

VILLAGE OF ALDEN PLANNING BOARD

13336 Broadway
Alden, NY 14004-1394

APPROVED MINUTES OF THE MEETING ON October 18, 2017

Members Present: Chairman David Metz, Paul Werner, Esther Kibbe, Susan DeWitt, Dick Kegler, Mark Casell, Doug Henry, Ken Kotas and CEO Czechowski.

Chairman Metz brought the meeting to order at 7:32 PM. Chairman Metz entertained a motion to accept the September 2017 meeting minutes.

Motion was made by Dick Kegler and seconded by Paul Werner. All were in favor and the motion was so moved and carried out.

Old Business:

Walter Schmidt 53 acres on Broadway behind Tops Market SBL#119.06-2-1.111 According to a recent independent delineation study, the property may contain more than 50% wet lands running all the way thru the property to the east property line. Due to this it does not appear the street from Slade Dr. connecting to Exchange St. may not come to fruition, as outlined in the Master Plan. There is roughly 20 acres directly to the south of the preexisting Tops plaza that could be developed, the rest may be undevelopable in its present state.

Owl's Nest - 13179 Broadway SBL# 108.19-4-9, located in the west portion of David Pajak's building. Questioned if this is a coffee shop and bakery as the sign says – is the pre-existing parking enough? CEO Czechowski explained there is no change of occupancy, it is still zoned for business and it is not a restaurant.

New Business:

Kotas & Kotas -1480 Exchange St. SBL#108.19-4-15 and 1472 Exchange - Ken Kotas was present at the meeting to present a preliminary site plan for his property on Exchange St. The building previously located at 1480 Exchange St. was demolished on September 30. They will use this pre-existing footprint and the parcel will be combined as one to 1472 Exchange St. the new SBL# is 108.19-4-10.21, new street address 1468 Exchange St. The new building will be a single store as opposed to the pre-existing 2 story building. A new survey would need to be done, Kotas said it will be done upon approval.

At this point Chairman Metz reviewed the site plan checklist with the board.

Site Plan Application Checklist

This checklist must be completed and submitted as part of the Application for Site Plan Review.

This checklist addresses the items in Section 210-51B of the Code of the Village of Alden.

ALL items must be addressed on this form.

NOTE: If any of the items below are not being addressed or no changes are proposed, mark the column “Located on Drawing Sheet #” as “N/A”, provide Applicant Comments on the reasoning for marking the item “N/A”, and see instructions at the end of this checklist.

Code Section	Code Requirement	Located on Drawing Sheet #:	Applicant Comments:
210-51B(1)	The preparation and certification of drawings, documents and information by a qualified professional engineer,		X

	architect, planner or surveyor, as appropriate.		
210-51B(2)	The title of the drawing, name of the development, name of the applicant, name and seal of the person preparing drawing, North point, scale and date, to be included on all drawings.		X
210-51B(3)	Boundary survey. <i>NOTE: Survey must show condition of property as of date of application.</i>		X
210-51B(4)	Existing topography of the site with a contour interval of not more than two (2) feet.		No change, using existing foot print Blacktop sloping towards DI.

Code Section	Code Requirement	Located on Drawing Sheet #:	Applicant Comments:
210-51B(5)	The location of all existing watercourses, wooded areas, easements, rights-of-way, roads, railroads, canals, rivers, buildings, structures or any other physical feature directly on the site or beyond the site which would exert any impact on the proposed development.		X
210-51B(6)	Land use information regarding all contiguous and neighboring properties within one thousand (1,000) feet of the proposed development.		Adjoining properties indicated.
210-51B(7)	The location of all utilities, including sanitary and storm sewers and water, gas and electric facilities, serving the site.		Using less than when it was an Apartment.
210-51B(8)	The location with setbacks, size and height of proposed buildings and structures, including first floor elevation.		B-1 District, set back meets requirements.
210-51B(9)	Preliminary architectural plans for proposed buildings or structures.		Front door faces north
210-51B(10)	The location and description of any existing or proposed fences or outdoor		No signage

	signs.		
210-51B(11)	The location of all proposed roads, access drives, pedestrian walks and off-street parking areas.		<p>Need 23 parking spots to meet code They have 25 which include 2 Handicapped. Spots 1-6 meet code But sit to the northern edge of the Property posing an issue with the Accessibility to the off street Parking for the businesses located On Broadway. if they can move the 6 spaces south towards the building The board would think this would Be beneficial to all parties. For this action they would need a Written agreement with the Businesses located to the west, to Access rear parking area. The option of moving the new Building closer to Exchange St. and Opening up access to the south West property was also discussed. The rear Parking spaces 7-23, can Be Accessed on the original plan, but is not ideal. Questioned safety of having The handicapped parking back onto Exchange St. to exit. Snow in the past piled where parking spots 21-23 are designated.</p>

