PLANNING BOARD
MEETING MINUTES

JULY 14, 2016
The Planning Board held a meeting at 6:30 PM local time Thursday, July 14, 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.  
Jim Burton  
Bob Kanauer  
Terry Tydings  

ABSENT: Bill Bastian  

ALSO PRESENT: Zachary Nersinger, Town Planner  
Mark Valentine, Town 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 21, 2016.

Vote: Moved by: Seconded by:  
Burton  
Kanauer  

Chairperson: Hetzke - Aye  
Bastian - Absent  
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-1-20. 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 and the applicant is working on the items requested by the board that have been captured in past tabling resolutions.
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 - Absent Burton - Aye Kanauer - Aye
Tydings - 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 the revised site plan submitted by the applicant on July 11, 2016. The applicant’s plan complied with the requested changes made by staff.
- Mr. Nersinger informed the board that the applicant is scheduled to appear before the Penfield Zoning Board of Appeals (ZBA) on July 21, 2016 to request an area variance for less setback for the required 50 foot buffer to the property line at the northwest corner of the proposed parking lot. The variance would be for 35 feet of relief for a 15 foot setback.
- Mr. Nersinger informed the board that a draft approval resolution and Part II EAF was prepared by staff.
- Mr. Nersinger reviewed for the board that a decision to approve the application would be listed as conditional pending the ZBA’s decision of the area variance. If the area variance was denied the conditional approval from the Planning Board would be null and void.
The board voted and APPROVED the Part II Short EAF.

Vote: Moved by: Kanauer
Seconded by: Burton

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

Motion was carried.

The board voted and APPROVED the application pending a decision from the Zoning Board of Appeals for the area variance request that will be heard on July 21, 2016.

Vote: Moved by: Burton
Seconded by: Kanauer

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

Motion was carried.

III. MISCELLANEOUS:

1. 2100 Penfield Road, Dental Office, Application #14P-0012

   - Mr. Nersinger explained that Dr. You Jia, owner of 2100 Penfield Road, submitted a request for re-approval from the board regarding the previously approved application for a new dental office that was originally granted May 22, 2014, received a 90 day extension on May 14, 2015, and then expired on August 12, 2015.
   - The owner informed town staff previously that she was exploring options for alternate locations for the dental office but has since decided to move forward with the previously approved plan for 2100 Penfield Road.
   - Mr. Nersinger informed the board that no changes were proposed from the originally approved site plan.
   - Board member Burton asked if staff had reviewed the conditions in the previous approval resolution to investigate whether updates would be necessary in accordance with new requirements that may be applicable. Mr. Valentine explained there were no updates that would require changes to the original approval resolution.

   The Board voted and APPROVED the re-approval of Application #14P-0012.

Vote: Moved by: Tydings
Seconded by: Burton

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

Motion was carried.
2. Upcoming board meeting: Staff informed the board of the applications that will be heard at the August 11, 2016 public hearing.

There being no further business to come before the Board, this meeting was adjourned at 6:43 PM.

These minutes were adopted by the Planning Board on August 11, 2016.