

**Village of Cazenovia Planning Board
Meeting Minutes
December 8, 2014**

5 Present: Richard Huftalen, Chair; Adam Walburger; Anne McDowell; and Diane Webb.

Absent: Jennifer Gabilondo.

Others Present: James Stokes, Village Attorney; Dave Raber; Bill McDowell; and Matt McDowell.

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R. Huftalen called the meeting to order at 7:30 p.m. and introduced the Board.

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R. Huftalen asked for any changes to the minutes of November 10, 2014. A. McDowell made the motion to approve the minutes as submitted. R. Huftalen seconded. The motion carried 4 in favor, 0 opposed.

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McDowell Insurance, 133 Albany St., New Business Identification Sign.

Bill McDowell was present to explain. He intends to locate his insurance business on the first floor of the Buyea annex building that is adjacent to the hardware store. The sign will not have any lighting. It will be mounted flat against the building. Mr. McDowell pointed out that business identification signs can be no more than 75 square feet or 8% of the building surface. The building surface is about 651 square feet and 8% is 52 square feet. His sign is 2-1/2 feet tall by 20 feet wide, which is 50 square feet. The letters will be made of flat cut aluminum with a satin finish. The lettering will stand off about an inch from the back ground. They will be metal letters on a plywood backboard. The larger letters will be 15 inches tall. The smaller letters will be 2-1/2 inches. The building is about 250 feet from the highway, so large signage is needed so it is readable from the highway.

35 R. Huftalen declared this a Type II action under locally adopted State Environmental Quality Review (SEQR) actions. There is no other agency involved. The approval of this application will not have any significant or adverse effect on the environment. No further SEQR action is required.

40 D. Webb made the motion to approve the application as submitted. R. Huftalen seconded. The motion carried 3 in favor, 1 abstention, 0 opposed.

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45 **Northeast Petroleum, Kwik Fill/Red Apple, 122 Albany Street, New Canopy & Pumps.**
 Dave Raber, representing Northeast Petroleum, was in attendance. D. Webb pointed out that the
 Historic Preservation Committee (HPC) did not mention brackets at the top of the poles. And at a
 previous Planning Board meeting, Mr. Raber thought that could be done. She continued that the
 canopy is very stark looking and she would like to see square pillars with brackets at the top. She
 50 wants it to look like it belongs in the Village.

A. Walburger added that the Board should not demand too many details because refurbishing of this
 station is good for the community.

55 R. Huftalen brought up some other issues. Unfortunately, the Board cannot make a determination
 tonight because comments have not been received from the Madison County Planning Department.
 But there are other site plan specifics to discuss.

60 Mr. Raber said that the columns are square, but the corners are rounded because that is the process of
 manufacturing them. The columns are structural steel with powder coating.

R. Huftalen stated that input has been received from John Dunkle, the Village Engineer, and he
 would like it entered into the record. D. Webb read the letter aloud:

65 *I am writing to further comment on the proposed amendments to the Red Apple/Kwik Fill
 site.*

*It is my opinion as Village Engineer that the project provides several environmental and
 safety benefits over the current conditions. In particular:*

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- *Replacing the aging underground storage tank with a new state of the art double-walled tank will greatly reduce the risk of ground water and soil contamination*
 - *Any contaminated soil will be removed during the tank replacement process*

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 - *The new fuel island and canopy layout should facilitate improved vehicular circulation, and tanker truck access*
 - *The proposed green area for stormwater management and trail access can reduce the amount of impervious surfaces and stormwater runoff*

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 - *The proposed rain garden system, as shown on my previously submitted sketch, will provide greatly improved treatment of runoff from the fueling area. The treatment level of the rain garden can be considered equivalent to a hydrodynamic separator unit, while also providing additional aesthetic and environmental benefits, and an opportunity define the beginning of the Village trail system.*

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Mr. Stokes noted that the Village Engineer’s sketch is not referenced in the site plan.

90 R. Huftalen mentioned a concern of traffic control and the location of the exit. He thinks the
 Village might like to install some type of barrier to make it clear that it will be pedestrian access
 only. Mr. Stokes observed the area contemplates a 15-foot width. In actuality, that is the end of
 Kwik Fill’s property line. There are two functions for the strip--filter and walking trail. Traffic

95 should not come out and make a tight turn as it is dangerous for pedestrians and will impact the drainage facilities. He envisions some type of low wooden railing or something that is aesthetically attractive that will demarcate the area.

100 R. Huftalen stated that the Sunoco gas station across the street has a 6x6 and 2x6 pressure treated low level railing about 2 feet high. He continued that considering the traffic flows, it might make more sense to relocate one of the the parking spots. It would retain the same number of spots. But that particular parking spot would not stick out past the walkway. Mr. Stokes added that if the handicapped spot is turned, it would be helpful. Also, the drawing shows a corner that is clipped off. It needs to meet the property line.

105 A. Walburger suggested that the Village might want to consider two bollards on the end of the drainage strip to stop vehicles from approaching it. Mr. Stokes agreed that there needs to be some physical separation on the Village side and the Village would install it. Mr. Raber stated that he sees no problem with that.

110 D. Webb asked if there is anything on top of the canopy that will stick up. Mr. Raber answered no.

R. Huftalen strongly urged striping for parking spaces.

Mr. Raber anticipates a late winter start for this project.

115 R. Huftalen said that he is pleased that Kwik Fill is considering refurbishing this station. Regarding architectural details, he understands Mr. Raber’s position in working with a tight budget. D. Webb added that she also understands, but likes to encourage as much architectural detail as she can.

120 A. McDowell seconded that encouragement and said that having this done is doing the Village a favor.

Mr. Raber said that his client is very budget conscious. They like to keep things simple and generic so they can order parts and pieces. He expressed his concern about getting approval for this project in 2014. In past projects, he has gone through all the trouble and then they don’t do the project because it does not fit that particular budget year. They have 1,700 locations and it is the reality of their business. He wondered if he can give his client any indication of whether this project will get approval this year. He would like to be reasonably sure he can do this project. He questioned if the County could hinder the project.

130 Mr. Stokes stated that, by law, the Planning Board does not have jurisdiction to act without the County’s comments. But the County is only advisory. The County could say it is not a good idea, but the Planning Board can override it anyway. In a normal course, the Planning Board would have the County’s comments back and could act on the application at the January meeting. Mr. Stokes offered to request the County to expedite it if the Planning Board is willing to have a special meeting in December.

140 All members were strongly in favor of having a special meeting to get this approved before the end of the year. It was decided to schedule a special meeting for Monday, December 22, 2014, at 7:00 p.m.

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D. Webb made the motion to adjourn the meeting. R. Huftalen seconded. The motion carried with 4 in favor, 0 opposed. The meeting was adjourned at 8:09 p.m.

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Respectfully submitted,

150 Marlene A. Westcott
Recording Secretary