

Village of Penn Yan Planning Board
Meeting Minutes February 1, 2021
TRANSCRIBED via ZOOM Recording

7:00PM

Present: Stan Olevnik- Chairman, Jean D’Abbracci-Vice Chairman, Sarah Vestal, Austin Lapp, Sarah Purdy, Michael Clancy-alt., Ray Spencer – VB Liaison, Jamie Kincaid-Code, Ed Brockman-Attorney, Tom Schwartz-Director of PW, Gary Meeks-Zoom host.

ABSENT: Lynn Duryea

PUBLIC PRESENT: Joe Dombroski, Christian & Alex Amering, Dale & Steve Perry, Dan Knapp, Christopher Iversen, Ryan Destro, Zac Metcalf, Shane Stone.

NEWS MEDIA PRESENT: None.

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A MOTION by Sarah Purdy and a **SECOND** from Austin Lapp to approve the January 4, 2021 minutes. Sarah Vestal–aye. Austin Lapp–aye. Sarah Purdy–aye. Mike Clancy–aye. **Motion carried.**

Stan – Unless anyone has any objection, I’m going to move our agenda around a little bit this evening. Id like to bring the application from the village to the end of the line and take care of the folks that are here if there’s no objection from anybody.

Ed – No objection from the village.

Stan – All right, then we’ll begin with the application from KanPak.

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FIRST ITEM: Site Plan application for expansion at KanPak for boiler room at 105 Horizon Park Drive.

Hi, this is Alex Amering with Costich. We’re the Civil Engineer for the project. You already mentioned Joe Dombroski he’s the plant engineering manager is with us and also Zac Metcalf is with Chrisantha Construction. I’m sure you guys are familiar with the KanPak facility in the business park. A few years ago we were before the board for the warehouse expansion. We’re here today for something much smaller. It’s a 2,500ft² boiler room addition. It’ll be on the southeast corner of the building. Don’t have a lot to talk about. We submitted site plan and architectural plans. We were before the Yates County last week. It’ll be a metal paneled structure 50’X50’. It will contain mechanical features like the boiler. We’ll be removing trash compactor. We’ll be on the paved area of the site. All the utilities will be connecting inside the building. There’ll be a couple of overhead doors. And pedestrian doors. The structure will be 20’ tall. We’ve received a few comments from the village staff. Mostly electrical comments and a few erosion-control comments. All-in-all we’re pretty comfortable with the comments and can address them. Unless Joe has anything to chime in on.

Joe – Alex explained it fairly good. We just want to put this in. Our current boiler is about ready to give out on us and that’s the heartbeat of the plant. We want to have a brand-new boiler but we want to keep that old one running so we’re not down for 2-3 months. We want to build an addition and put this new boiler in there so we’ll have a little bit of redundancy with this new boiler and we can fix the old one.

Stan – So, to stay on track we need to review your site plan application checklist. I’ll run through them as quickly as I can. If anybody has any objections at any time just share them. A site plan scaled? We do. There is north arrow. The property boundaries are potted to scale. Site dimensions and setbacks are set. The building location with first floor elevations noted was presented. The design and type of construction materials, you mentioned it’s a metal building. Probably a fair amount of concrete attached to that I would imagine. Parking lot details are not applicable as well as the landscaping. Adjacent roads with pavement details are depicted. Proposed vehicular access with sight distances really don’t apply. We really don’t have those types of changes here. Existing buildings are defined. Nearest fire hydrant details and flow test details. We don’t have any notation on that. Alex, was there any on the plan?

Alex – I’d have to look. There’s obviously water around the site. Which we installed a fence around the entire perimeter so at the time we coordinated with the fire folks so they still had access to all the hydrants. I don’t think we show it since the scale of this project is so small.

Stan – I see we have Tom Schwartz on tonight, a representative of our utilities board. Tom, are you comfortable that we have everything we need on that aspect?

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Tom – Yes, Stan, I am. They’ve got plenty of hydrants all the way around the perimeter of the whole facility and this little addition doesn’t add very much square footage, so plenty of fire-fighting capability up there.

