The Planning Board met at 6:30 PM local time Thursday, December 13, 2012 in the Auditorium to discuss, in a meeting open to the public, tabled matters and other business that was before it.

I. CALL TO ORDER:

PRESENT: Bill Bastian
Jim Burton
Allyn Hetzke, Jr.
Doug McCord
Terry Tydings

ABSENT: Arsen Markarian
Sue Kreiser
Zach Nersinger

ALSO PRESENT: Linda Cummings, Secretary
Katie Evans, Planning Board Clerk
Mark Valentine, Planning Department Head
Pete Weishaar, Legal Counsel

II. APPROVAL OF MINUTES: November 8, 2012

The Board approved the minutes of November 8, 2012

Vote: Moved by: Tydings Seconded by: McCord

Chairperson Markarian- Absent Bastian- Abstain Burton – Aye Hetzke - Aye
Kreiser – Absent McCord -Aye Tydings - Aye

Motion was carried.

III. PUBLIC HEARING:

1. Edwin A Summerhays, L.S., 2509 Browncroft Boulevard, Suite 209, Rochester, NY, 14625/Michael Kopicki requests under Articles VIII-8-2 of the Code Preliminary and Final Resubdivision approval to allow the division of 57.2 acre lot into two lots, lot one 8+/- acres and the other 49.2 +/- acres at 1035 Plank Road to be known as 1035 Plank Road. The property is now or formerly owned by Anne Talarico and is zoned RR-1. Appl# 12P-0024. SBL# 094.04-1-35.

Elizabeth Talarico addressed the board on behalf of the Applicant, Ann Talarico, explained intent of the application.
• Subdivide the property and keep the home and the shed. The remaining acreage will be left alone for farming purposes.
• There is no development intended at this time.

Board Member Comments:
• Board member Tydings asked the applicant if she currently resides at the property. The applicant replied that she does currently reside at the property.
• Board member Tydings asked if there will be any easements required. The applicant responded that there will not be any easements required.
• Board member Tydings asked the applicant if she has read over the recommendations noted by the Town and asked if she had any issues or concerns regarding them. The applicant replied that she has read all the materials and has no concerns.
• Board member Tydings asked the applicant if there was anything she wanted to add regarding the application. The applicant replied that there is a possibility of the wetlands in the rear of the property going to the Nature Conservancy in the future.

Public Comments:
• There were no comments by the public.

The Board AUTHORIZED Chairperson Markarian to sign the Part II EAF

Vote: Moved by: Tydings Seconded by: Bastian

Chairperson Markarian- Absent Bastian -Aye Burton -Aye Hetzke - Aye
Kreiser -Absent McCord - Aye Tydings - Aye

Motion was carried.

The application was APPROVED with conditions

Vote: Moved by: Tydings Seconded by: McCord

Chairperson Markarian- Absent Bastian -Aye Burton -Aye Hetzke - Aye
Kreiser -Absent McCord -Aye Tydings - Aye

Motion was carried.

2. Larry Heininger, P.E., P.M.P., Marques and Associates, PC, 656 Park Avenue, Rochester, New York 14607/Sal Stalteri requests under Articles III-3-10 and IX-9-2 of the Code Preliminary and Final Site Plan and Environmental Protection Overlay District permit approval to allow the construction of a single family residence on 2.28 +/- acres at 2039 Salt Road to be known as 2039 Salt Road. The property is now or formerly owned by R Harold Greenlee is zoned RR-1. Appl# 12P-0025. SBL#’s 125.04-1-16.104.
The applicant, Sal Stalteri, addressed the board, and explained the scope of the application.

- The applicant is in the process of purchasing the property and is requesting a curb cut for the property.
- A private driveway entrance will cause less stress than sharing a driveway.
- A shared driveway will create problems as far as who will maintain it.
- The applicant is looking to close quickly on this property.

