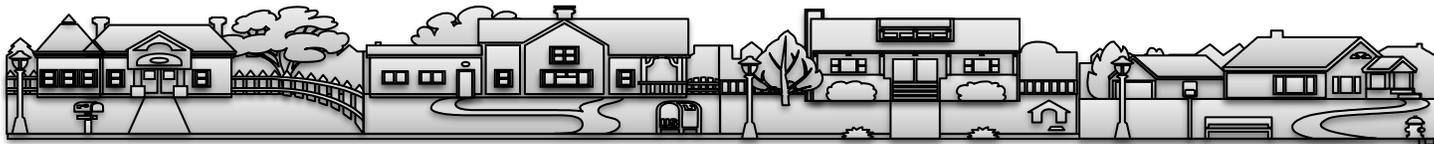


Schuyler County Planning Commission

105 Ninth Street, Unit 39, Watkins Glen, NY 14891

Telephone: 607.535.8211 Fax: 607.535.8193



Meeting Minutes Schuyler County Planning Commission January 29, 2020

Present: Rick Hendrick, Ben Stamp, Bill Pylpciw, Joe Sevier, Harriett Ferrell, Paul Thomas, Jenna Wilkens, Alicia Janke, Mike Bergen, Sarah Agan, Brian Kenney, Beth DeCaro

Staff Present: Kristin VanHorn

Absent: None

Excused: Alice Learn, Jan Arcangeli, Matthew Schamel

Public: Ryan VanHorn, Jeremy Hogan, Cheryl Dolliver, Kirk Sorensen, Mark Menio, Lorraine Menio, Thomas Menio, Amanda Rachford, Stacy Gray, Dawn Aprile, Lori Bernagozzi, David Hertel, Jochen Beheydt, Mindi Beheydt

Call to Order: Ben Stamp called the meeting to order at 6:01 pm

Introduction of New Members: Introduced Beth DeCaro who will be the representative from the Town of Cayuta, and Brian Kenney who will be the representative from the Town of Reading.

Election of 2019 Officers

- a. Chairman – Matt Schamel
 - Motion made by Ben Stamp, seconded by Brian Kenney – All in favor vote. Motion passed.
- b. Vice Chairman – Ben Stamp
 - Motion made by Paul Thomas, seconded by Jenna Wilkens – All in favor vote. Motion passed.
- c. Secretary – Jenna Wilkens
 - Motion made by Harriett Ferrell, seconded by Ben Stamp – All in favor vote. Motion passed

Opportunity for Public Comment: None

Review and Approval of Minutes: Mike Bergen made a motion to approve the minutes from the December 2019 Planning Board Meeting, seconded by Joe Sevier. All in favor vote. Motion passed.

General Municipal Law 239 Review

- a. #20-001– Village of Montour Falls – Zoning Update
 - Kristin provided an overview of the updates to the Zoning Ordinance and the changes to the Zoning Districts including the inclusion of a “Gateway District”. The Village held a public information meeting on the new Zoning Update in October of 2019
 - Sarah Agan made a motion to approve the proposed zoning update, seconded by Joe Sevier. All in favor vote, 11-aye. Motion passed.

