

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

**February 1, 2021**

**Present:** Chairperson Jerry Wickett, Ron Schneider, Scott Stearns,  
Holly Tufenkjian, Mark Taylor, Chris Christensen  
**Absent:** Kathy Carroll  
**Town Counsel:** James Gascon of Costello, Cooney, and Fearon  
**Town Engineer:** Joe Durand of TDK Engineering  
**Codes Officer:** John Houser

The Planning Board of the Town of Marcellus met in regular session in the Marcellus Town Hall for the Town of Marcellus, located at 24 East Main St. Marcellus, New York, on February 1, 2021.

### **SUBDIVISIONS**

#### **Scott Hafler 2532 Platt Rd. and Jim Carlton 2534 Platt Rd.**

A public hearing was held for a one (1) lot subdivision. The secretary, Karen Cotter, read the legal notice into the minutes and advised that the certified receipts are on file. Mr. Carlton explained that Mr. Hafler is removing less than a half-acre of his property and attaching it to the Carlton property. This project is moving a lot line and not creating any new lots. He understands that he will not be allowed to get access to the property from Lee Mulroy Rd and Mr. Carlton has no issue or desire to do so and advised he will only use his existing driveway. The Chair, Jerry Wickett read the OCPB resolution #S-21-4, dated January 27, 2021 into the minutes. Mr. Wickett then asked if anyone would like to speak in favor or in opposition to the project and there were none. Hearing no further questions Scott Stearns made a motion to close the public hearing and Chris Christensen seconded.

The motion was carried with the following vote:

Jerry Wickett - aye  
Ron Schneider – aye  
Holly Tuffenkjian - aye  
Scott Stearns - aye  
Mark Taylor -aye  
Chris Christensen – aye

**Scott Hafler Subdivision -**

Chris Christensen made a motion to approve the subdivision as presented as a public hearing was held and there was no opposition; the project is moving a lot line and not creating a new lot and; contingent upon approval and completion of the Carlton subdivision and; this project will have no impact on the neighborhood. Mark Taylor seconded and the motion carried with the following vote:

Jerry Wickett - aye  
Ron Schneider – aye  
Holly Tuffenkjian - aye  
Scott Stearns - aye  
Mark Taylor -aye  
Chris Christensen – aye

WHEREAS, an application for PRELIMINARY/FINAL PLAT APPROVAL has been duly filed by Scott Hafler for a one (1) lot subdivision located at 2532 Platt Rd, in a Residential 1 zone and;

WHEREAS, the Planning Board duly called and held a public hearing thereon February 1, 2021 commencing at 7:00PM, local time, to consider said application at which time and place all persons desiring to be heard were duly heard; and

WHEREAS, the Planning Board, as lead agency, determined an unlisted negative SEQR declaration; and

WHEREAS, the Planning Board duly considered the application, maps, data and supporting documents submitted by the applicant as well as all comments and suggestions received at the public hearing; and

NOW THEREFORE BE IT RESOLVED that the Planning Board of the Town of Marcellus hereby grants preliminary/final plat approval on the subdivision know as “Hafler-Carlton Subdivision”, such approval being based on a map made by Christopherson Land Surveying, dated November 30, 2020

BE IT FURTHER RESOLVED that such approval is contingent upon compliance with all regulations set forth in the Marcellus Subdivision Regulations adopted March 14, 1988 including, but not limited to:

1. Applicant complies with the Planning Board resolution of February 2, 1987 regarding runoff:  
That in all developments in the Town of Marcellus, the peak runoff flow rate of the discharge from a proposed site after development shall not exceed the peak runoff flow rate that prevailed prior to development. In general, this requirement will necessitate the design and construction of detention/retention facilities of various types. The design frequency should be that of a twenty-five-year storm with an overflow facility to handle a one-hundred-year storm with no erosion.
2. Successful drainage plan approved by the Onondaga County Health Department.
3. Conditions set forth in the OCPB resolution dated January 27, 2021
4. Further subdivisions are prohibited and should be noted on the linen map.
5. Submission of the final linen (2 copies) maps (final map-see subdivision regulations for specifications) which shows monuments, submitted within six (6) months after approval of the preliminary plat as outlined in Sec 303 A.
6. Timely filing of the approved map as outlined in Section 304, and submission of the receipt, or copy thereof, to the Town Clerk's office within sixty days of the Planning Board final approval.
7. Completion and filing of the Carlton subdivision
8. No building permits are to be issued until all contingencies are met.

**Jim Carlton Subdivision** –

Chris Christensen made a motion to approve the subdivision as presented as a public hearing was held and there was no opposition; the project is moving a lot line and not creating a new lot and; contingent upon approval and completion of the Hafler subdivision and; this project will have no impact on the neighborhood.

Ron Schneider seconded and the motion carried with the following vote:

Jerry Wickett - aye  
Ron Schneider – aye  
Holly Tuffenkjian - aye  
Scott Stearns - aye  
Mark Taylor -aye  
Chris Christensen – aye

WHEREAS, an application for PRELIMINARY/FINAL PLAT APPROVAL has been duly filed by Jim Carlton for a one (1) lot subdivision located at 2534 Platt Rd, in a Residential 1 zone and;

WHEREAS, the Planning Board duly called and held a public hearing thereon February 1, 2021 commencing at 7:00PM, local time, to consider said application at which time and place all persons desiring to be heard were duly heard; and

WHEREAS, the Planning Board, as lead agency, determined an unlisted negative SEQR declaration; and

WHEREAS, the Planning Board duly considered the application, maps, data and supporting documents submitted by the applicant as well as all comments and suggestions received at the public hearing; and

