

**Village of Cazenovia Planning Board
Meeting Minutes
February 25, 2013**

5 Present: Richard Huftalen, Chair; Diane Webb; Jennifer Gavilondo; and Adam Walburger.

Absent: Anne McDowell.

10 Others Present: James Stokes, Village Attorney; Don Ferlow; Stefanie Lints; Karen Cheal; Chrissie Baker; Diana Southworth; Tom Clarke; Tom Tait; Eric Lints; Gene Gissin; Jim Barna; Richard Golden; Anne Ferguson; Jennifer Hunt; Michela VanPatten; Graham Egerton; John McCullough; Meghan Kelly; Rosemary Thompson; Randy Miller; Tom McCullough; Pat Flood; Barb Favro; Gerald Favro; Jody Reynolds; Michael Wright; Judy Gianforte; Kelly Isbell (sp?); Don Ferlow.

15 * * * * *

R. Huftalen called the meeting to order at 7:03 p.m. and introduced the Board. R. Huftalen asked for any changes to the February 11, 2013, minutes. The Board decided they would take care of this order of business at the next regular meeting.

20 * * * * *

Public Hearing, Cazenovia Children’s Program (CCP), Special Use Permit, 49 Burton Street
25 Stefanie Lints, Director of the preschool, came forward and made a presentation: I am going to take a few steps back because there are some unfamiliar faces tonight. Cazenovia Community Preschool began in 1969 as a not-for-profit preschool with the mission of offering a preschool education to any and all students of any income level. We had women who would drive and pick them up and bring them to the preschool. Now we don’t pick up our students, but we do offer a sliding scale tuition
30 assistance program. We are the only preschool in Madison County that offers that. Based on parents’ income, we adjust the tuition accordingly for the student so it is affordable for all children to attend. Studies have shown that students who attend preschool do far better, not just in school, but in life. We have fewer high school dropouts, fewer students who are on welfare, and fewer students who are dependent on various services. In addition, we are the only preschool right here in
35 Cazenovia that offers a five-day a week program, which is becoming a very high need in our society. When children go to kindergarten through twelfth grade, a lot of the state standards have changed and they are a lot more demanding. I consider myself relatively young, and a lot of things that I learned in third or fourth grade are being taught in first and second grade. Therefore, making sure our students are as prepared as possible is extremely important. Having a five-day a week program
40 allows our students to go in as prepared as they can possibly be, not just academically, but also socially. We also offer our alumni students a senior scholarship for college. Every year, we award one CCP alum a \$350 scholarship. We do that every single year. In our 43 years that we have been in existence, we have always rented. We are getting to a point where we are too big for most places. At our current spot, where we are currently renting from Cazenovia College, they are getting too big.
45 They have the greatest number of students they have had in years and they need our space. Therefore, we need an alternative plan. We were gifted a piece of property on Sims Lane approximately a year ago, but for us to build on it would be too expensive for us. We are not-for-profit and tuition based and we do not get any federal or state funding. All of the tuition we receive pays our teachers and goes toward the facility. We do it all ourselves and we are very

