

**Village of Cayuga Heights Planning Board
July 16, 2008**

Planning Board Members Present: Ron Bors, Dave Donner, Diana Riesman, Frank Collyer, Roy Staley and Chairman Jim Gilmore

Absent: Planning Board Member Antil

Others: Brent Cross, and Atty. Elena Flash, Clerk Manning

Guests: Neil Olver, George Breuhaus, Architect, Robert Keller, Louise Sharon Abbott (Girodano), Linda Bors, Sarah Hatcher, Carole Schiffman

The Planning Board (PB) meeting was called to order at 7:00 P.M. by PB Chairman Jim Gilmore who gave a brief overview of the Chemung Canal Trust Bank building project. The Chemung demolition is complete and the ground breaking ceremony was held. Chemung is in the process of completing the construction permit. They have received verbal DEC approval.

The Planning Board received a letter from the Ciaschi family officially asking the Board to reconsider the “No Left Turn onto Pleasant Grove Road” issue. Chairman Gilmore said that that subject will go on the agenda at a later date.

Neil Olver was then introduced and the Public Hearing and Site Plan Review was officially opened. The information session was previously held, and Neil provided a drawing explaining his plan to the Board and the public.

Comments and Questions –

Drainage – The water will drain towards Triphammer Road at the NW corner of the site. It will hold there for the Village to extend the stormwater system to that point. There will be a swale at the backside of the property abutting The Wordpro to hold retention. Bob Kalter of Wordpro expressed his concern about the drainage issue near The Wordpro. There was much discussion about the drainage issue.

Parking – A total of 34 total parking spaces will be created (an additional 24 from what is existing now).

Existing garage – it was undecided if the existing garage is coming down or not. There was talk about taking the garage down and extending parking. Or the garage can be relocated to residential space with parking in the commercial space? Parking is now planned for the commercial space, with the retainage pond in the residential space.

Square footage of the offices? Olver said that there will be no more than 4000 sf on the first floor – 800-1800 sf on the second floor. Trustee Riesman asked about the

number of employees. Olver said it is too premature to say. He hopes for a financial tenant, 9-5 pm, Mon-Friday. He has 5-7 employees in his current space. He hopes to have around 15 in the new building. A point of reference that other municipalities use is one parking space per 200 sf for parking. Supt. Cross interjected that though Mr. Olver keeps talking about 4000 sf, His application states 3918 sf. He has to work within the application number.

Olver has put cones in place to represent the corners of the building as set on the land. North of the existing driveway, there is a tree that has to come down. Olver was asked to consider a buffer between residential area and commercial properties at the back of the parking area. PB member Staley asked how old the trees are...do they go in with the reforestation plan the board has talked about? Bob Kalter said that the spruces are over 50 years old. According to Supt. Cross, Mr. Giordano, who was the first residential owner, was concerned about tree removal. Supt. Cross said that for every tree taken down, a replacement should be planted. The spruces that are there are in good shape and are ideal for screening. It is not unusual to request screening between parking and residential areas, but you need a spot to put snow removal.

Mrs. Giordano is concerned about the swale. The architect, George Breuhaus, said that the swale normally doesn't hold a lot of water. There will not be a mosquito issue with standing water. Supt Cross is anticipating adherence to stormwater regulations.

In reply to Mr. Kalter about the drainage issue, Supt. Cross said that Olver will need to submit a formal drainage plan which will have to be acceptable. When it comes time to consider approval of the overall plan, one of the considerations is the acceptable stormwater plan. Chairman Gilmore offered to have the Village Forester contact Neil about the existing trees. Neil would like to talk to him about the old oak tree that he was told would be dead in 5 years.

Landscaping details can be set as a condition. Chairman Gilmore asked about the tall fence that belongs to the Giordano's. They were granted a variance by the ZBA to erect a fence higher than the 4 ft. to separate the commercial property from their backyard. Mrs. Giordano said that she understands that the trees are on Olver's property, but she asked that he be mindful that the area is "nicely treed".

PB member Riesman said that the number of people coming into the building at one time may be minimal. Maybe Olver can minimize the number of parking spaces by one or two to preserve the trees in question. PB member Staley said that if only a few trees come down rather than all of them, it may look better. Architect Breuhaus said that if the Board dictates the number of parking spaces, he can redo the plan keeping the trees in.

PB member Riesman said that what is distinctive about Cayuga Heights is the amount of forestation. The Village should try to work things out so we are not cutting down old healthy trees.

A drawing of the building was then presented with wood instead of brick on the outside due to the rise in prices. The building will be 1 ½ story. There was discussion about the front doors being solid vs. glass. Also there was discussion on the height of the peak of the building. Olver's proposed building is 26/27 ft, the Warren building is 40 ft.(not the zoning height).

The color of the building can be a condition of the permit.

Architect Breuhaus stated that no variances would be needed. The building is in full compliance. He hopes the Board will approve it. Atty. Flash suggested that the Board close the Public Hearing and move ahead. Chairman Gilmore didn't want to close it, but wanted to adjourn it for another time. There was discussion on this point. If the choice is to extend the Public Hearing to another time, the basis should not be that the public didn't have enough time to be aware of the building plan. The village has met all the legal criteria for publishing the public hearing.

