

REGULAR MEETING OF THE TOWN OF SULLIVAN PLANNING BOARD –DECEMBER 5, 2023

The regular meeting of the Town of Sullivan Planning Board began at 7PM.

Present: Dave Allen, Paul Jasek, John Ceresoli, John Langey, atty, and Larry Ball, codes officer

Excused: Sherry Menninger

Since Sherry Menninger, vice chair, is absent, Paul Jasek will run the meeting.

A motion was made by John Ceresoli and seconded by Dave Allen to accept the November 7, 2023 minutes. All voted in favor.

EDWARD ATKINS, 8964 GREEN ROAD, PO BOX 444- CONSTRUCT A FREE-STANDING GARAGE – BUSINESS ZONE -SLB-8.6-1-17

Continued from the October 3, 2023 meeting.

Mr. Atkins daughter, Danielle Bartarilla, appeared before the Board in her father’s absence. She will call her father with any questions the Board has concerning the house and garage.

The Board has a number of concerns. The condition of the existing house and yard needs to be addressed. The third unit on the second floor needs to be eliminated and there needs to be a fire wall between the units.

The Board needs to know where the fire detectors will be located. They must be indicated on the map. The plans that have been submitted are not sufficient. New plans need to be submitted showing that the stairs on the back of the house be addressed. There is no exterior access. The new proposed building can be addressed after the above measures have been completed. The yard needs to be cleaned up and the exterior stairs need to come down.

The Board needs to see new plans by the next meeting in order to go forward. Mr. Atkins may need to apply again if he doesn’t come to the next meeting.

Mr. Atkins is to return to the January 2, 2024 meeting to address the items mentioned above and to go forward with the construction of a free-standing garage.

STONELEIGH HOUSING INC.- SPECIAL USE PERMIT – ROUTE 31, SPECIAL USE PERMIT SLB 10-1-9.21 – 32 APARTMENT COMPLEX IN THE SULLIVAN INDUSTRIAL PARK

Mr. Kiplinger has provided the Board with all the plans that they have submitted as of December 1, 2023. The items include: drawings, letters dated November 15, 2023 and November 27, 2023 from Mr. Kiplinger. These letters were submitted to address the Planning Board’s comments. There is also a letter from the NYS DOT, as well as Barton & Loguidice engineers – who have addressed each issue and sent to the Board.

Updated site plans include: added subsurface stormwater abatement, geothermal, a field is being designed behind the building; sidewalks will be placed around the building. There will be stormwater management for the parking lot. The SWPP has not yet been completed. Roof leaders have been addressed.

The SEQR has been prepared by Stoneleigh. The Board will complete the SEQR in a future meeting.

Dave Allen – would like to see a sidewalk going down the road between the buildings.

Stoneleigh could run a sidewalk down to the street on the north side.

Ashlin from Barton & Loguidice – Once the SWPP is submitted to Barton & Loguidice, comments will be made. It needs to be clarified that the wetlands have not been disturbed by the geothermal. The GML was received in October.

The Planning Board can do a variance on the parking upon findings that the proposed parking is sufficient.

Per Mr. Kiplinger, the height of the building will be 25'. Chittenango will be the mailing address.

Stoneleigh will return to the January 2, 2024 meeting. The public hearing closed on November 7, 2023, however, the public is encouraged to submit letters stating any concerns.

NATASHA RICHARDSON – 1985 ROUTE 31, CHITTENANGO – SPECIAL USE PERMIT COFFEE SHOP/PLANT STORE

Ms. Richardson appeared before the Board requesting a special use permit to open a coffee shop and plant store at 1987, 1985 Route 31, Chittenango. It will be called “Lake Life Coffee Co.” Phase I – will be located in the larger part of the building. Ms. Richardson will offer coffee, tea and baked goods.

Phase II – Specialty coffees and espresso drinks will be added to the menu.

Phase III - the other half of the building will contain a seating area and plant store.

Phase IV – will have outdoor garden seating and a ½ bath.

The Health Dept states Ms. Richardson will need a mop sink and two 36” doors with ADA approval. There will be two handicap ramps. This site has public sewer and water.

There will be shielded and downcast outside lighting. There will be a sign above the window.

Parking and fencing will be addressed. There will be one handicapped space for parking.

The attached shed will be removed.

DOT has already approved this site with the last special use permit.

A trash enclosure is in the back of the building.

No bathroom is required for take-out restaurants.

This is an unlisted action with the Planning Board as lead agency.

The Town of Sullivan Planning Board was declared lead agency for the short form SEQR. The SEQR was reviewed and a motion was made by Dave Allen and seconded by John Ceresoli to make a negative declaration to the SEQR and to schedule a public hearing for January 2, 2024 at 6:45PM for a special use permit for a coffee shop and plant store. All in favor.

FORREST SEGUIN – 3 LOT SUBDIVISION – 1254 SALT SPRINGS ROAD – TUTTLE PROPERTY

Mr. SeGuin appeared before the Board for a three-lot subdivision at 1254 Salt Springs Road (Tuttle property).

Lot #1 is 14.7 acres, lot #2 is 4 acres and lot #3 is 19.1 acres. Lot #1 has a house on it. Lot #2 shares lot #1’s driveway. Lot #3 will be combined with lot #5 which had been previously separated in 1990. There is an existing driveway on lot #3. Each lot is on a well.

The Planning Board was declared lead agency for the short form SEQR. The SEQR was reviewed and a motion was made by Dave Allen and seconded by John Ceresoli to make a negative declaration to the SEQR and schedule a public hearing for January 2, 2024 at 6:45PM. All in favor.

The hearing will be for a three-lot subdivision at 1254 Salt Springs Road (Tuttle property).

A motion was made by Paul Jasek and seconded by John Ceresoli to adjourn the meeting at 8:15PM. All in favor.

Respectfully submitted,  
Rosemary Park, Secretary