

**VILLAGE OF LANCASTER
MEETING MINUTES-PLANNING COMMISSION**

JUNE 20, 2019

Present: James Allein, Chairman
Linda Parzynski, Vice-Chairperson
Richard Bulman, Member
Neil Connelly, Member
Mary Refermat, Member (Excused at 8p.m.)
Mike Reinhold, Member
Tyler Sojka, Member
Mayor Wm. Schroeder
Matt Fischione, Code Enforcement Officer
Shawn Marshall, Code Enforcement Officer (Excused at 8p.m.)

Excused: None

Absent: None

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.

Matt Fischione led the Pledge of Allegiance.

Chair Allein welcomed the new Planning Commission members: Mike Reinhold and Tyler Sojka and they introduced themselves to the Commission.

Motion made by Linda Parzynski and seconded by Mary Refermat to accept the minutes of the May 16, 2019 Planning Commission meeting.

Chairman Allein	Voted Yes
Linda Parzynski	Voted Yes
Richard Bulman	Voted Yes
Neil Connelly	Voted Yes
Mary Refermat	Voted Yes
Mike Reinhold	Voted Yes
Tyler Sojka	Voted Yes

Motion Carried

Correspondence

- Letter from William Cansdale, Superintendent of the Department of Public Works, regarding the Nutra Blend Parking Lot Expansion.
- Updated Planning Commission Directory
- State Environmental Quality Review-Negative Declaration

Site Plan Review-James Spratz of JDS Associates PC presented the plan to subdivide 80 W. Drullard. The 18,136 sq.ft. will be divided into two spaces. Charka Printing will occupy 7,580 sq.ft and a new tenant will fill the remaining 10,556 sq ft. The property is zoned M-1, manufacturing and currently houses a bakery. One additional entry door will be installed and no new signage is proposed. The parking lot to the west currently holds the dumpster for the tenants. The plans do not accurately show the parking spaces. The number of parking spaces required is dependent on the tenants occupancy. 41 spaces are available but are not striped on the west side only in the front of the building. The parking spaces should be documented on the plans and a recalculation for the bakery is needed. There are no issues with the subdividing of the building but the parking requirements will need to be code compliant before occupancy of tenants is approved.

Motion made by **James Allein** and seconded by **Neil Connelly** to recommend approval of the Site Plan to the Village Board with one condition:

- Parking spaces to be shown on survey prior to building permit being issued

Chairman Allein	Voted Yes
Linda Parzynski	Voted Yes
Richard Bulman	Voted Yes
Neil Connelly	Voted Yes
Mary Refermat	Voted Yes
Mike Reinhold	Voted Yes
Tyler Sojka	Voted Yes

Motion carried

Site Plan Review-Thomas Shelberg, R.A.-Architect returned to the Planning Commission after receiving Zoning Board approval for the setbacks at C&B Distributors, 2400 Commerce Parkway. The setback update was noted on the revised drawing for the 40'x80' metal building addition. The existing detention basin system will be maintained and used for the additional flow. Everything from the site flows towards Commerce Parkway and the pond is there to prevent water from going towards the loading docks. If the pond is not maintained it losses capacity. The detention basin will be kept dry and a check valve is in place. The charcoal selling business will add two employees. All product, pallets and production are kept inside of the building.

Motion made by **Richard Bulman** and seconded by **Mary Refermat** to recommend approval of the Site Plan to the Village Board with one condition:

- Maintain the drain intake and detention basin

Chairman Allein	Voted Yes
Linda Parzynski	Voted Yes
Richard Bulman	Voted Yes
Neil Connelly	Voted Yes
Mary Refermat	Voted Yes
Mike Reinhold	Voted Yes
Tyler Sojka	Voted Yes

Motion carried

Motion made by **Linda Parzynski** and seconded by **James Allein** to recommend the Negative Declaration of the short form EAF for C&B Distributors to the Village Board.

Chairman Allein	Voted Yes
Linda Parzynski	Voted Yes
Richard Bulman	Voted Yes
Neil Connelly	Voted Yes
Mary Refermat	Voted Yes
Mike Reinhold	Voted Yes
Tyler Sojka	Voted Yes

Motion carried

Site Plan Review-Jim Radwan, Trautman Associates, Andrew Terragnoli, Studio T3 Engineering and John Hazelton, Nutrablend Foods presented the 35 vehicle parking lot expansion for the manufacturing plant and 320sq. ft. addition for Nutrablend Foods at 3805 Walden Avenue. Nutrablend expanded three years ago and is still growing. More parking is needed for employees and new amenities will be provided for the employees which includes a new locker room. The interior will have a more modern feel with natural light and located the board rooms in the front of the facility. The company is again expanding their product line and there is no end in sight. The exterior appearance of the building will be transformed into one worthy of an international company which is Canadian owned but located here as their flagship location. New LED lighting and landscaping will be installed. Truck ingress and egress will be located to the east and visitor parking will be up front. The existing drainage area will be filled in and an underground drainage system will be installed.

