PLANNING BOARD
MEETING MINUTES
FEBRUARY 7, 2019
The Planning Board held a meeting at 6:30 PM local time Thursday, February 7, 2019 in the Town Hall Auditorium to discuss, in a meeting open to the public, tabled matters and other business that was before it. The Board then held a public hearing meeting at 7:00 PM to hear new applications.

I. **CALL TO ORDER:**

   **PRESENT:**
   - Allyn Hetzke, Jr.
   - Bill Bastian
   - Terry Tydings

   **ABSENT:**
   - Jim Burton
   - Bob Kanauer

   **ALSO PRESENT:**
   - Zach Nersinger, Town Planner
   - Mike O'Connor, Assistant Town Engineer
   - Pete Weishaar, Planning Board Attorney
   - Alison Sublett, Board Secretary

II. **APPROVAL OF MINUTES:**

   The board voted and APPROVED the draft meeting minutes for January 24, 2019.

   **Vote:**
   - Moved by: Bastian
   - Seconded by: Tydings

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

   Motion was carried.

III. **PUBLIC HEARING APPLICATION:**

1. T.Y. Lin International, 255 East Avenue, Rochester, NY 14604, on behalf of Ronald A. Wilbert, requests under Chapter 250 Articles XII-12.2 and VI-6.2 of the Code of the Town of Penfield for Preliminary/Final Site Plan approval and an EPOD Permit to allow for the expansion of a vehicle storage area with associated site improvements on a 17.94 +/- acre property located at 1272 Salt Road and a portion of the 9.97 +/- acre property located at 1301 Salt Road. The properties are now or formerly owned by Wilberts Automotive LLC and Wilberts Tree Farm LLC and zoned RA-2. Application #19P-0002, SBL #s 095.04-2-2.1 and 095.04-2-2.4.

   Board members Burton and Kanauer recused from this application.

   Betsy Brugg of Woods, Oviatt, Gilman presented the application to the Board. Also present were Michael Wall and Robert Keiffer of T.Y. Lin.
Ms. Brugg explained the Wilbert family had been operating the vehicle recycling center since the mid-1950’s and the operation was considered a pre-existing non-conforming use in the RA-2 zoning district and an application for an expansion to the use had been submitted to the Zoning Board of Appeals.

Ms. Brugg highlighted previous applications and discussions with the Town regarding the facility in 2010, 2012, and 2017.

Ms. Brugg explained the owners have developed a master plan to allow greater safety and efficiency and keep up with technological advances in their industry.

Improvements to stormwater treatment were proposed as part of the application.

The applicant requested the board provide correspondence to the Zoning Board of Appeals with its thoughts about the expansion request.

The applicant requested the board begin the process of declaring themselves lead agency for the application.

Ms. Brugg the owners welcomed staff and board members to schedule a tour of the project site as well as their Lakeside facility, which featured many of the upgrades proposed for this project.

Michael Wall presented engineering details of the application.

The proposed project included an expansion of the vehicle storage area up to the limits of the northern property with a 48-space parking lot for customers and possibly employees.

The existing ten (10) foot fence was proposed to be extended around vehicle storage expansion and the operations limits of facility.

The site plan proposed to eliminate the perpendicular parking spaces along Salt Road and they are coordinating with the County DOT to have four (4) defined access points to the property.

The proposed southern parking area was proposed to have an additional fifteen (15) spaces and was intended mainly for employees.

A geotechnical report was produced in order to determine the stormwater management design.

A meeting with the New York State DEC was held on December 19, 2018 to discuss the stormwater management plan, which included a bio-retention pond, wetland ponds, and an infiltration basin. Town staff was present at the meeting.

The area selected for the stormwater management plan was adjacent to the neighboring Christmas tree farm and would have little to no impact to the existing area.

The proposed new shipping, receiving, and dismantling operations building was proposed to have overhead doors on all sides of the building to allow access for panel trucks as well as designated loading for multiple tractor-trailers at the rear of the building.

The eastern elevation with four overhead doors was proposed to face Salt Road.

This proposed design allowed better access for commercial vehicles and eliminated the current issue of trucks queueing on Salt Road waiting to enter the site.

The 100’ x 40’ storage building would not visible from road and was planned to house heavy machinery.
• The proposed 34’ x 36’ Gas Punch building would not be visible from Salt Road. This building would be used to drain fluids from incoming vehicles using pneumatic tools.
• A 23’ x 60’ addition was proposed to the two-story structure that was used for the sales and reclamation tire operations.
• The proposed project was an investment in community that will make the site safer and remediate traffic issues on Salt Road and improve the appearance of the business as well as bring the operations closer to Code compliance.
• The applicant had no concerns addressing all comments from the town Project Review Committee (PRC) and the County.

Robert Keiffer addressed the board regarding the business operations.
• Mr. Keiffer explained the business kept a computerized inventory that was shared and shipped nation-wide so the site was busy with commercial vehicles coming and going. Occasionally multiple tractor trailer trucks dropped off new inventory, causing a traffic to back up on Salt Road and the proposed site plan would mitigate this issue.

