

Village of Black River
Planning Board
Regular Meeting
November 10, 2020

1. Call to order, roll call & welcome
2. Review of agenda
3. Review & approval of minutes from the meeting October 13, 2020
4. Review of correspondence & communications-
5. Public comments
6. Village Board comments
7. Report from Code Enforcement Office
8. Report from Zoning Board of Appeals Liaison
9. New Business:
10. Old Business:
11. Comments from Planning Board Members
12. Adjournment

Please contact the Village Office at 315-773-5721 if you are unable to attend a scheduled Planning Board meeting.

Village of Black River
Planning Board Meeting
Regular Meeting
October 13, 2020

Chairman Cook called the meeting to order at 6:35 p.m.

Present-

Chairman John Cook
Board Member Michael Hayes
Board Member John Hoering
Board Member Montigelli
Board Member Thomas Bauschke
Board Member Charles Stafford

Absent-

Board Member Shelby Morgia

Others Present-

Sean Hennessey-BRB Café LLC
Betsey Hennessey-BRB Café LLC
Gary McCullouch-

A motion was made by Board Member Hoering to approve the minutes, seconded by Board Member Stafford. All in favor. The motion was carried.

Correspondence: Memo from Clerk Kristin Williams
Letter from Code Enforcement Officer James Holland

Board Comments: None

Public Comments: Gary McCullouch stated that he is a Black River Village Board Trustee but is not at the meeting as a liaison. He is attending as a citizen. Mr. McCullouch said that the obstacle for the Hennessey project is parking. Mr. McCullouch then spoke of a study of Black River that was done ten years ago. Parking in downtown Black River was addressed in this study and found to be a special issue.

Code Enforcement Report- None

Village Board Report- None

New Business-Hennessey Site Plan Preliminary Review- 175:30

Hennessey Site Plan was reviewed by the Planning Board.

Chairman Cook asked Secretary Tarra Benson to make a list of information missing from the site plan as the board reviewed the Hennessey site plan.

Hennessey Project Site Plan Review

Items listed below were flagged by the Planning Board committee as missing from the site plans.

Code Book- 175:27

- 3.) The boundaries of the area, plotted to scale, including distances, bearings and areas.
- 6.) The location, width and purpose of all existing and proposed easements, setbacks, reservations and areas dedicated to public use or adjoining the property.
- 7.) A complete outline of existing or proposed deed restrictions or covenants applying to the property.
- 8.) Existing hydrologic features, together with a grading and drainage plan showing existing and proposed contours at five-foot intervals.
- 9.) The location, proposed use and height and dimensions of all buildings.
- 10.) The location, design, construction materials of all parking and truck loading areas with access and egress drives thereto.
- 14.) A description of the method of sewage disposal and the location, design and construction materials of such facilities.
- 15.) A description of the method of securing public water and location, design and construction materials of such facilities.
- 16.) The location of fire lanes and other emergency zones, including the location of fire hydrants.
- 17.) The location, design and construction materials of all energy distribution facilities, including electrical, gas and solar energy.
- 18.) The location, size, design and construction materials of all proposed signs.
- 20.) The location and design of outdoor lighting facilities.
- 21.) A designation of the gross floor area and the gross leasable area proposed for retail sales and services, office and other similar commercial or industrial activities.
- 23.) A general landscaping plan and planting schedule.
- 24.) A draft Environmental Impact Statement (EIS), where required.

Hennessey Project Site Plan Review

Code Book- 175:29

- A.)
 - 1.) The status of any federal, state or county permits required.
 - 3.) The environmental impact on the community and adjacent areas.
- B.)
 - 4.) The location, size, design and construction materials on signage.
 - 5.) Any areas subject to flooding, pondage, stormwater overflow or erosion.
 - 7.) Proposed fencing construction and material.
 - 8.) Clearing, alteration or removal of any existing natural feature.
- C.)
 - 7.) Internal circulation, including street width, pavement surface and separation of pedestrian and vehicular traffic.
 - 9.) Existing or proposed easements.
- D.)
 - 2.) Adequacy to meet standards for occupants, visitors, employees.
 - 5.) Snow removal
 - 7.) Solid waste collection and removal.
- E.)
 - 1.) Their location, size, proposed use and height.
- F.)
 - 2.) Existing topography
 - 3.) Proposed grading and drainage plan, including calculated stormwater runoff.
 - 4.) Measure to control erosion.
 - 8.) the location, design and construction materials of all energy distribution facilities (electric, gas, solar, ect.)