Stan – Very good. Thank you. Electrical needs and service location? It says ‘to be determined?’ All of it is coming from inside the building, Alex? Is that correct?

Alex – That’s correct.

Stan - Energy distribution facilities, as far as gas and solar it’s not applicable in this case. Existing water & sewer aren’t affected with this either. Location of water service and size? This is a boiler room and of course you’re noting as not applicable. Tom are we comfortable with that?

Tom – Yes, they have backflow prevention protecting the rest of the building and us so they’re protected externally and internally from any chemicals they use with their system.

Stan - Location of natural gas lines. Good there. Existing easement and proposed utility drainage easements. I don’t thing in affect here. A grading plan with existing and proposed grades. We do have that elevation document that covers that. Existing land features such as creek, springs, woods. Covered.

Pedestrian access. Location of buffer areas. It located right up against the building there so I don’t think buffer areas are impacted. Proposed landscaping with details about species, spacing and heights. Not applicable. We’re not adding any landscaping in any way. Exterior lighting with manufacturer’s luminary details. It is, Alex, a small addition. Do we see a need for any proposed exterior lighting for walkways or security concerns?

Alex – There will be wall fixtures that will be consistent with the rest of the site.

Stan – We want to make sure also they’re night-sky compliant.

Alex –That’s correct. They’ll be an LED bulb and dark-sky compliant.

Stan - Location, size and design of all exterior signs. Not applicable. A locator map using 3”X3” inset. I saw that. A 3”X5” block. I think there’s space for that. Completed part 1 only of the attached Environmental Assess Form. We have attached, here. Engineer’s seal and signature. The revisions, the smaller print that I have does bear a seal in the corner. A color rendering of proposed buildings. Unless there’s objection from any planning board members I’m comfortable with the black and white we received. I assume it’ll match what’s up there.

Alex – That’s correct. It’ll be a neutral scheme and match the existing building.

Stan - Other items determined as result of sketch plan conference. We didn’t have one so, no concerns. Present and anticipated number of employees. No change really just an upgrade in utilities?

Zac – Correct.

Stan - Project schedule and phases? When are we looking at getting started and is it a single-phase project?

Zac – Yeah, it’s a single-phase and as soon as you guys approve it, we’re ready to get rocking. We want to get it in before our real busy time in July. Our goal is to get it done as soon as possible.

Stan - Status of other required permits. You have ‘not applicable’. Tom do you have anything on a permit basis, or Jamie?

Alex – There shouldn’t be any other outside agencies. Backflow is covered, there’s no DEC, it’s just the building permits. No state or county roads or anything of that nature.

Tom – I believe we’re all set.

Stan - Nine copies of site plan and attachments. Please get them to Lynn if you haven’t already.

Joe - I delivered them to Lynn a week and a half ago.

Stan - A storm water management plan. ‘Not applicable’. I’m assuming from the amount of land movement that’s the reason.

Alex – That’s correct. The basis for the analysis by the DEC is the amount of impervious cover. All the area where the building will be going is already pavement. Overall stormwater for the building has been done over the years and by IDA when they developed the roadway years ago.

Stan - An erosion and sediment control plan. So, you’ll be using the appropriate silt fences and such?

Alex – We’ll put inlet protection around the catch basin. There’s no where for water to go other than the catch basin.

Stan - Pollution control devices. Are there any applicable?

Alex - that falls under erosion control, again.

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Stan - Next there are department head comments. *(Stan read each of them aloud)*

Fire Dept & Code Enforcement Officer, Jamie Kincaid – *‘No comments at this time’*

Assist Dir Public Works, Melissa Gerhardt – *‘Please add inlet protection to sheet CA110. Add staging area to the plans. Add a note to the plans stating “Additional erosion control measures may be required during construction as determined by the village of Penn Yan DPW.”’*

Electrical Dept., Tom Schwartz – *‘I see no electrical issues with this addition. If customer wants to participate in the Independent Energy Efficiency Program (IEEP) please contact this office before construction begins. (315) 279-6537 Tom Schwartz.’*

Water/Sewer Maintenance Supervisor, Ron Keech – *‘The sanitary lateral from the main to the building has to be SDR 35.’*

WWTP Chief Operator, Yvonne Tucker – *‘I see no details of floor drains.*

‘What type of boiler?’