Board Member Comments:

- Board member Bastian asked if there will be any requests for variances. Mr. Stalteri replied that there will not.
- Board member Bastian asked if he is intending on relocating the house pad from the previously approved site plan? The applicant replied that he is intending to move the house back to create more frontage.
- Board member Bastian asked how many trees will be removed by the road. The applicant replied that approximately 6 trees will be removed and they are not of high value.
- Board member Burton asked why the applicant and the adjacent owner is shying away from a joint driveway. The applicant replied that a separate driveway would be a “win, win” situation and that, to his knowledge, there is no recorded cross access easement.
- Board member Burton stated that the previous application was approved with a single curb cut which reduced the number of curb cuts and reduced the amount of tree removal. The Town’s Transportation Committee prefers to stay with a single curb cut. The applicant stated that the tree’s currently located at the property are not in good shape and he plans on adding more attractive greenery.
- Board member Burton asked if the applicant is willing to consider an alternate plan as far as improving the greenery and replacing trees. The applicant replied that he has already spent an extensive amount of money on the property that is unrecoverable at this point, but he is willing to entertain ideas from the Board, within reason, based on a decision in his favor.

Public Comments:

Daniel Gundlach of 2043 Salt Road, addressed the board:

- Mr. Gundlach is the neighbor which would possibly share the curb cut with the applicant.
- Wanted confirmation that the letter he sent to the Planning Department was received and reviewed.

Scott Griffin of 2041 Salt Road addressed the board:

- Concerned about the negative impact removing trees, especially the two large (19” maple and 24” maple) trees.
- The applicant explained to Mr. Griffin what trees will be taken out.
- He would happy to see some green area added between the two properties.
The Board would like to review the following:

1. Written responses to all reviewing agency comments shall be submitted including but not limited to the Project Review Committee memo dated December 3, 2012, Monroe County Planning letter dated December 4, 2012, Conservation Board report issued on December 4, 2012, and this tabling resolution. Written responses shall include the original comment with the response following.

2. The Board discussed the issue of a shared driveway at length. The Board would like to review alternative driveway layout options that accomplishes:
   - Tree preservation to the fullest extent
   - Minimal drainage impacts
   - Minimal offsite grading
   - Avoids any impacts to 2043 Salt Road’s utilities

3. The Board would like to see revised drawings which include the following:
   - Clearly delineate the limits of disturbance on the site and grading plan
   - Demonstrate compliance with the Town of Penfield Tree Preservation Guidelines
   - Provide a landscape plan showing the tree inventory submitted on December 13, 2012, trees to be removed, trees to be preserved as well as tree preservation techniques, and additional landscaping offered during the public hearing to buffer adjacent residences with an associated landscape planting schedule
   - Identify snow storage location(s) given the narrow road frontage
   - Identify if off-site grading will be necessary for any construction related to this application and if so, demonstrate locations on the site and grading plan

4. The Board suggests the applicant pursue a Town Board waiver to permit a reduced driveway width. Contact Planning Department Head Mark Valentine at (585) 340-8645 or valentine@penfield.org for information. If a waiver is requested, the Planning Board would like to review a plan showing a driveway reduced in width and how a narrower driveway would revise the project’s limits of disturbance to the north and south including but not limited to tree removal.

5. Should a separate curb cut ultimately be approved, Planning Department staff shall facilitate the release of the existing shared access easement with 2043 Salt Road. If and when that occurs, a drainage easement shall be formalized between 2043 Salt Road and the subject property. The applicant’s engineer shall prepare the associated map and legal description, show the drainage easement on the site plan, and pay associated filing fees with the Monroe County Clerk’s Office prior to obtaining signatures on the final plans.

The application was TABLED pending the submission and review of materials listed above.
3. John H Sciarabba, LandTech Surveying & Planning, 3708 Saint Paul Boulevard, Rochester, New York 14617/Ryan J. Morse requests an informal discussion with the Board regarding a the construction of a 1,200 +/- sq ft garage on 0.51 +/- acres located at 1513 Empire Boulevard to be known as 1513 Empire Boulevard. The property is now or formerly owned by Ryan J. Morse and is zoned LB. Appl# 12P-0022. SBL# 108.06-1-6.

The applicant, Ryan Morse, addressed the board and explained the scope of the application.

- Requests permission to add some blacktop and proper lighting to start operating a business for a metal showroom.