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- development. In general, this requirement will necessitate the design and construction of detention/retention facilities of various types. The design frequency should be that of a twenty-five-year storm with an overflow facility to handle a one-hundred-year storm with no erosion.
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  3. Conditions set forth in the OCPB resolution dated January 27, 2021
  4. Further subdivisions are prohibited and should be noted on the linen map.
  5. Submission of the final linen (2 copies) maps (final map-see subdivision regulations for specifications) which shows monuments, submitted within six (6) months after approval of the preliminary plat as outlined in Sec 303 A.
  6. Timely filing of the approved map as outlined in Section 304, and submission of the receipt, or copy thereof, to the Town Clerk's office within sixty days of the Planning Board final approval.
  7. Completion and filing of the Hafler subdivision
  8. No building permits are to be issued until all contingencies are met.

## **SITE PLAN -**

### **Combined Book Exhibit, 3703 Lee Mulroy Rd**

Planning Board member Mark Taylor recused himself from being involved with any discussion or vote on this project for personal reasons.

Scott McClurg (property owner) and his engineer, Helen Caster, were present to discuss this project. Chris Malinowski, owner of the business was also present. Mr. McClurg advised that the business is a marketing company and the building would be used to house books by authors who get exposure at trade fares. They would store large amounts of books in the building and a truck would come and remove the books and take them to the appropriate location. No printing would be done at this location. This is basically a warehouse to store books and there would be no retail sales from the building. The following was discussed:

- The building will be a pole barn construction (a preliminary design was submitted) with 1/3 being office space and the remaining 2/3's for storage of books.

- All one (1) business – they will not be renting space out to other businesses
- It will be need to be accessible to tractor trailer vehicles
  - There will be a loading dock for a 53’ tractor trailer and there is enough room to negotiate the turn
  - Trucks will come only a few times a year and only one (1) truck at a time
- They have septic approval from OCHD
- They will have all underground utilities – no overhead lines
  - Chris Christensen wants to make sure that ALL utilities are underground and nothing overhead
- The sign will go onto the group sign board
- A lighting plan was submitted – five (5) wall packs and corners
  - No lights in parking lot
  - All lighting must be down lighting and can’t spill onto neighboring properties
- If they decide on a larger building than what was submitted on drawings they will need to come before the PB for a new approval
  - No plans for construction for approximately 1-2 years but they will keep it mowed and maintained prior to construction
- Each owner will need to have a maintenance agreement with each property owner to include who will maintain the interior road and the Town Attorney would need to approve the agreement
- The driveway will be compact gravel – concern from the PB about how it will hold up under weather conditions, plowing and truck traffic. Why not black top – Mr. McClurg assured PB that it will be 3’ compact gravel and it will hold up under the conditions discussed
- The design of the building will be similar to what is on surrounding properties
- ROW and easements will be required from McClurg’s property onto the other properties

There was a detailed discussion regarding drainage and the concerns for the area:

- TDK submitted a review letter dated January 25, 2021 – all parties were in agreement of the review.
- Ms. Caster updated all of the original SWPPP

- The swale on the west side of building has no underdrains as it has been regraded and eliminated - now put into side swales and regraded along the side for trucks
- Pitch of roof is east/west – will it be carrying water and we were advised no. Chris Christensen reiterated goal is to not have water go off site onto other properties
- Mr. Christensen concerned with snow location when plowed and the side slope with the weight of a truck
- TDK stated that the drainage swale will be fine and sees no issue with the construction of the building
- Chris would like to see if there is concept for the remaining lot – concerned with water quality issue as the codes have changed since the original subdivision
  - Joe Durand at TDK stated the updated SWPPP takes into account the current regulations as well as construction on this lot and the remaining lot
  - They used master plan to create new plan and stormwater management plan
    - However, these lots need to be mowed and maintained

Joe Durand stated that it is important to have the legal agreements approved and in place to maintain the swale and easement. He advised he has spoken to all parties involved on this issue. He advised that a legal description should be on the approved survey and site plan.

Hearing no further discussion, the Chair asked the PB to review Part 2 of SEQR. Chris Christensen made a motion to approve SEQR as the proposed action will not result in any significant adverse environmental impacts. This project will be sent to OCPB and a public hearing for the March meeting.

### **SKETCH PLAN – SUBDIVISION**

#### **Laurie Kratz, 2603 Seal Rd. – 1 lot subdivision**

Ms. Kratz submitted a sketch plan for a one (1) lot subdivision that would create a lot with the existing house and barn and the residual property to continue to be

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farmed. She explained that she would like to keep as much property as possible with the residual lot and at some point, sell the lot with the house. The Town Attorney, Jim Gascon, advised that the plan she submitted would require an area variance and, in this instance, he would advise the PB that there is no reason to create a non-conforming lot or approve a variance. Chris Christensen stated that he didn't see the reasoning to create a lot that would have an existing building not meet setback. There is also the regulation that states manure storage must be at least 100' from a property line and it also limits the number of animals on a lot less than five (5) acres. Ms. Kratz will think about how she can modify her project.

### **MINUTES -**

Jerry Wickett made a made a motion to waive the reading of the January minutes and accept as distributed. Chris Christensen seconded and the motion carried with the following vote:

Jerry Wickett - aye  
Ron Schneider – aye  
Holly Tuffenkjian - aye  
Scott Stearns - aye  
Mark Taylor -aye  
Chris Christensen – aye

The meeting was adjourned at 9:00 PM

Respectfully submitted,

Karen Cotter  
Secretary