

TOWN OF GRANBY PLANNING BOARD

Meeting Minutes

January 3, 2023

A regular meeting of the Granby Planning Board was held at the Granby Town Hall, 820 County Route 8 Fulton; and was called to order at 7:01 pm by Chairman Jane Crego.

Meeting Attendance as follows:

David Crockford

Jane Crego, Chairman

Rhonda Nipper

Lori Blackburn

Erin Palmitese -**absent**

Carl Nysten, Vice Chairman - **absent**

Tom Anthony

Lisa Somers, Clerk

Also Present: Board Attorney Anthony Germano, Cheryl Anthony, James Burke, Town Councilor Rodney DeLong, Town Clerk Janet Ingersoll, and Town Supervisor John Snow Jr.

PUBLIC HEARING

Special Use Permit with Site Plan Review

Taylor & Ethan Dashnau

Proposal to 'homestead' their residential property with farm animals and crops to sustain their family only, and located within the A/R zoning district.

Property address – 1103 State Rt. 176, Fulton, NY

Tax Map #269.00-03-17

Chairman Crego announced and opened the Public Hearing at 7:02 pm. The applicants were not present, nor was the requested documentation of an updated, and to scale, site plan provided therefore no action taken during this meeting. A 239 Review referral was submitted to the County Planning Department and a Determination letter dated 12/19/2022 was received as part of the project documents. A **motion** was **moved** by Member David Crockford to table/adjourn the Hearing until the next meeting on February 7, 2023. The motion was seconded by Member Lori Blackburn, all were in favor and the **motion carried**.

NEW BUSINESS

James Burke

The applicant approached the Board for site plan approval of his modification to an existing structure in the A/R zoning district that was formerly a gas station and small convenience store. The structure is a two-story building with an apartment existing on the second floor, and abandoned commercial space on the first floor. Mr. Burke proposes to convert the first floor to a rentable apartment and has submitted a floor plan and site plan for the Board to review. He was referred by the Codes Office for site plan approval before pursuing the building permit to complete the renovation. After a cursory review, the members of the Board requested a survey of the property as well as plan drawings to scale; the submitted sketches lacked accurate dimensions and detail of the intended usage as well as the existing features of the property. Chairman Crego explained that the CEO would require more detail for the building permit such as separate areas of ingress/egress, window sizes, structural changes and material updates, which the planning board would also like to see on the floor plan in lesser detail. Member Tom Anthony reiterated the need for the drawings to be to scale, not necessarily prepared by an engineer but appropriately drawn to represent the project and its components. Attorney Germano stated that the Planning Board has the authority to review several aspects of the property design such as landscaping, driveway road cuts and internal parking allotment to name a few. The plans should reflect those items should the members require any of them from the detailed listing of required elements within Section VII, Subsection C of the Granby Zoning Ordinance. The applicant was told to research the Town's Fire Code to assist in preparing his revised plan, and to return for further review when ready.

2023 Meeting Schedule

A schedule for meetings in 2023 that reserves dates for the first Tuesday and third Thursday of every month had been provided to the Board for their review. The July meeting was changed to the Second Tuesday, July 11, 2023, because of the 4th of July Holiday. A **motion** was **moved** by Lori Blackburn to accept the 2023 meeting calendar, the motion was seconded by Tom Anthony, all were in favor and the **motion carried**.

OLD BUSINESS

Hogan Engineering

The project for construction of a car wash on properties in both Fulton and Granby was presented by Tim Hogan at the December meeting. At that time the applicant was asked to provide detailed construction and building plans when ready to move further with planning review, said plans not yet provided.

~ At the December meeting the Board members agreed that Fulton should be Lead Agency for the SEQR review, and a letter requesting such was received from the Fulton Planning Commission. The Clerk responded with a 'no objection' letter dated 12/21/22 that also reserved the right for the Granby Town Engineer and Planning Board to review drainage plans impacting the Granby parcel. Town Attorney Germano suggested that follow-up to the Fulton planning commission should occur to receive information regarding the County 239 Review referral that is submitted by the Lead Agency – Fulton.

~ The Clerk commented that the applicants had also been instructed to begin the Area Variance request process through the ZBA because of the undersized lot, which has not been received to date.

PRIVILEGE OF THE FLOOR

~ Member Tom Anthony stated that there is a disconnect with the Codes Office information and directions supplied to the applicants because not one application is ever complete. Invariably drawings/plans are not to scale or even code compliant. He further stated that the applicants are unclear as to why they are sent to the planning board and we end up as the bad guys telling them they need additional paperwork that sometimes may incur considerable cost. The perception in this Town is you can do anything you want and it needs to change. The Clerk commented that the applicants are given a detailed worksheet pulled from the Zoning Ordinance which is also available on the website and the online permitting portal, but it just is not followed, its an ongoing problem. Supervisor Snow stated that we are working at fixing it with new software and additional personnel in the Codes Office and we are making progress. The software provides documentation and assists in the communication of directives.

~ Supervisor Snow updated the Board that the Town received a grant for \$187,000 for the revitalization of the lake and riverfront properties in the Town. The work and changes over the past few years to update the Towns documents and systems greatly assisted this application's approval. Granby was competing with much larger municipalities such as the Towns of DeWitt and Clay, it provides possibility for exciting future development of the Towns recreational and valuable resources.

~ The Clerk reminded members of the Tug Hill training available in April, and that they need to submit registration forms to Diane in the Supervisors Office for Town Board approval. Registrations need to be received by Tug Hill before March 3rd deadline for lowest fee.

MINUTES

A **motion** to approve meeting minutes for December 6, 2022 was **moved** by David Crockford and seconded by Lori Blackburn, all were in favor, and the **motion carried**.

ADJOURN

With no other business before the Board a **motion** to adjourn at 7:39 pm was **moved** by Tom Anthony and seconded by Lori Blackburn, all were in favor, and the **motion carried**

Respectfully submitted by:



Lisa Somers
Planning Board Clerk