50 economical. We need to find a piece of property or a home that allows us to have a relatively low
mortgage or low rent to keep in tune with our budget and our mission and being able to offer our
students tuition assistance. That's how we started and that's how we have been around for 43 years.
Our hope is to be around for another 43 years. Most rental properties have a rent of at least \$1,500.
It would be a stretch to be able to afford that, but we wouldn't be able to offer tuition assistance and
55 we do not want to do that. Out of our 45 children, we have approximately 17 students on our tuition
assistance program at various levels. The parents need it, especially in this type of economy. We
have parents getting laid off all the time. As a community based organization, it is our mission to
make it work for our parents and our kids. We are completely Cazenovia community with 99.9% of
our students going right from CCP and going through the entire school district. When we were
60 trying to figure out an alternative solution from Sims Lane and we realized it was going to be too
expensive for us to build, we started house hunting. We were also trying to be considerate of our
community by picking a spot that was a great location for students and a great location for the
community. We were aware that putting a preschool in a residential area is a little bit tricky. With
that in mind, when the Litera's house came up for sale at 49 Burton Street, we checked it out
65 thinking that this is a great location. It is two doors down from the elementary school. Our students
can physically see where their next school will be. We can walk them over to our elementary school
and tell them that this is where they will graduate and go to. We have close ties with Mary-Ann
MacIntosh, the principal there, and Bob Dubik, the superintendent, who has been working with us
and letting us know we can use their parking lot for our faculty parking and their bus loop as our
70 student loading zone. This will alleviate any congestion that would happen in the street. There is
street parking in front of the house. We tried to work with the school district with alternative
solutions. We also tried to be aware of our neighbors and our community. We will try to keep it as
close to a house as we can. We don't want to stick out like a sore thumb. Where we are right now,
we keep a pretty low profile and we would like to continue to do so. The survey and site plan by
75 Mr. Vredenburg is ready and is on its way. Our architect is picking it up as we speak. The house
itself will remain intact as is. We are not adding any lighting. There won't be night lighting. As it
is right now, we are not planning a big sign. We would like to keep a low profile. I'm not saying
there will never be a sign. If there was one later, it would be something relatively small. There is
not going to be a big stone wall in the front. I know there were some concerns about Continental
80 Cordage being up the street. We will have a fence where our point of exit will be right here at this
door. We will have a fence to keep the students enclosed and safe. Anytime they are being walked
out by the teachers, they will exit through this door into the backyard into a fenced-in area. As of
right now, our proposed fence is a picket fence in the front. There will be a chain link fence around
the back. The chain link fence is set back 25 feet off the property line, off the buffer zone, all the
85 way around. We do have various pictures of the existing area here. It is a well shaded area. There
is plenty of vegetation already in existence. We will be adding more trees just to make it even more
private. I went around to many of the neighbors and we have many neighbors looking forward to
seeing the children. But there is plenty of shade and we are separated. It is not going to be a big
visible sight having all of the children right there. Not much about the house is going to change. We
90 are not going to have a parking lot or big lights in the back yard. It is going to be a pretty secluded
area.

Karen Cheal, Treasurer of CCP: In terms of when the students go outside, we only allow them out
for about a half hour during the three-hour period. It is not like they are going to be outside for three
95 hours. It is a short window of time that anybody would actually see children playing outside. It
would not be very disruptive. It would be in the morning.

100 Ms. Lints: Our hours of operation, at this moment, are from 8:30 in the morning until noon. Our
children do not go out right at 8:30. We have two programs that run at the same time. A maximum
of 32 students at one time will be in the building. We have a class that will run from 8:30 to 11:00
on Tuesdays and Thursdays and 8:30 to 11:15 Mondays, Wednesdays, and Fridays. The five-day a
week class will run Monday through Friday from 9:15 to 12:00. Students will be outside from about
105 9:15 to about 9:40. The next group that would go outside would be Tuesdays and Thursdays from
10:45 to 11:00. Then on Mondays, Wednesdays, and Fridays they would be outside from 10:50 to
11:15, approximately. So it would be two half-hour periods that they would be outside. When the
students do leave and when they come to school, parents come in through the front door and bring
their kids in. When they leave, it is extremely orderly, with students leaving one at a time. The kids
sit in their cubbies. The teachers call the students one at a time when they see a parent very visible.
The parent comes forward, the teacher calls the student, there is eye-to-eye contact and hand shaking
110 with the student. The parent comes to the door and there is eye-to-eye contact with the parent.
There is a physical handoff of the student. The kids are never let outside to run amuck. It is very,
very, very controlled. When the kids are at our school, they are our kids. We won't do anything to
put them in jeopardy.

115 A. Walburger: One point of clarification. What is the regulation for 400 feet? Mr. Stokes: The
Code requires that normally parking has to be on site. The Code allows off-site parking if it is
within 400 feet of the property line.