- b. #20-002 – Village of Watkins Glen - Area and Use Variance – ZBA (4-6 Orchard Ave)
 - Kristin provided an overview of the issues with the property, stemming back to approvals that were wrongly made by the previous code enforcement officer, and are now attempting to be rectified.
 - A general discussion was had around the issue of penalizing someone who completed work on their property believing they were allowed to do it under the code, when in reality they shouldn't have been allowed to do this work without proper permits and planning board approvals.
 - The property owner's representative provided additional background on the communication that occurred with the previous code enforcement officer.
 - General concern by many planning commissioners that will become a trend, and is there a way to stop it, and not allow this property to become a precedent for other properties to do the same thing.
 - There was a question about the setbacks in questions and if they impact on the neighbors?
 - Kristin stated that the setback in questions does not impact the neighboring properties.
 - Mike Bergen made a motion to approve the proposed variance, based on the extremely unique circumstances around both the communication with the prior code enforcement officer, and the error of the code enforcement officer, not being realized by the property owner, and this approval shall not be considered a precedent for other projects, seconded by Beth DeCaro. All in favor vote, 10-2 (opposed, Bill Pylpciw and Harriett Ferrell) Motion passed.
- c. #20-003 – Village of Watkins Glen - Area and Use Variance – ZBA (148 S. Monroe Street)
 - Kristin provided an overview of the issues with the property, stemming back to approvals that were wrongly made by the previous code enforcement officer, and are now attempting to be rectified.
 - The property owner indicated that the additional structure was approved as an "addition" on this house, which is why it is connected by the deck and shared infrastructure.
 - Bill Pylpciw and Sarah Agan recused themselves from discussion due to conflicts of interest with the involved parties.
 - A discussion ensued about the project and the impact of the variances.
 - Jenna Wilkens made a motion to deny the proposed variances, seconded by Mike Bergen. All in favor vote, 8-aye, 2-opposed, 2-abstain (opposed: Paul Thomas, Harriett Ferrell abstain: Bill Pylpciw, Sarah Agan) Motion passed.
- d. #20-004 – Village of Watkins Glen - Area Variance – ZBA (107 10th Street)
 - Kristin provided an overview of the issues with the property, mainly stemming from a conversation between the property owner, village code enforcement officers, and planning board chair. As a result of misunderstandings from these conversations an addition was added onto the building without proper approvals resulting in a stop work order. The property owners are now seeking the establishment of new setbacks.
 - Kristin noted that the properties setbacks were not originally in compliance for the "rear setbacks"
 - A discussion ensued about the project and the impact of the variance.
 - Jenna Wilkens made a motion to approve the proposed variances, seconded by Brian Kenney. All in favor vote, 8-aye, 4-opposed, (opposed: Paul Thomas, Alicia Janke, Beth DeCaro, Bill Pylpciw) Motion passed.

- e. #20-005 – Village of Watkins Glen - Area Variance – ZBA (410-412 S. Franklin St)
 - Kristin recused herself from this application due to a conflict of interest with the property owner.
 - The proposed sign is not allowed within the BT Zone. The new sign will comply with the design guidelines and comply w/all other zoning laws.
 - Beth DeCaro made a motion to approve the proposed use variances, seconded by Alicia Janke. All in favor vote, 11-aye, Motion passed.
- f. #20-006 – Village of Watkins Glen – Site Plan Review (127 S. Monroe St)
 - Kristin described the proposed project and noted that in the Village Zoning Ordinance that a B&B must be “owner-occupied”, and that the current owners of this property do not live there at this time.
 - The question was asked about what the percentage of time that the owner much liver there, or if it could be occupied by someone other than the owner.
 - Kristin provided the following definition: “BED AND BREAKFAST - A owner-occupied residential building containing a one unit dwelling in which at least one (1), but not more than five (5), sleeping rooms are provided by the owner for compensation, not to exceed more than ten (10) transient guests for the accommodation of transient guests with no more than one (1) meal served daily and the entire service included in one stated price.
 - The issue of the nature of South Monroe is a very narrow one-way street with limited parking, that also leads out onto a Pine Street, which sends traffic back down onto the Main Street, potentially creating a cycle of “circling the block” when locating property and parking. Many visitors utilize GPS which would direct them onto S. Monroe not Jackson Street for parking.
 - Beth DeCaro made a motion to approve the proposed site plan with the following recommendations:
 - Owner must provide proof that this is their full-time residence.
 - The Owner should provide provisions to instruct all guests to Jackson Street, not South Monroe for Parking.
 - seconded by Paul Thomas. All in favor vote, 11-aye, Motion passed.
- g. #20-007 – Village of Watkins Glen – Site Plan Review (806 N. Decatur St)
 - Kristin provided an overview of the project and the property owners added several details of the project.
 - There was a question about what would be on the 2nd Floor of the accessory structure.
 - The property owners noted that is was just a small overhead space for storage.
 - Joe Sevier made a motion to approve the proposed site plan, seconded by Bill Pylpciw. All in favor vote, 11-aye, Motion passed.
- h. #20-008 – Village of Watkins Glen – Use Variance – ZBA (326 S. Madison Ave)
 - The property owner explained that the property had previously been two unit, but for the past several years the previous owner had stopped using the 2nd unit, and the CB district does not allow 2-unit dwellings. As a result, the non-conforming use allowance was discontinued. The property owners’ goal is to develop a small commercial space on the ground level fronting 6th street.
 - A general discussion was had by the planning commissioners.
 - Jenna Wilkens made a motion to approve the proposed use variance, seconded by Beth DeCaro. All in favor vote, 11-aye, Motion passed.

