

Village of Cayuga Planning Board Meeting Minutes

Wednesday, December 22, 2021

Planning Board Members Present: Chairman Mark Harris, Michael Ogburn, Jeff Bedell, Dolly Donnelly

Excused: Pauline Harry (due to poor connection issues she could not attend via zoom)

Presenters: INHS- Chau Pham – via ZOOM, Lynn Truame, Beardsley Architects + Engineers – Jared Heintl, Gavras Center – James Breslin, Robert Padula

Staff Present: Deputy Clerk Jen Ogburn, Clerk Debbie Pinckney

Public: Richard Landon -via ZOOM

Chairman Harris opened the meeting with the Pledge to the flag at 6:00pm.

Chairman Harris asked if everyone had read the minutes from the meeting on October 27, 2021 and asked for a motion to approve the minutes from that meeting. Spelling error noted on page 3 to be corrected. Motion to approve the minutes from October 27, 2021, meeting with noted correction. **Motion made by Planning Board Member Michael Ogburn. Second by Planning Board Member Dolly Donnelly. 4/0 approved.**

The property located at 220 Genesee St; Tax Map 116.06-1-24 is seeking a variance of 10' in the side yard setback. The proposed project is a single-family dwelling, with the possibility of changing the current proposed project to include a small garage to the front that would extend out 25'. It would not be any closer to the residents as the current proposed project – the garage if added would be 10' x 25'. Chairman Harris said the Planning Board heard this due to the Village attorney requesting the application be reviewed by the Planning Board. The Planning Board is recommending that the request for a 10' side yard variance be sent to the ZBA for approval. Chairman Harris asked for a motion to approve referring the request for a 10' side yard variance for the property located at 220 Genesee St be sent to the ZBA. **Motion made by Planning Board Member Michael Ogburn. Second made by Jeff Bedell. 4/0 approved.**

Next on the agenda is 255 Wheat Street., Tax Map #119.07-1-39.11. Chairman Harris went over the feedback from Code Enforcement Officer Kevin Foster who was unable to attend the meeting but addressed the initial concerns from Planning Board Members and members of the Public that attended earlier meeting in October. Specifically, fire access and stormwater collection and drainage. Code Officer Foster said he will be addressing the fire access concerns during the building permit phase. It was also noted that per the Village Zoning Code stormwater collection and drainage should be handled under site plan review, discussion among the board and Jared Heintl from Beardsley Architects + Engineers regarding the stormwater drainage.

The Board reviewed the Cayuga County GML 239 decision. The decision made by the Cayuga County GML 239 was to approve the Redevelopment of the Former Cayuga Elementary School into Multi-Family Housing, however they did have the following comment "As the project narrative mentions, a Stormwater Pollution Prevention Plan (SWPPP) will be needed for this project. The village planning board should request the SWPPP) as part of the site plan review process to fully assess site grading and drainage prior to approving the site plan." According to Jared from Beardsley the SWPPP is typically completed around the time of construction, and he intends on providing SWPPP documents to the Code Enforcement Officer during the application process for the building permit. This is typically done so that they ensure they are

compliant with the most up to date DEC regulations about stormwater drainage. As of right now the plan is to apply for a building permit in the fall of 2022.

Chairman Harris reviewed Part 1 of the Short Environmental Assessment Form (SEQRA) that had previously been filled out by INHS. No comments were received from any involved and interested agencies other than the 239-Im and n review from Cayuga County Planning. Chairman Harris asked for a motion for the Village of Cayuga Planning Board to be Lead Agency. **Motion to be Lead Agency made by Planning Board Member Michael Ogburn. Second made by Planning Board Member Dolly Donnelly. 4/0 approved.**

Chairman Harris went ahead to move on to Part 2 of the SEQRA form with direction from the Planning Board Members. Planning Board Members completed Part 2 and 3 of the Short Environmental Assessment Form. Chairman Harris asked for a motion to declare negative declaration. **Motion to declare negative declaration made by Planning Board Member Michael Ogburn. Second by Planning Board Member Jeff Bedell. 4/0 approved.**

Planning Board Member Michael Ogburn asked to verify that everything had been checked off the Preliminary Site Plan Checklist in the Village of Cayuga Zoning. Planning Board members went through Village of Cayuga Zoning Code 7-3.2 Preliminary Site Plan Checklist – noting 7-3.2 E. Grading and drainage plan, showing existing and proposed contours; and 7-3.2 M. Location of fire and other emergency zones, and the location of fire hydrants. As well as 7-4 Village Planning Board Review of Preliminary Site Plan – noting 7-4.1 E. Adequacy of stormwater and drainage facilities, and 7-4.1 J. Adequacy of fire lanes and other emergency zones and the provision of fire hydrants and adequate fire flows.

Chairman Harris asked for a motion to approve the preliminary site plan and subdivision for the Redevelopment of Former Cayuga Elementary School to Multi-Family Housing with the following conditions that INHS provide a grading and drainage plan, showing existing and proposed contours, (from Village of Cayuga Zoning Code reference 7-3.2E) along with the location of fire and other emergency zones, and the location of fire hydrants, (Village Code reference 7-3.2M) and adequacy of stormwater and drainage facilities, (Village Code reference 7-4.1 E) and adequacy of fire lanes and other emergency zones and the provision of fire hydrants and adequate fire flows (Village code reference 7-4.1 J) all to be completed at final site plan approval. **Motion to approve the preliminary site plan and subdivision for the Redevelopment of Former Cayuga Elementary School to Multi-Family Housing with the following conditions that INHS provide a grading and drainage plan, showing existing and proposed contours, (from Village of Cayuga Zoning Code reference 7-3.2E) along with the location of fire and other emergency zones, and the location of fire hydrants, (Village Code reference 7-3.2M) and adequacy of stormwater and drainage facilities, (Village Code reference 7-4.1 E) and adequacy of fire lanes and other emergency zones and the provision of fire hydrants and adequate fire flows (Village code reference 7-4.1 J) all to be completed at final site plan approval. Motion made by Planning Board Member Dolly Donnelly. Second by Planning Board Member Jeff Bedell. 4/0 approved.**

Motion to adjourn at 7:29pm. **Motion made by Planning Board Member Jeff Bedell. Second by Planning Board Michael Ogburn. 4/0 approved.**

Next Meeting is scheduled for January 26, 2022, at 6:00 pm at the Village Office 6205 Railroad Street, Cayuga, NY 13034.

Respectfully submitted by Deputy Clerk Jen Ogburn