

The Planning Commission of the Village of North Syracuse held a **Special Planning Commission Meeting** on **Thursday, October 7th, 2021** at **5:30 p.m.** in the Village of North Syracuse Community Center at 700 South Bay Road, North Syracuse, New York 13212.

Planning Board Members: Greg Lancette (Chairperson), Jeff Bachstein, Vera Desimone, Emily Sharp, Connie Irick, and Paul Kolodzie.

Personnel Present: Chris Strong, (Liaison), Neil Germain (Atty.), Kristy Harris, (Engineer), Brian Johnstone (Codes Enforcement Officer), and Pearl Fuller (Secretary).

Agenda:

- Approval of the 09/02/2021 Planning Commission Meeting's Minutes (**approved**)
- Site Plan Review & Approval, Joe Markert (Metz Properties, LLC. for DL Manufacturing),
340 Gateway Pk. Dr. (**approved**)

MEETING STARTS

Chairperson Lancette called meeting to order at 5:30 PM. He took roll call and all members were present.

MINUTE APPROVAL

Chairperson Lancette stated next we have the approval of minutes for September 2, 2021 for Joe Markert of Metz Properties, LLC. Mr. Bachstein made a motion to approve the September 2, 2021 minutes. The motion was seconded by Ms. Desimone. All in favor.

LEGALS

Chairperson Lancette stated we have some housekeeping to address for our applicant, Joe Markert of Metz Properties, LLC. He asked if the agenda was sent to the paper. Mrs. Fuller stated yes. Chairperson Lancette clarified surrounding neighbors and Town of Cicero was notified. Mrs. Fuller continued yes. Chairperson Lancette continued Legal Notice put in paper. Mrs. Fuller added yes. Chairperson Lancette stated all legals appear to be in order.

JOE MARKERT (METZ PROPERTIES, LLC.) For DL MANUFACTURING
340 GATEWAY PK. DR.

Applicant: Joe Markert (Metz Properties, LLC. for DL Manufacturing)
Applicant Representative: Nathan LaPierre (Kiplinger Freeman Associates)

EMERGENCY CIRCUMSTANCES



Chairperson Lancette announced due to the emergency circumstances caused by the Covid-19 pandemic, and the Mayor of the Village of North Syracuse, the public shall be allowed to attend; but must follow the Covid guidelines. Also, they are allowed to watch over Facebook Livestream.

PUBLIC HEARING

Chairperson Lancette stated this meeting was not advertised as a Public Hearing.

PROJECT INTRODUCTION

Chairperson Lancette stated the Applicant before us tonight, is Joe Markert of Metz Properties, LLC, on behalf of DL Manufacturing of 340 Gateway Pk. Dr. He is here for Site Plan Review and Approval for a 1 story, 14,000 sq. ft. expansion and the addition of 6 more parking spaces. He is seeking the expansion for manufacturing and warehousing use.

They appeared before the Planning Commission on 9/2/21 and are returning for a 2nd time. Previously they appeared before the Planning Commission on 7/16/2015, and 18 parking spaces were noted as being acceptable. This project was before the ZBA on 08/19/2021. They went for an area variance for 6 additional parking spaces, Code requires 75 parking spaces, and they were granted relief of 51 parking spaces, reducing them down to 24 total parking spaces for the proposed expansion. In 2017, they completed the 18 spaces as Phase I. of that approval, but did not complete Phase II expansion. The 24 spaces include the 18 parking spaces completed previously.

REPRESENTATIVE

Chairperson Lancette invited the applicant representative to speak his name for the record. Nathan LaPierre introduced himself and stated he was with Keplinger Freeman Associates.

CONCERNS FROM THE PUBLIC

Chairperson Lancette stated Joan Tansey of 38 Devonshire Road inquired about the project, after receiving information she was good with it.