- i. #20-009 – Village of Watkins Glen – Area Variance – ZBA (Harbor Place Drive)
 - The Architect representing the project provided an overview of the project and requested variances.
 - A general discussion was had by the planning commissioners.
 - Mike Bergen made a motion to approve the proposed area variance, seconded by Sarah Agan. All in favor vote, 11-aye, Motion passed.
- j. #20-010 – Village of Watkins Glen – Use Variance – ZBA (1004 N. Decatur Street)
 - Kristin provided an overview of the project
 - A general discussion was had by the planning commissioners.
 - Mike Bergen made a motion to approve the proposed use variance with the following recommendations:
 - All goods must be kept inside, and the exterior should be kept tidy.
 - seconded by Sarah Agan. All in favor vote, 11-aye, Motion passed.
- k. #20-011 – Town of Dix – Special Use Permit (2870 County Rt 16)
 - Kristin provided an overview of the project, noting that Phase 1 of this project was reviewed in April of 2019.
 - The project is seasonal, and the roofs of the “tents” will be removed during the winter, the majority of the sites will be built on wooden platforms with piles.
 - 20 Evergreens have been planted along Rt 16 to help screen the project from the neighboring property.
 - The campsites across the stream will be accessible by an 8’ bridge only by foot or “ATV”
 - A discussion was had by the planning commissioners.
 - Alicia Janke made a motion to approve the proposed special use permit, seconded by Sarah Agan. All in favor vote, 11-aye, Motion passed.

Staff Report:

- Reminder to put the 2020 Meeting Dates on the calendar, all of the meetings are tentatively scheduled for the 2nd Thursday of the month, with the exception of October when it will be the 3rd Thursday.
- Kristin reported that the Captain Bills and Glen Lake Apartments have both begun construction.

Old Business: None

New business: None

Planning Commissioner – Community Update: None

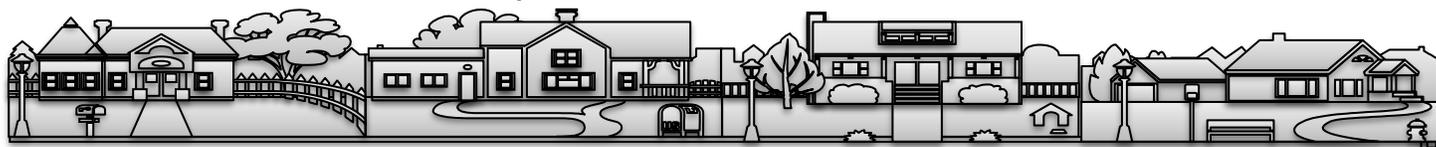
Adjourn: Motion made to adjourn the meeting by Joe Sevier at 8:08pm, seconded by Paul Thomas. Meeting adjourned.

Next Scheduled Meeting: Thursday, March 12 @ 6:00pm, Schuyler County Human Service Complex.

Schuyler County Planning Commission

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Meeting Minutes Schuyler County Planning Commission March 12, 2020

Present: Rick Hendrick, Ben Stamp, Joe Sevier, Harriett Ferrell, Paul Thomas, Alicia Janke, Mike Bergen, Sarah Agan, Brian Kenney, Beth DeCaro, Alice Learn, Jan Arcangeli, Matthew Schamel, Linda Confer

Staff Present: Kristin VanHorn

Absent: None

Excused: Bill Pylpciw, Jenna Wilkens

Public: None

Call to Order: Matt Schamel called the meeting to order at 6:01 pm

Introduction of New Members: Introduced Linda Confer, who is the representative from Montour Falls.

Opportunity for Public Comment: None

Review and Approval of Minutes: Mike Bergen made a motion to approve the minutes from the January 2020 Planning Board Meeting with the correction that Ben Stamp called the meeting to order, seconded by Ben Stamp. All in favor vote. Motion passed.

