

Planning Board

Minutes

August 20, 2012

{meeting changed from August 27, 2012 because of lack of members available on the 27th.}

6:30 PM

Quorum present.

Meeting called to order at 6:31 PM.

Members present: John Doolittle, Maureen Heise, Michael Lane, Heidi Bernier

Members absent: Robert Harmann {Medical}

Also present: Steven Carr {resident}

Shannon Cota {applicant}

Stephanie Ferguson {resident}

Matthew Morgia {Engineer from Aubertine/Currier}

Don Converse {Converse Construction}

Privilege of the Floor: None

Correspondence:

~ Letter from Steven Carr expressing interest in serving as a member of the Planning Board.

~Letter from Mayor James Eves thanking Jean Simoneau for his years of service to the Planning Board and the Zoning Board of Appeals.

~Letter from Mayor James Eves to Tristan Simoneau asking him if he would be interested in serving on either the Planning Board or the Zoning Board of Appeals.

~Copy of the Rural Resources Newsletter for members to read if desired.

Motion Michael Lane, 2nd Heidi Bernier to accept minutes from the July 30, 2012 meeting.

No corrections.

Ayes: 4 John Doolittle, Maureen Heise, Michael Lane, Heidi Bernier

Nays: 0

Report of Committees: 0

Unfinished Business:

Comprehensive Plan: Chairman Doolittle has copy of update of Comprehensive Law for Town of Cape Vincent. Members will look the information over at a later meeting.

Motion Maureen Heise, 2nd Michael Lane to table Comprehensive Plan until a future date.

Ayes: 4 John Doolittle, Maureen Heise, Michael Lane, Heidi Bernier

Nays: 0

New Business

~Shannon Cota presented an application to open a sandwich shop at 109 Water Street. The property is owned by William Ruttan. Mrs. Cota submitted an updated site plan {updated by Bernier & Carr}, a hand drawing for the interior of the shop, and the application.

Discussion:

- ~ Questions were asked concerning signage. Shannon stated she will be installing a sign and will follow the Zoning Law for size etc.
- ~Trash Receptacles: Shannon stated she has Mr. Ruttan's permission to use his dumpster and she will be able to put refuse and recyclables out for weekly pickup.
- ~Question of Parking: Shannon can park her vehicle out behind the building.
- ~Shannon stated most of her customers will be grab and go customers thus longtime parking should not create a problem.
- ~Should an asphalt driveway be required/recommended? It would be a large added expense. Is it necessary? There is already a gravel driveway in place.
- ~The Board of Trustees has passed an update to the Zoning Law easing the parking requirements for the Commercial Districts in the Village.
- ~ Parking out front of shop or in public parking is acceptable.
- ~It is important to make reasonable and rational decisions to make it easier for businesses to come into the Village.
- ~Shannon states there will be herself and maybe one other employee in the startup off the business.
- ~There may be 3 or 4 tables with chairs for sit down business.
- ~Shannon is in the process of getting quotes for Workman's Comp in the event she hires employees.

Chairman Doolittle states the Application is incomplete. Shannon must complete application and obtain a letter from Mr. Ruttan granting her permission to open the business in his building. After application is accepted, a public hearing will be held and the paper work for the business will be sent to Jefferson County Planning for review.

A special meeting will be held in the first part of September to accommodate Shannon. Clerk will notify members and Shannon of the meeting date when set.

Converse/Grant Street/Phase II

- ~Preliminary Meeting for Phase II. Application was prepared and submitted to the Board by Aubertine & Currier.
- ~Chairman Doolittle informs members of the Board that the Jefferson County Planning Board does not review subdivisions.
- ~ Phase I includes 28 Lots. 21 lots completed.
- ~Phase II includes 20 Lots.
- ~Phase II is very similar to Phase I.
- ~Water & sewer will be installed along roadway. Drainage channel flow will be toward Cemetery Road.
- ~Hammerhead turnaround.
- ~ Should there be a Phase III/Phase IV, it would extend to the east and west of the Hammerhead.
- ~Lots 1 plus acre.

~Environmental Impact/Archaeology Studies done about 2 months ago. Aubertine and Currier waiting for results.

~Isolated wetlands can be filled in. Waiting for Army Corp of Engineer response.

~Planning Board Member asked Mr. Converse and Mr. Aubertine whether there were any flow/drainage problems or any problems with water/moisture in basements in Phase I. Both stated no problems. All drainage working well. Mr. Converse states he is finishing up the work on the storm water pond in Phase I.

~Chairman Doolittle questioned whether the Village of Dexter's sewer capacity will meet the necessary requirements for Phase II.

~DEC will determine whether sanitary sewer capacity is sufficient for Phase II. DEC will issue permit. DEC will contact Mayor Eves for updated information on sanitary sewer.

~Question as to whether bonding for road infrastructure will be required. Bonding will be decided and carried out through the Board of Trustees.

~Question concerning added traffic and whether it would create a traffic flow problem. Mr. Morgia stated a traffic study was completed during the Phase I process. No problems are foreseen as a result of the traffic study.

~Question as to feasibility of sidewalk from Grant Street directly to the Elementary School, thus avoiding Cemetery Road. Village would be responsible for sidewalk.

~Mr. Morgia stated the project an unlisted action. Members to review SEQR. Also letters to DOH and DEC asking if they approve of the Planning Board as Lead Agency. They have 30 days to reply.

~Phase II application not complete. Must be notarized. James Millington will review.

Work sessions a possibility for the Phase II project.

A date will be set for a special meeting in September. Mayor Eves, Steve Lane and James Millington will be asked to be present at meeting.

Motion Michael Lane, 2nd Maureen Heise for adjournment.
Ayes: 4 John Doolittle, Maureen Heise, Michael Lane, Heidi Bernier
Nays; 0
Meeting adjourned 8:11 PM.

Respectfully submitted,
Charlene Mannigan
Planning Board Clerk