PLANNING BOARD MEETING MINUTES

JUNE 21, 2016
The Planning Board held a meeting at 6:30 PM local time Tuesday, June 21, 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: Allyn Hetzke, Jr.  
Bill Bastian  
Jim Burton  
Bob Kanauer  
Terry Tydings

ALSO PRESENT: Zachary Nersinger, Town Planner  
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 June 9, 2016.

Vote: Moved by: Bastian  
Seconded by: Kanauer

Chairperson: Hetzke - Aye  
Bastian - Aye  
Burton - Aye  
Kanauer - Aye  
Tydings - 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 EPOD 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-l-20. Application #16P-0004. SBL #108.05-2-8.5., 108.05-2-8.33, and 108.10-1-1.111.

- Mr. Nersinger informed the board that there were no updates to report as the applicant was continuing working on the items requested by 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 the geotechnical report for the Engineering Department’s review of soil conditions.
- Submission of the latest wetland and floodplains delineations for the site.
- Specification for the board if any ground monument sing would be considered near the entrance or beginning point of the residential subdivision.
- 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: Kanauer
Seconded by: Tydings
Chairperson: Hetzke - Aye
Bastian - Aye
Burton - Aye
Tydings - Aye
Kanauer - Aye

Motion was carried.

2. Free Methodist Church of Webster dba Crossroads Community Church, 1188 Jackson Road, Webster, NY 14580, requests under Chapter 250, Article XII-12.2 of the Code of the Town of Penfield for Preliminary and Final Site Plan approval for a 4,000 +/- square foot parking lot expansion with associated site improvements on the 3.15 +/- acres parcel. The property is now or formerly owned by the Free Methodist Church of Webster and zoned R-1-20. Application #16P-0005, SBL #095.01-1-14.1.

- Mr. Nersinger reviewed with the board that the applicant had been requested to explore alternatives to the proposed rain garden that was shown on the previously submitted plans. The site plans originally showed over 6,000 square feet of impervious surface and the rain garden (or similar stormwater management facility) was required per the guidelines of the IWC (Irondequoit Creek Watershed Collaborative). The applicant has submitted a revised plan that shows less than 6,000 square feet for the proposed parking lot expansion and has removed the rain garden as it was no longer required by the IWC guidelines.

- Mr. Nersinger reviewed the revised site plan noting that the layout has been revised with less total parking spaces shown as part of the expansion. Town staff has submitted comments regarding the updated plans to the applicant and to the board in advance of the meeting. One comment stated that the (NY) State code only requires three (3) handicap parking spaces for a parking lot of this size. Further, the four (4) handicap parking spaces proposed on along the entrance road with parallel parking stalls were recommended by
the staff to be relocated to a more accessible location in the rear parking lot or to have the handicap designation removed from them if the applicant wished to include those for the overall expansion.

- Board member Burton pointed out one of the existing handicap space at the front of the building did not appear to be compliant as there was no indication for an access aisle. He requested this to be investigated for code-compliance.
- Board member Burton stated that the parallel parking handicap spots did not have striped access aisles and would not be considered to be compliant.
- Board member Burton explained that it was customary for organizations, such as churches, to provide ample handicap parking for members’ convenience. Mr. Nersinger explained that staff did not discourage the increase in number of handicap spaces but requested the applicant relocate the parking spaces in question.
- Mr. Nersinger asked the board if there were any concerns regarding the layout of the parking expansion area on the revised site plan.
- Board member Burton stated his main concerns related to the size of the impervious surface that was originally proposed in relation to drainage and landscaping, and the revised plan answered those concerns.
- Board member Kanauer asked if staff confirmed whether lighting changes would be proposed. Mr. Nersinger confirmed that there are no existing exterior parking lot lights nor were any proposed by the applicant.
- Board member Kanauer asked if the Area Variance application was still necessary for the updated site plan. Mr. Nersinger confirmed that a variance was required for the proposed plan as a 50 foot buffer was required by Code. The site plan proposes a 15 foot setback from the property line to the parking lot, which would require a 35 foot variance. The applicant would appear before the Zoning Board on July 21, 2016. A conditional approval resolution could be issued by the Planning Board pending the Zoning Board’s decision.