DPW/FIRE

Fire: Chairperson Lancette read the Fire Dept. sent a letter dated 8/2/2021. The North Syracuse Fire Dept. has reviewed the Site Plan for the above captioned project; specifically we reviewed Sheet L-1 with the revision dated of 7/22/2021. The department has the following concerns:

FC 503.1.1 Fire Apparatus Access Roads: As presented this, project does not meet the intent of this section of the code. The entire exterior of the building is not within



reach of a 150 foot fire hose. We understand that this section allows an exception if the building is protected by an automatic sprinkler system.

FC 507.5.1 Fire hydrant location: As presented, this project does not meet the intent of this section of the code. All exterior points of the building are not within 400 feet of a fire hydrant. Exception#2 allows the distance to be increased to 600 feet if the building is protected by an automatic sprinkler system. With verification of the presence of an automatic sprinkler system this section of the code would be satisfied.

DPW: Chairperson Lancette stated letter dated 8/13/2021: He has reviewed the plans for this project and his finding is it looks good; no concerns for the DPW. Project does not have any negative impact on DPW or its operations.

REPRESENTATIVE ADDRESSES BOARD

Chairperson Lancette asked Mr. LaPierre to explain the project for the Board. Mr. LaPierre stated since the last time that we were here; we went back and forth with Mrs. Harris quite a bit regarding the storm system, the SWPPP document particularly. He continued the items that have changed since the last time we presented are the Stormwater basin here on the left hand side of the proposed building. He added it has gotten a little bit wider toward the top of the basin. He explained due to some of the requirements of the SWPPP, we rerouted the proposed roof drains over to this corner, so they can make contact with actual lawn; before they go into the basin. He stated before we had it piped coming out of the building, running all the way down thru pipe, so those are a couple of the big changes. He continued then this area right here, just these parking spaces, will now be pervious asphalt; we did that just to accommodate some of the regulations. He offered to go a bit more into the project, if they needed a refresher.

BUILDING EXPANSION

Chairperson Lancette inquired where is the building expansion located in reference to the existing building, the expansion is how many stories and how large. Mr. LaPierre stated it is 1 story, 14, 000 sq. ft. building and it is located on the north hand side of the existing building.

BUILDING EXTERIOR

Chairperson Lancette asked can you describe what the new building expansion exterior will be. Mr. LaPierre stated yes, it is going to be block masonry and construction material will match the existing building.

BUILDING EXPANSION USE



Chairperson Lancette asked what the use of the building expansion will be. Mr. LaPierre stated it is going to be used for manufacturing and warehousing.

AREA VARIANCE

Chairperson Lancette stated this project appeared before the ZBA on 08/19/2021. They went for an area variance for 6 additional parking spaces, Code requires 75 parking spaces, and they were granted relief of 51 parking spaces, reducing them down to 24 total parking spaces for the proposed expansion.

PARKING/HANDI-CAP PARKING/SITE ACCESS

Chairperson Lancette asked where on the site, will the additional 6 spaces be for parking and will there be any Handi-cap. Mr. LaPierre stated the Handi-cap parking spaces were covered with the last construction project with the 18 spaces, but the new parking spaces are being added just above the existing. He continued they are being added between the existing parking lot and the new building addition. He added we have 1 Handi-cap and we now we have 24 parking spaces. Chairperson Lancette asked how many total parking spaces and how many total Handi-cap spaces are there for the entire site. He added the total site has 72 total parking spaces, 3 of which are Handi-cap spaces.

Chairperson Lancette stated the site access, will it remain the same or will there be new additional entry drives to the expansion. Mr. LaPierre stated the access drive will remain the same. He continued we are reconfiguring the existing 18 parking space lot to access the additional parking from the same curb cut though.

SIDEWALKS/LANDSCAPING/PLANTINGS

Chairperson Lancette asked if there will be any new sidewalks and if so, where are they being installed. Mr. LaPierre stated we have a small employee patio being installed in this location between the new parking lot and the new building. He continued and there is access to a man door in that location.

Chairperson Lancette asked if the sidewalks will have landscaping or plantings by them. Mr. LaPierre stated yes, we have a few trees being planted. Chairperson Lancette asked Mr. LaPierre what type of trees or plantings will be put in and where. Mr. LaPierre stated along Gateway Pk. Dr. here, will have 3 Deciduous Trees by the employee patio in between the new building and the new parking lot will have 2 Deciduous Trees and then our Stormwater basin is being planted with a mix of small little plugs; that are Wetland species and things like that.