Board Member Comments:

- Board member Hetzke asked if the operation was currently open for business. The applicant replied that they are not open. The inside of the building is complete and people stop by, on occasion, to view the roof samples.
- Board member Hetzke asked the applicant to describe what he is proposing to do with the property. The applicant replied that there will be various phases. First priority is additional parking and an addition of a small building in the back of the property to store supplies.
- Board member McCord asked what is being done as far as drainage on the property. The applicant replied he would like to put some blacktop down in the Spring for parking. The blacktop around the future building in the back can wait.
- Board member Hetzke asked what the nature of the business will be. The applicant explained that it will be a metal roof showroom. Customers will be coming to the location to view the samples.
- Board member Hetzke asked if the applicant will be catering to contractors or homeowners and will there be various installation type vehicles on the property. The applicant replied that there will not be many trucks on the property. Most major materials will be stored off site. Materials that are sold will be stocked off site and delivered directly to the customer.
- Board member Hetzke asked what the biggest hurdle will be to start the business. The applicant replied that parking is the priority.
- Board member Tydings asked where his place of business is now. The applicant replied that he previously rented a property near Seabreeze and also worked out of his home.
- Board member Tydings asked who is working at the showroom and doing the installation work on the roofs. The applicant replied that they coordinate installations with the NYS Metal Roof Coop.
- Board member Tydings asked how much parking he anticipates needing to accommodate customers. The applicant replied that he needs approximately eight parking spots.
- Board member McCord asked if the applicant has communicated with any of the adjacent property owners. The applicant replied that he has spoken to the owner of the Sanibel Restaurant and the owner of Hilltop Market and they are both extremely happy with how he has cleaned up the property.
- Board member Bastian asked what plans are in place for lighting and sidewalks. The applicant replied he will follow the guidelines for lighting and is not sure about sidewalks yet.
- Board member Bastian asked if the business will be operating in the evening and how late the lights will be on. The applicant replied that the business will operate in the early evening, but not past 9 p.m.
- Board member Bastian asked about what signage he has at the location now. The applicant replied that he has a lawn sign but is looking forward to putting an attractive sign in place.

Public Comments:
- There were no comments by the public.

The Board directed staff to prepare a sketch plan review response letter to include the following:

1. A future application for preliminary and final site plan review should include the following:
   - landscape planting schedule
   - lighting plan accompanied by cut sheets for any proposed lighting fixtures
   - clarification of the hours of operation, delivery truck size and frequency, and intended use of proposed garage
   - dumpster enclosure details
   - proposed sign package

   Additionally, during the sketch plan presentation, it was indicated that the project is expected to be completed in a phased approach. The board would like to know how the project will be phased and what the anticipated timeline of construction will be.

2. Any future submission should comply with the recommendations found in the PRC memo dated November 21, 2012 and should provide itemized responses to the issued comments.

3. The board is also sensitive to the off site drainage pattern pre and post construction. Careful consideration should be taken in designing the site’s stormwater management. You and your project engineer are encouraged to discuss the stormwater management with Planning Department Head, Mark Valentine, P.E.
(585-340-8645/ valentine@penfield.org) or Town Engineer, Geoff Benway, P.E. (585-340-8683/ Benway@penfield.org) prior to making application for preliminary and final site plan.

4. Upon submission of an application for Preliminary and Final approval, you should provide written responses to the above comments. Additionally, written responses to the factors of consideration for Site Plan found in Article IX-9-3 of Chapter 29, Town of Penfield Zoning Ordinance should also be submitted.

The Board directed staff to prepare and issue a sketch plan review response letter.

Vote: Moved by: Bastian Seconded by: Tydings

Chairperson Markarian – Absent Bastian – Aye Burton – Aye Hetzke - Aye
Kreiser – Absent McCord - Aye Tydings - Aye

Motion was carried.

IV. MISCELLANEOUS:

1. Regarding the application of James K. Glogowski, PLS, 1996 Spencerport Road, Rochester, NY 14606/Kevin Smith requests under Articles VIII-8-2 and IX-9-2 of the Code Preliminary and Final Subdivision and Site Plan approval to allow the subdivision of the existing parcel into 2 lots and the construction of one single family house on a total of 21.3 +/- acres located at 1228 Northrup Road to be known as Smith Subdivision Section 4. The property is now or formerly owned by Gary and Wendy Smith and is zoned RA-2. Appl# 09P-0019. SBL# 110.01-1-5.998.

This application was REAPPROVED with conditions

Vote: Moved by: Tydings Seconded by: Hetzke

Chairperson Markarian - Absent Bastian – Aye Burton – Aye Hetzke - Aye
Kreiser – Absent McCord - Aye Tydings - Aye

Motion was carried.

There being no further business to come before the Board, this meeting was adjourned at 8:36 p.m., Thursday, December 13, 2012.

These minutes were adopted by the Planning Board on January 24, 2013.