General Municipal Law 239 Review

- a. #20-012– Town of Dix – Subdivision (2582 County Rt 17)
 - Kristin provided an overview of the proposed subdivision. This parcel was originally subdivided in March of 2019 under “#19-006” which created Parcel “B”. This proposed subdivision is for the division of 10.315 acres (Parcel “C”) along County Route 17 from the 43.1-acre parcel. Parcel A is the original parcel which will become a 32.786-acre parcel and remain in its current state. The new parcel will become a residential lot.
 - Sarah Agan made a motion to approve the proposed subdivision, seconded by Joe Sevier. All in favor vote, 14-aye. Motion passed.

- b. #20-013 – Town of Dix – Subdivision (2310 County Rd 20)
 - Kristin provided an overview of the proposed subdivision. The existing 27.12-acre parcel which is currently contains a single-family home and some the agricultural uses. The parcel will be subdivided into three parcels. The proposed subdivision will create a 2-acre parcel with access from NYS Route 414 for a residential lot.
 - Brian Kenney made a motion to approve the proposed subdivision, seconded by Harriett Ferrell. All in favor vote, 14-aye. Motion passed.

- c. #20-014 – Town of Dix – Subdivision (2431 County Rt 17)
 - Kristin provided an overview of the proposed subdivision. The existing 3.5-acre parcel is located at the intersection of County Route 16 and County Route 17. The parcel will be subdivided into two parcels. One parcel will be 2.694 acres (not serviced by public utilities) and the second parcel will be 0.809 (serviced by public water/sewer). There are no proposed changes in the use of these parcels.
 - Alice Learn made a motion to approve the proposed subdivision, seconded by Beth DeCaro. All in favor vote, 14-aye. Motion passed.

- d. #20-015 – Town of Dix – Special Use Permit (2374 State Rt 414)
 - Kristin provided an overview of the proposed special use permit, the proposed is to allow the continuation of the go-cart track, mini golf, arcade, and addition of laser tag. These uses were previously occurring on the property, and the property owner began improving the property in 2018, after it was closed for several years. The proposed application does not include any additional expansion of uses on the site. Kristin noted that the properties setbacks were not originally in compliance for the “rear setbacks”
 - Ben Stamp made a motion to approve the continued use as it is today, seconded by Beth DeCaro. All in favor vote, 14-aye. Motion passed.

Staff Report:

- Kristin updated the Commission on the Census, and the counties complete count effort. BE SURE YOU TAKE THE CENSUS!! <https://2020census.gov/>

Old Business: None

New business:

Local Concern Only Agreements

- Kristin provided an update on the local concern only agreement effort that was initiated in 2012 but not fully executed with all of the municipalities and provided some updated language around this effort.
- It was noted that this might be an opportunity to provide an outline to the municipalities of what does not to come to the county in addition to what might be local concern only.
 - An additional exhibit will be added with the information and sent back out the Commissioners.

Planning Commissioner – Community Update: None

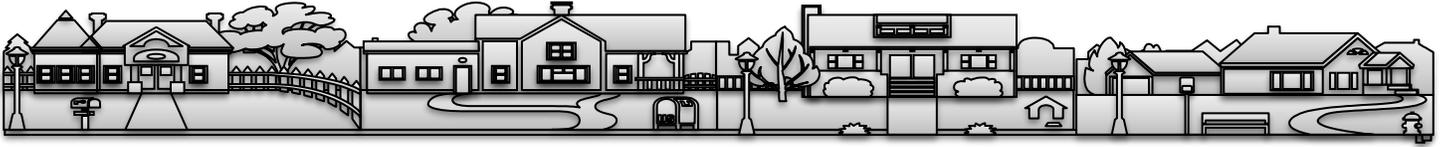
Adjourn: Motion made to adjourn the meeting by Paul Thomas at 6:50 pm, seconded by Beth DeCaro. Meeting adjourned.

Next Scheduled Meeting: April 9 @ 6:00pm, Schuyler County Human Service Complex.

Schuyler County Planning Commission

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Meeting Minutes Schuyler County Planning Commission May 14, 2020 This meeting was held via ZOOM.