LIGHTING

Chairperson Lancette asked on the building where will Dark Sky compliant wall pack lighting units be placed. Mr. LaPierre stated we have a Lighting Plan that shows the location, but it is



roughly keeping character with the original building; we have 2 on each side, essentially on each building face.

Chairperson Lancette stated existing parking lot light poles are to remain, will there be a need for any additional poles to accommodate the additional parking spaces. Mr. LaPierre stated no, the intent and the Photometric Plan shows that the wall packs on this face of the proposed building will be lighting the additional parking lot.

STORMWATER/DRAINAGE

Chairperson Lancette stated site draining, on Sheet L-2; can you show where the runoff will be directed? Mr. LaPierre stated all the water from this parking lot is pitched to this pervious asphalt. He continued so the water will come across the asphalt, and hit the pervious asphalt. He added it will then be captured in the forebay which is just a pretreatment for Stormwater. He explained then that fills up and flows over this little berm, it settles out in this shallower area in the Stormwater basin. Then in large storm events it is now a closed structure that will discharge the Stormwater.

DUMPSTER(S)/ENCLOSURE

Chairperson Lancette asked Mr. LaPierre to point out where the waste enclosure(s) and dumpster(s) will be located on the plan. Mr. LaPierre stated yes this corner of the building is where the waste enclosure is. He continued it will be screened with a fence. He added we placed it here, because it is accessible from the drive for a garbage truck. Chairperson Lancette clarified a 2 sided enclosure. Mr. LaPierre stated 2 sided with a double swing gate.

WETLANDS/ARMY CORP OF ENGINEERS

Chairperson Lancette stated Wetlands, Army Corps of Engineers obtained 6/10/2021, please explain their findings. Mr. LaPierre stated they provided a jurisdictional determination stating that the Wetlands on site were not theirs; they did not belong to them. He continued so we went to the DEC and they took ownership of those Wetlands.

WETLANDS/NYS DEC PERMIT

Chairperson Lancette stated Wetlands; NYS DEC Permit obtained 1/21/2021, what does it permit? Mr. LaPierre stated we can disturb the Wetlands.

DAYS AND HOURS OF OPERATION

Chairperson Lancette asked what are the hours of operation, and numbers of shifts; days of operation and hours of the facility. Mr. Markert stated we are open Monday thru Friday, 6:00 A.M. to 5:00 P.M.



SIGNAGE

Chairperson Lancette asked if any new signage will be added and where will it be placed. Mr. LaPierre stated the only signage that we have proposed is a Handi-cap Parking Sign.

ADDITIONAL PERMITS

Chairperson Lancette asked if there are any additional permits required. Mr. LaPierre stated no.

UTILITIES

Chairperson Lancette asked if he could list the utilities and locate them. Mr. LaPierre stated we are already connected to those utilities, so there is an existing transformer that is located right here, so that is to remain, we are not affecting that at all during construction. Chairperson Lancette clarified that the rest will just be internal connections. Mr. LaPierre continued correct.

LOCKBOX

Chairperson Lancette asked if he could show us where the lock box location is going to be. Mr. LaPierre stated we have not coordinated that yet, but that is something that we can talk to Code Enforcement. Chairperson Lancette stated Codes and Fire. Mr. Markert asked isn't a lockbox already existing. CEO Johnstone stated he thinks there is already a lockbox at the front door. Chairperson Lancette continued as long as we have access.

FIRE PROTECTION/SPRINKLERS/HYDRANTS

Chairperson Lancette stated Fire Protection, Fire Dept.: Sprinklers, and hydrants. He continued can you point those out. Mr. LaPierre stated he does not have the interior building plans, but it is sprinklered. He continued hydrant locations: there is a hydrant right on the corner here, as you come in and there is a hydrant at the end of Gateway Pk. Dr. which dead ends right here off of the plan and survey.

