I. Call to Order
II. Approval of Minutes – October 25, 2017
III. Monthly Reports - None
IV. Public Hearings - None
V. Guests
   a. Dr. Ken Boehm for a Discussion of a Veterinary Hospital at 1467 Empire Blvd.
   b. Peter Vars Requesting a Fill and Grade Permit at 777 Panorama Trail South
VI. Action Items
   a. License and Hold Harmless Agreement at 23 Naples Circle - Costello
   b. Sidewalk Waiver, 1530 Old Penfield Road - Valentine
   c. Shadow Pines Golf Course - SEQRA - LaFountain
VII. Informational Items
   a. (NONE)
VIII. Held Items
   a. Jomanda Way, Expanding No Shooting Petition - LaFountain
   b. Preservation of Curb Cut and Parking Requirement Relief, 2136 Penfield Road - Costello
   c. Sign Ordinance Updates/Proposed Ordinance Revision - Costello/LaFountain
   d. Bayview Landing Subdivision, 1185 Empire Blvd. - Costello
IX. Old Business – (NONE)
X. New Business
XI. Executive Session
XII. Next Meeting: December 13, 2017
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 12, digital 5.12. Questions regarding video coverage contact Penfield TV at (585) 340-8661.
I. Call to Order

Present:
Supervisor LaFountain
Councilwoman Kohl
Councilwoman Metzler
Councilman Moore
Councilman Quinn

Also Present:
Jim Costello
Lisa Grosser
Mark Valentine

II. Approval of Minutes - 10/25/17
CM Quinn moved for the approval of the Minutes of October 25, 2017, CW Metzler seconded the motion. All present voted “Aye.”

III. Monthly Reports - None

IV. Public Hearing - None

V. Guests
- Dr. Ken Boehm for a Discussion of a possible Veterinary Hospital at 1467 Empire Blvd.
Jim Costello introduced Dr. Boehm and Dan Pieters, Architect. Plans, elevations and renderings were submitted to the Board for its review.

Dan Pieters explained that the documents have been updated and include floor plans and elevations. The property is currently a single family home with a detached garage on the west side of Empire Blvd. The size of the parcel is 3.3 acres. The closest intersection is Plank Road and the property is located next to the Metal Roof Outlet, adjacent to Stoneyard Bar and Grill’s parking. The proposed building will be a 3,000 sq. ft. ground floor, a second floor consisting of 800 sq. ft., and a full basement. There will be 18 parking spaces. The existing curb cut will be improved. They are going to maintain as many of the existing trees as possible, and reduce the grade of the driveway. They will also be adding some walkable paths, in the trees, for their clients and their pets.

Dr. Ken Boehm explained that he currently has his practice at 213 Empire Boulevard, in Irondequoit. This relocation would allow him to maintain his existing client base and offer a safer and nicer facility. The second story would be used as an office and breakroom for his staff.
Pieters continued to say he is proposing solar panels on the roof and may look into geothermal energy. He reviewed the types of materials that will be used on the structure, explaining that the building will have a warm feel.

Supervisor LaFountain asked how many doctors will use this facility.

Dr. Boehm said he currently has 2 ½ veterinarians that work with him. This facility will offer no boarding or grooming. The hours of operation will be Monday through Friday, 8:00 AM to 6:00 PM, Saturday a half day, and will only stay open later in the case of an emergency.

Jim Costello explained that this application is being reviewed by the Town Board because it is located in the LaSalle’s Landing District, and would require a Conditional Use Permit in addition to site plan approval.

Pieters stated that an offer has been placed on the purchase of this property pending the Board’s preliminary approval.

Councilwoman Kohl motioned for the approval of the veterinarian hospital, Councilwoman Metzler seconded and all voted “Aye.” Dr. Boehm may start the approval process.

- Peter Vars Requesting a Fill and Grade Permit at 777 Panorama Trail South

Mark Valentine introduced Peter Vars, BME Associates and Rich LeFrois, Developer.

Peter Vars explained that a Fill and Grade Permit for this property was granted in August. The owner of the property, Dutch Summers, Sumket Development, would like to do additional grading to the property so that it is more accessible and he can bring potential tenants to the site so they can better visualize the potential. Vars stated that he is requesting an expansion to the original request to create two (2) natural plateaus. The previously approved disturbance area was five (5) acres and the expansion now includes a total of 8 ½ acres of clearing. The applicant would like to grade out the plateaus and maintain the top and bottom of the slopes. The topsoil will be replaced and seeded so that prospective tenants can view the property, which they hope to develop to look similar to Linden Oaks.

Supervisor LaFountain asked that Vars review the location of the site.

Vars stated this parcel is located on NYS RTE 441, Panorama Trail South. Adjacent properties include Thermo Fisher, Camp Haccamo, Allen’s Creek Valley townhomes and the trailer park. The frontage is the old Hilton Hotel parcel, and access would
be via Panorama Creek Drive. An existing haul road would be improved to gain access to points further on the site and 50 foot wide strips will be cleared, not graded, to show the depth of the parcel. The clearing will stop 100 feet from the property line, based on current Limited Industrial zoning.