The board voted and CONTINUED TABLED the application pending the following:

- Submission of a revised site plan that addresses comment from town staff that were provided following the applicant’s submittal of the latest plans dated June 14, 2016
- Review of the existing handicap parking stall at the front entrance of the building for code compliance with regards to the proper size and striping.
- Town staff was directed to prepare a draft approval resolution for the Board’s review and consideration at the July 14th work session meeting.

Vote: Moved by: Hetzke Seconded by: Tydings
Chairperson: Hetzke - Aye Bastian - Aye Buron - Aye Kanauer - Aye
Tydings - Aye Motion was carried.
3. Michael Ritchie, P.E., Costich Engineering, D.P.C., 217 Lake Avenue, Rochester, NY 14608/ Mike D’Amico, Combat Construction, requests under Chapter 250, Articles XI-11.2 and XII- 12.2 of the Code of the Town of Penfield for Preliminary and Final Subdivision and Site Plan approval for a three (3) lot subdivision to construct two (2) new single family residential homes on a total of 1.9 +/- acres located at 1429 Shoecraft Road. The property is now or formerly owned by John and Nancy Williamson and zoned R-1-20. Application #16P-0008, SBL #109.07-1-12.

- Mr. Nersinger informed the board that a draft approval resolution and Part II EAF was prepared by staff.
- Mr. Nersinger confirmed with the applicant that a sidewalk waiver would be requested from the Town Board and the applicant would be required to provide easements for sidewalks on both frontages if the waiver is granted.
- The board had no additional concerns.

The board voted and APPROVED the Part II EAF.

Vote: Moved by: Bastian Seconded by: Kanauer
Tydings - Aye

Motion was carried.

The board voted and APPROVED the application with conditions.

Vote: Moved by: Bastian Seconded by: Burton
Tydings - Aye

Motion was carried.

III. MISCELLANEOUS:

1. 2221 Penfield Road, Torpey Family Medicine – Parking Expansion

- Mr. Nersinger explained for the board the owner of 2221 Penfield Road, which was operating as a physician’s office in the BN-R zoning district, requested approval to submit a Preliminary/Final application to the board for a parking lot expansion.
- Board member Burton pointed out that the BN-R district requires adequate buffering to residential neighbors for additional traffic and activity at the business.
- Mr. Nersinger explained that landscaping and other means of buffering (such as fences) would be required. The property is also included in the Town’s LUAMP study, which requires cross-access between these properties that would eventually connect to the
current McDonald’s location on Fairport Nine Mile Point Road. Mr. Nersinger felt these issues could be addressed during the preliminary/final phase of an application as they have been in similar applications for parking expansions.

- Board member Burton pointed out that in other area of the BN-R District the board required there be no front parking and all parking was diverted to the rear of the proposed buildings. However, this proposed application would have both front and rear parking and could cause traffic concerns.

- Mr. Nersinger replied that if the applicant was proposing to redevelop the site the board could review the overall layout and relocate the parking from the front to the back of the property if a new building was proposed that could be shifted closer to the road, and thus eliminating the curb cut. Ideally most of the curb cuts along Penfield Road in this section of the BN-R District would be eliminated and access restricted to the rear of the properties per the LUAMP study. However, the existing building was not proposed to be removed at this time so the board would have to review the proposed parking expansion based on the existing conditions of the site.

- The board directed staff to inform the applicant that they would be allowed to submit a Preliminary/Final Application for the proposed parking lot expansion.

2. Upcoming board meeting: Staff informed the board that the July 14, 2016 Public Hearing was cancelled as there were no new applications to be hear at that time. The board will meet in a work session at this meeting beginning at 6:30 PM.

There being no further business to come before the Board, this meeting was adjourned at 6:50 PM.

These minutes were adopted by the Planning Board on July 14, 2016.