TOWN BOARD WORK SESSION AGENDA

Wednesday, June 12, 2019 7:00 PM
Supervisor R. Anthony LaFountain, presiding

I. Call to Order
II. Approval of Minutes – May 22, 2019
III. Monthly Reports
IV. Public Hearings - None
V. Guests
   a. Lisa Scala - Requesting Streamline Approval for Facial and Foot Spa at 1801 Penfield Road - Costello
   b. Sami Yorulmazlar - Requesting a Hold Harmless Agreement for a Shed - 19 Naples Circle - Valentine
   c. Ed & Rebecca Valladares - Requesting a Hold Harmless Agreement for a Fence - 18 Summit Crest Circle - Valentine
VI. Action Items
   a. Final Review of Garage Design and Landscaping Plan at 2567 Browncroft Blvd. - Costello
VII. Informational Items
   a. (NONE)
VIII. Held Items
   a. Jomanda Way, Expanding No Shooting Petition - LaFountain
   b. Sign Ordinance Updates/Proposed Ordinance Revision - Costello/LaFountain
   c. Community Choice Aggregation, Penfield CCA Resident's Committee - LaFountain
   d. 143 Farm Brook Drive, Hold Harmless Agreement - Valentine
   e. Greenlight Fiber Underground Installation, Cranberry Cove - LaFountain/Valentine
   f. Development of Apartment Building, 1384 Empire Blvd. - Costello
IX. Old Business – (NONE)
X. New Business
XI. Executive Session
XII. Next Meeting: June 26, 2019
XIII. Adjournment

This meeting will be video recorded and broadcast LIVE via the town’s website www.penfield.org and the Town’s Government Access Cable Channel 1303. Questions regarding video coverage contact Penfield TV at (585) 340-8661.
Town Board Work Session Minutes  
June 12, 2019  
7:00 PM

I. Call to Order

Present:
Supervisor LaFountain  
Councilwoman Kohl  
Councilwoman Metzler  
Councilman Quinn

Also Present:
Jim Costello  
Lisa Grosser  
Mark Valentine

Absent:
Councilman Moore

II. Approval of Minutes – 5/22/19
CM Quinn moved for the approval of the Minutes of May 22, 2019, CW Metzler seconded the motion.

III. Monthly Reports – All reports have been received.

IV. Public Hearing – None

V. Guests

a. Lisa Scala – Requesting Streamline Approval for Facial and Foot Spa at 1801 Penfield Road – Costello
Jim Costello introduced Lisa Scala who is interested in opening her business in the back portion of 1801 Penfield Road.

Lisa Scala explained that she will be the only employee and see clients by appointment only, Monday through Saturday. The total square footage of the space is 800 sq. ft. Scala will occupy two rooms (80 sq. ft. and 96 sq. ft.) and share a common reception area.

Costello added the Wigz business will be leaving soon and that will open up space on the freestanding sign. Lankford Opticians is having their going out of business sale on June 15, 2019.

Supervisor LaFountain asked if a third business may open in the front of the building once Lankford Opticians is gone.

Costello said he is unsure. The Wigz name takes up half of the sign, when they leave there will be space on the sign for two (2) additional business names. The sign will be updated after the Lankford Opticians going out of business sale is complete.
Councilwoman Metzler moved to approve the application through the streamline approval process, Councilman Quinn seconded and all present voted "Aye."

Costello stated he will send the applicant a letter of approval. A Conditional Use Permit will be required for a fee of $100. Costello added that the applicant will have to work with the Building Department to obtain a Sign Permit.

b. Sami Yorulmazlar – Requesting a Hold Harmless Agreement for a Shed – 19 Naples Circle – Valentine
Mark Valentine stated the application materials have not been received and this request has been withdrawn.

c. Ed and Rebecca Valladares – Requesting a Hold Harmless Agreement for a Fence – 18 Summit Crest Circle – Valentine
Mark Valentine introduced Ed and Rebecca Valladares who have requested to install a pool and fence which would be located in a Storm Sewer Easement. The applicants understand if the Town had to access the easement area the fence would be removed and it would be their responsibility to re-install the fence. Valentine added that PRC had no concerns. The applicant has been advised to call for stake-outs and to hand dig in the area near the pipe. Councilwoman Metzler moved to approve the Hold Harmless Agreement to install a fence in a Storm Sewer Easement, Councilman Quinn seconded, and all present voted "Aye." A resolution will be submitted at the next Legislative Session on June 19, 2019.

