

OFFICIAL MEETING MINUTES-PLANNING COMMISSION

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

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.

Member Bulman led the Pledge of Allegiance, followed by a moment of silence for reflection.

Motion made by **Vice-Chair Parzynski** and seconded by **Mary Kless** to accept the minutes of the December 21, 2017 Planning Commission meeting.

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|----------------------|-------------|
| Chairman Allein | Voted Yes |
| Vice-Chair Parzynski | Voted Yes |
| Richard Bulman | Voted Yes |
| Mark Grucella | Voted Yes |
| Neil Connelly | Voted Yes |
| Mary Refermat | Voted Yes |
| Mary Kless | (Alternate) |

Motion Carried

Communications

Comment letter from Matt Fischione, CEO regarding 4 Ellicott Place Site Plan Application.

Site Plan Review-LJ Construction office and two apartments. The Site Plan is in compliance with Village code and no variances are required. This is a simple change in use. The prior use was commercial and apartments.

Parking is provided as per code and one space will be converted to a handicap space. The handicap space will be provided closest to the building. Garbage at this time will be put out for Waste Management pickup and AAA Trash is used on job sites. If a dumpster was added it would take away a necessary parking space and then a variance would be required. The dumpster would also need screening provided and must be 10' from the building. The storage area will be used for tools, supplies and materials.

Mr James has been in business for 10 years and has 12 employees who take vehicles home nightly. Ballards could be installed to block access of vehicles to the storage area. Snow will be pushed to the south from removal. Lighting will be provided at the corners of the buildings and over the doors. Proposed sign is within code and is backlit. A building permit will be issued for the sign. No changes will be made to the footprint of the building. No changes will be made to the drainage.

Motion made by **Neil Connelly** and seconded by **Richard Bulman** to recommend approval of the site plan with one condition:

1. Amend site plan to include handicap parking space and proper loading area.

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|----------------------|-------------|
| Chairman Allein | Voted Yes |
| Vice-Chair Parzynski | Voted Yes |
| Richard Bulman | Voted Yes |
| Mark Grucella | Voted Yes |
| Neil Connelly | Voted Yes |
| Mary Refermat | Voted Yes |
| Mary Kless | (Alternate) |

Motion Carried

Motion made by **Neil Connelly** and seconded by **Mark Grucella** to recommend a Negative Declaration to the Village Board.

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|----------------------|-------------|
| Chairman Allein | Voted Yes |
| Vice-Chair Parzynski | Voted Yes |
| Richard Bulman | Voted Yes |
| Mark Grucella | Voted Yes |
| Neil Connelly | Voted Yes |
| Mary Refermat | Voted Yes |
| Mary Kless | (Alternate) |

Motion carried

Cell Tower-79 Sheldon Avenue- Shawn Marshall presented the submittal from Centerline Communications to swap out equipment and add three more smaller heads. All information required has been submitted including a structural engineers report. The Village Board has provisionally approved this project.

Motion made by **Richard Bulman** and seconded by **Vice-Chair Parzynski** to approve the proposal.

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|----------------------|-----------|
| Chairman Allein | Voted Yes |
| Vice-Chair Parzynski | Voted Yes |
| Richard Bulman | Voted Yes |
| Mark Grucella | Voted Yes |
| Neil Connelly | Voted Yes |
| Mary Refermat | Voted Yes |

Mary Kless (Alternate)

Motion carried

Budget

The members discussed the upcoming budget and made one change to Personal services. A recommendation has been made to install a Smart TV in the Council Chambers to be used for display of Site Plans and other materials.

LaBella has presented a recommendation for the land use from W. Pleasant including a traffic circle through to West Main Street which included patron parking.

Motion made by **Mary Refermat** and seconded by **Mary Kless** to adjourn the meeting at 8:12p.m.

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|----------------------|-------------|
| Chairman Allein | Voted Yes |
| Vice-Chair Parzynski | Voted Yes |
| Richard Bulman | Voted Yes |
| Mark Grucella | Voted Yes |
| Neil Connelly | Voted Yes |
| Mary Refermat | Voted Yes |
| Mary Kless | (Alternate) |

Motion carried.

Respectfully submitted,



Cynthia A. Maciejewski
Secretary to the Planning Commission

