

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

May 2, 2022

Present: Chairperson Jerry Wickett, Chris Christensen Holly Tufenkjian, Scott Stearns, Ron Schneider, Mark Taylor, Kathy Carroll

Absent:

Town Counsel: James Gascon of Costello, Cooney, and Fearon

Town Engineer: Joe Durand of TDK Engineering (absent)

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 22 East Main St. Marcellus, New York, on May 2, 2022.

PUBLIC HEARING - SUBDIVISION –

Joyce Potucek, 3832/3818/3774, South St., Road – two (2) lots

Brian Ackles, 3774 South St., Road. – One (1) lot

A public hearing was held for a two-lot subdivision located at 3832, 3818, 3774 South St., Road and a one lot subdivision located at 3774 South St., Road. The Sec., Karen Cotter, advised that the certified mailing receipts were on file. Doug Reith, surveyor, was present to discuss the project. Mr. Reith explained that the lot located at 3774 South St., Road has approximately 20 acres. They are removing acreage and attaching property to 3832 South St., Road and also to property located at 3774 S. Street Rd. The residual lot at 3818 South St., Road has an existing house and barns located on it. Each lot has individual septic and water. This project is just moving property lines. The chair, Jerry Wickett, read the Onondaga County planning agency response number S – 22 – 22, into the minutes. He then asked if there was anyone present that would like to speak in favor or in opposition to the project and there were none. Hearing no questions from the board, Kathy Carroll made a motion to close both of the public hearings.

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

Kathy Carroll - aye

Jerry Wickett - aye

Ron Schneider – aye

Holly Tuffenkjian - aye

Scott Stearns - aye

Chris Christensen – aye

Mark Taylor – aye

Scott Stearns – aye

Joyce Potucek, 3832/3818/3774, South St., Road

WHEREAS, an application for PRELIMINARY/FINAL PLAT APPROVAL has been duly filed by Joyce Potuck, on a two (2) lot subdivision located at 3832, 3818, 3774 South St., Road in a Residential 1 Zone;

WHEREAS, the Planning Board duly called and held a public hearing thereon May 2, 2022, commencing at 6:30 PM, 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 known as “Potuck – Ackles subdivision”, such approval being based on a map made Doug Reith, CNY Land Surveying, dated March 4, 2022.

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. Monuments are in place, indicated on the map and inspected and approved by CEO.
3. Successful drainage plan approved by the Onondaga County Health Department.
4. Conditions set forth in the OCPB resolution dated April 1, 2022.
5. Further subdivisions are prohibited and should be noted on the linen map.
6. 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.
7. 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.
8. No building permits are to be issued until all contingencies are met.

Brian Ackles, 3774 South St., Road

WHEREAS, an application for PRELIMINARY/FINAL PLAT APPROVAL has been duly filed by Brian Ackles, on a one (1) lot subdivision located at, 3774 South St., Road in a Residential 1 Zone;

WHEREAS, the Planning Board duly called and held a public hearing thereon May 2, 2022, commencing at 6:30 PM, 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 known as "Potuck – Ackles subdivision", such approval being based on a map made Doug Reith, CNY Land Surveying, dated March 4, 2022.

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. Monuments are in place, indicated on the map and inspected and approved by CEO.
3. Successful drainage plan approved by the Onondaga County Health Department.
4. Conditions set forth in the OCPB resolution dated April 1, 2022.
5. Further subdivisions are prohibited and should be noted on the linen map.
6. 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.

7. 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.
8. No building permits are to be issued until all contingencies are met.

