

OFFICIAL MEETING MINUTES-PLANNING COMMISSION

Present: James Allein, Chairman
Linda Parzynski, Vice-Chairperson
Richard Bulman
Robert Deutschlander
Mark Grucella
Neil Connelly
Mary Kless (Alternate)
Matt Fischione, Code Enforcement Officer
Shawn Marshall, Code Enforcement Officer

Absent: Mary Refermat

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.

Chairman Allein led the Pledge of Allegiance.

The minutes of the April 20, 2017 Planning Commission meeting will be addressed at the June meeting . There is a meeting being held tonight on the Town of Lancaster Master Plan.

Site Plan Review-103 Sawyer is being operated as a five unit apartment building. A building permit was issued in 2014 for four units and a Certificate of Occupancy issued for a four unit apartment building. A fifth unit was installed in the basement of the building and brought to the attention of the Building Department by receipt of an Electrical inspection certificate. The building was constructed with two egress windows in the basement and all utilities to one end with storage units for renters. The 8 parking spaces does meet code for five units but the location of the parking is too close to the side property line. Snow removal has been a source of complaints and there is not adequate space for snow storage.

Issues with this property are as follows:

1. Fire safety
2. Property assessment
3. Sewer rate
4. Lack of building permit
5. Lack of communications with building officials for inspections
6. Prior knowledge that a building permit was necessary

Chairman Allein suggested tearing out the fifth unit. An Order to Remedy was sent to the property owner, Lucas James after a request was made for a Zoning Compliance letter for re-financing. This property needed approval through a process of review before being constructed and this was not done. This project was not brought in front of the Planning Commission.

Further issues are:

1. Additional apartment located in a basement

2. Parking requirements
3. Snow storage
4. Garbage pickup and storage
5. Perimeter fence

Process of review could have prevented these issues. The Village Board has directed this project to the Planning Commission. A Fire Safety inspection is necessary to determine if the required smoke detectors, CO detectors and fire extinguishers are provided among other safety items.

7:15p.m. Lucas James entered the meeting. He stated he was not aware of start time and that he was the only item on the agenda. Mr. James did mail the notices for his project with a meeting time and his project listed at 7p.m. Mr. James did state that he was wrong for not obtaining a permit for the fifth unit. Mr. James stated that due to limited funds he only built the four units initially but had discussed with Jeff Simme, former Code Enforcement Officer the construction of a future fifth unit. Mr. James also stated that on inspections he showed Code Enforcement Officer Scott Pease the plumbing for a future unit. According to Mr. James, approximately six months after receiving a C of O for a four unit building, he constructed a fifth unit in the basement of the building. No building permit was issued and no building inspections were conducted.

The issues now left to be dealt with are:

1. Parking requirements and location
2. Snow storage
3. Dumpster and garbage removal
4. Inspections of the fifth unit
5. Fire safety inspection

Options for motion: Deny, table or approve pending the correction of issues.

Motion made by Neil Connelly and seconded by Robert Deutschlander to approve the project for Site Plan Review with the following conditions:

1. Parking lot setback requires a variance
2. Submittal of documents showing that the construction of the apartment complies with the Uniform Code
3. Submittal of documents from a NYS licensed Architect showing that the construction of the apartment complies with the Uniform Code.

Chairman Allein	Voted Yes
Vice-Chairperson Parzynski	Voted Yes
Member Bulman	Voted Yes
Member Deutschlander	Voted Yes
Member Grucella	Voted Yes
Member Connelly	Voted Yes
Member Kless	Alternate

Motion Carried

The project will now continue through the approval process for a five unit apartment building. No interior sprinkler system is required due to one story being below grade.

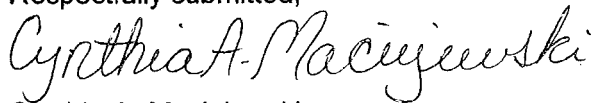
June 15th meeting will have the Benderson project return and CMS Engineering is working on preparing the Storm Water and revised Site plan for Windows Specialists. The Tim Horton project is a dead issue.

Motion made by Richard Bulman and seconded by Mark Gucella to adjourn the meeting at 7:42p.m.

Chairman Allein	Voted Yes
Vice-Chairperson Parzynski	Voted Yes
Member Bulman	Voted Yes
Member Deutschlander	Voted Yes
Member Gucella	Voted Yes
Member Connelly	Voted Yes
Member Kless	Alternate

Motion Carried

Respectfully submitted,



Cynthia A. Maciejewski

Secretary to the Planning Commission

