

OFFICIAL MEETING MINUTES-PLANNING COMMISSION

Present: James Allein, Chairman
Linda Parzynski, Vice-Chairperson
Mark Grucella
Neil Connelly
Mary Refermat
Mary Kless
Matt Fischione, Code Enforcement Officer

Excused: Richard Bulman
Robert Deutschlander
Shawn Marshall, Code Enforcement Officer

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, followed by a moment of silence for reflection.

Chairman Allein made a time change to the agenda for the hearing of the site plan review for 150 Court Street. The change was made due to the fact that the additional information was received on December 20, 2017 and distributed tonight to the members of the Planning Commission.

Review of the documents submitted for 150 Court Street.

No drainage or grading plan was submitted to show the flow of water. Drainage on the site does not keep the water on the site or reduce the amount discharged. Storm water does not reduce the amount of runoff. Response from the Storm Water Manager is needed before giving approval.

The minimum amount of parking spaces is provided. The lot does need to be dustless to meet code when using stone and not a paved surface.

Waste Management uses a stoned area for the turn around when servicing the property. The dumpster location is a fire code violation if located inside of the building.

Materials are stored inside of the building including combustibles.

The building is not cold storage but does have gas and electric.

With the size of this addition there is limited space for the dumpster, fire access and parking area.

No landscaping plan.

There is a 4' wide asphalt pad along side of the building with a door opening the wrong way. Set back to Eastern Shaft is 20' and meets code.

The Fire Chief has submitted an approval letter for the site plan.

The revised drawing does show wall packs for lighting.

Motion made by **Mary Refermat** and seconded by **Neil Connelly** to accept the minutes of the November 16, 2017 Planning Commission meeting.

Chairman Allein	Voted Yes
Vice-Chair Parzynski	Voted Yes
Mark Grucella	Voted Yes
Neil Connelly	Voted Yes
Mary Refermat	Voted Yes
Mary Kless	Voted Yes

Motion Carried

Communications

Webinars are now available for training.

Chief Volpe submitted a comment letter for 150 Court Street.

Rite Aid will be going through a remodel and using storage trailers during the process.

Site Plan Review-Gary Machniak, 150 Court Street, 65'x85' addition to the rear of the building. The addition is a metal pole barn. The rear of the building is in need of removal prior to the addition. The building is being used for machine storage and will be accessory to his machine shop located on Pavement Road. As his business grows he will make more use of this building. He currently has 2 employees and they are periodically at this location. This addition will max out his available land to use.

Drainage-Surface elevations and grades are incorrect and calculations of run off are required. The Storm Water Manager needs to approve the site plan prior to approval.

Parking-Four lines on crushed store is inadequate for a parking plan that is in a driveway area. A variance is required for the parking spaces if not added to the front of the building.

Lighting-Wall packs are shown over entry doors.

Dumpster-Dumpster was shifted to the south side for Waste Management to access it.

Dumpster must be 10' away from the building and screened from view..

The paved walkway is blocked by a door which swings in the wrong direction.

Landscape plan showing plantings and grass is required.

Snow storage was questioned.

No signage at this time.

Size of the building maximises the use of the lot.

Applicant needs to go back to his Civil engineer to complete the site plan.

Motion made by **Jim Allein** and seconded by **Mary Kless** to adjourn the project until further notice. Plans must be submitted one week prior to meeting.

Chairman Allein	Voted Yes
Vice-Chair Parzynski	Voted Yes
Mark Grucella	Voted Yes
Neil Connelly	Voted Yes
Mary Refermat	Voted Yes
Mary Kless	Voted Yes

Motion Carried

The light at Pleasant and Central is causing a back up in traffic. A recent traffic study was completed. A letter will be sent to the Village Board and Superintendent of Public Works to reset the signal.

Motion made by **Neil Connelly** and seconded by **Linda Parzynski** to send a letter from the Planning Commission.

Chairman Allein	Voted Yes
Vice-Chair Parzynski	Voted Yes
Mark Grucella	Voted Yes
Neil Connelly	Voted Yes
Mary Refermat	Voted Yes
Mary Kless	Voted Yes

Motion carried

Old Business

Plans have been submitted and reviewed for Lucas James' apartment on Sawyer Avenue. He will now be submitting for the corner of Walden Avenue and Ellicott.

Change in occupancy and use does require Planning Commission approval.

Wilde Art is going through Historic Preservation approval currently for changes to the north side and roof line of the building. When approved he will present to the Planning Commission.

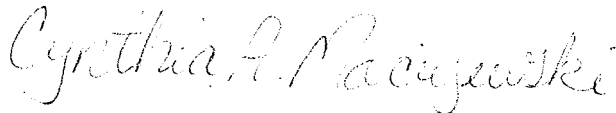
Discussion on a tv screen to be installed to make site plans easier to see by the board and applicants.

Motion made by **Mary Refermat** and seconded by **Neil Connelly** to adjourn the meeting at 8:06p.m.

Chairman Allein	Voted Yes
Vice-Chair Parzynski	Voted Yes
Mark Grucella	Voted Yes
Neil Connelly	Voted Yes
Mary Refermat	Voted Yes
Mary Kless	Voted Yes

Motion carried.

Respectfully submitted,



Cynthia A. Maciejewski
Secretary to the Planning Commission

