

**Town of Marcellus Planning Board  
24 East Main Street  
Marcellus, New York 13108**

**February 2, 2015**

**Present:** Chairperson Jerry Wickett, Michelle Bingham, Robert Oliver  
Ron Schneider, Chris Christensen  
**Absent:** Bob Ciota, Kathy Carroll,  
**Town Counsel:** James Gascon of Costello, Cooney, Fearon  
**Town Engineer:** Jason Kantak of TDK Engineering (absent)  
**Codes Officer:** John Houser

The Planning Board of the Town of Marcellus met in regular session in the Town Hall for the Town of Marcellus, located at 24 E. Main Street, Marcellus, New York, on February 2, 2015.

**Chocolate Pizza, Ryan Novak, Lee Mulroy Rd – site plan discussion**

Ryan Novak and Jim Tracy were present to discuss the new location for Chocolate Pizza. It will be moving from their current location to the recently subdivided property between Ultimate Goal and NAPA. The following points were discussed:

- The driveway entrance to the building should be reconfigured to go straight into the property
- A maintenance agreement will need to be signed and submitted to the Planning Board
- The building will have 1200 square feet of retail and 7000 square feet of production space
- Pole barn construction with two (2) tone siding and stone fascia on the retail portion
- 22 parking spaces
- Truck traffic/tractor trailer accessibility
- The following will need to be included on the site plan –
  - Dumpsters
  - Screening
  - Fire truck access
  - Drainage –show off flow provisions need to show rights to go across property lines
  - Parking
  - Lighting – down lighting – nothing can go offsite
  - Signage – indicate details and how it is lit
  - Septic
  - Well
  - Underground utilities/transfer system needs to be indicated

Information will be submitted Jason Katak at TDK. He will review the run off regulations and current SPEEDES regulations and how that will affect this project. Also, an escrow account will need to be set up to cover expenses on this project. Mr. Novak advised that they will move forward with the application for the March meeting.

**Discussion -**

**Marcellus Airport – Kirk Mills, Limeledge Rd.**

Mr. Mills has recently purchased the Marcellus Airport and is requesting a CO be issued on the existing apartment. He submitted a letter, dated January 20, 2015, requesting this property be used for future security purposes. This apartment was constructed without benefit of any building permits and is on leased land. Mr. Mills is concerned about what type of liability he has regarding the person living in the apartment. Jim Gascon advised that this is a pre-existing, non-conforming business and can't have any expansion. Jerry Wickett stated that this is not a PB/ZBA issue and the hardship was created by the person who is living in the apartment. The Board advised there were three (3) ways to deal with this issue –

1. Terminate the lease
2. Subdivide the parcel and then the CEO could issue a certificate of occupancy
3. Do nothing

Mr. Mills will submit the deed to Jim Gascon and he will review it.

**McClurg Construction -**

Jerry Wickett and Chris Christensen met with Brian Ciota and were advised that they are staying in their existing building and not moving to the Lee Mulroy property.

**Andrew Aupperle –**

Jerry Wickett \* *and Chris Christensen* had a meeting with Andrew Aupperle who advised that he would like to move his business into Town and is looking at different locations.

The minutes of the January meeting will stand as distributed.

The meeting was adjourned at 9:00 PM

Respectfully submitted,

Karen Cotter  
Secretary

*\*Corrected at the March 3, 2015 Planning Board meeting.*