LaFountain asked what is located to the west on the map, and when they would like to start.

Vars stated the area on the proposed map to the west is a natural level area where there will be a temporary stock pile the topsoil until all grading is completed. The topsoil will then be used to fill and seed. The grading will not change the contour more than two (2) to three (3) feet. Vars continued to say they have already obtained coverage under the storm water permit from the NYS DEC for the work originally approved. This permit would have to be modified to show the increase in disturbance, and will comply with both the local and State standards. The EPOD permit would also have to be modified. Hardwood trees have been located and will remain outside of the clearing limits. We would like to have the work completed over the winter. The land would then have time to stabilize and settle for development in the future.

Jim Costello asked if any other areas would be expanded out.

Vars said yes, of the total 55 acres, 33 acres could be developed. The areas that are being graded will not require additional work. We will work with the existing grade on site. This request is more of a clearing permit than a grading permit.

Mark Valentine added that Staff walked the property and had concerns including the steep slope area, and larger/mature trees have been identified for preservation. We also discussed the options of having the road dedicated and installed per Town specifications, or if it will be a temporary access road and brought up to specifications at a later date. Grading, drainage and storm water design were also discussed. Valentine continued to say, PRC discussed requiring an emergency access bump out or a pull off area, as well as a turn-around at the end. Erosion control would have to be reviewed as we move ahead.

Costello added that he and Valentine met with the President of Allen’s Creek Valley homeowners association to review the project. LeFrois has agreed to meet with the association in the future as the development occurs.

Rich LeFrois stated that a gate will be added to keep people out during the clearing and grading process.
Councilman Moore motioned for the approval of the additional grade and fill area, Councilman Quinn seconded and all present voted "Aye."

Supervisor LaFountain directed Valentine to draft a letter to the applicant summarizing this discussion and include a condition that the applicant must follow PRC recommendations.

VI. ACTION ITEMS
a. License and Hold Harmless Agreement at 23 Naples Circle – Costello
Jim Costello introduced the property owner Mike Noto. Costello explained that Noto obtained a building permit for an 8’ x 10’ shed. The shed was installed, but encroaches into the easement area. There is a drainage easement and a sanitary sewer easement on the property. The shed was installed on a stone pad and can be moved if necessary for access into the easement areas. The shed is at the south end of his property, away from the manholes. This shed is smaller than what is allowed which minimizes the impact.

Councilwoman Metzler motioned for the approval of the Hold Harmless Agreement, Councilwoman Kohl seconded and all present voted “Aye.” A resolution will be submitted at the next Legislative Session on November 15, 2017.

b. Sidewalk Waiver, 1530 Old Penfield Road – Valentine
Mark Valentine explained that Robert and Amy Tait have an application pending to build a house and barn on this parcel. Valentine submitted a map to the Board for its review and highlighted areas near this parcel showing gaps in the existing sidewalks which would be better suited for installation of new sidewalks than this parcel. There currently are no sidewalks on the Tait’s side of the road. The Tait’s property falls off and a sidewalk wouldn’t serve anyone. Valentine suggests taking a waiver fee and using it towards another better suited area.

Supervisor LaFountain asked if we would get an easement on that side of the road.

Valentine said if this property was developed in the future, it is zoned for Mixed Use.

Jim Costello said this parcel has a lot of frontage and it is not reasonable to put sidewalks in. If the property is developed in the future, we could revisit the potential for sidewalks.

Valentine recommends taking the $500 waiver, without an easement. A caveat can be added addressing future development stating that Staff reserves the right to review it at that time.

Councilwoman Kohl motioned for the approval of the sidewalk waiver, Councilwoman Metzler seconded and all present voted “Aye.”
c. Shadow Pines Golf Course – SEQRA – LaFountain

Supervisor LaFountain explained that C & S Engineering has been selected as the environmental engineer. A determination was made that this is a Type I Action, and this Board will be the Lead Agency. We looked at involved and interested agencies, and the only involved agency was the Town. Any interested agencies received input from the engineer. LaFountain continued to say C & S prepared the full EAF, submitted it to the Board for review, all comments have been collected and submitted back to the engineer. The services of environmental legal review were also obtained, and that information also given to the Board. This will be a negative declaration, for the acquisition of the property. The Board will authorize a resolution to formalize the SEQRA component and continue to move forward with the process for the Town to acquire Shadow Pines.

Jim Costello added that this pertains exclusively to the acquisition of the property.

Councilman Quinn motioned and Councilman Moore seconded and all present voted “Aye.” A resolution will be submitted at the next Legislative Session November 15, 2017.

VII. INFORMATIONAL ITEMS
a. None

VIII. HELD ITEMS
a. Jomanda Way, Expanding No Shooting Petition – LaFountain
b. Preservation of Curb Cut and Parking Requirement Relief, 2136 Penfield Road – Costello
c. Sign Ordinance Updates/Proposed Ordinance Revision – Costello/LaFountain
d. Bayview Landing Subdivision, 1185 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 – December 13, 2017

XIII. Adjournment – Supervisor LaFountain adjourned the regular Work Session at 7:56 PM.

Lisa Grosser, RMC
Deputy Town Clerk