Board Questions:
• Chairman Hetzke asked how tractor-trailers would enter the site and if they would drive through the building. Mr. Keiffer explained the facility shipped and received inventory nation-wide and therefore there could be multiple semi-trucks delivering cars for recycling at the same time, which would cause a back-up of trucks on Salt Road as they could only have one on site at that time. The proposed site plan allowed trucks to enter the site at the south entrance, load and unload at the rear loading docks, and then drive behind the buildings to an exit at the north end of the property.
• Chairman Hetzke asked if there was a phasing plan for the project. Mr. Keiffer answered the expansion of the vehicle storage and fencing of the property was a priority, the stormwater management improvements would be installed in conjunction with this expansion. He added the remaining improvements would follow.
• Chairman Hetzke asked if the existing building was used to store parts and inventory for sale and where that inventory would be stored during the construction process. Mr. Keiffer confirmed the existing building stored inventory, which would be relocated to their other operating facilities or reduced during construction.
• Chairman Hetzke asked if the project had a multi-year plan. Mr. Keiffer answered it would likely be three (3) to five (5) years to complete the whole project.
• Board member Tydings asked if the owners planned to store more vehicles on the rear of the property. Mr. Keiffer explained the master plan included a reserve vehicle storage area on the southeast corner of the property, which was currently a wooded area.
• Chairman Hetzke asked for a description of the current stormwater management plan. Mr. Keiffer explained the standard assumption for a gravel surface is to regard it as an impervious surface. However, in practice, the existing gravel areas on the site absorbed the majority of the stormwater and the runoff was directed to underdrains and catch basins that discharged to the southeast area where the new stormwater facilities were proposed to be installed.
• Board member Tydings asked if landscaping and lighting were proposed for the project. Mr. Keiffer answered one-third of an acre (approximately) of new landscaping was
proposed along Salt Road in front of the vehicle storage area and around the proposed parking lots. He added the lighting would be programmed to be on during business hours and dimmed after closing.

- Board member Bastian asked if a pathway was proposed to connect customer parking to the sales building. Mr. Keiffer explained the smaller parking lot in front of the new sales office was immediately accessible and a delineated walkway could be considered for the plan.

- Chairman Hetzke asked what the man-doors accessed on the submitted elevations for the sales building. Mr. Wall explained the doors were access ways for employees to get to other buildings on the site.

- Chairman Hetzke asked if the tractor-trailers would go to the loading docks on the north side of the main building and if other vehicles would enter the building. Mr. Keiffer answered the tractor-trailers would back up to the doors for loading and unloading, however, it was possible to drive smaller vehicles into the building for overnight storage.

- Board member Tydings referred to a PRC comment regarding the crushed and stacked vehicles and when they would be moved. Mr. Keiffer explained the stack of crushed vehicles would remain in their current location and were only stored until the market salvage price climbed high enough for sale, or until they reached their storage capacity.

- Mr. Nersinger asked how the applicant planned to facilitate pedestrian circulation from the northern parking lot to the main office. Mr. Keiffer agreed a pedestrian pathway could be installed along the frontage of the property for customers.

**Public Comments:**
There were no public comments for this application.

**Board Deliberation:**
Following the presentation of this application during the public hearing and subsequent discussion in a work session, the Penfield Planning Board offered the following comments.

- Mr. Nersinger explained that as two board members recused themselves from this application any action taken by the board would require a unanimous vote from the remaining members to meet the quorum.

- Mr. Nersinger, with the aid of an aerial photograph, explained for the board the existing site and proposed changes according to the submitted plan.

- The board requested the applicant provide a phasing plan for the project.

- The board requested staff reach out to the owners and Zoning Board of Appeals board members to coordinate a tour of the facilities.

The board voted and directed staff to send Lead Agency letters to involved and interested agencies for the coordinated environmental review of the application.

**Vote:**

<table>
<thead>
<tr>
<th>Motion</th>
<th>Moved by</th>
<th>Seconded by</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aye</td>
<td>Bastian</td>
<td>Burton</td>
</tr>
</tbody>
</table>

Motion was carried.
The board voted and TABLED the application pending the review and/or submission of the following items:

- Provide revised site plans and written responses per the comments issued by the Project Review Committee (PRC) in its memo dated February 1, 2019. In addition, per the comments of the Board, provide a striped and signed crosswalk for pedestrians traveling from the southern parking area, across the eastern frontage of the new shipping/receiving building, to the main office building.
- Provide a phasing timeline for the anticipated build-out of all proposed improvements associated with the project.

Vote: Moved by:  Tydings  Seconded by:  Bastian
Chairperson: Hetzke - Aye  Bastian - Aye  Burton - Absent
Kanauer - Absent  Tydings - Aye
Motion was carried.

IV. ACTION ITEMS:

1. 2191 Penfield Rd, McDonald’s site plan modification

   - Mr. Nersinger informed the board the item was withdrawn as the proposed modifications required review by Zoning Board of Appeals for parking requirements.

2. 1250 Northrup Rd & 1271 Plank Rd, Smith resubdivision

   - Mr. Nersinger explained the owners of 1250 Northrup Road and 1270 Plank Road wished to transfer lands between the properties and create new lot line for the two parcels. The majority of the lands to include a barn at 1270 Plank Road would transfer to 1250 Northrup Road and the residence at Plank Road was proposed to be on a five (5) acre lot.
   - Chairman Hetzke asked if the uses of the properties were proposed to change. Mr. Nersinger answered the owners did not propose changes to the use of the residences.
   - The board had no concerns with the proposed resubdivision.

The board voted and APPROVED the Chairman signing the plat map.

Vote: Moved by:  Bastian  Seconded by:  Tydings
Chairperson: Hetzke - Aye  Bastian - Aye  Burton - Absent
Kanauer - Absent  Tydings - Aye
Motion was carried.

There being no further business to come before the Board, this meeting was adjourned at 7:49 PM.

These minutes were adopted by the Planning Board on March 14, 2019.