SNOW STORAGE

Chairperson Lancette asked with this expansion being added, will it change the existing snow storage plan and where will that be placed. Mr. LaPierre stated on our layout plan it indicated 2 areas for snow storage, 1 being right here and then 1 being right here, so the idea is the person could plow the lot side to side. He continued it really does not change much from what they do now; there is just a little more asphalt.

CHANGES MADE TO THIS NEW REVISION

Chairperson Lancette asked if he could go over the changes that were made from the plans since the last meeting when we initially started discussing this. Mr. LaPierre explained from the last meeting we coordinated with Mrs. Harris, like he stated. He continued the main difference



here is that this Stormwater basin was reconfigured a little bit; some of the contours and the depths were change, so we just formed the earth a bit differently. He stated we added pervious asphalt pavement in the proposed parking spaces. He spoke of the proposed roof drains that were originally on this side of the building are now discharging on the corner of this part of the building, just to meet the requirements.

ENGINEERING COMMENTS

Chairperson Lancette asked Mrs. Harris if she had any comments. Mrs. Harris stated no.

BOARD DISCUSSION

Chairperson Lancette asked if anyone on the Board had any questions that have not been addressed or any questions that you would like to ask the applicant at this time. With no response from the Board he continued on.

COUNTY SOCPA RECOMMENDATIONS

Chairperson Lancette verified there were not any new SOCPA recommendations from county planning since the last time. Mrs. Fuller stated there were not. Chairperson Lancette stated because the County Planning was O.K. with what they have.

SEQR

Chairperson Lancette stated we have listed the SEQR as Unlisted. Mrs. Irick made a motion to move for the adoption of a resolution that the Planning Commission of the Village of North Syracuse hereby determines based upon the applicant's completed environmental assessment, the information presented by the applicant, the Planning Commission's personal knowledge of the Site, and all other information presented and proceedings had herein that the proposed action will not have a significant effect on the environment and that this resolution shall constitute a Negative Declaration for the purposes of Article 8 of the Environmental Conservation Law of the State of New York. The motion was seconded by Mrs. Sharp. Roll Call: Bachstein-Yes, Desimone-Yes, Sharp-Yes, Irick-Yes, Kolodzie-Yes, Lancette-Yes. Approved 6. Opposed 0. All in favor.

SUNSET CLAUSE MOTION

Mrs. Sharp made a motion to approve the sunset clause to expire on 5/31/2023. **The motion was seconded** by Ms. Desimone. Roll Call: Bachstein-Yes, Desimone-Yes, Sharp-Yes, Irick-Yes, Kolodzie-Yes, Lancette-Yes. Approved 6. Opposed 0. All in favor.

Chairperson Lancette explained if the applicant cannot complete the project by the Sunset Clause date, they will need to contact the Codes Officer prior to that date to request to come back before the Planning Commission to request an extension. He asked Mr. Markert if he acknowledged that. Mr. Markert stated yes.



SITE PLAN MOTION

Mrs. Irick made a motion to approve the Site Plan with Unlisted SEQR including conditions listed below, Sheet L-3 Layout and Planting Plan, DL Manufacturing, 340 Gateway Park Drive, Prepared by Keplinger Freeman Associates, Landscape Architecture and Land Planning, RZ Engineering, PLLC., dated 06.04.15 with Drawn By: C. F., Checked By: S.F., KFA Proj. No.: 35003. Revised date: Municipal Review of 09-27-21.

Conditions

- Complies with Sunset Clause Completion date of 5/31/2023
- Lock boxes access on building
- Expansion sprinklered; utilize existing Fire Dept. connection

The motion was seconded by Mr. Bachstein. Roll Call Vote: Bachstein-Yes, Desimone-Yes, Sharp-Yes, Irick-Yes, Kolodzie-Yes, Lancette-Yes. Approved 6. Opposed 0. All in favor.

Chairperson Lancette asked for a motion to adjourn the meeting. **Ms. Desimone made a motion** to adjourn the meeting at 5:52 PM. **The motion was seconded** by Mrs. Irick. All in favor.

Respectfully submitted,



Pearl Fuller
Secretary