VI. ACTION ITEMS

a. Final Review of Garage Design and Landscaping Plan at 2567 Browncroft Blvd. – Costello
Jim Costello submitted materials for the Board to review, and stated there are three (3) outstanding issues: garage design detail, fencing and landscaping. The Historic Preservation Board and the Planning Board have reviewed the materials and are supportive.

Costello continued to say, regarding the design of the garage units, the Historic Preservation Board liked the design of all white garage units. The main entrance would be through the front with a rear door for personal access. The windows will be on one side of the structure, and also on the rear entrances. The plantings along the front of the garage units would be Black Lace Elderberry bushes as specified on the plan. The windows in the rear of the garage units would let sunlight into the units for added safety.

Costello then reviewed the landscaping and fence plan. The Historic Preservation Board reviewed the site. Both the west and east side of the property have existing fencing, as well as a portion of the rear of the property. The Board recommends
extending the black chain link fence that is on 1/3 of the rear of the property the full length. The neighboring properties are a lower elevation than the Wynne property.

Costello referred the Board to the Site Plan and stated that a rain garden is a requirement of the approval. The applicant would like to take the soil that will be removed for the rain garden and use it to create a three (3) foot berm along the rear of the property in front of the chain link fence. Town Landscape Consultant, Bruce Zaretsky has recommended that 25 Western Red Cedar trees be planted along the rear property line. Costello added the trees are to be a minimum height of four (4) feet, added to a three (3) foot berm would yield a minimum of seven (7) feet as buffer.

Councilwoman Metzler moved to approved the garage design detail as proposed, continue the chain link fence in the rear of the property as recommended by the Historic Preservation Board and the landscaping as detailed on the schedule and site plan which includes the construction of a three (3) foot berm, the installation of 25 Western Red Cedar trees, and the plantings of Black Lace Elderberry bushes along the front of the garage units, Councilwoman Kohl seconded, and all present voted “Aye.” A resolution will be submitted at the next Legislative Session on June 19, 2019.

Costello added that Zaretsky will give the final approval of the landscaping details, which includes a six (6) foot distance between the Western Red Cedar trees. The rain garden falls under Department of Environmental Conservation requirements and calls for specific grasses which will fall under the Planning Board Site Plan approval. There will also be additional plantings on the property. The Historic Preservation Board has a multipage detailed resolution which will include the details discussed tonight as well as details on the changes to the exterior of the building.

Councilwoman Metzler stated that the Historic Preservation Board has spent a lot of time on this application and it has been thoroughly reviewed.

VII. INFORMATIONAL ITEMS

a. None
VIII. HELD ITEMS
   a. Jomanda Way, Expanding No Shooting Petition - LaFountain
   b. Sign Ordinance Updates/Proposed Ordinance Revision - Costello/LaFountain
   c. Community Choice Aggregation, Penfield CCA Resident’s Committee - LaFountain
   d. 143 Farm Brook Drive, Hold Harmless Agreement - Valentine
   e. Greenlight Fiber Underground Installation, Cranberry Cove - LaFountain/Valentine
   f. Development of Apartment Building, 1384 Empire Blvd. - Costello

IX. Old Business - None

X. New Business - None

XI. Executive Session - Real Estate, Litigation and Human Resource Matters - None

XII. Next Meeting - June 26, 2019

XIII. Adjournment - Supervisor LaFountain adjourned the regular Work Session at 7:29 PM.

Lisa Grosser, RMC
Deputy Town Clerk