

MINUTES
LEWIS COUNTY PLANNING BOARD
March 15, 2018

- (1) **Call to Order:** Chairman Kaido called the regular meeting of the Lewis County Planning Board to order at 2:30 PM in Room 327 on the 3rd floor at the Lewis County Court House, Lowville, New York. Roll call was requested by Chairman Kaido.
- (2) **Roll Call:** Board Members Present: Michael Kaido, Patricia O'Brien, David Becker and William Burke. Staff Present: Frank Pace, Director of Planning. Others Present: Steve Virkler, Journal and Republican.
- (3) **Reading and Approval of Minutes:** The December 14, 2017 meeting minutes were received and there were no modifications made by the Board members present. Mr. Burke motioned to approve the minutes; Mrs. O'Brien seconded the motion, which carried unanimously.
- (4) **Correspondence and Communication:** None
- (5) **Report of Officers:** None
- (6) **Report of Special Committees:**

239-M Review

Mr. Pace read the following review to the Board:

TOWN OF NEW BREMEN TOWN BOARD

Site Plan Review to construct a 40' x 85' addition to the existing Wolff's Body Shop (tax map parcel 146.00-01-14.300) located on NYS Route 812.

Scott Moshier, Wolff's Body Shop – Applicant

The applicant provided the following Project Documentation: 1) SEQR Short Environmental Assessment Form (EAF); 2) Agricultural Statement; 3) Site Plan; and 4) Aerial Photo. The proposed project submission complies with the applicable Town criteria as indicated by the Town referral form dated February 13, 2018.

The proposed project is in compliance with the Town of New Bremen Zoning Law, Article I, Enacting Clause, Title, Purpose, Sections 110, 120 & 130, Article III, Section 340, Article IV, Section 410, 420, 450, 460 and 470. It should be noted that the applicant's engineer, Olmstead Consulting, has been communicating with Ward Daily of Lewis County Building and Codes regarding the existing portion of the building that is within the FEMA 100 Year Flood Plain.

▪ *Compatibility With Adjacent Uses:*

The proposed project is located at 9411 State Route 812. This area contains mixed use including but not limited to residential, commercial and agricultural. It appears that this project is compatible with Town of New Bremen zoning law.

▪ *Traffic Generation and Effect:*

As noted on page 2 of the Short Environmental Assessment Form, the applicant has indicated that there will not be any substantial increase in traffic above present levels. According to the submitted site plan, the project is 37' from the property boundary along

the road and is compliant with Article V, Section 510 (b). Concurrently, according to the application, it appears that the project is compliant with Article II, Section 210 and 220.

NYS DOT has confirmed that the additional driveway entrance is compliant and will not need a permit.

- *Protection of Community Character:*
The applicant provided documentation with regard to the Agricultural Data Statement indicating the subject site is surrounded by agricultural lands. According to the submitted SEAF, the applicant has noted that the proposed action is consistent with the predominant character of the existing landscape.
- *Signage:*
No new signage is proposed by the applicant; however, it does appear that the existing sign will need to be moved per the proposed expansion of the driveways/parking areas. If/when the sign is moved, it is recommended that the applicant comply with Article V, Section 510(f).
- *Drainage:*
There are no currently known drainage issues identified with this project. The applicant provided no pavement plan or indication of paving. It should be noted that the applicant's engineer, Olmstead Consulting, has been communicating with Ward Daily, Lewis County Building and Codes, regarding the existing portion of the building/lot that is within the FEMA 100 Year Flood Plain. According to the application, Ward Daily had given the owner two options: to incorporate flood damage prevention measures into the addition design or to employ a surveyor to determine if the building is actually within the flood plain.

On the submitted SEAF, the applicant noted that the storm water discharges will flow to adjacent properties and will be directed to established conveyance systems along the west side of NYS Route 812. Based on the application, it would appear that the project is compliant with Article 5, Section 510(g).
- *Erosion:*
According to the applicant, there will only be .01 acres disturbed during this installation. This project appears to be compliant with Article V, Section 510(h).
- *Parking:*
An expanded parking/driveway area has been defined on the submitted site plan that will reach the edge of the southern property boundary with National Grid. It appears that with this expansion, there will be adequate parking available for the projected 6 employees and 6-10 customers per day. This parking lot/driveway expansion is compliant with Article V, Section 510(c).
- *Community Facilities:*
The subject property is currently being used as an automotive repair facility. The addition will include a large shop room, utility closet, mixing room and bathroom. It has been noted on the SEAF that the existing sewer and water facilities will continue to be utilized in this expansion. If the applicant continues to adhere to the requirements of Chapter 1, Part 7, NYS Sanitary Code, the project is compliant with Article V, Section 510(a).

- *Lighting:*
According to the site plan submitted, all existing exterior lighting will remain. Proposed lighting for the addition will be the same style of shielded wall packs on the north and west sides of the overhead doors. The proposed lighting is compliant with Article V, Section 510(e).
- *Landscaping and Screening:*
No new landscaping has been identified on the submitted site plan.

Recommendation: Approve with the following conditions

1. While there was no mention of sign relocation, compliance with Article V, Section 510(f) is recommended as the proposed parking lot/driveway expansion was for the relocation.
2. Compliance with all Local, State and Federal regulatory requirements for this type of facility and the products stored.

After brief explanation from Mr. Pace regarding the driveway entrances and FEMA 100 Year Flood Plain, Mr. Burke made a motion to approve the project with conditions listed above, seconded by Mr. Becker which carried unanimously.

(7) Report of County Planner:

Mr. Pace read the following responses from local municipalities that were received since the last meeting from municipalities regarding previously submitted/reviewed projects:

- Special Use Permit – Atlantic Wind, LLC - Town of Harrisburg Planning Board – Approved
- Site Plan Review – Town of New Bremen Town Board – Approved w/ conditions
- Zoning Text Amendment Re: Setback Waiver Language – Town of Denmark – Approved
- Special Use Permit – Maridee Rutledge – Town of Martinsburg Planning Board – Approved
- Site Plan Review – Kraft Heinz – Village of Lowville Planning Board – Approved w/ Condition
- Site Plan Review – Neenah Paper – Village of Lowville Planning Board – Approved

Mr. Pace reminded the Planning Board that there is a required four (4) hours of annual training for each member. Chairman Kaido requested that the online training link be sent out again in order to fulfill said requirements.

(8) Unfinished Business:

Bylaws: Mr. Pace asked those members who were not present at the last meeting to sign a sheet acknowledging that they have read, understand and agree to the amended Bylaws. He also reminded CPB members of the attendance policy in said Bylaws.

(9) New Business: Mr. Pace discussed the new flood map program.

(10) Adjournment: There being no other business, a motion to adjourn the meeting was made by Mr. Becker, seconded by Mr. Burke. Chairman Kaido adjourned the meeting at 2:50 PM.

Respectfully submitted,



Frank J. Pace
Director of Planning