

The Planning Commission of the Village of North Syracuse held a **Planning Commission Meeting** on **Thursday, August 15th, 2024** at **5:32 p.m.** in the Village of North Syracuse Community Center at 700 South Bay Road, North Syracuse, New York 13212.

Planning Board Members: Jeff Bachstein, Acting Chairperson, Vera Desimone, Paul Kolodzie, Lisa Lioto, Emily Sharp and Darlene Piper, Alternate.

Personnel Present: Neil Germain (Atty.), Amy Franco, (CHA Engineer), Chris Strong, (Liaison) and Pearl Fuller (Secretary).

Personnel Absent: Greg Lancette (Excused), and Connie Irick (Excused).

Agenda:

- 7/18/2024 Planning Commission Meeting's Minutes **(Still being transcribed)**
- Site Plan with Special Permit: 601 S. Main St.: Sammy's Time Square Deli & Grill
(Adjourned, returning)
- Site Plan: 413 Church St.: North Area Meals On Wheels **(Adjourned, returning)**

MEETING STARTS

Acting Chairperson Bachstein called meeting to order at 5:32 PM. He took roll call and all members were present.

CODES OFFICER ROHM

Acting Chairperson Bachstein announced for the record Nicholas Rohm, Codes Enforcement Officer is no longer with the Village. He continued the new person is supposed to start after Labor Day.

MINUTE APPROVAL

Acting Chairperson Bachstein stated we are going to hold off on minute approval for the of July 18, 2024, they are still being transcribed.

LEGALS

Acting Chairperson Bachstein stated we have some housekeeping to address for our applicant, Sammy's Time Square Deli & Grill located at the 601 S. Main St. property. He asked if the agenda was sent to the paper. Mrs. Fuller stated yes. Acting Chairperson Bachstein continued was Legal Notice put in paper. Mrs. Fuller continued yes. Acting Chairperson Bachstein clarified surrounding neighbors, and Town of Clay were notified. Mrs. Fuller added they were. Acting Chairperson Bachstein verified that the referral was sent to Onondaga Cty. Dept. of Planning and Resolution is back. Mrs. Fuller continued yes. Acting Chairperson Bachstein stated all legals appear to be in order.

SAMMY'S TIME SQUARE DELI & GRILL (SADAM KHUBANI)-601 S. MAIN STREET

Applicant: Sammy's Time Square Deli & Grill (Sadam Khubani)
Applicant Representative: David Mosher, Mosher Architects, P.C.

PROJECT INTRODUCTION

Acting Chairperson Bachstein stated the Applicant before us tonight is Sammy's Time Square Deli & Grill, owned by business owner Sadam Khubani (Sammy), who is proposing to open a Deli & Grill at 601 S. Main Street. This was previously a Physical Therapy Office and is zoned C-2 (Commercial). He is leasing the space from the property owner: Consolidated Properties of New York LLC. They are going for a change of use and Site Plan with Special Permit per §240-12 B. (4) which allows Restaurant/Bar with the issuance of a Special Permit. There is no seating or drive thru planned. The property owner has given permission for him to make application. The County has determined this to be Exempt.

APPLICANT ADDRESSES BOARD

Acting Chairperson Bachstein invited the applicant, Mr. Khubani, owner of Sammy's Time Square Deli & Grill and Mr. Mosher, Architect to present for Sammy's Time Square Deli & Grill, to address the Board. Mr. Mosher stated the existing building was a former physical therapy and someone share the history that it was also supposed to have been a Dunkin Donuts too at one time. He continued now we have to come back in and get approval for a Change of Use, for the zoning to allow it back to a Restaurant/bar, but it is really a grill; a grab and go grill. He added some associated snacks with that. He explained customers will come in, order food, they will prepare it. He stated they also have like a salad bar, a fruit bar, and a bagel bar; and that kind of thing. He continued they also have coffee and associated drinks to go with that. He added then leave to go consume their product. He explained there are no improvements intended really on the site itself, except just to replace the sign blades to advertise his business. He stated all existing lighting will remain the same. He continued all the existing landscaping will stay as well. He added internal improvements are a little bit of demoed walls, remove some finishes, put up some FRP and paint. He explained really a very limited scope of improvements, alterations on the inside. He stated the equipment installation and the grease trap.

