

## August 16, 2016 Planning Board Meeting Minutes

Minutes of the Planning Board Meeting held by the Town of LaFayette Planning Board on August 16, 2016, in the Meeting Room of the LaFayette Commons Office Building at 2577 Route 11 in the Town of LaFayette at 7:00 PM.

Present: Brad Bush, Acting Chair  
Shawn Adam, Member  
Barb Lasky, Member  
Rick Markoff, Member

Absent: Jim Nakas Chairman

Secretary: Jackie Bush Roorda

Attorney: John Langey

Others present: Ralph Lamson, Bldg. & Code Enforcer  
Danique Wortel, Applicant's Representative  
Craig Shute, VP Webb Hollow Development

Acting Chairman Bush opened the Meeting at 7:00 p.m. and welcomed everyone. He then asked if anyone had any comments regarding the minutes of the July 19th, 2016 meeting minutes. None were voiced.

**Member Markoff moved and Bush seconded the motion to accept the minutes of the July 19<sup>th</sup>, 2016 Planning Board Meeting as submitted by Planning Board Secretary, Jackie Bush Roorda. Motion carried 4 – 0.**

Acting Chairman Bush then asked all in attendance to introduce themselves and announced that the first thing on the agenda tonight will be a Public Hearing for the Application by Kelsey Moody & Associates for Controlled Site approval for a small office and three family dwelling in a Business District located at 2603 US Route 11 North, approximately ¼ miles north of 1-81 Exit 15. The upper level of the structure was used as a Biotechnology Laboratory. The lab has moved south on Route 11, due to expansion. Upper level is now vacant with a plan to convert into two apartments and a small office space. The building will then contain a total of 4 units. (3 apartments and 1 small office). Tax Map Number - 33134000.

**Member Markoff moved and Adam seconded the motion to open the Public Hearing. Motion carried 4 – 0.**

Acting Chairman Bush asked if there were any questions or comments from anyone.

Danique Wortel advised that she is representing Kelsey Moody & Associates and that Kelsey wanted her to apologize for his absence as he was out of Town on a business trip. She added that the only update that Kelsey wanted her to report is the septic system has been reviewed by an engineer and will be modified.

Member Adam asked Wortel if she had a drawing of the proposed design for the apartments and office. Danique’s response was that she thought a preliminary plan had been submitted. She will double check on the plan and if it hadn’t been submitted she will make sure it does.

Chairman Bush commented that assuming the plans meet Code Enforcer, Ralph Lamsons expectations, he has no further questions or concerns and asked if there are any more questions or comments. None were voiced.

**Member Markoff moved and Lasky seconded the motion to close the Public Hearing. Motion carried 4 – 0.**

**CONTROLLED SITE APPROVAL RESOLUTION  
OF THE  
TOWN OF LAFAYETTE PLANNING BOARD**

**KELSEY MOODY & ASSOCIATES** -- Controlled Site Approval for a Small Office and Three-Family Dwelling to be located at 2603 U.S. Route 11 North, Town of LaFayette, in a presently zoned Business District -  
**GRANTED WITH CONDITION** August 16, 2016

Member Markoff moved and Lasky seconded the following Resolution:

**WHEREAS**, Kelsey Moody & Associates, as Applicant/Owner (the “Applicant”), of property located at 2603 U.S. Route 11 North, in the Town of LaFayette, County of Onondaga, New York (the “Property”), applied on or about July 11, 2016 for controlled site approval for a small office and an apartment on the first floor and two apartments on the second floor of the existing structure located at 2603 U.S. Route 11 North, which structure is located in the Business District, all pursuant to the Town of LaFayette Zoning Ordinance as amended (the “Ordinance”); and

**WHEREAS**, a public hearing was held on the application by the Board at its regular meeting on August 16, 2016, and after due notice by publication in the Syracuse Post Standard and due notice to the Applicant, neighboring landowners and Board Members, in accordance with the law and the Ordinance; and

**WHEREAS**, at the public hearing, the Applicant and public appeared and were heard on the application; and

**WHEREAS**, the matter was submitted to the Onondaga County Planning Board (“OCPB”) for its review and comment pursuant to the General Municipal Law; and

**WHEREAS**, the Onondaga County Planning Board, by resolution dated August 10, 2016, recommended the following modification:

“The applicant must contact the Onondaga County Health Department to review any existing or proposed septic system to service this property prior the Town approving this project.”