Code Section	Code Requirement	Located on Drawing Sheet #:	Applicant Comments:
210-51B(12)	A general landscaping plan and planting schedule.		None, blacktopped.
210-51B(13)	A plan for grading.		N/A
210-51B(14)	A plan for exterior lighting. See § 210-30, Artificial Illumination.		Recommend standard 1 year review period of
210-51B(15)	Provisions for water supply, sewage disposal and storm drainage.		No change
210-51B(16)	Location of outdoor storage, if any, including dumpster and compactor enclosures.		Dumpster currently located where Parking spot #7 is designated. Must Show dumpster location on survey.

210-51B(17)	The general nature and location of public and private utilities, including maintenance facilities.		X
210-51B(18)	The nature and plans for buffer zones between residential and nonresidential properties and uses, when applicable.		Recommend standard 1 year review period.
210-51B(19)	The sanitary sewer plan showing rim and invert elevations.		Will use less, since no longer Apartments.
210-51B(20)	A statement as to the daily estimated sanitary sewer flow.		
210-51B(21)	Conformance to any approved federal, state and county standards.		State/County storm drain under addition. Have permission from the county to relocate at their own expense.

Code Section	Code Requirement	Located on Drawing Sheet #:	Applicant Comments:
210-51B(22)	Record of application for and status of all necessary permits from other government bodies.		N/A
210-51B(23)	An estimated project construction schedule.		Hoping to have shell up before Winter, completion in spring.

Meets code but would like to make recommendations that would be beneficial to everyone.

Have three options:

- A). obtain a written agreement and move the 6 parking spaces to the south opening up the access driveway for the Broadway businesses. Highly recommended as the best option by the board.
- B.) move new addition to the east closer to Exchange St. parking spaces 1-6 stay the same, handicapped parking moved to the back, access to rear parking lot.
- C). leave it the way it is, as it meets code, not recommended.

The Planning Board will make arrangements at no charge to review the preliminary site plan with recommendations, written agreement and updated site plan on November 1 at 7 pm. This way if approved the Village Board can review at their Nov. 9th meeting, as the construction season is swiftly coming to a close for this year.

MOTION by Dick Kegler and seconded by Paul Werner to recommend preliminary site plan approval with the following conditions:

- 1). If there are any complaints regarding exterior illumination of the site within one year of the date of issuance of the final Certificate of Occupancy for the property, the property owner must mitigate the complaints to the satisfaction of the Village of Alden.
- 2). If there are any complaints regarding buffering of the site adjacent to the residential properties within one year of the date of issuance of the final Certificate of Occupancy for the property, the property owner must

mitigate the complaints to the satisfaction of the Village of Alden.

3). Need to submit final survey after addition is erected

4). Need to show dumpster location.

5). Recommend written agreement with property owner of 13195/13185 Broadway to allow access to additional parking in south west portion of Kotas property.

6). Although the submitted plan is to code and it is not Kotas's obligation to revise their plans to accommodate the neighboring businesses, it is recommended to adjust parking spaces #1-6 to be located adjacent to the building leaving a larger driveway for businesses on Broadway.

Finalized sit plans, showing all of the above, in the quantity required, must be submitted to the Village of Alden for final review and endorsement.

Roll call vote: Sue DeWitt – aye
Paul Werner – aye
Dick Kegler – aye
Esther Kibbe – aye
Dave Metz – aye
Mark Casell – aye
Doug Henry - aye

MOTION by Sue DeWitt and seconded by Esther Kibbe to set a special meeting for Wednesday, November 1, 2017 at 7:30 pm to consider final site plan with recommended changes.

Roll call vote: Sue DeWitt – aye
Paul Werner – aye
Dick Kegler – aye
Esther Kibbe – aye
Dave Metz – aye
Mark Casell – aye
Doug Henry - aye

Communications:

None

Chairman Metz entertained a motion to adjourn the meeting. Motion was made by Dick Kegler and seconded by Mark Casell. All were in favor and the meeting adjourned at 9:05 PM.

The special Planning Board meeting will be held on Wednesday, November 1, 2017 at 7:30 pm.

The next regular Planning Board meeting will be held on Wednesday, November 15, 2017 at 7:30 PM.

Submitted By,

Sue Galbraith
Secretary to the Village of Alden Planning Board