

CITY OF AUBURN PLANNING BOARD
TUESDAY, FEBRUARY 7, 2017 6:30 PM, MEMORIAL CITY HALL

Present: Sam Giangreco, Anne McCarthy, Andy Tehan, Christina Tomasso, Crystal Cosentino

Absent: Theresa Walsh, Tim Baroody

Staff: Stephen Selvek, Senior Planner; Greg Gilfus, Auburn Police Department; Stacy DeForrest, Corporation Counsel

Agenda Items: 107 South Street, Special Use Permit to operate a Bed and Breakfast; 277 Grant Avenue, Subdivision and Site Plan Review; 150 York Street Site Plan Review

Items Approved: None

Applications Denied: None

Applications Tabled: 107 South Street, Special Use Permit to operate a Bed and Breakfast; 277 Grant Avenue, Subdivision Application and Site Plan Review; 150 York Street Site Plan Review

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

Agenda Item 1: Approval of November 1, 2016 Meeting Minutes.

Chair asks for any corrections on the November 1, 2016 meeting minutes. Crystal Cosentino makes the correction that her address is 121 Herman Avenue. All in favor. No members opposed. Motion carried.

Agenda Item 2: 107 South Street: Special Use Permit to operate a Bed and Breakfast as a home occupation. Applicant: Victoria VonRandall.

Chair invites applicant to the podium to present the application.

Victoria VonRandall, 107 South Street- The application is for operating Bed and Breakfast of three or less bedrooms in my residence. This will operate under the stipulations and code the City has set. I looked into doing this many years ago but I waited until my children were older. I may only have two rooms. We will be doing a bedroom, a sitting room and a bathroom for each one. I am not looking to be booked every night instead this is something to help Auburn out. These large homes need to be filled with people and need to be seen.

Chair asks Board members for questions and comments. There being none the chair asks for staff comments.

Stephen Selvek- A Special Use Permit requires a Public Hearing to be held and tonight we will set the Public Hearing for the March 7th Planning Board meeting. This will allow an opportunity for community members to discuss their concerns and/or support for the project. In addition, this project is in the City's Historic District and therefore the application needs to be referred to the Historic Resources Review Board (HRRB) for comment. The Planning Board should have comment back from HRRB before the March 7th Planning Board Meeting.

In the City Zoning Code a Bed and Breakfast home is permitted in R2 district with a special use permit. Requirements are outlined under Chapter 305 of the Zoning Code for a Bed and Breakfast Home. Stephen Selvek asks the Chair's permission to allow the applicant to approach the podium and review the criteria of a Bed and Breakfast Home outlined in Chapter 305. The Chair invites the applicant back to the podium.

Stephen Selvek requests the applicant to answer the following criteria questions:

1. Parking for a Bed and Breakfast requires one off street parking space per bedroom as well as one additional for the resident. The minimum requirement is four off street parking spaces. The application notes that you have 10 possible parking spaces. Please explain to the Board how you plan to have parking available onsite.

Victoria VonRandall responds that the gravel driveway was expanded when she initially looked into starting a bed and breakfast. The one side was expanded for parking so vehicles could drive through. An additional two spots put in behind the home. Vehicles can enter through Fitch Street, drive through, park and exit onto South Street. I can easily fit 10 cars total.

Stephen Selvek explains that when reviewing the parking the way we would calculate parking for your layout is that a total of 6 parking spaces would be available so that no one vehicle is blocked at a time for exiting. The minimum requirement of 4 parking spaces is satisfied with the 6 existing spots.

2. Is this your principle residence? Victoria VonRandall replies that yes, it is.

3. Guests may not stay in excess of 30 days. Guests would be limited to a short term stay. Victoria VonRandall replies yes that is correct.

4. Do you intend to employ a non-resident? Victoria VonRandall replies that she is not employing a non-resident.

5. Are there plans for signage? Victoria VonRandall replies that she will comply with the code for signage. A large sign is not necessary since it is a destination spot.

Chair asks if there are any questions from the Board. There are not any additional questions from the Board.

Chair asks for a motion to set the Public Hearing to be held on March 7th for the Special Use Permit made by Andy Tehan, second by Crystal Cosentino. All in favor. None Opposed. Motion Carried.

Chair asks for a motion for Historic Resources Review Board comment made by Andy Tehan, second by Anne McCarthy. All in favor. None Opposed. Motion Carried.

Chair asks for a motion to table the application for the Special Use Permit made by Crystal Cosentino, second by Anne McCarthy. All in Favor. None Opposed. Motion Carried.

Agenda Item 3: 277 Grant Avenue: Minor Subdivision and Site Plan Review to create a 0.45 Acre parcel to install a drive-up ATM kiosk and Site improvements. Applicant: SBN I Properties, LLC.

Chair invites the applicant to present the project.

