



Town of Elbridge Planning Board

January 8, 2019

Approved Minutes

Members Present: Chairman, Marc Macro, John Stevenson, Patrick Svanson, Steve Walburger, Cindy Weirs, Sec/Alt Member

Absent: Attorney Scott Chatfield

Others Present: Howard Tanner, Code Officer, Erin Cook, Diana Sleiertin, Tina Brooking

Approval of Minutes: December 11, 2018

John Stevenson motioned to approve December 11, 2018 draft minutes as presented with Steve Walburger seconded the motion followed unanimously by all members.

OLD BUSINESS:

<i>Karl Bitz, Chip Hyde</i>	Site Plan Modification	TM # 031.-02-05.1
CNY Feeds	Carmer Rd., Jordan	TM # 031.02-08.1
		Zoned: Industrial

Provide OCHD approval for PB file.

The Planning Board (PB) approved CNY Feeds Site Plan on December 11, 2018 contingent upon receiving Onondaga County Health Department’s (OCHD) approval. The PB has not received the OCHD approval and has not received six paper and two Mylar copies of the site plan maps dated October 12, 2016 last revised December 10, 2018. Howard Tanner, CEO will contact the applicant regarding the OCHD approval and site plan maps. The building permit will be issued once everything has been submitted.

<i>Steven Peltz</i>	Site Plan Review	TM # 040.-04-04.1
Northeastern Electronics	1022 State Route 5W, Elbridge	TM # 040.-04-02.1
David Harding, QPK Design		TM # 040.-04-02.2
Will not be present		Zoned: Commercial

Mildred/James Tracy
Not Present

Major Subdivision
Rte 317, Jordan

TM # 038.-02-12.1
Zoned: R1 (Lot 72)

Glen DeVaul
Not Present

Minor Subdivision
6700 & 6706 Grimes Road, Jordan

TM # 030.-03-02.0
Zoned: Ag

NEW BUSINESS:

Erin Cook

Informal Request
394 State Route 31, Jordan

TM # 030.-02-01.2
Zoned: B1

Ms. Cook purchased the property but is waiting for the deed description before the purchase of the property can be finalized. The property size is 251 x 150 feet, does not have a house on it and there is no public water. The property does have two wells. The board requests the applicant obtain a letter from the seller stating Ms. Cook has the authority to act on her behalf and she agreed to do.

The applicant provided a surveyor map dated October 18, 2017 showing the proposed house, driveway coming off Route 31 to the garage and well locations. The applicant has approval for the septic from Onondaga County Health Department. The PB requires a site plan from a licensed surveyor showing the proposed house, garage, driveway, two wells and septic that shows all setback dimensions. The board wants it to show how the property is going to finish out.

DISCUSSION:

TOE CEO, Howard Tanner
Status of Site Plans for three State Route 5 Properties

Howard Tanner, CEO discussed several properties on NYS Route 5E that are not code compliant. The board reviewed the history of the properties bringing Mr. Tanner up to date. Chairman, Marc Macro informed him that the NYS Route 5E project starts this year which will have a great impact these parcels.

Howard Tanner asked the board what they would like to see from him when he sends applicants to meet with Planning Board. Chairman, Marc Macro explained the planning board has discussed doing away with the Informal Request and having the Code Officer handle this prior to applicants coming before the Planning Board. Howard agreed the application would move faster without a loss of time. Marc will schedule a meeting with Attorney Scott Chatfield, Howard and himself to discuss the process they want to follow and will then discuss this at the next meeting. Howard would like a checklist for him to go over before he sends an applicant to the Planning Board. Howard is in the Codes Office on Monday mornings, Thursday afternoon and all day on Friday.

Adjournment: Pat Svanson motioned to adjourn the meeting at 7:50 pm and Steve Walburger seconded the motion followed unanimously by all members.

Respectfully submitted,
Cynthia Weirs
Secretary/Alternate Member

Next Meeting: February 12, 2019