CHANGE OF USE

Acting Chairperson Bachstein stated the existing Physical Therapy Office is proposed to be converted to a Deli & Grill, but will not be using the existing drive thru; is that correct. Mr. Mosher stated there is no drive thru there. Acting Chairperson Bachstein continued with the Change of Use going from a Physical Therapy Office to restaurant, what affect will it have on the generation of additional number of patrons and traffic at the Rt. 11/South Main St. intersections with Melrose Dr. Mr. Mosher stated it will be very comparable to what was there when it was the Physical

Therapy Office, they always had an out flow of traffic and the individuals coming in and out, in and out. Acting Chairperson Bachstein asked was there a traffic study done. Mr. Mosher continued no. Acting Chairperson Bachstein continued was any required. Mr. Mosher added not that we were told of.

WAIT TIME/ORDERS/DELIVERY/TEMP PICKUP SPOTS/SEATING

Acting Chairperson Bachstein stated any other questions from the Board. Ms. Desimone asked when a person goes in to get their food, about how long would it take them to get their food and get out. Mr. Khubani stated like five [5] minutes in and out, ten [10] minutes at the longest. He continued it depends on what you order, if you order a salad with a few toppings in the salad, it takes just a couple of minutes to toss a salad. He added if you wanted something hot on the grill, depending on what you order five [5] to ten [10] minutes. Mrs. Sharp asked if they were taking call in orders. Mr. Khubani explained yes, call in orders and deliveries. Acting Chairperson Bachstein asked if you anticipated any designated spots for those. Mr. Khubani stated yes. Acting Chairperson Bachstein stated are there going to be signs for pickup or whatever parking spots, some places they say takeout or pickup. Mr. Khubani continued inside where they have a station for pickup only. Acting Chairperson Bachstein clarified, but nothing in the parking lot. Mrs. Piper stated you say no seating, would that be forever and ever, or would you think maybe to put... Mr. Khubani stated he would maybe see how it goes first, if the clients wanted maybe future seating, he stated it is a big open space. Mrs. Piper continued would that then have to be readdressed through here. Atty. Germain stated if there is no seating and they are going to put no seating on the plans. Mr. Khubani continued there is no seating at the moment. Atty. Germain continued well at the moment it is on the plan, because it is going to be, then it is enforceable as no seating. He added if they want to make that change and have seating, then you would have to address it with Codes. He clarified so that is going to be on the plan. Mr. Khubani reiterated no seating.

PERMISSION LETTER

Acting Chairperson Bachstein asked has a letter been provided to the Codes Dept. giving permission for Sammy's Time Square Deli & Grill to make application on behalf of Consolidated Properties of New York, LLC. Mrs. Fuller stated we did receive one.

PUBLIC HEARING

Acting Chairperson Bachstein stated this meeting was advertised as a Public Hearing. Acting Chairperson Bachstein stated since it was advertised as a Public Hearing, is there anybody that came to speak about this particular project. Willie Ealey, of 207 Melrose Dr. stated he heard they are doing some interior demo. Mr. Mosher stated just a few walls. Mr. Ealey continued there is not any environmental remediation being done. Mr. Mosher continued no. He continued no environmental remediation, that is good. Mr. Ealey added for traffic, he noticed across the street,

it is busy at the service station. He explained now it is causing somewhat of traffic with the gas, and the good price, a lot of people along side of the road there at peak times of the day. He stated was wondering how the flow of traffic is going to be established once this happens, is it going to be coming into the local residential area. He continued it was already difficult getting on to Rt. 11 from Melrose Dr., he was just trying to get an idea when this coming to see how this is going to roll out. He added as far as traffic, he thinks it is going to increase traffic through the local residential area; that is his concern. He explained just trying to come out of Melrose to get onto Rt. 11 is somewhat of a problem right now, so he is just trying to get a foresight as to what he will be looking at as far as his residential area. He continued he would like to see more businesses in the area, but he just wants to be aware of what is going on. Acting Chairperson Bachstein asked if there was anybody else, no one else responded. Acting Chairperson Bachstein thanked the applicant for his time tonight. Atty. Germain stated leave the Public Hearing open.