and all offered the following comments:

“The Board and the New York State Department of Transportation reiterate their encouragement that the Town and applicant better delineate access to this site through the use of landscaping and curbed islands”; and

**WHEREAS**, Volume 6 N.Y.C.R.R. Part 617 of the Regulations relating to Article 8 of the Environmental Conservation Law of New York (“SEQRA”), requires that as early as possible and within (20) days of a complete application, an involved agency shall make a determination whether a given action is subject to the aforementioned law; and

**WHEREAS**, the application was fully considered by the Board pursuant to the requirements of Article III, Subsection “C” of the Ordinance, and the Board finds, among other things that:

1. The proposed use is appropriate for the District and the site with ample parking.
2. The modified use to three apartments with a small office is in keeping with the Comprehensive Plan.

**NOW THEREFORE, BE IT RESOLVED** that the Planning Board of the Town of LaFayette hereby determines that the proposed action is an Unlisted Action, that the action does not involve any federal agency and the proposed action does not involved more than one agency; and it is further

**RESOLVED** that the Planning Board of the Town of LaFayette hereby notices all agencies involved, if any, that it shall be lead agency for this project; and it is further

**RESOLVED** that this Board hereby determines that the proposed action will not have a significant adverse effect on the environment, and this resolution shall constitute a Negative Declaration for purposes of Article 8 of the Environmental Conservation Law, Volume 6 of the N.Y.C.R.R. Part 617, for the following reasons:

1. The proposed use will be in character with other uses adjoining the premises in the Business District;
2. No other areas of concern have been identified by the public or the Board; and it is further

**RESOLVED** that the Board hereby allows and grants the Applicants' request for controlled site approval to establish three apartment units (two on the second floor and one on the first floor) with a small office in an existing structure located at 2603 U.S. Route 11 North in the Business District as requested, subject, however, to Applicant submitting detailed site plans to be approved by the Code Enforcement Officer; and it is further

**RESOLVED** that the recommended modifications of the Onondaga County Planning Board are hereby incorporated and adopted into this resolution; and it is further

**RESOLVED** that the Town of LaFayette Code Enforcement Officer shall review the satisfaction of all conditions prior to the issuance of a Building Permit/Certificate of Occupancy; and it is further

**RESOLVED** that the Zoning Officer is hereby authorized and directed upon payment of any required fees to issue such permits and certificates and to take such other action as may be required to effectuate and enforce this Resolution subject to the above conditions; and it is further

**RESOLVED** that this Resolution shall be effective as of the date of its filing with the Town Clerk.

The question of the adoption of the foregoing Resolution was duly put to a roll call vote, which resulted as follows:

Brad Bush, Acting Chairman	Voting	YES
Barbara Lasky, Board Member	Voting	YES
Shawn Adam, Board Member	Voting	YES
Dr. Markoff, Board Member	Voting	YES
James Nakas, Chairman	Excused	-----

The Acting Chairman, Mr. Bush, then declared the Resolution to be duly adopted.

Acting Chairman Bush announced the second case;

Application by Webb Hollow Development for a Specific Permit approval for Four (4) unit apartment building in the Hamlet Zone located at 2390 US Route 11 South on the eastside, approximately ½ miles south of US Route 20. A brief description of the proposed action is to convert former LaFayette Physical Therapy Office to a 4 unit apartment building. Tax Map Number: 017.-04-06.1

Chairman Bush advised along with the application for the specific permit the applicants included the approved, stamped septic plan accepted by the County, the complete floor plan, parking lot plan, etc.. He questioned Mr. Shute if they were planning on adding another access driveway as that was the only comment that the Onondaga County Planning Board made on their approval. Mr. Shute replied that no, one is not necessary as the current driveway is already DOT approved. Acting Chair asked if any Board Members have any questions or concerns. Member Adam commented that it is good to see the building will no longer be vacant.

**Member Markoff moved and Adam seconded the motion to authorize Acting Chairman Bush to sign a letter to the Zoning Board of Appeals of a positive recommendation of the applicants as prepared by Attorney John Langey. Motion carried 4 – 0.**

**Member Rick Markoff moved and Lasky seconded the motion to adjourn the meeting. Motion carried 4 – 0.**

**Acting Chairman Bush adjourned the Meeting of the LaFayette Planning Board at 7:10 pm.**

Respectfully Submitted,

Jacqueline Roorda, Town Clerk  
Planning Board Secretary