
ZONING BOARD OF APPEALS
5 ROUTE 31
P. O. BOX 568
JORDAN, N.Y. 13080



PLANNING BOARD
5 ROUTE 31
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Town of Elbridge Planning Board

Special Meeting

Kester Homestead, LLC

May 6, 2019

Approved Minutes

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

Others Present: Blaine & MacKenzie Vossler, Attorney Tom Blair

The applicants were advised at the April 9, 2019 meeting to add any future uses that they may want to add to their plan so they do not need to come back to the PB for approval. Attorney Blair provided the board with a revised updated copy of the application for the Kester Homestead Planned Commercial District (PCD) dated May 2, 2019 and a draft copy of the Kester Homestead revocable License Agreement. The Planning Board reviewed the updated application packet discussing at length all aspects of their project. Attorney Blair left copies of the revised application dated May 2, 2019 and the Kester Homestead License Agreement for the Town Board to review.

Two additions were added to the revised PCD. The Vossler's have a leather art work studio on the third floor of their home for another business they have which was not in the original narrative. The overflow parking location has been changed making one entrance into the facility, but all other exhibits are staying the same.

The assessment engineer assessed the Gambrel Barn finding some posts in the basement need to be reinforced. In order to meet the fire code regulations they need to add more egresses to the barn. The caterer's area has been moved to the basements north side of the main barn which will back up to the restrooms so they could share plumbing. An existing door will be reopened that would give two accesses to the bathrooms. There is an entrance from the bathroom stairwell that leads up into the main barn. Instead of an interior stairwell in the barn they added a new deck to the back of the barn with an exterior stairwell going down to connect these spaces. They added an area behind the barn that will be used for a reception or for cocktail hour.

Wells: The well located closest to the barn will be decommissioned and this will be capped off at both ends. The house well in the front yard is tapped into the aquifer and will provide the water to both the house and barn.

New Septic: The new septic plan meets all codes and has been submitted to the Health Department waiting for their approval. The Planning Board reviewed the new septic plan. The new septic is 3000 gallon minimum.

Single Home Private Rental: The Vossler's full time residence will be available to rent with an event if the applicant wants to rent the whole property. The Vossler's may leave for the weekend, but will have a representative there for the whole time of the event. They have a control mechanism in place for a management team and this team may hire other representatives to help them manage gatherings if they get big enough. The management team/representative will make sure the rules and regulations as outlined in the contract are followed.

Restrooms: The bathrooms will be located in the barn that has double garage doors and an entrance that will be upgraded. There will be a total of six unisex bathrooms with individual stalls and one is designated as handicap. There will be two entrances into the bathroom and also an entrance from the bathroom to the stairwell that would lead up into the barn. The bathrooms will not be started until the fall or spring. Once the restrooms are installed the port-a-potties will not be needed.

Parking: The applicants discussed putting a center median between the entrance and exit driveways with some plantings and a sign or logo that says entrance or a low fence to help define the entrance so it is clear to people arriving where to drive in. They will have a parking attendant that will direct the cars where to park as they drive in for the first hour of the event. The attendant will make sure cars do not park in the fire lane and there are no cars parked on the roadside. They discussed using plantings to designate the parking rows to help the representative with the start and end of each row and how many cars will fit in the lot. Options discussed regarding the parking rows delineation were plantings, cones and sawhorses. The applicants agreed using cones was a good option.

The applicants will use temporary signs for the Handicap Parking spaces that can be put up and taken down per event. A golf cart could be used to shuttle the handicap to the event area or the handicap could be dropped off at the event area and the car parked in the parking lot. Also discussed was relocating the handicap parking closer to the Gambrel Barn. The bride and groom have this option if they don't mind having the cars parked there.

The number of parking spaces will be communicated through their license agreement. If they have a large event they would need to coordinate shuttles. There is another large space before the septic that could provide six more parking spaces. The board would like the applicant to submit two or three parking designs showing the maximum capacity of 75 and one for 50 parking spaces and may include temporary lighting based on the size of the event.

In the event of a lot of rain they discussed reaching out to some of the parking lots located on Route 5 to see if they can park there and shuttle people to the event. The board suggested they may have to put geo-fabric at the ingress/egress and handicap parking areas making it more stable. The applicants will need to get permission from Jim White, TOE Highway Department Superintendent for the entrance.