LIQUOR, WINE, BEER/TOBACCO PRODUCTS, VAPING AND PARPHERNALIA

Mrs. Lioto asked if you intend to sell nicotine products. Mr. Khubani stated no nicotine at all, just food. Acting Chairperson Bachstein asked the Board if anyone had feelings on liquor one way or the other. Atty. Germain stated it is just a yes or no. Mrs. Lioto stated yes, she was against all tobacco related products, and liquor. The rest of the Board agreed they did not want liquor, wine, any paraphernalia or beer. Mrs. Lioto continued her concern is that today you may say no nicotine and tomorrow maybe yes. Mr. Khubani added no nicotine, no liquor, grab and go; NY City Style Deli & Salad Bar, stuff like that. He explained maybe some snacks, so chips with your sandwich. Mrs. Piper clarified agree not to have it there. Mrs. Piper agreed not to have it there. Atty. Germain reiterated it should go in your notes, you are going to cover: No tobacco, no nicotine, no paraphernalia, no liquor, no wine or no beer. Atty. Germain stated since you are going to revise that plan, when you go into the notes, you stated it is going to be no smoking products; no vaping, no tobacco, no paraphernalia; if you put it on the notes, that ties it to the plan. He continued you put it on the notes and plan and when we approve the plan it will be on the plan and enforceable. He clarified there is no liquor, beer, wine. Mr. Khubani stated yes, just plan food, that is it. Mr. Mosher asked no beer or anything. Mr. Khubani continued no. Mr. Mosher added he would put those in the notes as well.

LETTERS FROM SURROUNDING NEIGHBORS

Acting Chairperson Bachstein stated we did not receive any letters from the surrounding neighbors.

DPW/ POLICE/FIRE

Acting Chairperson Bachstein stated we have comments from Police, Fire and DPW who have commented on the project and the application and he read through them as follows:

DPW: Letter dated 8/6/24, stated I have reviewed the plans submitted for the above listed project and my findings are as follows: Looks good; no concerns for DPW. The project does not have any negative impact on DPW or its operations.

Police Dept: Letter dated 7/30/24, stated I have had the opportunity to review documents provided by Pearl Fuller of North Syracuse Codes Enforcement office in regard to the proposed Sammy's Time Square Deli & Grill, located at 601 South Main St. After reviewing the documents, I do not have any substantive concerns to share regarding public safety related to this business. I did note that Mosher Architects, P.C., notes the building is not "Sprinklered." With that item being out of my purview I will leave that to be addressed by our fire partners, if necessary. If you have any questions, please feel free to contact me.

Fire Dept.: Memo dated 9/13/24 stated I have reviewed the site plan provided by your office regarding the above captioned project. At this time, the Department had no issues with the site plan as depicted in the sheet labeled L-1 dated 6/26/24. Thank for the opportunity to review this project for the North Syracuse Fire Department.

PROPOSED INTERIOR RENOVATIONS

Acting Chairperson Bachstein stated the existing Physical Therapy Office is proposed to be converted to Deli & Grill, but will not be using the existing drive thru; is that correct. Mr. Khubani stated yes, that is correct.

PROPOSED EXTERIOR RENOVATIONS

Acting Chairperson Bachstein stated are there an exterior aesthetic changes being done. Mr. Mosher stated no.

DAYS/HOURS OF OPERATION

Acting Chairperson Bachstein stated what are your proposed days and hours of operation. Mr. Khubani stated seven [7] days from 5:00 AM to 12:00 Midnight. Mrs. Lioto stated what are you anticipating your busy hours to be, I see you are open 5:00 AM to Midnight. Mr. Khubani stated yes, hopefully lunch time would be the busiest or people afterwork, would like stop to grab something, before they get home.

