

**Town of Greenwich  
Planning Board Workshop Meeting Minutes  
02/10/2011**

**Call to Order:** Chairman Tomkins called the meeting to order at 7:00 pm.

**Members Present:** William Tomkins, Jeff Duxbury, Kyle Vandewater (7:02), John Mattison and Erica Sellar Ryan.

**Members Absent:** Dan Spigner and Michelle Wright.

**Also Present:** Clerk Kellie Blake, Supervisor Sara Idleman, Code Enforcement Officer Dan O'Connor and Planning Board Engineer John Hartnett.

**Members of the public who signed the attendance sheet:** Daniel Clarey , Steven Johnson, Stephen Rucinski and Eric Lerner.

Chairman Tomkins introduced newly appointed Planning Board Member Erica Sellar Ryan to the rest of the Board.

**Correspondence:**

- January 2011 Monthly Budget Report received from Budget Officer, Kellie Blake.

**New Business:**

**02/10/2011**

**Site Plan Review # 2011-01 – Greenwich Partners, LLP (designated agent: Bohler Engineering, LLC). Proposal for the construction of a one-story 19,100 sq. ft. retail building with 14,500 sq. ft. outdoor storage area. Building will be located adjacent to the existing CVS Plaza on State Route 29. The proposed retail building will replace an existing 3,200 sq. ft. office building. Tax Map ID #'s 228.-3-9.12 & 9.10.**

Mr. Clarey stated that the final site plan and full SWPP had been submitted. Mr. Clarey stated that they had spoken to Planning Board Engineer John Hartnett and he was going to stop by the office and pick up a set of the site plan and SWPP plan. Mr. Clarey went through the plan page by page and pointed out the following.

- Page 1 – Area Plan, Page 2 – General Notes
- Page 3 – Demolition Plan
- Page 4 –Overall Site Plan and Page 5 – Site Plan, includes connection with the Advance Auto parcel. Greenwich Partners is working on a cross access agreement with Advance Auto.
- Page 6 – Grading plan shows drainage system close to NYS Route 29. This system should be able to infiltrate up to a 10 year storm. Part of the existing system will be modified. This will be channeled underground. A work permit from NYS will be required.
- Page 7 – Drainage and Utility Plan. Shows all utilities which will be located underground. This plan also shows the sewer in more detail. There is currently an existing field that serves the CVS Plaza. This is basically going to be doubled in size based on DOH requirements for flow. It has also been designed for 50% expansion, which is another requirement. Same location as the current system.
- Page 8 & Page 9 – Soil Erosion & Sediment Control Plan. There are detailed specifications in the written SWPP Plan.
- Pages 10 & 11 – Landscaping plan. Landscaping included along slope.
- Page 12 – Lighting Plan. Poles are as required in the Zoning Regulations.
- Page 13 – Page 15 – Construction Details. Components of construction and survey of property.
- Page 16 – Survey Map.

Chairman Tomkins asked if the existing grease trap for Whipple City Pizza would remain. Mr. Clarey stated that it would.

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Jeff Duxbury asked if Whipple City Pizza would be staying there. Mr. Larner stated that he hoped they would be staying, as he mentioned before they are looking at a clothing retailer to move into the plaza. If anything there will be no additional food places added.

Erica Sellar Ryan asked how many square feet the existing building was. Mr. Clarey stated that it was approximately 3,200 sq. ft.

Chairman Tomkins asked about where the snow would be placed. Mr. Clarey stated that they hadn't labeled a spot on the Site Plan but that there was sufficient space behind the CVS Plaza as well as in the front where the septic is located.

John Mattison asked if the outdoor display was fenced and if so how high it was. Mr. Clarey stated that it was an eight foot high chain link fence. Jeff Duxbury asked if the fence could be located in the setback. Chairman Tomkins stated that yes it could be, it is not considered a structure.

Code Enforcement Officer Dan O'Connor asked what the square footage of the sign (on the building) was. Mr. Clarey stated that he had not calculated it as of yet. Mr. Larner stated that they were aware of the requirements and would meet them. Mr. Larner further stated that the current "pylon" sign would remain and that Tractor Supply would just be added to it. Code Enforcement Officer Dan O'Connor stated that if the current sign was altered than it would have to be changed to meet the Zoning Requirements. Mr. Larner stated that they wouldn't be altering the sign, just replacing one of the panels with a new name. Dan stated that would be altering it. Chairman Tomkins stated that he wasn't sure that would qualify as altering the sign and that the Board would look into it and get back to Mr. Larner.

Kyle Vandewater stated that the only comment he had was that the connection access to Advance Auto was indicated as one way, which he felt was not really meeting the "spirit" of what the Board was trying to accomplish with the access. (A car driving into the Advanced Auto could continue on to Tractor Supply but not from the Tractor Supply to Advance Auto) He would like to see it as a two way access. Planning Board Engineer John Hartnett stated that he felt that it would be better if it was only one way because it would encourage traffic to exit at the traffic light instead of onto Route 29 from Advance Auto. More discussion ensued and Mr. Clarey stated that he would try to shift things so the roadway would be 22 feet wide not 20 feet wide. Another suggestion was that it would be labeled as one way for now and in the future, if needed, it could be changed. Mr. Clarey stated that he would do what he could to make it wider.

