

# Town of Manchester Planning Board Meeting Minutes

## February 16<sup>th</sup>, 2021 – 7:00pm

**Present:** John Boeckmann, Steve Buerman, Julie Vanderwall, Jeff Flower & Lee Sanders - members, Stuart Gwilt, Chairman, Steve DeHond, Code Enforcement Officer and Jill Havens, Recording Secretary

**Absent:** Scott VanAken – Planning Board Member

**Also, present: Applicant(s)** – Arthur & Logan Cole; Kevin Johnson and Bill O’Hanlon - LEONARD’S EXPRESS, Drazen Gasic – LaBella Associates; Town Residents: Judy Robinson and Mary Lou Abbott

**Site Plan Application # 4614-21:** Arthur Cole who is requesting Site Plan Approval for an HVAC Office, on property located at 4286 State Route 96, tax map no. 32.00-1-16.000 in a(n) A1 district pursuant to Chapter 325-75.

The chairman read the public meeting notice. Fifteen (15) surrounding property owners were notified by mail of this meeting of which two (2) were present.

**Stuart Gwilt, Chairman:** I see there is work being done up there.

**Arthur Cole:** A little bit, just to make it usable.

**Stuart Gwilt:** One of the things I was curious on was the lights. The lights that you were planning to put on, are they the ones that are there now?

**Arthur Cole:** Yes, the only new ones are the two wall sconces next to the door. All the other ones were there, they just weren’t wired in.

**Stuart Gwilt:** When are you planning on opening?

**Arthur Cole:** As soon as we get approval and everyone gives us the necessary blessing, we will be able to put signs up and open up for business.

**John Boeckmann:** What is it you are going to be doing here?

**Arthur Cole:** Typically, this will be a couple of offices that we would be working out of. We do residential and light commercial heating & air conditioning. The rest of the warehouse in the back would just be holding stock. Cars in and out would just be vans coming in in the morning to load up and then they would be gone all day. Sometimes they would return in the evening to dump off trash in the dumpster.

**John Boeckmann:** You don’t actually do repairs in there?

**Arthur Cole:** No. And the workers take their trucks home with them at night, so there won’t be a bunch of vehicles there in the parking lot.

**Stuart Gwilt, Chairman:** So, there will be someone there during the day?

**Arthur Cole:** Most days, yes.

**Judy Robinson, neighbor:** I have a question. Is it possible to put the dumpsters on the side away from the neighboring properties?

**Arthur Cole:** They are already in place and they should be on the other side, like you are talking about. They are on the Kyte Roadside of the building.

**John Boeckmann:** What will be the hours of operation?

**Arthur Cole:** Typically, it is going to be Monday-Friday 8am-6pm. Nature of the business with emergency calls could have a vehicle there getting parts after hours.

**Steve DeHond:** There is just going to be one sign on the building?

**Arthur Cole:** Yes. Well, there is a pre-existing pad out front for another sign.

**Steve DeHond:** Yes, that no longer meets code, I spoke with your engineer and it’s been taken off the drawing. It sits way too close to the road. The one sign on the building is within our requirements at 25 square feet.

**Arthur Cole:** Ok.

**Stuart Gwilt, Chairman:** The special use part of this has already been granted previously for this property. So that is already taken care of. Are there any other questions?

(Hearing none)

A motion was made by Steve Buerman to approve Site Plan # 4614-21 submitted by Arthur Cole who is requesting Site Plan Approval for an HVAC Office, on property located at 4286 State Route 96, tax map no. 32.00-1-16.000 in a(n) A1 district pursuant to Chapter 325-75. The motion was seconded by Lee Sanders. All voted “Aye.” Motion carried.

# Town of Manchester Planning Board Meeting Minutes

## February 16<sup>th</sup>, 2021 – 7:00pm (cont.)

**Sketch Plan Approval #4615-21:** Leonard's Express who is requesting a sketch plan hearing for site plan to relocate road and add a refrigerated warehouse on property located at 20 Cabbage Patch Lane, part of tax map no. 44.00-2-65.000 in a M-3 district pursuant to Section 325-18.1 & 325-75-J-1-6.

Due to the nature of this preliminary meeting, none of the surrounding property owners were notified by mail of this hearing.

**Stuart Gwilt, Chairman:** Please come forward and tell us what you want to do.

**Drazen Gasic, LaBella Associates:** This current project will happen in two (2) phases, the first phase will be to properly direct truck traffic onto the property via the entrance off of County Road 19. It would also include updated lighting with consideration of dark sky compliance, introduction of 30 tractor-trailer parking spots that would be currently utilized, and then another 30 spots that would be used for the future parking. Also looking to provide fire hydrant extension from the main existing warehouse to the northwest portion of this parcel and have two stubs of hydrants for blow-off purposes. With the intention that this fire service is going to service the future expansion. It makes sense to do this now before we pave the roadway, so that we do not have to dig it up and re-do it in the future when we build the warehouse in this location.

Part two (2) of the project would be to construct a new 112,500-foot refrigerated warehouse across from the two already existing twin warehouses. Leonard's Express has determined that at this point in their demand, that this is a necessary improvement now and to utilize the existing rail spur that is there. There is currently a pre-existing Village of Palmyra water line that runs through this property and we are going to be working with the Village to relocate this water line. Looking to utilize 22 employee parking spots with 2 ADA parking spots, approximately 14 loading docks, 10 additional tractor-trailer parking spots and then we are also looking to also add storm water management and a new septic service to accommodate the office that will be inside the new warehouse.

Something to note, as part of this expansion, per M-3 code, there is a 150-foot front setback requirement that would typically be applied if the adjoining property owner was not the same owner, in our case, it is the same owner, so it is a zero-foot setback based on the code. This setback then will be basically lining up with the property line. Also, for any property that is adjoining a railroad it is a 25-foot setback, which is indicated on the drawings, as well.

We did receive from MRB their comment letter, just today, regarding this project and we will be responding to that letter as part of our application package.

**Stuart Gwilt, Chairman:** When would you start the road?

**Bill O'Hanlon, Leonard's Express:** We wouldn't be able to start that until the frost is out of the ground, so that is weather permitted. May at the earliest.

**Steve Buerman:** Curious what temperature the storage will be at, is it a cool storage or a frozen storage?

**Bill O'Hanlon:** Frozen storage.

**Steve Buerman:** What kind of noise concerns comes with that regarding the need for compressors and such?

**Bill O'Hanlon:** The current plan is to locate the compressors on the roof. I don't know the decibel levels of that equipment, but I will get that information and include it in our application.

**Stuart Gwilt, Chairman:** Any questions?

(Hearing none)

# Town of Manchester Planning Board Meeting Minutes

## February 16<sup>th</sup>, 2021 – 7:00pm (cont.)

A motion was made by Julie Vanderwall to approve Sketch Plan Concept # 4615-21 submitted by Leonard's Express who is requesting a sketch plan hearing for site plan to relocate road and add a refrigerated warehouse on property located at 20 Cabbage Patch Lane, part of tax map no. 44.00-2-65.000 in a M-3 district pursuant to Section 325-18.1 & 325-75-J-1-6. The motion was seconded by Steve Buerman. All voted "Aye." Motion carried.

### Previous Minutes:

A motion was made by John Boeckmann to approve the minutes from the meetings which took place on December 15, 2020 and January 19, 2021. The motion was seconded by Lee Sanders. All voted "Aye." Motion carried.

Meeting adjourned @ 7:47pm.

Respectfully submitted,

Stuart Gwilt  
Planning Board Chairman

Jill Havens  
Recording Secretary