**Motion by Planning Board Member Riesman
Seconded by Planning Board Member Staley**

Move to close the Public Hearing of the Site Plan Review of the proposed Olver building and consider discussion among the Planning Board.

Planning Board Members Bors, Collyer, Donner, Riesman and Staley voted YES.

The next step is to perform the SEQR review and pass the resolution stating the Village of Cayuga Heights as lead agency. PB Bors was concerned that someone was looking over our shoulder. It was said that only if there was something significant that a member of the public claimed that this project would have a negative impact if that were declared, would we be watched. PB Staley said that the SEQR will lead the Board into these issues.

**Motion by Planning Board Member Bors
Seconded by Planning Board Member Riesman**

Move to pass Resolution xxxx: SEQR Lead Agency and Classification for proposed new Building at 412 E. Upland Road.

The Village of Cayuga Heights Planning Board (Planning Board) hereby determines that there are no other involved or interested agencies and hereby declares itself lead agency for the purpose of coordinating the State Environmental Quality Review as part of the Site Plan Review of the proposed new building at 412 E. Upland Road (hereinafter referred to as the "Project").

The Planning Board hereby determines that the Project constitutes an Unlisted Action because the proposed gross floor area is 5,100 sf (3,900 sf footprint), which exceeds the 4000 sf threshold for type II Actions under 6 NYCRR Part 617.5 (2) 7.

Furthermore, as an Unlisted Action, the Planning Board hereby determines that it must perform a review of the potential environmental impacts related to the Project and make a determination of significance before rendering a final decision on the Site Plan Review.

The Planning Board hereby determines that based on the size of the project footprint, the Short Form Environmental Assessment Form is adequate to evaluate the environmental impacts of the Project, and further the Planning Board hereby directs the applicant to complete and submit such Short Form to the Planning Board.

Planning Board Member Bors, Collyer, Donner, Riesman and Staley voted YES.

Now that this resolution was passed, the Planning Board needs to come up with a date to consider the SEQR short form. After that is completed, the PB makes the consideration of final action. Supt. Cross, Chairman Gilmore and Atty. Flash will work on recommendations for the next meeting. Then the final recommendation on the project can be passed.

The Board should discuss among themselves to be able to tell Mr. Olver what kind of conditions are necessary to move forward. Some of the issues that the Board raised were:

- Proper drainage control
- Handicap access
- Maintain residential zone
- Clogged drain by The Wordpro – do not make the matter any worse
- Garage “may” be moved
- Parking spaces will be looked at
- 5800 sf – new building, 2000 sf – present building
- Spruce trees – every effort will be made to preserve, otherwise some may be cut
- Pipe water off swale – Brent will work with the architect
- Plant up to 5 trees
- Majority of bricks have been removed from initial design, now design is cement or vinyl siding (Hardy board)

Supt. Cross will have Mr. Olver come back to the PB with a detailed proposal to see if he can eliminate some parking spaces, and a detailed landscape plan.

PB member Bors would like to see additional assurances that Olver has considered the landscaping issue, i.e. planting a tree for every one that gets cut down. Mr. Olver said that he would do that.

PB member Bors also asked about the 4th elevation. There was discussion about the visuals when you look at the building from all angles. The PB would like to see a detailed drawing of the outside of the building with specifically the west elevation. They would also like to see an interior drawing. PB member Staley asked if the PB is looking for concept or detail. PB member Riesman isn't looking for “types” of plantings, just a general idea of outside aesthetics.

Supt. Cross said that the one item not mentioned was signage. Unless Olver chooses a variance, he will be limited by square footage sign allowances. Neil said that if he moves to the front of the new building, he would leave the front sign where it is presently. If he stays in the present building, he would like to move the front sign to in front of his present building. Neil and Supt. Cross will discuss further. PB member Bors wanted to be sure that though Olver was previously talking about a variance for parking, that is now off the table.

Supt. Cross said that he is ok with the conceptual plan of the drainage issue, but will need specifics to approve the plan. Another meeting will be held on Tuesday, August 12 from 11:00 am – 12:30 pm.

**Motion by Planning Board Member Riesman
Seconded by Planning Board Member Bors**

Move to adjourn the Planning Board Meeting at 9:05 pm

Planning Board Member Bors, Collyer, Donner, Riesman and Staley voted YES.

**Motion by Trustee Riesman
Seconded by Trustee Donner**

Move to open the Meeting of the Board of Trustees at 9:05 pm.

Trustees Bors, Collyer, Donner, Riesman and Staley voted YES.

**Motion by Trustee Collyer
Seconded by Trustee Bors**

Move to approve payment of outstanding voucher to Beaver Dam Water control and Construction Company in the amount of \$2425.00 for repair work performed on Marcham Hall and to approve up to \$1000 more for additional carpenter ant remediation/carpentry to repair and replace rotten wood.

Trustees Bors, Collyer, Donner, Riesman and Staley voted YES.

**Motion by Trustee Donner
Seconded by Trustee Bors**

Move to close the Meeting of the Board of Trustees at 9:10 pm.

Trustees Bors, Collyer, Donner, Riesman and Staley voted YES.