‘Do they have boiler blow-down?’ Joe indicated they did and it was to the SS drain and waste plant.

‘What is done with condensate liquid?’ Joe said it was recaptured and put in tank to re-use to reduce water usage.

What is kettle mix? Is that part of boiler operation?’

Stan – Alex, from those various questions is there anything you can share with us?

Alex – The inlet protection, we already talked about. We’ll put on the note about the additional controls. I can’t really see anything else being required given the overall scale of the project but we do understand that things do come up. We have no issue with that., The electrical comment is acknowledged. The SDR PVC, we’re not proposing a new lateral so that won’t come into play. It’ll connect internally to the building and be conveyed to the treatment plant. Regarding the drainage maybe Joe can comment.

Joe - There were 2 floor drains in the boiler room which go to the waste plant and then we treat everything out of our EQ tank. The boiler is Kleaver Brooks that does have a blow-down. That blow-down will go to our stainless-steel drain and to the waste plant. The condensate liquid, we do use our condensate from all of our steamed stuff. With our process we have a lot of steam machines we do recapture all that condensate and we put it into a condensate/DA tank and reuse that so we don’t have to use as much water. The condensate liquid helps run the boiler. The kettle mix is, we’re going to take advantage of a small portion of this build and adding a mixing kettle for mixing our ingredients in there and you can heat it up to temperature to solidify the ingredients

Stan – I would suggest somewhere that someone reach out to Yvonne to make sure she’s comfortable with your responses.

Joe – OK.

Alex – Most sewer use laws require that anything that goes to the floor drain doesn’t go to the storm water facility. I think we can work through that pretty easily.

Stan – On to the short environmental assess form. Do I hear a motion?

Jean – Stan. Before the motion, with past practice, do we really want to say it’s fine to have no rendering? I don’t want to set a precedence. It is part of our process. I’m only concerned because it’s past practice.

Stan – If that’s something we should have then we’ll add that in as a condition. Let’s not forget that as we finish this out. With that do I hear a motion to designate the planning board as the lead agency in this unlisted action?

A MOTION by Jean D’Abbracci and a **SECOND** from Sarah Purdy to designate the Village of Penn Yan Planning Board as Lead Agency and to find that the project was consistent with an UNLISTED action.

Jean D’Abbracci–aye Sarah Vestal–aye.. Austin Lapp–aye. Sarah Purdy–aye. **Motion carried.**

Stan – Before I go through parts 2 and 3, does anybody have any concerns from the planning board at this time? Any questions? I’ll read through these quickly and you’ll advise me if you disagree with any of them. (He answered ‘no’ to all questions on Part 2 and 3). I’ll check this box that shows there are no significant impacts. I’d like to hear a motion and second to adopt the SEQR.

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A **MOTION** by Sarah Purdy and a **SECOND** from Sarah Vestal to adopt the SEQR.
Jean D'Abbracci-aye Sarah Vestal-aye. Austin Lapp-aye. Sarah Purdy-aye. **Motion carried.**

Stan – At this point a motion and second to open the public hearing?
A **MOTION** by Sarah Purdy and a **SECOND** from Austin Lapp to OPEN the public hearing.
Jean D'Abbracci-aye Sarah Vestal-aye. Austin Lapp-aye. Sarah Purdy-aye. **Motion carried.**

Stan - Comments from the public? (None) Comments from the Board? (None). Can I have a motion and second to close the public hearing?
A **MOTION** by Jean D/Abbracci and a **SECOND** from Sarah Purdy to CLOSE the public hearing.
Jean D'Abbracci-aye Sarah Vestal-aye. Austin Lapp-aye. Sarah Purdy-aye. **Motion carried.**

Stan – Motion and second to approve the application. In this case, Jean, I suggest it be conditional for a color rendering of the exterior.
A **MOTION** by Jean D'Abbracci and a **SECOND** from Sarah Purdy to grant approval of the site plan with the condition a color rendering would be submitted.
Jean D'Abbracci-aye Sarah Vestal-aye. Austin Lapp-aye. Sarah Purdy-aye. **Motion carried.**

SITE PLAN APPROVED.