120 Ms. Lints: From the corner to the Burton Street parking lot is 309 feet. From this corner to the bus
loop is 246 feet. So we are within the 400 feet.

A. Walburger: You have changed the side lot existing parking area to not being in use now?

125 Ms. Lints: Correct. We need to be 25 feet off the property line and we couldn't be, so we
eliminated it. It is gravel now. Mr. Stokes: Will it be restored to lawn?

Tom Tait: It is borderline. It is not a designated driving area. It was done informally, so I think it
will naturally revert.

130 Eric Lints: It is on the north side of the garage and there are so many tall pines there. There is
almost no sunlight so nothing is going to grow very well there. Ms. Lints: The two parking spaces
gone.

A. Walburger: Jim, having the chain link fence at 25 feet is within the guidelines? Mr. Stokes: Yes.

135 J. Gavilondo: Will the drop off and pick up be on foot? Ms. Lints: Yes.

Gerald Favro: I live on Burton Street just above the proposed preschool. I am concerned. Is there
an evacuation plan? The house is not equipped for evacuation from a fire.

140 Ms. Lints: We do not at this moment, but we will have once we have approval. We haven't gotten
that far as having an exact plan. But there are numerous exits and we can add exits as needed to
keep our students safe.

145 John McCullough: I live right next door. I have a question about the parking area you were talking
about. Is there going to be parking between the garage and my house? Ms. Lints: No, there will not
be. Mr. Litera parks his truck over there. On our original plan, we had that as an option, but there

150 will be no parking there. The superintendent has given us permission for the faculty to park in the Burton Street Elementary School parking lot. We also have permission for our parents to use the bus loop as a drop off and pick up zone. Mr. McCullough: What are you going to do with the garage and the existing parking? Ms. Lints: We are just going to leave it. Parking will be at elementary school.

155 Mr. Favro: Will parking be enforced to make sure they park at the elementary school and not on the street? There is going to be a lot of parking in the street. Ms. Lints: I can understand your point. I can do my best to enforce it, but there is parking allowed on the street. I will tell the parents that it is in their best interest to use the bus loop as a safe way to drop off and pick up the kids. The Village does allow parking there on the street. I will tell them it is not the best idea to park on the street, especially if trucks are coming down. Mr. Favro: The Village police should patrol that area at school time. Ms. Lints: We are off hours of the elementary school children. We start later and end 160 much earlier and there is no traffic from the elementary school.

Mr. McCullough: I think you are going to have trouble with parking. If it is legal to park there, there is nothing you can do to stop your parents from parking there.

165 Sue LaGorga: I am one of the teachers. There won't be parking per se. If they are bringing a child in, they are only there for approximately five minutes. If they are allowed to park there, according to the law, they won't stay there for any length of time.

170 Ms. Lints: Most of our parents are mindful of what is safe for their children. They are going to want to do what is best. We may have a parent who is running late, it is a possibility they might park there. I can't say that it will never happen. Would I really, really try to work with the parents to use the bus loop? Absolutely.

175 Richard Golden: I am very concerned about the safety of the school. The danger is greater than you understand. I need to ask you a question so I have the visual correct. They are going to walk from the bus circle, up Burton Street, up the hill to the porch. Then afterwards, the parents are going to park their car and walk from the school and up the hill to get the child. That's the best intention and that's the way you are presenting it to the Board? Ms. Lints: Yes. Mr. Golden: If it fails to happen 180 that way because there are no signs on Burton Street that say "no parking," there is no violation to your school and there is no violation to the Village. Mr. McCullough has concerns and Mr. Favro has concerns. I live near there and have concerns. You people do not know how absolutely unsafe that road is with truck traffic to your wonderful, beautiful children that will be there. I believe, humbly, that you are making a choice that you shouldn't make to bring your school to that truck neighborhood with the shear volume of trucks. I want to give you a history. With all the best 185 intentions and all the promises in the world in front of this Board, who represent the Village first and the neighborhood first, should do complete diligence first regarding the neighborhood first. Not diligence to get you to comply to their needs to get them to say yes to you. That's why I'm here. I anticipate, what I anticipated the last time, that we are here just to pose questions and then the meeting is over and things go on. I wish you again, good luck. I do not agree, with the safety issues 190 alone, that you should put your school in that house.

