



**Town of Elbridge Planning Board**

**December 11, 2018**

**Approved Minutes**

**Members Present:** Chairman, Marc Macro, John Stevenson, Patrick Svanson, Steve Walburger

**Member Absent:** Cindy Weirs, Sec/Alt Member

**Others Present:** Attorney Scott Chatfield, Karl Bitz, James W. Tracy, Glen DeVaul

**Approval of Minutes:** November 13, 2018

John Stevenson motioned to approve November 13, 2018 draft minutes; Patrick Svanson seconded the motion followed unanimously by all members.

**OLD BUSINESS:**

<b>Mike Mattessich</b>	Amended Site Plan	TM # 027.-03-5.1
Mattesich Iron	1484 Route 31, Memphis	TM # 027.-03-6.1
Not Present		Zoned: RR - (5.1)
		Zoned: Ind - (6.1)

Chairman, Marc Macro verified the applicant has received the Certificate of Occupancy. He will contact the Code Officer to verify this application is finalized.

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

SOCPA Resolution received.

The applicant provided a revised site plan map dated December 10, 2018. The site plan map shows the two separate parcels have been incorporated into one parcel. The locations of the well, septic, water line and the lighting locations on the building are shown on the site plan. The seven parking spaces with one designated as handicap parking are also shown. The septic system with occupancy for twelve was designed larger than necessary. The four foot drive to the parking area will be paved.

The Site Plan has been submitted to Onondaga County Health Department (OCHD) for approval. The applicant is waiting for their reply. The Code Officer issued a permit allowing the applicant to break ground for the warehouse addition portion of the Site Plan.

SOCPA Resolution and GML 239 were reviewed by the board and applicant. The county is advising the applicant contact Onondaga County Water Authority Engineering Department (OCWA) to determine the activities and structures permitted within the easement and right-of-way (ROW). The applicant said the easement is in the hill side, it is grass and there is no water or drainage from this area. They were told that they could not build in this area. This area is being used for the parking lot only. SOCPA also had concerns with the NYS Thruway noise mitigation, drainage and grading plan and the lighting on the building. They are not building on that side of the property near the NYS Thruway and the lighting plan is on the other side of the tall buildings and will have no effect on the Thruway patrons.

The board reviewed the Short Form SEQR and also completed Part II at this meeting.

**SEQR Declaration:** John Stevenson motioned to find this as a Negative Declaration on the SEQR; Pat Svanson seconded the motion and was followed unanimously to approve the SEQR by all members present.

**CARRIED**

**Resolution** to approve the site plan map dated October 12, 2016 last revised December 10, 2018 by Earth Technologies.

Pat Svanson motioned to approve CNY Feeds Site Plan contingent upon receiving Onondaga County Health Department (OCHD) approval for our records. Steve Walburger seconded the motion followed unanimously by all members present.

**CARRIED**

The applicant will provide six paper and two Mylar copies of the site plan map to the town and provide the board with a copy of the OCHD letter of approval.

<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

**NEW BUSINESS:**

<i>Mildred Tracy</i>	Informal Request Major SD	TM # 038.-02-12.1
James W. Tracy present	Route 317, Jordan	Zoned: R1 (Lot 72)

This parcel is on a county road and was originally subdivided into two lots in 2010 creating Lot 1 and Lot 2. Mr. Tracy provided a map using the original subdivision map from 2010 showing the proposed subdivision creating a total of eight lots. The applicant would like to do two or three lots at first and then maybe do two or three more, but he would like to do all of this if he could. Lot 2 belonged to his son which has been sold. The board said Lot 2 should be removed from this site plan. Lot 1-E on the proposed site plan is already an existing lot and he is creating seven new lots. This is a major subdivision because it is more than four lots. They are not putting any infrastructures

on these lots just subdividing them for resale. The lots are on public water with septic systems allowing this to be two acre lots.

Attorney Chatfield said the only rule to come into effect would be the ten percent rule on sectionalization. The Preliminary Plat application is for all eight lots. The three steps in a subdivision is Preliminary Plat approval which establishes the lot layout and approximate dimensions; Preliminary Conditional Final Plat means approval by the planning board of a final plat subject to conditions set forth by the planning board unless the applicant decides to sectionalize, then the Final Plat would be a portion of the approved Preliminary. Final Plat means the signing of a plat in final form by the authorized officer of the planning board pursuant to planning board resolution granting final approval to the plat or after conditions specified in a resolution granting conditional approval of the plat are completed. Final approval qualifies the plat for recording in the office of the county clerk or register in the county in which such plat is located.

The Planning Board suggests the applicant speak with the Town of Elbridge Tax Assessor, Celeste Karakas to start with. The board strongly suggests using a hammerhead off one driveway to service two pieces of property.

The applicant will need to submit a major subdivision (Preliminary Plat) application. The application will be submitted to SOCPA and DOT for their approval. A Public Hearing will be held.

***Glen DeVaul***

Informal Request Minor SD  
6700 & 6706 Grimes Road, Jordan

TM # 030.-03-02.0  
Zoned: Ag

Mr. DeVaul attended the meeting of August 14, 2018 at which time he was purchasing six acres from this 76 acre parcel that consists of two residences, a garage and a silo. The board informed him that a parcel cannot have more than one residence on it and he would have to subdivide this parcel into two separate lots.

Mr. DeVaul said that the property is actually listed on the tax map as 6700 Grimes Road because it is one piece of property. He decided to split the lot into (2) three acre lots with a total of 587 feet of road frontage. There are two houses already there and they both have driveways. The Survey has already been done.

The board needs a map showing the total 76 acre lot (labeled as Lot 1) and also show the six acres being carved out (labeled as Lot-2 and Lot-3) that he purchased and is being subdivided. Show the distances of all the setbacks, all buildings (house, barn, sheds, and garage), locations of all wells and septic systems making sure they are located on the properties you are subdividing. If there are any easements, they will have to be shown and clearly mark the road frontage distances on the map. The two lots being subdivided will need to be enlarged and in better detail.

Mr. DeVaul will provide the board with a copy of his letter of authority from the owner.

**DISCUSSION:** None

**Adjournment:** Pat Svanson motioned to adjourn the meeting at 8 pm and John Stevenson seconded the motion followed unanimously by all members present.

Next Meeting: January 8, 2019