Ed Keplinger, Keplinger Freeman Associates, 6320 Fly Road, East Syracuse- Representing Savannah Bank. This application is proposing a drive up ATM at the intersection of John Walsh Blvd and Grant Avenue. We are in front of you for two action items, the first being a subdivision and the second being a site plan review. The parcel is about 0.45 acres or 20,000 SF. The North side is Image Diagnostic Center and to the West is Wal-Mart. Last month we were in front of Zoning Board of Appeals for two variances: One being lot size and the other for minimum lot width. Both variances were granted by the ZBA. This parcel is currently owned by the City of Auburn and is part of John Walsh Blvd as residual land no longer needed by the City. Savannah Bank would like to purchase the property for ATM use. The parcel is zoned C3, highway commercial. The use of the ATM is a permitted use in this zone.

A colored handout of the site plan and elevations of the ATM was provided to Board members. The ATM kiosk is shown as 4ft x 4ft. It has two columns and a canopy. Standard bank signage will be on it and will be presented at the next meeting. Driveway access will be through the existing driveway that serves the Imaging Diagnostic Center. The driveway is roughly 20 feet wide. There is two-way traffic for a portion of the driveway, but becomes one way and circles around the kiosk and exits. Traffic simulation confirms that the pattern can handle large trucks and vehicles with trailers (ie. landscape trailer not tractor-trailer or box trucks). Low landscaping is proposed at the intersections. Trees could potentially block sight lines and become a safety issue. The lighting will comply with the NYS ATM safety act. We will have lighting around the access driveway. We will be proposing a subsurface storm water facility located under the driveway at the far west end. We are proposing two signs, one at the intersection and one monument sign at the entrance of the driveway.

Chair asks for comments from the Board.

Anne McCarthy asks about snow storage. Ed Keplinger responds that they are still working on storm water management but one option includes pushing the snow into that area.

Chair asks staff for comments.

Stephen Selvek- The Design Review Committee has reviewed the Plans in front of the Board. The site plan layout is appropriate and provides adequate vehicle access. Pedestrian access is not necessary for this site since it is a drive up ATM. To move forward there is a subdivision application and a site plan review application. The subdivision application requires a Public Hearing. As for the site plan the following additional information is still needed from the applicant including: a signage package, storm water management calculations and plan, a lighting plan and rendered elevations of the ATM kiosk.

This is a City owned property and the City does have a purchase offer with the applicant for the purchase of the property. In your packet is a letter from Mayor Quill authorizing the applications to Planning Board and Zoning Board of Appeals.

Chair asks Board members for comments.

Chair asks for a motion to hold a Public Hearing on March 7, 2017 for 277 Grant Ave subdivision application made by Crystal Cosentino, second by Anne McCarthy. All in Favor. None opposed. Motion carried.

Chair asks for a motion to table the subdivision and site plan application for 277 Grant Ave made by Andy Tehan, second by Christina Tomasso. All in Favor. None Opposed. Motion Carried.

Agenda Item 4: 150 York Street: Site Plan Review to construct a 2500 SF addition to an existing building. Applicant: Ralph Schooley.

Chair invites applicant to present the project.

Mike O'Neil, America Group One, 11 East Genesee Street, Skaneateles- Representing Ralph Schooley of 150 York Street. The application is for 2,500 sq. ft. addition to the existing building at 150 York Street. Originally there were two lots and they have been combined into one lot. The building will cover steel that York welding uses at the site. The business is expanding and needs storage to keep snow and ice off the material. There will not be utilities, water or sewer.

Chair opens the Public to be Heard section of the meeting.

Emily Smith, 144 York Street- Is concerned with any proposed lighting.

Mike O'Neil- We are not proposing any new lighting.

Chair asks the Board for comments. There being none, chair asks for staff comments.

Stephen Selvek- The Design Review Committee reviewed the proposed plan. Comments regarding the plan were shared with the applicant and a number of them were addressed. There were concerns with the use of the existing asphalt inside the building, especially if this was a welding shop. However it was clarified that the use of this building was only for cold storage and the use of asphalt is fine. There is a lot going on at the shop including an impound lot. There was a question around if this use would stay and the use will continue on the east side of the building. The use raised a fire access concern but there is adequate access to the building at this time.

Other items discussed include:

- Clarifying the contours and elevations on the plan, which has been done
- Verifying that the fire access lane can support 70,000 pounds.
- An easement (requested by the city). There is a sewer line under the existing building and what we would like to request is providing an easement that would allow the city access to the existing sewer line and make connections if needed in the future.
- The aerial photographs of this site from 2006-2015 shows an extension of the impermeable areas. The concern is that the amount of runoff increases off the site. Currently we are waiting for the city engineer to provide comment on whether further mitigation is needed.
- There is 20 foot separation between buildings and we are waiting for the fire department's confirmation that the 20 feet of separation is adequate for the uses in the buildings.

Chair closes public to be heard portion of the meeting.

Chair asks for a motion to table the site plan application for 150 York Street made by Crystal Cosentino, second by Andy Tehan. All in Favor. None Opposed. Motion Carried.

Other Items:

Stephen Selvek announces that Board members will be provided tablets during Planning Board meetings to access electronic Planning Board packets. Printed packets will not be provided however large site plans will be made available if needed.

The date of the next Planning Board meeting is Tuesday, March 7, 2017 at 6:30 pm.

Motion to adjourn made by Andy Tehan and seconded by Anne McCarthy. All in Favor. None Opposed.
Motion Carried.

Respectively submitted by Renee Jensen