Joe – Thank you guys.
Jean – Good luck with it.



NEXT ITEM: Resubmittal of expired site plan application from Knapp & Schlappi for demolition of existing warehouse structure to replace with new 80' X 80' warehouse building in same location at 273 Lake Street.

Stan – We've got Danny Knapp, Steve Perry and Dale Perry here this evening, correct?
Dan, Steve, Dale – Yep.
Stan – For the board's information this was brought to us a few years ago, 2017. It was an approved plan at that time. We're looking to find out if they addressed the 5 items in our letter from back then. If they are, then as a board we're simply looking to approve it again. They also needed a variance for expansion of the existing non-conforming. The first is the handicapped space is shown on the plan. I reviewed the plans and that is depicted now. #2: the flow test details are noted on the plans, and they are. #3: The water sewer locations are shown on the plans, and they are. #4: a 3 by 5 block shown as 'for village use only', and it is. #5: An engineer's seal and signature are shown on the plans. I do believe they have accommodated. Do you guys want to give the board any information. Many were not here back then.

Dan – We have an existing warehouse where we store windows and doors that's about 6,400ft². We plan to demo the existing building and rebuild. It's going to be approximately the exact same square footage. Disconnecting all utilities and tying back into existing. The construction is going to be fox-blox ICF forms for the foundation wall on a 24" footer. Conventional framing. On top of that foundation wall slab-on-grade concrete for the floor. Steel siding, steel roofing. Color scheme is going to match the main store. No landscaping changes, no parking changes other than that handicapped spot that we needed. The front of the building was originally supposed to be a rental department storefront. We decided against that and will use it for storage, now. No signage now. It's basically a tear-down and rebuild.

Stan – Any questions of comment from the planning board? I do have a document indicating the village ZBA did approve the variance requested for this project. With that, we're just looking to approve or disprove this. Do I have a motion and second on this application?

A **MOTION** by Sarah Purdy and a **SECOND** from Austin Lapp to grant final approval of the site plan.
Jean D'Abbracci-aye Sarah Vestal-aye. Austin Lapp-aye. Sarah Purdy-aye. **Motion carried.**

SITE PLAN APPROVED.

Stan – Do we have a timeline?
Dan – We'll empty building ASAP and build as soon as we can. Thanks for your time.

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NEXT ITEM: Follow-up review of application from Chrisantha, Inc. for (3) 2-story townhome buildings at 131-147 Water Street and 120 Wagener Street.

Stan – Ryan, any updates?

Ryan – I go through everything. At the November 2nd meeting the project was tabled pending 3 variances from the ZBA and approval by the Historic Preservation Commission for removal of the existing home at 120 Wagener Street. We since met with the ZBA on 11-30 and were successful at obtaining the 3 required variances. Subsequently, we appeared before Historic Commission and they denied that request. Afterward it went before the Village Board of Trustees at their January 6th meeting where they reversed that decision. This allows for the structure to be removed.

Ed – This is Ed Brockman can I interject something? The decision by the Board of Trustees had several conditions attached to it. It was subject to several conditions. I assume you have received that decision?