Mr. Stokes: Do you feel that if it were a "no stopping or standing" zone in front of 49 Burton Street it would be better? Mr. Favro: I think there should be some kind of signage there to say "no parking" on the west side. On the east side of the street there is, but people still park there, including 195 me when I plow out my driveway. There is another concern that I have. I have lived here since

1967. The dump was just above us. When I first moved here, I was told there would be three trucks a day. Now there are probably three an hour. The other night there was a big tractor trailer coming off Clark Street. They have to come off Clark Street because they can't use Burton Street. He had a big trailer and was making a 90-degree turn. It was snowy and wet and his wheels started spinning. He had to back down and try again. He got in front of my house with a slope and he got stuck again. So he backed all the way down to beyond Burton Street and got a running start. That happens many times a day. If the kids are out there, we have a problem. When I call the Village, they don't respond.

Ms. Lints: I understand. I don't want to put our students in jeopardy. I am not willing to make them unsafe. I think having an enclosed area when they are outside will help keep them safe. They are not going to be running around freely. When they are outside in the front, not in a gated area, they are going to be with their parents. Parents will walk them very safely. Where we are now, 90% of the buses go past us. It is the same situation. We have a fence. We keep our students as safe as we possibly can. We are not going to put them in harm's way.

Mr. Golden: I don't know the distance between where parents park and your school on Nickerson. I did a visual between the Burton Street bus circle and 49 Burton Street and it is more than 80 yards. I am more worried about the vehicles avoiding the circle. They won't shut your school down if people don't comply. Something is going to happen to the parents in those vehicles with the kids. I have no anger about your school—none of that. It is just a dangerous corner. I drove tractor trailer for 20 years. I know what it is like coming down that hill. There is very little line of sight coming down that hill from the factory. Then you have to fade the trailer to the left to make that hard right-hand turn with two axles in the front and double axles in the back. You are going to need to be safe with those beautiful little children. I'm worried about the other drivers.

Ms. Lints: At what speed should the trucks be traveling to turn that corner? Mr. Golden: They should only be doing 15-20 mph, but drivers vary. There are drivers going around that corner that don't know what they are doing. It is going to impact people picking up children. I have driven trailers around that corner. The preschool is a wonderful idea, but I wish there was a better location that was economically feasible. I understand your wish list. I call it impulse buying.

Chrissie Baker: I am the board chairperson for CCP. Regarding the issues being raised around the truck traffic, the property is right at the corner, so all trucks must slow down to make that turn. If this is such a high danger zone, why are we not talking about the elementary school and children walking to school being affected? This is not an issue related to this house. The entire neighborhood would be affected if trucks are such a problem.

Mr. McCullough: Those trucks don't go past Burton Street School. When Continental Cordage went in, it was supposed to be a hockey rink. The Village got all behind it and it was a big deal. They turned it into a commercial business and there weren't supposed to be very many trucks, but now there are more trucks. What will happen to this property when the preschool gets too big and moves on? Does another commercial venture get put in there because it is no longer a house?

Mr. Stokes: It can be used for anything permitted under the Zoning Code. This is an R-10 residential district. Schools are a permitted use in that zone. It has to be another school or one of the other very limited uses that are allowed. It couldn't be a factory, retail store, office, or anything like that.

245 J. Gavilondo: I think the truck traffic issue may be one that we need to agree to disagree on. No one at CCP is going to convince the neighbors that they are wrong. While the neighbors' concerns are valid, it is not going to mean that CCP is not still interested in this property.

