

TOWN OF VIRGIL PLANNING BOARD
Minutes of Regular Meeting - Monday, 21 May 2018 – 7 PM
Town Hall – 1176 Church Street – Virgil, NY 13045

Board Members (*absent)

Jeffrey Breed, Chairman
*Gary Wood
Carole Lathrop
Ann Howe
Mark Baranello
Dale Taylor, Alternate

Others Present

Jereme Stiles, Deputy Town Supv.
Joan Fitch, Board Secretary
Patrick Snyder, Town Attorney
Kevin McMahon, Town CEO

Applicants & Public Present

Kenneth Woodworth, Applicant; Dan Ellis, Applicant; David Forehand, Attorney Reymond Dague & Chuck Feiszli, PE, for Reigning Miracle Ministry, LLC, Applicant.

REGULAR MEETING

The Regular Meeting of the Town of Virgil Planning Board was called to order by Chairman Breed at 7 p.m.

OLD BUSINESS

Daniel Ellis, Applicant/Donald Ellis, Reputed Owner – 2150 Budzinski Road – TM #125.00-01-87.120 – Minor Subdivision

After a brief discussion Chairman Breed and the Board determined that this item was placed on the Agenda in error, and it was actually a matter that was considered at the 23 April 2018 meeting of this Board. Reference is made to those Minutes and, in particular, Action #14 of that date wherein the subdivision was approved.

Agenda Error – No Action Required.

Kenneth Woodworth, Applicant/Reputed Owner – 1463 Congdon Lane – TM #106.00-07-06.000 – Site Plan Review & Conditional Permit for Proposed Gun Shop

After a brief discussion Chairman Breed and the Board determined that this item was placed on the Agenda in error, and it was actually a matter that was considered at the 30 April 2018 special meeting of this Board. Reference is made to those Minutes and, in particular, Action #17 of that date wherein the gun shop was approved.

Agenda Error – No Action Required.

Reigning Miracle Ministry, LLC, Applicant/Reputed Owner – 2981 Douglas Road – TM #105.00-07-12.000 – Site Plan Review & Conditional Permit for Proposed Religious Education Building

(Reference is made to the December 2017, January, March and 23 April 2018 Minutes of this Board for additional information regarding this application.) The Board, at this time, was awaiting further information relative to the water and wastewater systems.

Chairman Breed recognized the applicant's engineer, Chuck Feiszli, who advised that he had received a 17 May 2018 email from Mike Ryan, Director of Environmental Health, Cortland County Health Department, indicating that the proposed water system improvements "are acceptable to the Cortland County Health Department." A copy of this email has been placed on file for the record.

Engineer Feiszli reported that they are still working on the wastewater system. Member Mark Baranello commented that the Planning Board should have a copy of these drawings. The use of a pressure distribution system was mentioned, and Engineer Feiszli explained this system to Board members; he also explained that this system was not familiar to the CHD so this was taking more time to complete their review. CEO Kevin McMahon asked about the capacity of the septic system, and Engineer Feiszli responded that this information was contained in his report. Questions were also asked about the water system, and the engineer responded that he will provide all the answers to the Board.

Attorney Snyder stated that it was up to the Board to look everything over, but the SEQR process should be completed first. CEO McMahon added that the application then goes to the Town Board for their review, and then back to this Board for Site Plan Approval.

At the request of the Chairman, the Board Secretary read aloud Part II of the Short Environmental Assessment Form. No, or small impact may occur responses were obtained to all questions in Part II. **A motion was then made by Alternate Member Taylor that the action, based on the information submitted, will not cause any significant adverse environmental impact, resulting in a Negative Declaration. The motion was seconded by Member Baranello, with the vote recorded as follows:**

**Ayes: Chair Breed
Member Lathrop
Member Howe
Member Baranello
Alternate Member Taylor**

Nays: None

Absent: Member Wood

Motion carried.

This becomes Action #18 of 2018.

Alternate Member Taylor asked about the absorption bed, and Engineer Feiszli explained that the system is a lot larger and they are waiting for the Health Department to complete their review.

Chairman Breed read aloud the County Planning Board’s recommendations contained in their Resolution No. 17-33 of 18 October 2017. The next step will be the Town Board’s action on the proposed Local Law.

No Action Taken.

Tyler & Stephanie Beck, Applicants/Russell Beck, Reputed Owner – Holler Road – TM #126.00-11-12.120 – Minor Subdivision

Chairman Breed acknowledged that there was no one here to represent the applicants in this matter. However, the Board had received a 1 May 2018 memo from Daniel Dineen, Director of the Cortland County Planning Board, which advised that the applicant needed to receive an Area Variance from the Zoning Board of Appeals to create a property which does not meet the Town’s minimum road frontage requirement **before** being considered for approval by this Board.

Therefore, this Board could not consider this application at this time.

No Action Taken.

APPROVAL OF MINUTES

23 April 2018

A motion was made by Member Carole Lathrop to approve the (T) Virgil Planning Board Minutes of 23 April 2018, as submitted. The motion was seconded by Member Howe, with the vote recorded as follows:

Ayes:	Chair Breed	Nays:	None
	Member Lathrop		
	Member Howe	Absent:	Member Wood
	Member Baranello		
	Alternate Member Taylor		

Motion carried.

This becomes Action #19 of 2018.

30 April 2018

A motion was made by Alternate Member Taylor to approve the (T) Virgil Planning Board Minutes of 30 April 2018, as submitted. The motion was seconded by Member Baranello, with the vote recorded as follows:

Ayes:	Chair Breed	Nays:	None
	Member Lathrop		
	Member Howe	Absent:	Member Wood
	Member Baranello		
	Alternate Member Taylor		

Motion carried.

This becomes Action #20 of 2018.

OTHER BUSINESS

- Board Members and Secretary received “Policies and Procedures for the Virgil Planning and Zoning Boards.” Deputy Supervisor Stiles noted that these procedures were adopted on 8 March 2018 by the Town Board.
- Member Howe asked if adjacent landowners to applicants’ properties are now being notified. Attorney Snyder advised there was no legal requirement to do so, but it would make sense.
- Deputy Supervisor Stiles asked Board members to mail any other suggestions to Chairman Breed.
- It was noted that the Sunoco Station sign footings are constructed in the Town of Cortlandville.

ADJOURNMENT

At 8:07 p.m., a motion was made by Alternate Member Taylor, seconded by Member Howe, to adjourn the meeting. All Board members present voted in the affirmative.



Joan E. Fitch
Planning Board Secretary

Draft emailed to Town Clerk, Bd. Members,
Atty. & CEO on 6/7/18. Approved 6/25/18 & remailed.