EMPLOYEES/OCCUPANCY

Mrs. Lioto asked and how many employees do you have. Mr. Khubani continued some employees, it depends on how business goes. He added we are going to start with maybe 6 to 10 workers,

not all at one shift, it depends on how busy we get; the busier we get, the more workers we need. Mrs. Lioto reiterated and how many employees. Mr. Khubani continued 6 to 10. Mr. Mosher added not all at once shift. Acting Chairperson Bachstein stated what are the total number of employees and what is the total maximum number of employees that will be on site at any given time. Mr. Khubani stated six [6] to four [4]. Mr. Mosher stated per shift he would say four [4]. He continued the way the equipment and everything lays out, one [1] doing cashier, one [1] doing the cooking, he would say three [3] to four [4] max. Acting Chairperson Bachstein stated what is the total occupancy with employees in the restaurant. Mr. Mosher stated well it would be once you do the calculation, he would have to do, there is no seating area, it is all. He continued we stated probably a maximum of ten [10] customers at a time along with the employees, so probably fifteen [15] total at one given time, just from the flow.

Chris Strong, Liaison asked if the building had or will there be an occupancy number established and posted. He stated that question came up and there was no official answer. He continued normally with the occupancies it is based upon the Codes Officer and your number is 19 and you cannot go above that. Mrs. Fuller stated she thought it was based on the use and the square footage and stuff. She continued she thought it would happen after they get approved, and get ready to open, they should be having a fire safety inspection to open the business which would come from the Codes Officer. She added they should establish according to the codes and the space what is allowed. Liaison Strong added he did not know if the previous Physical Therapy, if we know off the end if it was 20 or 24, he understands the layout is going to be a little different; just so you have an idea what that max number is. Mr. Mosher stated when we apply for a building permit, he always does an occupancy and occupancy load based on a calculated formula. He continued based on several areas, for example: Kitchen area is 1 occupant to 300 sq. ft.

PARKING/HANDICAP PARKING/STORMWATER

Mrs. Franco stated some of the parking that you reference and label, needs to be delineated better. She continued like you say seven [7] cars along that east side, is the seventh [7] space on the left or on the right, you definitely have six [6] delineated; we just need to confirm that. She added the handicap is one [1] per 25, that is fine. She explained she is thinking if you are able, so you only technically need one [1] space, but flip flopping the striping and the handicap. She stated technically that triangle space... Mr. Mosher stated what we are showing now is what is existing there, we were not intending to do any restriping, the tenant wasn't anyway. He continued this is what we inherited from the landlord, so. Mrs. Franco continued she understands that. Mr. Mosher added any issues with that have to be approved from the landlord to do that work. Mrs. Franco added she guessed the way it works with the Site Plan Approval, so that triangle space is not technically unloading space for the handicap spot. She explained so talk to the landlord, flip flop it. Mr. Mosher explained if we can get his approval, we will do whatever we have to. Mrs. Lioto asked where would workers park. Mr. Khubani explained at the property. Mrs. Lioto stated so currently there are 12 spaces. Mr. Khubani stated he believed there are like 17 spaces and 2 handicap. Acting Chairperson Bachstein clarified parking: How many parking spaces

are there and how many handicap spaces. Mr. Mosher stated there are 2 Handicaps and 17 is the final count. Mr. Khubani stated there are 15 and 2 are the 17.

Mrs. Franco explained going over to the west side, what is the flow of traffic of the adjacent property, is it just showing asphalt going that way. Mr. Mosher stated yes, there is a curb cut right now on South Main St. right up here. He continued so the flow goes in this way, they come around; there is also a curb cut on the Melrose Dr. as well that is there already. Mrs. Franco asked what is the relationship between this property and the adjacent property. Mr. Mosher clarified this one over here. Mrs. Franco stated yes, is there any like barriers, is it free flow of traffic. Mr. Mosher added he thinks there was a guardrail (muffled). Mrs. Franco continued so you would not be able to have traffic going...Mr. Mosher explained correct, crossing. Mrs. Franco added it is not shown on the plan, so those kinds of things just aren't. Mr. Mosher stated he did not know if the surveyor thought that it was on their property. Mrs. Franco explained right, she just wanted to confirm that with you. She stated the other thing is there was no grading or topography shown, Stormwater, all incident and she knows the adjacent property; is also owned by the same owner. She continued but down Melrose is not, so anything that flows that way is the responsibility of this property. She added if it is your roof drains, snow storage, and she knows you stated that is the landlord's responsibility but; again, it comes with the Site Plan Approval. She explained any Stormwater incident to your property is your responsibility and not anyone else. She stated with that she cannot confirm that the handicap is handicap accessible, because she did not receive those spot grades, she is assuming it is; because it was previously used by a Physical Therapists Office, so she would assume that would be the case. She stated these are her typical review comments and she apologized, that she did not have the letter. Acting Chairperson Bachstein stated are there any sidewalks or crosswalks by the restaurant. Mr. Mosher stated there are existing ones along South Main St. and a little one [1] on Melrose Dr. side. He continued he did not remember if there was a crosswalk when you across Melrose, he is not sure.