Mr. Golden: I do agree that we will be disagreeing on that. This is on behalf of the neighbors.
250 Many of us were here before and were informed of the change. We have been here and we have heard things said. The Village Board or Planning Board, before this Planning Board, approved something. It was built and spirited by the same guy who put his factory there. He put it up for youth hockey. It never got used for youth hockey. A few years later, he takes his business from the Quonset hut and puts his factory up there. It gets approved by all types of little discussions in terms
255 of how to grow. Let's create a light manufacturing building. They tell him which property to buy to make it big enough. Then they stand here and tell us there will be two or three trucks a day. None of that was true. Immediately there were as many as ten trucks a day, sometimes six days a week. That's what our concerns are. The diligence part should be done on behalf of the villagers.

260 R. Huftalen: I will repeat what I said at the last meeting. Our job as the Planning Board is to look at the merits of the application and consider all of the factors. There is a very specific set of factors that is spelled out in the Code that we need to consider. Certainly, safety is one of them. If there are conditions we can put into place that would improve the potential for safety, that is something we are willing to explore. If the parking situation were different up there, maybe that would be an
265 improvement to the application. As I said before, we are trying to serve the interests of the community, and this preschool is part of our community currently. There are concerned stewards. My children have been to this school. Now they walk across Nickerson Street from farther away than this place would be. I can tell you from personal experience that the teachers are very concerned with the manner of loading and off loading. Procedurally, they do a terrific job in that
270 regard. Is there something we can do by virtue of conditions on this application that can help improve it? We are having the public hearing to figure that out.

Mr. Favro: Are they aware there are going to be 14-16 houses built behind Burton Street? That is going to be another traffic problem—and a bad one.

275 D. Webb: Years ago, was the preschool right on Albany Street? Ms. Lints: We were right on Route 20. We had the high traffic area with tractor trailers. We were at the Wendell House right next to the Presbyterian Church. Parents had to park right on Route 20 to get their children into the building and it wasn't a big concern.

280 Mr. Favro: Those trucks are shifting up and doing 45-50 mph at the top of hill. I have asked the police department to sit in my driveway to catch them and have never seen them and I have lived there since 1967. The factory guys leave at about 3:00 and go down the street at about 45-50 mph.

285 Ms. Lints: I wonder if it would help by extending the school zone. Mr. Stokes: There is a limitation, by law, on a school zone.

Eric Lints: I appreciate all the comments made about the traffic, but that is outside the purview of the school. They are not enforcing traffic and safety. There is no more dangerous place than where
290 they are now with traffic. There are a great number of students coming and going from the college parking lot, and the way those college students drive . . . I left living in that area because of the traffic there. This area will not be more dangerous. We are not talking about a place that does not have a sidewalk. They are not walking in the street. There is one street to get across with their

295 parent at all times. You definitely made your point with the trucks. But you are talking about things that are outside of the school's control. We can get the police involved if there is concern. But it has nothing to do with the activity of the school.

300 R. Huftalen: Are there any further comments from the public? (There were none.) In that case, I think we will close the public hearing.

J. Gavilondo made the motion to close the public hearing. D. Webb seconded the motion. The motion carried.

305 R. Huftalen: Are there any concerns or suggestions from the Board? A. Walburger: I think the Village should post a sign that says "no stopping or standing" in that section.

J. Gavilondo: Who has to ask to do that? Mr. Stokes: If it is part of the Planning Board's resolution to make it a condition, it would be conveyed to the Village Board.

310 J. Gavilondo: There is a "no stopping or standing" sign on Lincklaen Street, but people still stop and stand there anyway. I'm not sure it would do any good. Mr. Stokes: That is an issue you have to consider as a Board. If you don't think it is sufficient, that is something you have to take into account. It makes sense to me to be a condition and it can be accomplished.

315 R. Huftalen: I would like to remind the members of the criteria for granting a special use (read from Code): §180-143. Special permit review and approval. The Planning Board shall review all special uses on the basis of both architectural review and site plan review criteria.

