

VILLAGE OF LANCASTER
MEETING MINUTES-PLANNING COMMISSION

SEPTEMBER 20, 2018

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

Meeting called to order at 7:02 p.m. by Chairman Allein in the Council Chambers of the Lancaster Municipal Building, 5423 Broadway, Lancaster, New York.

Member Refermat led the Pledge of Allegiance and a Moment of Reflection.

Correspondence

There will be a Regional Local Government Workshop in Batavia on November 14, 2018.

Preventing Flood Damage webinar is available on September 13, 2018.

Local Planning for Agriculture training on September 25, 2018.

Fire Chief Jeffrey Moore submitted a letter regarding the site plan for 3569-3575 Walden Avenue.

Fire Chief Jeffrey Moore submitted a letter regarding the lot line adjustment for 117 Sawyer Avenue.

Email was received from Village Clerk/Treasurer Michael Stegmeier with the training hours for the Planning Commission Members.

Motion made by Mary Refermat and seconded by Linda Parzynski to accept the minutes of the August 16, 2018 Planning Commission meeting.

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	Voted Yes

Motion Carried

Site Plan Review-3569-3575 Walden Avenue

Michael Anderson and Todd Mann presented the plan to clean up the parcels that include a plaza with apartments, former pizzeria and abandoned street from 1975. The owners would like to start with combining the abandoned street with the other parcels and renovate the apartments to create an income source for the property. The store fronts would be updated and minor repairs would be made to the storage building in the rear. The wood frame deck and patio need repairs. Lighting and signage will be added. The pizza shop is closed and there are no immediate plans to reopen. Minor blacktop repairs will be made to the parking lot. The dumpster location is difficult for collection and will be relocated to the no parking area. Combining the three lots into one will meet parking requirements and only one dumpster would be needed.

Motion made by Richard Bulman and seconded by Neil Connelly to recommend the approval of the site plan to the Village Board with two conditions:

1. The three existing parcels will be combined into one parcel
2. The dumpster will be moved to the no parking area of the lot

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	Voted Yes

Motion Carried

Change in Use-117 Sawyer Avenue-Lot line adjustment

Rodger Hoffman presented the adjustment. The lot line adjustment is for the completion of a property sale. The lot line adjustment will make both parcels conforming. 117 Sawyer Avenue will measure 88'x125' and 139 Sawyer Avenue will measure 307'x125'. Northeast Mechanical will remain the tenant at 139 Sawyer Avenue. Area residents were in attendance and are in favor of the change.

Motion made by Linda Parzynski and seconded by Richard Bulman to recommend the approval of the lot line adjustment to 117 Sawyer Avenue.

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	Voted Yes

Motion Carried

Review of the updated Site Plan/Change in Use Packet

A Change in Use is required for every new business in the Central Business District. The need for a Change in Use is not clear outside of the CBD. 11 St. Joseph could have an Assembly move into it as a theater, night club or apartments as a permitted use in M-1 zoning. The downtown district changes need to be seen by the Planning Commission. The 3 Dog Barber submitted an incomplete application. Cyndi Maciejewski was directed to send a certified letter to Kevin Krause stating that his application is incomplete and not able to be reviewed. The Site Plan Application packet does not need Village Board approval but Art Herdzik will review and make comments.

Motion made by Chair Allein and seconded by Neil Connelly to approve the Site Plan/Change in Use packet pending comments from Art Herdzik for the first meeting of October.

Chair 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	Voted Yes

Motion Carried.

The process for a new business in the CBD needs to be reviewed by the Planning Commission and then move to the Historic Preservation Commission for the Certificate of Appropriateness. This process needs to change in the Village code.

Motion made by Chair Allein and seconded by Linda Parzynski to adjourn the meeting at 8:02p.m.

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	Voted Yes

Motion carried.

Respectfully submitted,



Cynthia A. Maciejewski
Secretary to the Planning Commission