Ryan – Yes, I can read through them. First condition the Historic Preservation Commission may enter the premises before demolition for the purposes of photographing the structure and removing individual architectural features desired to be retained which shall become the property of the individuals and providing that an itemization of the features to be removed is submitted in advance for approval thereof by Iversen Ventures LTD which approval shall not be unreasonably be withheld. Number 2; a historical marker may be placed on the subject premise relating to the history of the dwelling that is to be demolished. At that November meeting we went through he comments received. Since then, we did updated plans and digital responses. The sidewalks are now shown through the asphalt entries on Water Street and Wagener Street. The onsite storm water system now connects into the existing catch basin on the north side of Water Street just to the east of the access to the site. The curb cut reveal was also revised on the plan to be 1” rather than half-inch. We narrowed the access point off of Water Street to be a one-way and the access was narrowed from 24’ to 16’. Cars will be allowed to enter and exit only onto Wagener Street. We also addressed comment about SD-35 and added that to the plan. And the water service to the 2-unit on Wagener Street now includes the sleeve & wire for locating purposes. That’s it from my list.

Stan – At that November meeting, I allowed some 2nd comments outside of the comment period which may have caused delays for this project. They should not have been addressed. I apologize if that caused you to have to go to the other boards ahead of this review. We’ll do the site plan checklist as we did in the earlier project. If anybody has any concerns, we’ll address that. (He read each of the 39 items.) #13 Electrical needs and service location. Tom, is that satisfactory with you?

Tom – I assume there’s going to be individual meters and the same thing with water and sewer. They’ll have their own meters for each unit. The only comment is that we bring in the power buried and we bring in a 4” stub for water and sewer so we only make one road cut as the DRI project moves forward. We’ll work out transformer with them later.

Chris – Ryan, do you remember if we’re going to master -meter the water or whether they’re going to be individual meters? We have no objections whatsoever for buried electrical.

Ryan – Yes, the intent is to have each of the 3 building with a public meter and the individual units would have their own, private water meters for charging from the homeowner’s association.

Ed – Tom Schwartz, this is Ed Brockman. Was the village advise about the master meters?

Tom – We discussed with the engineering firm.

Ed – Problem with billing?

Tom – I don’t think so. We’ll collect from the Homeowner’s Association.

Stan - #17 Backflow prevention, Tom?

Tom – Yes, they’ll need that.

Stan – Ryan, are we all set with that?

Ryan – I believe there was some discussion that sprinklers aren’t necessary. If they are, we’ll put in backflow prevention devise.

Jamie – That’s correct. Sprinklers are not necessary if the units have 2-hour fire separators between them.

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Stan – Exterior lighting? The parking lot areas will be lit?

Ryan – That’s correct a few through the parking lot similar to the ones at the Hampton Hotel.

Stan – Facility sign?

Chris – Not at this time.

Stan – Work with Jamie if you do that. #31 Color rendering?

Ryan – I brought color rendering to November meeting. I can share my screen and show you again. Gary – Host disabled screen sharing.

Gary – Is that what you sent to Lynn Duryea today? I can share that.

Ryan – I didn’t send the color rendering today.

Gary – I can make you the host temporarily, then.

Ryan – Okay, can you see the color rendering of the site plan and building architecture.

Jean – Are they townhouses or condos? On our agenda #6 says 3-2-story townhome buildings.

Chris – If I could address that. Condominiums is a form of ownership, townhomes is a type of architecture.

Jean – We need continuity in all our paperwork so if it’s reviewed by those people who come after us.

Ray – Is that a specific rendering? Is this the 8-unit that will go up first.

Chris – That’s the 8-unit.

Ray they all be similar in design and color?

Chris – Similar in color but the 2-unit will have a pitched roof like the homes on Wagener Street.

Stan – Any other planning board concerns? Ryan, you can return the screen to the host and we’ll continue on. #34 project phases? One to be built and the others would follow as marketed?

Chris – Yes, the 8-unit will be built first.

Ryan – No storm water plan required since it will disturb under 1 acre of land. We’re only increasing impervious surface by 0.19 acres. Our plan includes erosion control plan.

Stan – I need a motion and second to designate planning board as lead agency in this action.

A MOTION by Jean D’Abbracci and a **SECOND** from Sarah Purdy to designate the Village of Penn Yan Planning Board as Lead Agency and to find that the project was consistent with an UNLISTED action.