Present: Rick Hendrick, Paul Thomas, Alice Learn, Matthew Schamel, Linda Confer, Alicia Janke, Mike Bergen, Ben Stamp, Sarah Agan, Joe Sevier, Bill Pylpciw

Staff Present: Kristin VanHorn

Absent: Jenna Wilkens, Jan Arcangeli

Excused: Harriett Ferrell, Brian Kenney, Beth DeCaro

Public: Ryan Suser, Karen Stewart, Karen Smith, Stacey Grey, Betty Hansen, Ben Gustafson

Call to Order: Matt Schamel called the meeting to order at 6:04 pm

Opportunity for Public Comment:

- Ryan Suser representing a party associated with 148 S. Monroe Street, looking for education on what we are reviewing, and asking the board to consider adjourning/tabling the discussion until they can further understand what is going on the project and evaluate the financial impacts of the proposal. – Kristin noted that only the applicant can request to have a project removed or tabled.
-

Review and Approval of Minutes: Alice Learn made a motion to approve the minutes from the March 2020 Planning Board Meeting, seconded by Alicia Janke. All in favor vote. Motion passed.

General Municipal Law 239 Review

- a. #20-003a– Village of Watkins Glen - Area Variance (148 S. Monroe St)
 - Kristin provided an overview of the two requested variances for side and front setbacks, and the updates around this parcel since the last time it was sent to the board. It is recommended that the board consider this for local concern only, as the outcome will not have a county-wide impact, and the village is still trying to find the correct way forward.
 - The commission discussed the project and the process.
 - Ben Stamp made a motion to deem this project “local concern only” due to the no significant county-wide impact, seconded by Bill Pylpciw. All in favor vote, 10-aye, 1-abstain (Sarah Agan). Motion passed.

- b. #20-009a – Village of Watkins Glen – Site Plan Review (Harbor Place Drive)
 - Kristin provided an overview of the proposed project which includes 15-two story luxury townhome units and also includes a small clubhouse. Each home will have 2 parking spaces. The project is located on 5.08 acres that are currently on a vacant/undeveloped lot. The lot will be divided into 16 total parcels (15 parcels for each townhome, and 1 larger common lot housing the clubhouse, common drive, stormwater management area, and remaining green space). Additionally, Kristin provided information on the Village's concerns about electric capacity associated with this project.
 - The commission discussed the project and the concerns of the village.
 - Ben Stamp made a motion to approve the proposed site plan, seconded by Linda Confer. All in favor vote, 10-aye, 1-abstain (Matthew Schamel). Motion passed.

- c. #20-016 – Town of Tyrone – Site Plan Review (365 County Rt 23)
 - Kristin provided an overview of the project which includes a 9,100 square foot Dollar General near the intersection of County Rt 23 and County Rt 25 in the Town of Tyrone. Kristin also provided information on the Average Daily Traffic County for this road.
 - The commission discussed the project, including the water source for this parcel.
 - Alice Learn made a motion to approve the proposed project with the following recommendation:
 - a. The applicant completes the State Environmental Quality Review (SEQR) process. The proposed project would be considered an “Unlisted Action”. Additional SEQR guidance can be found here: <https://www.dec.ny.gov/permits/357.html>
 - b. The applicant prepares and submits a Storm Water Pollution Prevention Plan. Additional information on the SWPPP can be found here: <https://www.dec.ny.gov/chemical/43133.html>
 - c. Due to the commercial nature of the project in an area that is predominately agriculture or residential, the applicant should notify the all property owners within 500’ of the proposed project and public hearing for the project, when it is set by the Town Planning Board.

seconded by Mike Bergen. All in favor vote, 11-aye. Motion passed.

- d. #20-017 – Village of Watkins Glen – Site Plan Review (105 S. Jackson St)
 - Kristin provided an overview of the proposed project which proposes turning an existing 8-bedroom home, that has already been broken up into a 2-Unit Structure into a 5-bedroom B&B.
 - The commission discussed the project.
 - Ben Stamp made a motion to approve site plan, seconded by Alicia Janke. All in favor vote, 11-aye. Motion passed.

Staff Report:

- Kristin provided an update on several project and COVID-19 related updates.

Old Business: None

- Local Concern Only Agreements
 - Kristin provided the updated agreement based on the previous meetings discussion.
 - Discussion around the signage section and making sure that something like a digital billboard does not fall under this.
 - Will review and finalize at the next meeting.

New business: None

Planning Commissioner – Community Update: None

Adjourn: Motion made to adjourn the meeting by Matt Schamel at 6:50 pm, seconded by Sarah Agan. Meeting adjourned.

Next Scheduled Meeting: June 11 @ 6:00pm, via Zoom.