

PLANNING BOARD

**Town of Kirkwood
70 Crescent Drive
Kirkwood, NY 13795**

**September 26, 2016
Meeting Minutes**

Present: Kevin Balachick, Member
Gordie Woolbaugh, Member
Tom Tracy, Associate Member
Warren Scofield, Co-Chairman
Brady Begeal, Attorney
Chad Moran, Code Enforcement Officer

Absent: Marchie Diffendorf, Chairman, Jim Bukowski, Member

Co-Chairman Warren Scofield called the meeting to order at 7:00 PM.

APPROVAL OF MINUTES:

Motion by Kevin Balachick and second by Gordie Woolbaugh to approve the minutes of the April 11, 2016 as submitted. All voted in favor. Motion Carried.

E.A.F. DETERMINATION – NEALON TRANSPORTATION, INC.

Co-Chairman Scofield stated there were several items on the site plan application that need to be filled in or corrected. The board will review these first.

On the 239 Review Submission form the following corrections need to be made:

- 1) Brief Project Description: should say build a 9,000 square foot garage, not 9,600 square foot garage.
- 2) Public Hearing Date/Time: should say 9/26/16 7:00p.m, not 10/11/16 7:00p.m.

On the Site Development Application the following corrections need to be made:

- 1) Page 2 - Plans for all signs: need location of signs to be shown on the plans and a sign permit will be needed.
- 2) Page 3 - Total area of site: should match Broome County GIS and say 10.68 acres not 396' x 336'.
- 3) Page 3 - Estimated cost of proposed improvement: should say \$350,000 it was left blank.
- 4) Page 3 - Anticipated increase in employees: should say 14 employees' it was also left blank.

On the Short EAF the following corrections need to be made:

Page 1, Part 1 - Project Location: should say 5 Pine Camp Drive not 5 Camp Drive.

Page 1, Question 3a) Total acreage of the site: should say 10.6 acres, it was left blank.

Page 2, Question 10) If yes, does the existing system have capacity to provide service: yes box should be checked.

Page 2, Question 11) If yes, does the existing system have capacity to provide service: yes box should be checked.

Page 2, Question 14) Identify typical habitat types: urban is correct but suburban should also be checked.

Page 2, Question 17a) If yes - will storm water discharges flow to adjacent properties should be unchecked as the initial question was answered no.

Hearing no more questions, Co-Chairman Scofield stated the board needed to review and answer the questions in Part 2 and Part 3 of the short E.A.F. filed. Co-Chairman Scofield asked Brady Begeal if he would read the questions to the board:

Part 2-Impact Assessment: The board answered no, or small impact may occur to all eleven (11) questions.

Part 3-Determinantion of Significance: The board determined the proposed action will not result in any significant adverse environmental impacts. This is an unlisted action for SEQR.

Co-Chairman Scofield will sign at the end of the meeting. Gerald Derrick owner of Nealon Transportation, Inc. will also initial all of the corrections. A corrected copy will be on file at the Town of Kirkwood. Co-Chairman Scofield asked the board if they had any further questions.

Hearing no more questions Co Chairman Scofield asked for a motion to accept the SEQR as submitted.

Motion by Gordie Woolbaugh and second by Tom Tracy to accept the SEQR Negative Declaration as submitted.

Roll Call Vote:	Kevin Balachick	Yes
	Gordie Woolbaugh	Yes
	Tom Tracy	Yes
	Warren Scofield	Yes

Motion Carried.

SITE PLAN REVIEW – NEALON TRANSPORTATION, INC.

Co-Chairman Scofield asked Gerald Derrick owner of Nealon Transportation, Inc. to come forward to explain his project to the board. Gerald Derrick, Mike Rychlewski from MDR builders and John Brauer, current land owner all came forward to explain the plans and maps to the board.

Mr. Derrick explained Indian Valley (Corliss Avenue Properties, LLC.) owes the property until they close. This

property will then be split between the two of them. Mr. Derrick has an agreement between them. A copy of this agreement was placed in the Town of Kirkwood file for future reference if needed.

Co-Chairman Scofield asked if all the lighting would be on the property and not the street. Mr. Derrick replied yes. Chad Moran Code enforcement officer said lights on building only. Co-Chairman Scofield asked if water and fluids will be separated. Mr. Derrick replied yes.

Co-Chairman Scofield asked if there will be chemicals on site. Mr. Derrick replied yes but they will be inside the building. Co-Chairman Scofield asked Chad Moran if he will monitor them. Chad Moran said he will have a spill prevention plan done. Co-Chairman Scofield asked if a location is set for the tanks in the building. Mr. Derrick replied no we have not decided yet. Chad Moran said this will be on another application.

Co-Chairman Scofield stated I don't see any signs on the site plan. Will you have a sign on the front of the building. Mr. Derrick said yes. Co-Chairman Scofield said you will need to update your plans showing where all the signs are located and you will need a permit for the signs. Mr. Derrick replied I will.

Co-Chairman Scofield stated you will need 1 parking space for every 250 square feet. Brady Begeal said you have ten (10) showing on plans so you will need an additional twenty-six (26) spots. These spots are for automobiles not trucks. Chad Moran stated you have plenty of truck spaces, cut them in half and put lines in the middle. Co-Chairman Scofield said you will need to update your plans to show all thirty-six (36) spots. Mr. Derrick replied I will.

Co-Chairman Scofield stated I see minimal landscaping done; the Town would like to see more. Mr. Derrick asked what would you like to see done, put something at the entrance. Co-Chairman Scofield asked Mr. Derrick if he had seen the front of the Georgia Pacific building. Mr. Derrick replied yes. Co-Chairman Scofield stated something like that would be nice. Co-Chairman Scofield asked if there will be any outside storage of chemicals. Mr. Derrick replied no.

Chad Moran stated we will need an updated flood elevation certificate. Mike Rychlewski from MDR Builders said he will make sure it is done.

Brady Begeal asked how many trucks will be in and out. Mr. Derrick said sixteen to twenty (16-20). Brady Begeal asked how many employees you will have. Mr. Derrick replied fourteen (14), one shift, Monday thru Friday only. There will only be four (4) employees there permanently all day.

Co-Chairman Scofield asked the board if they had any further questions.

Hearing no further questions, Co-Chairman Scofield asked for a motion to accept or reject the site plan review with the below conditions.

Motion by Kevin Balachick and second by Gordie Woolbaugh to accept the site plan review with the following conditions:

- 1.) Need spill prevention plan.
- 2.) All chemicals need to be stored inside the building.
- 3.) Need location of signs to be shown on the plans and a sign permit will be needed.
- 4.) Need to show on plans where the 26 needed parking spots will be.
- 5.) Update landscaping and keep it maintained.
- 6.) No outside storage allowed.
- 7.) Update flood elevation certificate.

Roll Call Vote:	Kevin Balachick	Yes
	Gordie Woolbaugh	Yes
	Tom Tracy	Yes
	Warren Scofield	Yes

Motion carried.

OTHER BUSINESS

Hearing no further comments or questions, Co-Chairman Scofield asked for a motion to adjourn.

Motion by Tom Tracy and second by Kevin Balachick to adjourn the meeting. The meeting was adjourned at 8:15 pm.

Respectfully Submitted,

Lori A. Garvey
Secretary, Kirkwood Planning Board

cc: Planning Board Members
Advisory Committee
Gayle Diffendorf
Ray Coolbaugh
Bill Diffendorf
Herb Kline
Code Department
Dan Giblin