The application was reviewed at the January Meeting and the following items were supplied for review tonight:

- Copy of Contract of Sale or designated agent form from Dr. Trachtman.
- Complete 911 addresses of adjoining property owners and owners within 500 ft. of the parcel.
- SWPP – grading & drainage plan.
- Location and construction material of all proposed site improvements including drains, culverts, berms, retaining walls, fences, patios, paved areas and decks.
- Description of the method of sewage disposal and location of such facilities.
- Location of snow removal was discussed.
- Location and design of all outdoor lighting.
- Proposed planting plan.
- Planning Board approval box – on all pages – will be stamped on all pages.
- Pages labeled 1 of xx 2 of xx, etc.

Chairman Tomkins stated that he didn't see any reason why this application couldn't be deemed complete and referred to the County at next week's meeting. Planning Board Engineer John Hartnett will review the site plan and SWPP plan and make any recommendations he may have.

Planning Board Engineer John Hartnett stated that it seemed to him that there were more parking spaces than needed in this application.

**A check in the amount of \$60.94 will be needed for certified mailings of the public hearing notices to 11 adjoining owners.**

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**Fees Received: \$300 Application Fee (check # 1063) \$1,500 Escrow for Engineering Fees.**

**New Business:**

**02/10/2011**

**Minor Subdivision # 491 – Steven Johnson – Proposal for a four lot subdivision of two parcels located on Christie Road. Parcel ID # 214.-1-9.9 consisting of 10.48 Acres and Parcel ID # 214.-1-9.8 consisting of 6.81 Acres. Mr. Johnson supplied the Board with a Minor Application, maps and an application fee. The Board reviewed the maps and the following items are needed:**

- **Site Location Map in corner of plat.**
- **If lots are to be non-buildable add plat note for each parcel.**
- **If lots are to be buildable then perc tests, driveway permits and locations of house, septic and wells need to be located on map.**
- **Setbacks are indicated at 15 ft. they are actually 50 ft. and should be corrected.**
- **Subdivision # 491 needs to be delineated on the map.**
- **911 addresses for adjoining owners.**

**Fees Received: \$100 Application Fee (check # 706)**

**New Business:**

**02/10/2011**

**Site Plan Review 2011-02 – Stephen’s Chrysler Jeep Dodge – 2551 State Route 40. Tax Map ID # 228.-2-5. Proposal for an approximately 5,000 sq. ft. addition to the service department to allow for a drive thru service area as well as two additional service bays. Mr. Rucinski supplied site plans for the Board to review. There will be less than one acre disturbed. The exterior will match the existing building. There will not be any new lighting. Jeff Duxbury asked if the addition, being more than 80 ft. would need a vertical break. Mr. Rucinski stated that it was not over 80 ft.**

**The Board reviewed the application and the following items are needed:**

- **Adjoining owners on map need to be corrected.**
- **USGS topographic map or tax map showing location of the building site is needed on the plan.**
- **Title of Site Plan, including name and address of applicant.**
- **Well and septic system need to be delineated on the map.**
- **Oil drainage/separation system needs to be included in plan.**
- **Board may waive requirement for location of all structures within 500 ft.**
- **Planning Board approval box on all pages.**
- **Pages labeled page 1 of x , 2 of x, etc.**

**Fees Received: \$100 Application Fee (check # 18104)**

**New Business:**

**02/10/2011**

**Site Plan Review # 2010-03 – Amendment – Tristan Amzallag (Designated Agent: James Ball) Proposal for an amendment to the approved Retail Site Plan (Clearwater Pools) to include a personal service use (H & R Block) in existing building located at 1100 State Route 29. Tax Map ID # 228.-3-12.2. Parcel is located in the Commercial Zoning District. Chairman Tomkins asked if Mr. Ball was in attendance. Clerk Kellie Blake said he submitted the application but could not be here until next week.**

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**Discussion:**

Chairman Tomkins stated that one of the things the Board should think about and talk to Stu Mesinger about are to allow uses that are permitted in the Commercial District that don't require a physical change or some other measurement to be simply permitted by right. Site Plan Review exists because there is the possibility that a site will be altered that will affect something adversely. But if the site isn't being altered, it's a retail use in a retail district why can't it be permitted by right. It's more complicated than that but why can't we do something like that?

Jeff Duxbury stated that was the way it used to be done.

Chairman Tomkins stated that the Use Table would have to be changed.

Kyle Vandewater stated that he appreciates the spirit of what Chairman Tomkins is saying but he worries that we can never think through the scenario that might be a problem.

Chairman Tomkins stated that he felt that making someone go through two months of meetings for a minor change of use or new use is a burden. Maybe requiring more parking would be a trigger that sends it to the Board. It is something that we should discuss with Stu.

John Hartnett stated that some sites may generate more traffic than parking and that could become a problem.

Chairman Tomkins stated that we could look at the list of Uses; many of them are very similar.

If a category of uses did not require referral to the County it would be less of a burden to the applicant.

More discussion ensued and it was decided that Stu should take a look at this issue and it should be discussed at the training session.

Clerk Kellie Blake stated that she had received a form letter that Tractor Supply would like the Planning Board or Code Enforcement Officer to fill out and sign after the application is approved. Chairman Tomkins stated that Planning Board Attorney Izzo should look at it.

Chairman Tomkins stated that he would be away next week and would not be at the meeting. Vice Chairman Duxbury will be in attendance to chair the meeting.

A motion to adjourn the meeting at 8:55 pm was made by Kyle Vandewater, seconded by Jeff Duxbury.

Respectfully Submitted,

Kellie Blake  
Planning Board Clerk