Lighting: The applicants have a lighting specialist they are working with. The lighting plan can be integrated into the site plan and is only needed for the hours of operation of an event, not used if there is no event. NYSEG has an electrical line on the property and they plan to put a post next to it. The Gambrel Barn will have lights on the front side of the barn, will also tuck lights into the trees and all lighting will be dark sky compliant. The lighting on the house will shed a little light to the area. They may also use solar post caps on a split rail fence that provides foot path lighting. The applicants will provide the board with a cut sheet of the type of lighting with foot panels per unit or they can make additional detailed notes on the site plan.

Sprinklers: The Gambrel Barn has four egresses. There will not be a sprinkler system that is why they needed four egresses. It has to exceed it by 125%. They also have to put in an alarm system for detection.

Fireworks: There is an enclosed bonfire pit at their personnel residence. There will not be any campfires in the Glamping area. The Vossler's or their representative will facilitate the bonfire using the residence bonfire pit. Guests are not permitted to have any campfires.

Enforcement: The Vossler's or an appointed manager will have the emergency numbers on hand for the fire and police departments that can be called when the need arises and they will have a backup plan. They can also post the numbers at the event barn or give handouts to the guests.

Woodlands Cathedral: The access road is about 100 yards away from the ceremony area. There is a path that leads to the ceremony area that will be used for coming and going to this area. Handicap people can be shuttled to the area. This area will not be used at night. The board suggested they talk to the Elbridge Fire Department about a plan for that area in case of emergency.

Emergency Vehicle Accessibility: The Elbridge Fire Department has been to the property and their main concern was keeping the one driveway to the Gambrel barn that will serve as the fire lane clear of vehicles. Before the occupancy of the barn they would like to bring crew over and do a drill. They also recommended a space where in the event of an emergency everyone would meet up at to get a head count. They agreed the driveway in the front of the house is a good location.

Dates and hours of operation: Friday and Saturday events and music will end at 11 pm and everyone would be cleared out at 11:30 pm. Sunday and any other day of the week of an event the music ends at 10pm and everyone out by 10:30 pm. They will have a person on staff that would make sure that happens.

The house is comfortable for about 14 people with a couple over flow, but at the time of closing any overnight guest would move over to the house where they could continue to have a small bonfire, use the pool or just hang out.

They are relying on the catering service to provide food, drinks and alcohol for all events. They are not applying for an alcohol license right now. It is included as a possibility down the line, but they are not going to do this right now.

Music: The options offered for music are located in the barn, behind the barn or in the Wild Garden area depending on what the guests want. Behind the barn would act as a buffer for the noise. The Vossler's do have a petition of support from all the surrounding neighbors. If the neighbors have any issues they can always make adjustments. All the farm land that surrounds this property is protected farm land that theoretically will never be developed and the utility property is next to them.

Time Table of Phases:

Phase 1: The first phase is to be in operation this summer without use of the barn and to run outdoor events on the grounds such as outdoor weddings and glamping and/or tents using port-a-johns. They designated the area for the port-a-johns the back side of the Field Stone Barn where they will be out of view. They would like to be up and running in June; they have some outdoor events scheduled in June.

Phase 2: Plan on doing the structural and egress work on the main barn this fall.

Phase 3: Complete the septic and the bathrooms by spring 2020.

The Town Board will more than likely require some type of sunset provision, if the the Planning Board felt that they could open partially this year. The board asked the applicant to provide a specific date that each phase would be completed leaving enough room for the weather. As an example they could say June 1, 2020 all three phases would be completed.

Attorney Blair said they are meeting with the Town Board on May 9 to show what they have with their final changes. They are hoping to schedule with the Town Board a SEQRA Review and a Public Hearing to be held at the Town Board's next meeting. They want to be up and running in June. Attorney Blair said they are not applying for a Temporary Order of Occupancy.

The Planning Board will go through all the new information. Chairman, Marc Macro will reach out to the Town Highway Superintendent to touch base with him. The board will put together their recommendations to the Town Board.

The applicant's will provide an updated parking plan with two different scenarios, one for the maximum parking spaces of 75 and one for 50 parking spaces. They will also provide cut sheets for the type of lighting with foot panels per unit and include use the solar caps on a split rail fence if they decide to use them.

Respectfully submitted,
Cynthia Weirs
Secretary/Alternate Member