320 R. Huftalen: Architectural review is pretty straight forward. There are no signs to consider or anything like that. Mr. Stokes: There are no physical changes to the exterior of the building. There are no changes to the existing lighting.

325 R. Huftalen: We have considered the site plan here. At issue is the fencing. This does not constitute a building permit for a fence. That would be a separate application. We have asked the applicant to specify, with a lot of clarity, what the fence would look like so that we might consider how that would impact the site plan.

Ms. Lints: We would only have, at most, 16 children out there at one time. It is 1.532 acres.

330 R. Huftalen: We have to consider (read from Code): The physical design and other features of any new or existing buildings to be occupied by the use are suitable and adaptable for the proposed use without any modifications which would change the established character of the street or neighborhood setting.

335 R. Huftalen: Mr. Favro brought up the idea of having an evacuation plan. To me, that is an internal concern of the school. A. Walburger: That is an operational concern.

340 R. Huftalen: We have to consider (read from Code): The nature and intensity of operations of the use will not be more objectionable to surrounding properties than those of a permitted use. The school is right there. Clearly, it is consistent with nearby neighborhood uses.

345 R. Huftalen: We have to consider (read from Code): The use is not in such proximity to a religious facility, school, community center, recreation place, or other prominent place of community activity and public assembly so as to regularly conflict with such other activity and thereby constitute a danger to health, safety or general welfare.

R. Huftalen: They have laid out a good plan for coexisting as evidenced by the letter here from Mr. Dubik and Mrs. MacIntosh of the school system. They have satisfied that requirement.

350 R. Huftalen (read from Code): The use will not unreasonably increase or introduce traffic congestion or safety hazards or impose traffic volumes on streets and street patterns which are deficient in width, design, sight distance, intersection configuration, or other typical standards necessary to accommodate such traffic changes.

355 R. Huftalen: I think the important thing to consider here is how this relates to the existing traffic and what the overall impact is on the community relative to where it is now.

360 D. Webb: I think the impact of the school itself on the community is very small. I would be in favor of making signs a condition of approval—signs that would say “no parking or standing” and maybe include times.

J. Gavilondo: Do residents park there? Residents may not want to have “no parking” signs there. Ms. Lints: They may want guest parking.

365 J. Gavilondo: Maybe 8:00 a.m. to 1:00 p.m.

370 Ms. Baker: If, for some reason, there was an objection to that, would it be a reason not to grant the use permit? That is out of our control. Mr. Stokes: But you are creating the situation. I think it is incumbent on this Board and the Village to address that situation. You are admitting that you can't address it on your own. You are saying you don't want parents to drop off and pick up there, so I think the Board really should consider an appropriate condition.

375 D. Webb: I think it should be addressed at a meeting with the parents and put in a handbook for the parents.

D. Webb: What vegetation is going to be in the buffer zone? What is going to be in the spaces that I see? Is there anything in there?

380 Mr. Lints: Those are representative of trees, but they are not necessarily the exact diameter of the full fall of the tree. It doesn't show the height of the limbs off the ground. I did my best to represent the number of trees there. The best thing to do is to look at these photos to get a sense of how thick the vegetation is. We may need to augment it in some of the larger openings. D. Webb: You are planning a few new trees to be planted? Ms. Lints: Yes, to fill in and create a buffer zone without killing what is already there. If you plant too much, then nothing grows.

385 Mr. Lints: Some open spots will be filled in with spruce and other species.

J. Gavilondo: The required landscaping in the buffer zone only applies to where you border residential properties. Did you actually do the math on that?

390

395 Mr. Tait: They asked me and I volunteered. I have a passion for trees, but also believe in the school's mission. We talked about what would be the most appropriate for creating this buffer. You want to adhere to that, but you don't want to upset the neighbors. You can create a buffer that a neighbor finds very displeasing. So it has to be something that complements what the neighbors want and things that will coexist with what is already there and thrive. It was taken into consideration what the current law is. We oversized the trees by 25% with the evergreens because simply sourcing a 4-1/2-foot evergreen is not easy to do. So we are doing 6-foot evergreens instead and complementing some deciduous trees that will grow up with that instead of compete against it. Those were the deciding factors for what we put and where we put it.

