**Town of Schroeppel**

**Planning Board Meeting Minutes**

**July 26, 2023**

*Attendees on July 26, 2023: Dave Mosher, Peter Stancampiano, Robert Loreman, Gordon Walts, William MacDonald, Regina Drumm, Leslie Orman, Wendy Lougnot, CCF*

1. Meeting to be called to order.
	1. Dave Mosher, Alternate, called the meeting to order at 7:00pm.
2. Pledge of Allegiance
3. Review and approval of June 28, 2023 Planning Board meeting minutes.
	1. On motion of Gordon Walts seconded by Pete Stancampiano, the Planning Board unanimously approved the minutes.
4. Daldrop Manufacturing - Site Plan Approval Application.
	1. Formal application sent to Planning Board members last week via email.
	2. Hard copies from Daldrop to town codes office - mailed copies.
		1. Patrick Dolan, Codes officer has requested large site map be sent to him.
	3. Application fees paid to codes office?
		1. Application fees along with 12 copies of the submission were received.
	4. Presentation from Daldrup Manufacturing Design Team, Ryan @ Marathon Engineering.
		1. The various representatives and legal counsel from the applicant gave a general overview of the proposed Project, which will consist of three phases. The First phase is the only phase being developed and approved at this time (they will need to come back for additional approval once they move forward with the other phases
		2. The overall aspects of the site that were discussed included parking, driveways, landscaping, stormwater management, traffic flow within the site, wetlands, etc.
		3. With respect to parking, the applicant acknowledged that the zoning code requires 49 spaces and their plan only reflects 36 spaces. They acknowledge that they would need a variance from the ZBA but suggested that allowing them to “Land Bank” additional parking is an alternate. This would allow them to show area on the plan for additional parking even though parking in that area will not be built out unless and until the Town determines that it is necessary. This is an option that the Applicant’s counsel will discuss with the Planning Board Counsel. They were also requested to provide clarification on the manner in which the number of parking spaces was calculated (i.e. how they calculated the square footage of manufacturing in the building).
		4. The applicant also noted that some of the parking is located in front of the building and indicated they may need a variance for that. They were advised that parking in front of the building is acceptable under the Code so long as it is not within the front yard set back. Since it is not, they would not need a variance for the location of the parking as currently proposed.
		5. The applicant will continue working on obtaining County DOT approval for the driveways, etc. The plan has already been submitted to the Town Engineer for comment.
	5. Review and approval of application.
		1. Further Review and potential approval will take place at the August 27, 2023 Planning Board meeting.
		2. The motion was made by Gordon Walts and seconded by Pete Stancampiano to make the Planning Board the lead agency of this unlisted action. The motion was unanimously approved.
		3. A public hearing is not required for Site Plans under the Zoning Code.

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5. Langdon Subdivision is continuing to make efforts to subdivide the storage property from the main property. Their legal representation has contacted Oswego County Health to have them review the proposed subdivision.

1. County Health is rejecting it for several reasons but deferring it back to the town and the Planning Board.
2. The towns position has not changed regarding this request for subdivision.

 6. Lambert Subdivision - Hilton Drive

1. Planning Board reviewed the original subdivisionin March 2023. The subdivision was approved, however it was never filed with Oswego County and the time frame to file that map has expired. The applicant indicated that he had been working with a buyer who subsequently backed out of the transaction, which is why the map was not filed.
2. The applicant was advised that any subdivision resulting in a new lot will be filed by the town and not the applicant in order to address the failure of filing of maps.
3. The applicant was also advised that any subdivision that results in a new lot requires formal subdivision application/approval and a public hearing. As such, he will need to file a formal subdivision application for this request.
4. Mr. Lambert noted that he is now working with a new potential buyer who is seeking to purchase a larger lot than was originally approved. However, at this time he is only seeking a 2-lot subdivision (it was noted that Scott Merle is also interested in the property and Scott would like to revise the subdivision request to create an additional lot – the Planning Board advised that they would need to review the proposed subdivision map before rendering an opinion on whether that would be acceptable).
5. The applicant was advised that he will need to show that the shared drive/right of way is a deeded right of way and that will be required as part of the application.
6. Awaiting a formal application from the applicant. Our approval will require the establishment of a legal right-of-way for all homes along that private shared road.
	* 1. The above items was discussed. The board requires an amended site application be submitted..

7. Center Road Livestock Violation to the R4 District.

1. Property owner was issued a letter from the town to provide them with exemption from the restriction of the R4 zone as a grandfathered farm as well as due to the farm being within an Agricultural District.

8. David Kondra - Livestock (five Llamas being kept in a residential area at Pleasant Lake).

1. Violation letter sent to Mr. Kondra.
2. Resident plans to request a variance from the ZBA.
	* 1. ZBA has been informed of the circumstances, livestock in a residential area, R4 zone and within close proximity to Pleasant Lake.
		2. ZBA has been informed that issuing a variance given the circumstances is not recommended.

9. Grevalding / Mogilewski Subdivision – the applicant was not present and this was not on the agenda. The Planning Board generally discussed the subdivision request including the inability to create a smaller non-confirming lot, the inability to erect an accessory structure on a lot without a primary structure, etc.

10. Meeting to adjourn.

1. On motion given by Pete Stancampiano, and seconded by Regina Drumm to adjourn the meeting, The motion was unanimously approved, meeting was adjourned.