

CITY OF AUBURN PLANNING BOARD  
TUESDAY, JULY 5, 2016 6:30 PM, MEMORIAL CITY HALL

Present: Sam Giangreco, Anne McCarthy, Andy Tehan, Theresa Walsh

Absent: Tim Baroody, Crystal Cosentino

Staff: Stephen Selvek, Senior Planner; Brian Hicks, Code Enforcement; Greg Gilfus, Traffic Officer APD; John Rossi, Corporation Counsel

Agenda Items: 49 Kearney Avenue Site Plan Review

Items Approved: 49 Kearney Avenue SEQRA and Site Plan

Applications Denied: None

Applications Tabled: None

Chair calls the meeting to order. The Pledge of Allegiance is recited. Roll is called.

**Agenda Item 1: Approval of May 3, 2016 Meeting Minutes.**

Chair asks for a motion to approve the minutes of the May 3, 2016 meeting. So moved by Theresa Walsh, seconded by Anne McCarthy. All members vote approval. No members opposed. Motion carried.

**Agenda Item 2: Site Plan Review 49 Kearney Avenue: Site Plan Review to use the existing building for the offices of Cayuga Centers. Applicant: Cayuga Centers**

David Tehan, applicant's attorney, 110 Genesee Street- Cayuga Centers is under contract to purchase 49 Kearney Avenue. It is a nonprofit agency with its headquarters on Hamilton Avenue. The organization serves children, families and individuals with a variety of programs throughout NY State, Florida and Delaware. The proposed site located at 49 Kearney Ave is 13,600SF will allow the organization to move two programs, a community based intervention and Medicaid Services to the area. It will also provide storage for records. There are about 30 employees that will work from this location. This location will operate from 8am to 6pm Monday thru Friday. Clients will not be served on site and there will not be any night or weekend hours at this location.

Chair opens Public to be Heard. There being none, the Chair closes the public to be heard portion of the meeting and asks for staff comments.

Stephen Selvek reviews the site plan with Board members. The survey shows current conditions of the property. The building is existing the parking lot is existing, landscape and walkways are all existing. There is sufficient parking; in fact they are in excess of three spots. The Design Review Committee (DRC) felt that there were a few deficiencies that need to be addressed as part of the site plan process. These have been communicated to the applicant and are added in the site plan resolution. The landscaping needs to be improved (refers to picture in packet). There is an existing line of arborvitaes but there are significant gaps that need to be filled in. In addition the handicap ramp in the front of the building needs to be replaced and repaired as needed and meet ADA guidelines. The public sidewalk in the front of the property (refers to picture in packet) needs to be addressed and meet ADA guidelines as well as the engineering department's requirements.

Stephen Selvek reviews the SEQRA with Board members and reads Part 3 of the drafted Short EAF form. In part two of the SEQRA there are no or small/moderate impact to the questions. In part 3 it is specifically stated that the proposed action includes the use of the existing building at 49 Kearney Ave as offices for Cayuga Centers. Cayuga Centers is a quasi-public use, per Chapter 305 of the Auburn Code, and therefore is a permitted use within all zoning districts. Site alterations are very limited in scope and include: landscaping and repairs/replacement of sidewalks. The intent of the project is use existing building with only minor changes to the exterior and renovation of the interior.

Staff recommendation is approve the SEQRA negative declaration resolution and the site plan resolution with the listed modifications.

Chair asks if the Board has any questions or comments.

Theresa Walsh- What are the parking requirements?

Stephen Selvek- The required parking is 27 spaces which is based on three spots per 1,000SF of net office space. On the site they have 30 spaces.

Anne- Questions the “as is condition as used” term that is used in the application.

Stephen Selvek explains that it is the current condition in which it is in is their intent for using the property. They are not required to add parking, lighting etc. because it all exists. However, there are a handful of deficiencies on the site for its use and those deficiencies need to be addressed to meet requirements. These requirements were added to the proposed resolution and were taken into consideration when I did the environmental review.

Chair asks for a motion to approve the Negative Declaration SEQRA Resolution for 49 Kearney Ave made by Andy Tehan, second by Anne McCarthy. All other members in favor. Motion carried.

Chair asks for a motion to approve the Site Plan Resolution for 49 Kearney Ave made by Theresa Walsh, second by Anne McCarthy. All other members in favor. Motion carried.

**Other Items:**

No other items brought before the Board.

The date of the next Planning Board meeting is August 2, 2016 at 6:30 pm.

Motion to adjourn made by Andy Tehan and seconded by Theresa Walsh. All in Favor.

Respectively submitted by Renee Jensen