400 Mr. Lints: There is no intention of taking down any of the existing vegetation; just cleaning up some brush on the ground. These photos represent the property during the dormant season. Knowing this property during the growing season, it has a very dense canopy.

405 J. Gavilondo: You spoke with the neighbors and Mr. McCullough is happy with the addition of one tree? Mr. Tait: I talked to him before the meeting tonight. He asked if something would be put where that parking spot was that has been retracted. I don't know if he would want something there. There is a possibility for something to be there now that there is no parking there. He didn't say he wanted something there. He owns mature trees and he wants them to be safe.

410 J. Gavilondo: Is he is okay with you adding one tree? Mr. Lints: There are really low limbs and there is really good opacity already.

415 R. Huftalen: This does not represent all the trees that exist? Mr. Lints: I didn't do one-to-one, but I did as close as reasonable to show that there are a lot of trees on the property. I showed the general location of them. I didn't measure the caliper of every tree.

420 D. Webb: My concern is the Eberle's backyard buffer zone. Mr. Tait: Because it is an existing evergreen hedge that is declining, we will integrate some new evergreens to be replacements for them.

Ms. Lints: I spoke with Mr. and Mrs. Eberle and they are very excited to have us there. They said whatever we plant they are absolutely okay with it. They are very supportive and very excited.

425 R. Huftalen: These are the considerations before us. It puts us in a position where we need to decide if there are conditions we should put in a resolution to approve the application.

430 Mr. Stokes: First of all, is the Board comfortable making a determination tonight? If so, the first thing you need to do is make a State Environmental Quality Review (SEQR) determination. If you need more time, you can defer on the SEQR.

D. Webb: I feel we can make a decision with conditions.

435 A. Walburger: I agree. We are getting repeating information. We have reached a point where limited new information is forthcoming.

Mr. Stokes: It is clearly unlisted action under SEQR. It is not in the Historic District. There are no other involved agencies. You just need to make a determination of significance. The applicant filed

440 a short Environmental Assessment Form (EAF). I will go through the questions on Part II of the form:

Could the action result in any adverse effects associated with the following:

445 *C1. Existing air quality, surface or groundwater quality or quantity, noise levels, existing traffic pattern, solid waste production or disposal, potential for erosion, drainage or flooding problems?*
The Board's determination: No. There is no physical construction.

450 D. Webb: The only topic that you mentioned in there would be the traffic. There would be a slight change in the traffic pattern. I think they have addressed it with the agreement with the elementary school and the handbook the parents get.

A. Walburger: Who is going to haul your trash? Ms. Lints: We will. We will get parent volunteers for that. A. Walburger: That addresses the solid waste question.

455 J. Gavilondo: It will not affect the Village sewer. Mr. Stokes: They are moving from one place in the Village to another.

Mr. Stokes: Is the Board answering that question in the negative? (All members answered yes.)

460 *C2. Any potential impacts for aesthetic, agricultural, archaeological, historic, or other natural or cultural resources; or community or neighborhood character?* The Board's determination: No.

C3. Any potential impacts to vegetation or fauna, fish, shellfish or wildlife species, significant habitats, or threatened or endangered species? The Board's determination: No.

465 *C4. Any potential impacts on the community's existing plans or goals as officially adopted, or a change in use or intensity of use of land or other natural resources?* The Board's determination: No.

470 *C5. Any potential impacts with respect to growth, subsequent development, or related activities likely to be induced by the proposed action?* The Board's determination: No.

C6. Any potential long term, short term, cumulative, or other effects not identified in C1-C5? The Board's determination: No.

475 *C7. Any other impacts (including changes in use of either quantity or type of energy)?* The Board's determination: No.

