC).

OLD BUSINESS:

Pack Place, LLC

(Cont'd)

The Planning Board originally talked in April with Ms. Powers and Mr. Merrill about going back to the Zoning Board of Appeals (ZBA), because there was a special permit for outdoor sales which is limited to agricultural sales for the seasonal farmers market and Christmas tree sales. It was the boards understanding that the farmer's market is gone. Mr. Merrill agreed it is and they are going to deal with that; he just put the building and traffic flow on it, everything else was pre-existing. The board will walk through that with Mr. Merrill.

Attorney Frateschi said Mr. Merrill should go to the ZBA to get a special permit to allow for drive-thru coffee services. Councilor, Doug Blumer asked if the existing special permit has to be modified or does he get a new one, keeping in mind that Mr. Merrill is not the owner of the property.

Attorney Frateschi said once a special permit is in place it runs with the land and then you can't change it unless the applicant wants a change. At the April PB meeting Ms. Powers said the special permit allows for outdoor sales from May 1 - Dec 31 of each year for the farmers market and the Christmas tree sales which she no longer does.

Chairman Macro questioned the board if we put this structure in and start selling coffee are we going to make the seasonal agricultural permit go away? Councilor, Doug Blumer does not know if you can do that, once it has been approved.

Attorney Frateschi stated whether we say it is modified or extinguished, we will probably modify it because we will eliminate those and we will just add this. The PB members reviewed the site plan crossing off everything that should be removed from the site plan and gave it to Mr. Merrill to take with him so he can correct the site plan prior to our next meeting.

NEW BUSINESS:

Silo 31 (Jim Danny LLC)

Silo 31 Site Plan Review
705 State Route 31, Jordan

TM # 029.-01-36.0
TM # 029.-01-34.1
Zoned: RR

Salem Richard LaHood, AIA with the owners Dan Mastronardi and Jim Raite previously appeared before the Town Board (TB) regarding their application of a PCD. The TB referred the applicants to appear before the Planning Board with their site plan; the TB would like the PB to review and make any recommendations or concerns regarding this application.

The parcel is the Old Bennett parcel, there are two parcels there basically (34 acres): one with the house and then the vacant lot across Route 31 that is being farmed right now. On the zoning map it is defined currently as Rural Residential. The applicants are proposing a Special Use Permit. The property has a number of assets that allows for a variety of uses.

The site plan is labeled as listed with the properties assets that consists of: 1-silo, 2-barn, 3-main house, 4-outdoor patio that has an open structure, 5-pool and pool pavilion, 6- carriage house, 7-kennel, 8-stable, 9-pond, 10-horse and biking trail and then the two agricultural parcels; they have an enlarged plan of the house area with a four car garage with an apartment up above it.

NEW BUSINESS:

Silo 31 (Jim Danny LLC)

(Cont'd)

Mr. LaHood said they are looking to do a unique venue with a collective combined variety of mixed uses and events. They tried to identify everything that the site could accommodate such as: weddings and bridal receptions (the house can accommodate the wedding party), showers, anniversary and birthday celebrations, banquets, corporate retreats, conference centers, Air Bed and Breakfast, arts and craft, antique show, car rally show, music entertainment, concerts, movie night, and cultural events; seasonal events and activities: a corn maze, pumpkins, Christmas trees; recreational activities such as the hiking trail, ice skating on the pond, snow shoe, cross country, horseback riding, swim club, yoga, horse shoe toss, bocce ball; specialty cafe restaurant and food sales, jewelry, distillery, barbeques, clam bakes.

They are looking at an open pavilion at the pool, patio area and the gazebo area; the kennel, the carriage house with the apartment above, the main guest house and the auto court is basically all existing. They could put up a special event tent if needed for a large event or two events or a larger wedding with a catering tent next to the barn. The wedding party could rent the facility for the weekend or overnight or camp out and then they are looking at a new gazebo that would potentially be like a chapel with a seating area overlooking the pond.

They were advised when you go for a special permit you can only go once, so even though we may never implement any of those features, we feel like the property would support any of those features.

Attorney Frateschi said this isn't a Special Use Permit. The PB is giving a recommendation to the TB as to whether or not the PB thinks a change in zoning for a Planned Commercial District (PCD) makes sense. This is a PCD not a Special Use Permit. What you have before you tonight is the applicant's attempt to a conceptual site plan for the PB to review and make a determination whether or not the PB believes the zone change would be appropriate and then the PB will report back to the TB within 60 days. If the TB follows your recommendation, assuming you say it is appropriate and if the TB approves the zone change, then it would come to the PB for Final Site Plan approval. This is the very initial stage of this PCD under Article IV in the zone code.

Attorney Frateschi asked if they have submitted everything that you are supposed to submit; they have not, this was an informal meeting. Attorney Frateschi recommends they review (265.19 C), the application approval process that explains everything that you have to provide to the PB. This needs to be submitted to the PB now so that they can make a decision as to what their recommendation is going to be to the TB for the zone change.

The PB members and Attorney Frateschi agreed to hold a special meeting on Tuesday, August 10, 2021 at 6 p.m. for a special meeting to review the site plan and discuss their recommendation to the TB. Notice of the special meeting will have to be sent to the news media as a press release.

The PB asked Mr. LaHood if he could provide copies of the site plan to Howard Tanner, CEO so he can distribute them to the board members to review prior to the next board meeting; Mr. LaHood answered yes. The PB will need everything in order to review as soon as Mr. LaHood can provide it, so the PB has a record of everything before the special meeting, if the PB's intention is to go through it and make a recommendation back to the TB. The board will give a letter to the TB with their recommendations, hopefully after next month's meeting.

NEW BUSINESS: Silo 31 (Jim Danny LLC) (Cont'd)

The TB will have to schedule a Public Hearing in order to do a zone change for the PCD, and then if they approve the PCD, a more detailed site plan will be required. The site plan will need everything from parking, lighting, dumpster and enclosures, property lighting and things like that. The PB will work as fast as we can as long as the applicants keep providing the information that may be needed.

Mr. LaHood will leave the two boards he presented tonight in the planning board room so we can look at them. Chairman Macro would like a paper copy also.

Approval of Minutes: July 13, 2021 Draft Minutes

Pat Svanson motioned to approve the July 13, 2021 Draft Minutes with corrections as modified by the members of the Planning Board. John Stevenson seconded the motion to approve followed unanimously by all members.

DISCUSSION: None

Adjournment: Steve Walburger motioned to adjourn the meeting at 8:15 pm, seconded by Tim Sullivan.

Respectfully submitted,
Cynthia Weirs
Sec/Alt Member

Next Meeting: August 10, 2021