RECEIVING OF DELIVERIES

Mrs. Franco continued the delivery area, and asked if they would talk about the truck sizes of their deliveries and how you think those might be handled. Mr. Khubani stated there is in back of the building, there is a dock where deliveries can be done. Mr. Mosher asked what size trucks. Mr. Khubani continued we are talking small. Mrs. Franco clarified so you do not expect large trucks to park on Melrose or... Acting Chairperson Bachstein asked do you use Sysco, or anything. Mr. Khubani added just small like Boar's Head, Deli-boy, smaller trucks, Syracuse Banana Co., to get vegetables. Mr. Mosher stated small panel trucks 22' or 23'. Acting Chairperson Bachstein stated as far as deliveries, where will they load, how many times a week will deliveries be made, and where will the delivery trucks come in or park. Mr. Mosher stated the delivery will go in the back where there is already a load area. Mr. Khubani stated it may be 3 or 4 times a week. Acting Chairperson Bachstein continued since they are opening early is there any time that they cannot make a delivery before such a time. Mrs. Fuller stated there is something, but she is not sure how early it goes. She continued she knows like trash it is not before 6:00 A.M. Mr. Khubani added

they usually do not come any later than 12:00 P.M. in the afternoon. Acting Chairperson Bachstein clarified, but not early, because you are open early, like 3:00 A.M. or something. Mr. Khubani added he is not sure, maybe they come at the time we open, unless they schedule something when we open for. Acting Chairperson Bachstein added just keep an eye on the time, because there are neighbors behind you there.

DUMPSTER: LOCATION/DUMPSTER VARIANCE

Mrs. Franco asked about dumpster and trash and where they are located at. Mr. Mosher stated the one [1] is existing right now, back in behind the receiver. Mrs. Franco stated that will also need to be shown on the plan, because we need to make sure that access is even available. Mr. Mosher agreed. Mrs. Franco continued these are things that need to be shown on the plan regardless if existing or not when you have a change of use. She added so you need to see it on the plan, and it needs to be screened, if it is not already; it will need to be. Mr. Mosher stated we will put a screen; with all these items we will make sure that we go to the landlord and they can negotiate those items. He continued just from a cost he does not want to commit to Sammy, to do site improvements. He added we will definitely make sure that we do those site improvements, even if he has to go back with the landlord and say hey, you need to provide this for your property. Mrs. Franco explained a condition for your business for sure and that is all she has. Acting Chairperson Bachstein stated is a variance required for the dumpster. Mr. Mosher stated no. Acting Chairperson Bachstein continued just for reference you will need a Building Permit for the screening. Mr. Mosher stated yes, for the interior alterations. Acting Chairperson Bachstein clarified he would need one for the dumpster screening which will be separate. Mr. Mosher stated we will apply for any Building Permits separately.

DUMPSTER: BOLLARD

Acting Chairperson Bachstein stated are any bollards or signage by dumpster area required, if so, what will the signage say and will it be placed on one [1] or both ends. Mr. Mosher stated they would have to go to the refuse company and see if they would want any and see what size dumpster they would want to provide. He continued right now they have an area for it, but so if we did, we would put it to protect them. He added we would do a screen in detail. Acting Chairperson Bachstein stated do you anticipate any signage for the dumpster. Mr. Mosher stated no.

