

**OFFICIAL MEETING MINUTES-PLANNING COMMISSION**

Present: James Allein, Chairman  
Robert Deutschlander  
Mark Grucella  
Neil Connelly  
Mary Refermat  
Matt Fischione, Code Enforcement Officer  
Shawn Marshall, Code Enforcement Officer

Excused: Linda Parzynski, Vice-Chairperson

Absent: Richard Bulman  
Mary Kless (Alternate)

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Meeting called to order at 7:00p.m. by Chairman Allein in the Council Chambers of the Lancaster Municipal Building, 5423 Broadway, Lancaster, New York.

Mark Grucella led the Pledge of Allegiance.

Motion made by **Robert Deutschlander** and seconded by **Neil Connelly** to accept the minutes from the October 20, 2016 Planning Commission meeting with the correction in attendance for Mary Refermat changed from absent to excused.

Chairman Allein	Voted Yes
Robert Deutschlander	Voted Yes
Mark Grucella	Voted Yes
Neil Connelly	Voted Yes
Mary Refermat	Voted Yes

**Motion carried**

Preliminary Site Plan Review-Window Specialists Inc., 188 Erie Street, proposed 5,040 sq ft. metal building to be used for cold storage.

Chairman Allein stated tonight is a preliminary site plan review. No approval of site plan will be given tonight. This meeting is to review the materials submitted.

Mark Nowak, Owner presented the site plan for a new 120'x42' cold storage building. The building will not have heat or plumbing but will have electricity. The buildings use is for the storage of windows, doors and aluminum. There will be 2@12' and 2@10' doors and 2 manddoors. Shawn Marshall addressed the letter submitted by William G. Cansdale and stated that the building may be located in a floodplain. A survey must be submitted showing the location of the floodplain and plot the new building on it. The creek is open on the property and the ditch running north-south is only a ditch. DEC must interpret the proposed building and comment.

Occupancy on the parcel is shared with Erie Contracting Carpentry which is a carpentry, drywall and framing company owned by Mrs. Nowak.

Only the fleet of vehicles for the onsite businesses are taken care of on site. There is no outside work or other business for automotive repair. The trucks are maintained in the company maintenance building which does have a lift but no floor drains and no oil changes are conducted onsite.

Building #1 has all utilities, building #2 has electric and gas, buildings #3&4 are strictly cold storage.

A lighting plan is needed for site plan review.

Former sign for the business was damaged and will be replaced in the next couple of weeks.

Signage on each building is needed to assist emergency responders.

There is an abundance of scrap metal at the rear of the parcel that may be screened by a berm and will need to be clarified on a landscape plan.

Fire Safety Inspections conducted by the Village Fire Inspector will be verified.

There is a limit of disturbance which includes grading of the property and after 1 acre of disturbance Storm Water Management is required. Changes have been made to the guidelines and the last addition in 2014 may not be included in the calculation of disturbance. Excavation of 6" of soil is the threshold for disturbance. The DEC does not allow for staged construction. It reviews all changes on site. Plans for future build outs need to be proposed so that land for a Stormwater location is allowed for. Mr. Nowak stated that at this time there are no other plans for building.

A new survey is needed to accept the SEQR. Question #16 will need more information supplied to determine if it is in the floodplain. Question #17 part b answer is yes due to the discharge going to the creek and not staying on site. Question #20-Avox has been subject to remediation and touches at the rear of the parcel with Window Specialist.

Motion made by Chairman Allein and seconded by Mary Refermat to adjourn the project for Site Plan Review at the April 20, 2017 Planning Commission meeting.

Chairman Allein	Voted Yes
Member Deutschlander	Voted Yes
Member Grucella	Voted Yes
Member Connelly	Voted Yes
Member Refermat	Voted Yes

**Motion Carried**

There will be a mandatory Village Training session on Tuesday, March 28, 2017. Sessions are from 1p.m.-4p.m. and 5p.m.-8p.m.

March 27, 2017 there will be a joint meeting of the Village Board and the CDC to hold a public hearing for Revitalize Lancaster development. The meeting is at 5:30p.m., please try to attend.

Three members of the Planning Commission have terms expiring. Please submit letters to Mike Stegmeier by April 1, 2017 if you would like to be reappointed.


Preliminary Site Plan for 3615 Walden Avenue was distributed and glanced at. The zoning map included is incorrect and needs to be replaced with a corrected map.

Motion made by Robert Deutschlander and seconded by Mary Refermat to adjourn the meeting at 7:51p.m.

Chairman Allein	Voted Yes
Member Deutschlander	Voted Yes
Member Grucella	Voted Yes
Member Connelly	Voted Yes
Member Refermat	Voted Yes

**Motion Carried**

Respectfully submitted,



Cynthia A. Maciejewski  
Secretary to the Planning Commission