PLANNING BOARD
MEETING MINUTES

APRIL 28, 2016
The Planning Board held a meeting at 6:30 PM local time Thursday, April 28, 2016 in the Town Hall 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  
Bob Kanauer  
Terry Tydings

**ALSO PRESENT:**

Mark Valentine, Town Engineer  
Michael O’Connor, Assistant Engineer  
Douglas Sangster, Planning/Environmental Technician  
Alison Sublett, Board Secretary

II. **APPROVAL OF MINUTES:**

The board voted and APPROVED the draft meeting minutes for April 14, 2016.

Vote: Moved by: Seconded by:  
Tydings Burston

Chairperson: Hetzke - Absent  
Bastian - Abstain  
Tydings - Aye

Burton - Aye  
Kanauer - Aye

Motion was carried.

III. **TABLED APPLICATIONS:**

1. Passero Associates, 242 West Main Street, Suite 100, Rochester, NY 14614 /Midlakes Management, LLC, requests under Chapter 250 Articles VI-6.1, XI-12.2 and XII-12.2 of the Code of the Town of Penfield for Preliminary and Final Site Plan, Subdivision, and EPD Permit approval under Town Law 278 for the construction of 33 townhomes with associated site improvements on 32.67 +/- acres. The parcels are located at 1185 Empire boulevard, 1211 Empire Boulevard, and 41 Woodhaven Drive. The properties are now or formerly owned by Howitt-Bayview, LLC and are zoned LLD and R-1-20. Application # 16P-0004. SBL # 108.05-2-8.5., 108.05-2-8.33, and 108.10-1-1.111.

- Mr. Valentine informed the board that there were no new items submitted since their last meeting. Items still to be submitted include the geo-grid report, an engineer’s report with wetland delineations and stormwater calculations, a full set of building elevations specific to this project, and color and material samples for the townhomes. The Town Board did approve the sidewalk waiver and improvements to the LaSalle’s Landing District. The architectural consultant is awaiting a full set of rendering to review before making his recommendations to the board.
The board voted and CONTINUED TABLED the application pending the review and/or submission of the following items:

- Current plans in file show a rear elevation only of the proposed triplex townhomes and a set of elevation drawings from a similar development in the town of Chili. The Board requires a submission of a complete set of building elevations and colored renderings for this specific site location with accurate details. Samples of the proposed building materials shall be provided as well. The board has directed staff to resubmit the building elevations and associated materials to the Town’s Architecture Consultant for his review upon submission.
- Submission of stormwater calculations for the Engineering Department’s review.
- Submission of the geotechnical report for the Engineering Department’s review of soil conditions.
- Submission of the latest wetland and floodplains delineations for the site.
- Submission of the opinions of the local fire district chiefs regarding the proposal for the construction of a geogrid road system in the locations of the current emergency access road.
- Provide clarification for the intended use of the lands shown on the plans that are assumed to be donated to the Monroe county Parks. This was previously stated during the sketch plan application in 2013.

Vote: Moved by: Tydings Seconded by: Kanauer

Chairperson: Hetzke - Absent Bastian - Aye Burton - Aye Kanauer - Aye
Tydings - Aye

Motion was carried.

III. MISCELLANEOUS:

1. Panorama Plaza requested building façade renovations at 1601 Penfield Road.
   - Mr. Valentine updated the board with comments from the Town’s architectural consultant regarding proposed changes. The only comment [from the consultant] that had not been addressed was the color of the metal roofing. The consultant recommended painting the metal roofing panels a complementary color. The applicant’s architect recommends limiting the color scheme in order to avoid making it look piecemeal. Can-style lights have been proposed instead of sconces and down-lighting within the arches. A sample of the lit arch was installed for viewing at the Hallmark tenant space. The proposed plan eliminated peaks in favor of flat roof elevations that comply with the design criteria.
   - Board member Burton stated he was in favor of the Town’s architectural consultant’s recommendations and also asked if Chairman Hetzke had comments regarding the proposed lighting plan. Mr. Valentine answered that Chairman Hetzke had not submitted comments on the lighting but had historically been in favor of dark sky compliant lighting.
The board voted and APPROVED the proposed building façade renovations with the Town’s architectural consultant’s recommendations.

Vote: Moved by: Bastian Seconded by: Tydings
Chairperson: Hetzke - Absent Bastian - Aye Burton - Aye
Tydings - Aye Kanauer - Aye

Motion was carried.

2. The Charles Finney School Press Box Project, 2074 Five Mile Line Road.
   - Mr. Valentine explained to the board that the Charles Finney School was requesting permission to skip the Sketch Plan Application process and apply for a Preliminary/Final Application for a press box and bleachers with associated improvements to the sports field. The school would like to have the press box installed in time for use in the fall sports season. The size of the project is over 2,000 square feet, which exceeds the limit for an Administrative Review and requires a board approval. The proposed project was buffered by the Charles Finney School building as well as First Baptist Church to the south and Penfield High School to the north. Residential neighbors were not immediately adjacent to the proposed location and buffered by trees. Lights are not proposed for the field. The sports field was existing and grading improvements would be proposed for it.
   - The board agreed that the application could be submitted as a Preliminary/Final Application.

3. Hampton Inn, 950 Panorama Trail Parking Addition.
   - Mr. Valentine explained the original plan for the hotel was a Hampton Inn & Suites; however, the plan had been downsized and suites were eliminated which reduced the footprint of the building making it possible to add some parking spaces. The applicant has requested five (5) additional spaces: four (4) on the side of the building and one (1) additional parking space at one end section of the parking aisle along the driveway.
   - The proposed parking stalls along the side of the building are 22 feet deep, which were larger than what the code requires, and would be posted for employee use and/or compact cars, and would include parking bumpers.
   - The proposed additional single space would require a revision in the catch basin location which has not yet been placed, there was also a Siamese connection near that space to the hydrant installed at the road for fire trucks.
   - Additional landscaping to improve grading was also proposed.
   - Mr. Valentine instructed the applicant include the walkways along the building on the plans to ensure walkways would not be blocked by parked cars; however, the sidewalk along the drive connecting the front parking to the rear parking was too steep to be considered universally designed.
   - Board member Burton asked if the remote fire department connection was required by the Town Fire Marshal and if so why he didn’t require a post indicator valve. Mr. Valentine confirmed this was required by the Penfield Fire Marshal and he did not require an indicator.
Board member Burton expressed concerns with the remote connection being covered by plowed snow and suggested locating it on the opposite side of the drive near the sidewalk. Mr. Valentine said he would consult the Fire marshal regarding this recommendation.

The board voted and APPROVED the additional parking spaces pending the review by the Fire Marshal regarding the location of the remote connection access to water for the fire department and/or a maintenance requirement in the resolution regarding access to the remote connection.

Vote: Moved by: Bastian   Seconded by: Kanauer
Chairperson: Hetzke - Absent   Bastian - Aye   Burton - Aye
                     Tydings - Aye   Kanauer - Aye

Motion was carried.

4. Staff informed the board of the application that will be heard at the May 12, 2016 public hearing.

There being no further business to come before the Board, this meeting was adjourned at 6:56 PM.

These minutes were adopted by the Planning Board on May 12, 2016.