Phase 1 of the project will include the moving of front offices into a newly built space and will include the use of trailers. The duration of the project is estimated at 4-6 months. If the landscape plans change from the submitted drawing the Planning Commission will be notified. The pine trees will be placed a minimum of 15' from the building. A letter was received from the DPW finding the drainage to be acceptable. The property to the east which was sold by the Town of Lancaster would be helpful in future expansions.

Motion made by **Richard Bulman** and seconded by **Linda Parzynski** to recommend approval of the Site Plan to the Village Board with two conditions:

- Move pine trees 15' from the building
- Submit a revised landscape drawing

Chair Allein	Voted Yes
Linda Parzynski	Voted Yes
Richard Bulman	Voted Yes
Neil Connelly	Voted Yes
Mary Refermat	Voted Yes
Mike Reinhold	Voted Yes
Tyler Sojka	Voted Yes

Motion carried

Motion made by **James Allein** and seconded by **Linda Parzynski** to recommend the Negative Declaration of the short form EAF for NutraBlend to the Village Board.

Chair Allein	Voted Yes
Linda Parzynski	Voted Yes
Richard Bulman	Voted Yes
Neil Connelly	Voted Yes
Mary Refermat	Voted Yes
Mike Reinhold	Voted Yes
Tyler Sojka	Voted Yes

Motion carried

Change in Use-The 716 Dance Lab, 10 N. Aurora Street. Currently the space is empty and has been used as a workout facility. The proposed use is for a dance studio and workout class facility. The permit has been issued for this facility and work is progressing. It was and will continue to be used as an Assembly occupancy. The 4,000 sq ft area will be subdivided into three dance areas. This is more of a drop off and pick up business so parking needs will be limited. There is by code enough parking for the business and only 10 students will be in each area which is below capacity. This business is relocating to West Main Street from an Erie Street location for a more visible location. No standing signs on West Main Street were discussed but this facility is located in the lower portion known as 10 N. Aurora Street and did not pertain.

Motion made by Tyler Sojka and seconded by Linda Parzynski to recommend approval of the Change in Use to the Village Board.

Chair Allein	Voted Yes
Linda Parzynski	Voted Yes
Richard Bulman	Voted Yes
Neil Connelly	Voted Yes
Mary Refermat	Voted Yes
Mike Reinhold	Voted Yes
Tyler Sojka	Voted Yes

Motion carried

Dumpsters to be located within the Central Business District-With the new garbage carts and changes to the garbage pickup owners and tenants of the Central Business District found that they were without service or unable to house the new carts. The storing of 6 carts in front of two thriving businesses for customers to walk past was going not to work. Tom Sweeney and Mayor Schroeder have worked to find locations for dumpsters for the businesses to use. A dumpster will be provided on land donated by Tom Sweeney near Save-A-Lot and a temporary dumpster located in the Phase 4 area of West Main Street. There will be a dumpster in the Clark Street parking lot for businesses on the east side of Central Avenue. Dumpsters will be enclosed and locked.

Motion made by Linda Parzynski and seconded by Richard Bulman to recommend approval of the three dumpsters to the Village Board.

Chair Allein	Voted Yes
Linda Parzynski	Voted Yes

Richard Bulman	Voted Yes
Neil Connelly	Voted Yes
Mary Refermat	Voted Yes
Mike Reinhold	Voted Yes
Tyler Sojka	Voted Yes

Motion carried

Discussion on the submittal of a flash drive for projects as part of the application process.

The Village Board has made a request for documents associated with projects being approved by the Village Board. They would prefer a flash drive of each project so that it could be easily referenced during a board meeting. Additional paper copies were not requested. The 1 Drive system that is used by the Village was suggested. Some applicants would find it costly and difficult to provide a flash drive. The Planning Commission was not in favor of any hardship this could create for applicants and Chair Allein will discuss with the Village Board at Monday night's meeting.

The requirement for four hours of yearly training for Planning Commission members was discussed.

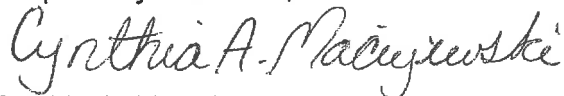
There has been more discussion on the round-abouts and the new road design which included Aurora St. and Pleasant and Aurora St. and Central Ave.

Motion made by Chair Allein and seconded by Neil Connelly to adjourn the meeting at 8:27p.m.

Chair Allein	Voted Yes
Linda Parzynski	Voted Yes
Richard Bulaman	Voted Yes
Neil Connelly	Voted Yes
Mary Refermat	Voted Yes
Mike Reinhold	Voted Yes
Tyler Sojka	Voted Yes

Motion carried

Respectfully submitted,



Cynthia A. Maciejewski
Secretary to the Planning Commission