Benjamin Smith, 3049 Cherry Valley Turnpike – one (1) lot
James Masters, 3121 Smith Hollow Rd. – one (1) lot

A public hearing was held for a one-lot subdivision located at 3049 Cherry Valley Turnpike and a one lot subdivision located at 3774 South St., Road. The Sec., Karen Cotter, stated Mr. Smith had contacted our office this morning and advised that he did not mail out the certified mailing receipts and therefore, neighbors have not been notified. The chair, Jerry Wickett read the Onondaga County planning Board resolution dated April 1, 2022 number S – 22 – 23 into the minutes. Mr. Smith has asked that this project be carried over to the June meeting. The chair, Jerry Wickett made a motion to adjourn the public hearing. Scott Stearns seconded and the motion carried with the following vote:

Jerry Wickett - aye
Ron Schneider – aye
Holly Tuffenkjian - aye
Scott Stearns - aye
Chris Christensen – aye
Mark Taylor – aye
Scott Stearns – aye
Kathy Carroll - aye
This project will be carried over to the June meeting.

SITE PLAN MODIFICATION –

DISCUSSION -

Valley Inn, Courtney Horrigan/Kayla Evans, 2574 Cherry Valley Turnpike

Courtney Horrigan advise that they have spoken to architect, Dave Tucker, and have submitted a copy of a new plan.

Mr. Tucker was present to answer questions regarding this project. The following was discussed:

- They have spoken to the DEC who wants to see engineer drawings with drainage in the proximity to Nine Mile Creek
- they have indicated the critical environmental zone and discussed that the building needs to be at least 100 feet from that area
- Map one (1) is of the building and shows the following:
 - parking
 - handicapped parking location
 - dumpster is located behind building and will be screened - located in the southwest corner
 - the old pump station will be demolished – tanks have already been removed
 - the existing sign will be removed and placed behind the bar
- Map two (2) shows drawings of building and indicates the following:
 - landscaping out front between the road and parking lot
 - porch – breezeway
 - description of the inside of the building
 - no plans for alcohol
 - a new sign will be located where current sign exists
 - new curbing along Route 20 indicating only one entrance – ingress/egress with landscaping on either side
 - the building will be white
 - minimal light in the parking lot

The following was also discussed:

- is there enough turning radius for a large truck – Dave Tucker is still working on that issue
- snow removal will be to the south end of the property – Chris Christensen reminded them that it cannot be put into Nine Mile Creek
- they were asked if there will be deliveries made by tractor-trailers – reminding them the large trucks cannot be parked along Route 20
- deliveries are typically around 4:00 – 6:00 AM prior to them opening
- Doug Reith is in the process of doing a new survey of the project
- gas pumps have already been removed
- they need to locate the existing garage on the map

- show all easements and potential driveway easements
- polls for power need to be indicated on the map as well as water and gas easements – they should have underground not overhead utilities
- must meet site distance – contact New York State DOT
- the snowmobile trail needs to be indicated where it is located and how it goes through their property
- the map needs to contain all contours and grading on the map. Show what is existing and what the final contours and final grade will be.
- Hydrant must be 300' and indicated on the map
- indicate water district
- there will not be anything located on the roof – no air conditioning unit or any other type of utility
- indicate all exit doors in details outside – example – sidewalk
- is there an easement onto the southeast corner of the adjacent lot – surveyor is looking into that
- we need a lighting plan – must be down lighting and no spill over onto neighboring properties
- they advised they will have no outdoor activities
- the building is located on a slab

Chris Christensen advised they need to understand what the state owns regarding the Creek and they should know all of the utility locations, what setbacks, and the road width. The applicant's plan to move forward with this application and will be at the June meeting.

DISCUSSION –

The board had a discussion regarding the following matters:

- When reviewing subdivisions and site plans, we want to make sure that we discussed the following:
 - making sure everything is constructed/built to what was approved
 - collecting funds from the applicant to cover the costs of our town engineer and town attorney
 - do our road specs need to be updated

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- as-builts need to be submitted to our office when construction is completed so the board can make sure everything that was requested has been finished and constructed per our requirements
- what needs to be updated in the comprehensive plan

MINUTES –

Jerry Wickett made a made a motion to waive the reading of the May minutes and accept as distributed. Scott Stearns seconded and the motion carried with the following vote:

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

Jerry Wickett made a motion to adjourn the Planning Board meeting and Scott Stearns seconded. The motion carried with the following vote:

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

The meeting was adjourned 8:30PM

Respectfully submitted,
Karen Cotter, Secretary