Chairman Cook-

The list of missing information will be made available to Sean and Betsey Hennessey after review by Chairman Cook and Code Enforcement Officer James Holland.

Parking for Hennessey project- a written agreement is needed between the Village Board and Sean and Betsey Hennessey for final site plan review.

Stair tower needs to be moved as it does not meet code. An area variance is needed if stairs cannot be moved to meet code.

A 239M review by the county is needed.

A bond will need to be posted by Sean and Betsey Hennessey to cover the portion of the project (if any) that will eventually become the responsibility of the Village.

Sean Hennessey- If all items are satisfied, can the final site plan review be done at the November 10, 2020 Planning Board?

Chairman Cook- Maybe.

Board Member Montigelli- Plans were not made available to Board Members ten days before meeting. There are not enough plans here for each member. We have to share during a pandemic. It was stated in the minutes that a copy of the plans for each Board member would be presented ten days before meeting. Are we disregarding the policy of plans and documents being submitted ten days prior and distributed to Board Members?

Chairman Cook- Where is this policy?

Board Member Montigelli- It has been past practice.

Chairman Cook- Mr. Hennessey, please provide a copy of the final plans for each board member ten days before the next meeting so they can be disbursed to the board members prior to the meeting.

Sean Hennessey- Ok

Gary McCullouch- Are the parking requirements for commercial and residential spelled out in the code book?

Chairman Cook- Yes

Gary McCullouch- Can the parking be shared?

Chairman Cook- Four spaces are required for residential parking for the Hennessey project.

Chairman Cook- we will need to set a public hearing for November 10, 2020.

Motion to set a public hearing for November 10, 2020 at 6:30p.m. made by Chairman Cook and seconded by Board Member Bauschke. All in favor. The motion was carried.

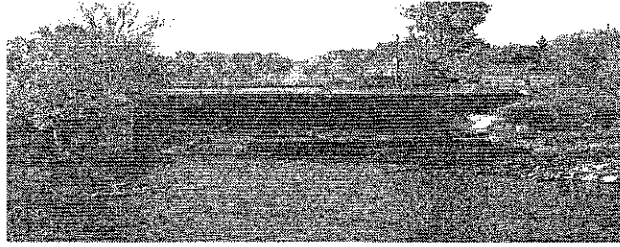
Motion to adjourn made by Board Member Hayes and seconded by Board Member Hoering. All in favor. The motion was carried.

The next Planning Board meeting is scheduled for Tuesday, November 10, 2020 at 6:30 p.m.

A motion was made by Board Member Hoering, seconded by Board Member Stafford to adjourn the meeting at 8:41 p.m. All in Favor. The motion was carried.

Respectfully submitted,
Tarra Benson
Recording Secretary

Board of Trustees
Village of Black River, New York



Clerk's Certification

I, Kristin Williams, the duly qualified Clerk of the Village of Black River, County of Jefferson, State of New York, do hereby certify that the following resolution was adopted at a (regular/special) meeting of the Village Board held on November 9, 2020 and is recorded in original minutes filed in the Office of the Village Clerk and that said resolution has not been altered, amended or revoked and is in full force and effect.

Date: November 10, 2020

Signed: Kristin Williams

A motion was made by Trustee McCullough, seconded by Trustee Dishaw to adopt the following resolution:

Resolved, that the Village Board has reviewed section 175-38 of the code regarding the parking requirement for the Hennessey project at 102 Maple St. and has found that sufficient shared parking exists within 500 feet of the proposed business. There are currently approximately 40 village owned spaces with around ten being available at all times. The applicant has provided plans showing four dedicated spots for tenants of the proposed apartments on his property. The Village is allowing paving on the Village property for the dedicated handicapped parking spot with the understanding that Mr. Hennessey will be responsible for the maintenance and snow removal. The motion was put to a vote as follows:

Mayor Decillis	Yes
Trustee McCullough	Yes
Trustee Dishaw	Yes
Trustee Lake	Yes
Trustee Proven	Yes

The motion was carried and the resolution duly adopted.