Jean D’Abbracci–aye Sarah Vestal–aye. Austin Lapp–aye. Sarah Purdy–aye. **Motion carried.**

Stan – Are there any questions, concerns with Part 1? (No one spoke up) I’ll go through Part 2 & 3 SEQR quickly. If anyone has any input let me know. (He read each question. All were ‘no’ answers)

A MOTION by Jean D’Abbracci and a **SECOND** from Sarah Vestal to adopt the SEQR.

Jean D’Abbracci–aye Sarah Vestal–aye. Austin Lapp–aye. Sarah Purdy–aye. **Motion carried.**

Stan - Do I have a motion and second to open the public hearing?

A MOTION by Sarah Purdy and a **SECOND** from Austin Lapp to OPEN the public hearing.

Jean D’Abbracci–aye Sarah Vestal–aye. Austin Lapp–aye. Sarah Purdy–aye. **Motion carried.**

Stan – Are there any comments from the public? (No one spoke up).

Chris – I have a comment. We are yet to get approvals from the state so we need to get planning board approval for that.

Stan – Yes, a laborious process. Are there any additional comments from the board? (None). So, is there a motion to close the public hearing?

A MOTION by Sarah Vestal and a **SECOND** from Austin Lapp to CLOSE the public hearing.

Jean D’Abbracci–aye Sarah Vestal–aye. Austin Lapp–aye. Sarah Purdy–aye. **Motion carried.**

A MOTION by Sarah Vestal and a **SECOND** from Austin Lapp to grant approval of the site plan.

Jean D’Abbracci–aye Sarah Vestal–aye. Austin Lapp–aye. Sarah Purdy–aye. **Motion carried.**

SITE PLAN APPROVED.

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Chris – One last question. Previously we were asked about interest in public art on our concrete wall. Ask them to get in touch.

Ed – The Public Art committee will get in touch.

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NEXT ITEM Subdivision application from the Village of Penn Yan to subdivide 200 Sherman Street into 2 lots with a notation on the application asking the planning board to waive the \$150 application fee.

Ed – It's a village application so you'd be robbing Peter to pay Paul.

Stan – I'll go down the checklist.

Ed – It came to light that the village owned this property. It was declared surplus and we got a survey and did SEQR and resolution through Board of Trustees who approved the subdivision and sale. Since then, we learned there's a force main that goes through the back of the lot B but we don't know the exact location. It's along the RXR. No recorded easements for these lots at this point. We will be doing a survey to stake out exact location of the force main. The wedge shape was divided off with a lot line adjustment. Each lot A&B are approximately 2.21 acres in an R-2 and are well over the minimum lot size.

Mike – Would it make sense to have this survey done before we proceed?

Ed – If it turns out that parcel B can't be used, we wouldn't sell it. We'd just sell parcel A. I'd ask that this be TABLED to have the force main put on the survey map and start over.

Mike – I'll make a recommendation for a short delay to identify all these features and redo another survey.

Ed – Tom, how soon could we do this?

Tom – We'd could make it a priority by digging down to verify its location. Weather depending, in the next month or so.

A MOTION by Sarah Purdy and a **SECOND** from Sarah Vestal to TABLE the subdivision application pending actual location of sewer main and easement details if needed.

Jean D'Abbracci-aye Sarah Vestal-aye. Austin Lapp-aye. Sarah Purdy-aye. **Motion carried.**

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OTHER BUSINESS:

- Members whose term will expire April 1st.

1-year terms: Chairman-Stan, Vice Chair-Jean, Alternate-Mike. Chairman Olevnik asked each of these people to let Lynn know if they wanted another term.

Stan – We do have a couple of terms that will expire. Jean your vice chair is an annual so get in touch with Lynn for another year if you want it. Mike you also have an annual position.

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A MOTION by Sarah Purdy and a **SECOND** from Sarah Vestal to adjourn the meeting at 8:45PM.

Jean D'Abbracci-aye Sarah Vestal-aye. Austin Lapp-aye. Sarah Purdy-aye. **Motion carried.**

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Submitted by Secretary:

Lynn Duryea