480 *E. Is there, or is there likely to be, controversy related to potential adverse environmental impacts?*
The Board's determination: No.

485 Mr. Stokes: You answered all those questions in the negative. I would suggest proposing a resolution finding this to be an unlisted action. There are no other involved agencies. There are no identified potential adverse environmental impacts. It is recommended that a negative declaration be prepared and filed for the reasons that this is use of an existing structure with no exterior modifications. There will be landscaping for buffering purposes. There are no identified environmental impacts.

J. Gavilondo: So moved. A. Walburger: I second that motion. The motion carried.

490 D. Webb: Do they need a building permit for the fence? Mr. Stokes: Yes, they will need a building permit. The Board’s approval is a prerequisite to the building permit.

R. Huftalen: I will label the stamped survey by David Vredenburg as Exhibit 1, the site plan map. The sheet labeled Cazenovia Community Preschool Application for Use Permit, we will call that the landscaping plan.
495

Mr. Stokes: I want to point out two things that need to be corrected. The buffer zone needs to be extended all the way to Burton Street. At the north (McCullough) property line, the two parking spaces that were there previously have been removed and the buffer zone should go all the way to the street. In front of the building there is a red line that says “drop off and pick up.” I realize that it was intended to designate the front door. It is along the street line and it gives the impression that area of the street is a drop off zone. Eliminate the words “drop off and pick up” where it is shown on Burton Street and label it “front entrance.” I suggest imposing a condition about the use of that portion of Burton Street. I would not want any ambiguity about this Board approving that as a drop off/pick up location.
500
505

Mr. Stokes: Let me suggest two more conditions: 1) The westerly side of Burton Street in front of the preschool facility be designated by the Village Board as a “no parking or stopping or standing” zone from the Clark Street intersection to and including the entire frontage of the property 8:00 a.m. to 1:00 p.m., Monday through Friday. 2) Approval is contingent upon the continued availability of parking at the Cazenovia Central School facility. At the termination of permission by the school district, the special permit is voided. These two conditions are critical to approval.
510

A. Walburger: It was mentioned that there may be a future desire for an afternoon or after school program. If we lift the parking restriction at 1:00 p.m., will that spoil things for future use? I think it has to go past 1:00 p.m. or we will be revisiting this issue. I suggest 6:00 p.m. The school zone speed limit expires at 6:00 p.m. Mr. Stokes: I think Adam’s suggestion is wise.
515

The Board formulated the following conditions to be included in a resolution:

- 520
1. The buffer zone shall be extended all the way to Burton Street on the landscaping plan.
 2. The red line in front of the building on Burton Street that currently says “drop off and pick up” shall be relabeled “front entrance.”
 3. There shall be a “no parking, no stopping or standing” zone on the west side of Burton Street, the entire frontage of the property (218 feet), Monday through Friday 8:00 a.m. to 6:00 p.m. from the Clark Street corner to McCullough’s property line.
525
 4. Approval of the special use is contingent upon the continued availability of parking at the Burton Street Elementary School. If that parking is no longer available, the special use shall be revoked.

530 D. Webb made the motion to approve the special use with the above conditions. A. Walburger seconded. The motion carried.

D. Webb: What steps do we need to take to present the amended parking zones to the Board of Trustees? Mr. Stokes: I will take care of it.
535

Ms. Baker: What is going to happen with the parking? The resolution will be presented to the Village Board next week.

* * * * *

540 R. Huftalen: We have some housekeeping details. The Village wants to quit printing the Code books in a cost saving measure. The electronic version will be printable and you can print the parts you want.

545 R. Huftalen: I want to make the Board members officially aware that they are required to have a minimum of four hours of continuing education per year.

* * * * *

550 A. Walburger made a motion to adjourn the meeting. J. Gavilondo seconded. The motion carried. The meeting was adjourned at 8:25 p.m.

Respectfully submitted,

555

Marlene A. Westcott
Recording Secretary