DUMPSTER: AESTHETICS

Acting Chairperson Bachstein stated what height, type, and color of screening will be used for the dumpster(s). Mr. Mosher stated he usually proposes a nice white privacy vinyl fence pvc. He continued he always found that to be more pleasing than a stockage wood fence, that is always what he uses to detail around it. Acting Chairperson Bachstein asked the Board if it sounded O.K. to the Board when they come up with their new plan. The Board agreed.

LANDSCAPING

Mrs. Lioto asked if you are able to provide a vegetation landscaping for all sides of the building when you come back. Mr. Mosher stated it was not our intention, that is something that the landlord would really have to provide, because now it is existing. Mrs. Lioto stated could you talk to him. Mr. Mosher continued we can ask if he would be willing to provide, we rent, we cannot commit my client to improve the site; that is up to the landlord, but we could talk to him and see. Mrs. Lioto continued when you are asking us to approve the site plan. She shared her concern that there are businesses that maybe in front of the building, but then you have garbage on the side or there are weeds, so it would be helpful for us to see a Landscaping Plan for the sides of the building. Mr. Mosher stated O.K., we will definitely negotiate that to the landlord, he reiterated he just did not want to see his client pay for the stuff that is the landlords for whatever needs to be done. Mrs. Lioto added maybe that can be worked into your lease. Acting Chairperson Bachstein stated any landscaping being done, if so what type. Mr. Mosher stated he thinks they will make those selections on the plan; it would be hard for his to design the landscape for him right now. He continued low growth perennials, that is what he usually goes with. Mrs. Franco stated you referenced the trees to the east are circles, are existing trees. Mr. Mosher continued yes. Mrs. Franco continued the legend shows you have some proposed vegetation and landscaping somewhere. Mr. Mosher added the legend is just a generic legend in case we do get proposed stuff, he shared they are leaving all the existing. Mrs. Franco reiterated all existing trees there, no proposed. Acting Chairperson Bachstein asked is there any chance you could clean up the weeds that are growing up in the parking lot. Mr. Khubani stated yes. Mr. Mosher stated we will make sure that the landlord will cut that. Acting Chairperson Bachstein stated he knows it has been vacant for a while, so no one is probably keeping an eye on it.

FIRE LANE/HOOD/ANSEL FIRE SUPPRESSION SYSTEM/HYDRANT

Acting Chairperson Bachstein stated will the placement of the dumpster interfere with the fire lane driveway or apparatus turn around. Mr. Mosher stated no. Acting Chairperson Bachstein stated is the restaurant going to be sprinklered with a Hood Fire Suppression System. Mr. Mosher stated there is going to be an exhaust with an Ansel Fire Suppression System. Acting Chairperson Bachstein stated where is the closest fire hydrant. Mr. Mosher stated it is right in front.

SIGNAGE/SIGN

Acting Chairperson Bachstein stated are there any signage changes and if so what and where are they going. Mr. Mosher stated just changing out the blade signs on the existing pylon sign that is there now. He continued then there is reflective that lights there and replace that, and we will abandon the one [1] on the rear of the building, because we really do not need to advertise there in the residential district. Acting Chairperson Bachstein continued just to reference you will need a permit for signage through the Codes Office.

Mrs. Piper stated that she drove by today, so with the sign, the poles are kind of rusted; are you keeping the poles and just changing the top. Mr. Khubani stated maybe repaint and change it, make it nice. Mrs. Piper continued it is a pretty hefty sign.

SEWER/SANITARY FLOW/DRAINAGE/GREASE TRAPS/UTILITIES

Acting Chairperson Bachstein stated are there any other utility changes, permits required and if so, who are they with and have they been applied for. Mr. Mosher stated we have not applied for them, but there will be Plumbing Control for the internal grease trap in case there are some fires, so whatever electrical permit.

Mrs. Lioto asked if there were any new electrical or water line changes or construction with it going from Physical Therapy to a restaurant. Mr. Mosher stated no, because the loads are so light, there is just a little bit of electrical service for the equipment. He spoke of the water line already have been sized for that was put in. Mrs. Lioto continued is that on the plans. Mrs. Franco asked so the interior grease trap. He explained they will have the camera all the way through to the lateral for the existing to make sure it is all still in good working order and the grease trap will be all that is added. Mrs. Lioto added she just did not know if you needed anything on the site plan.

SIDEWALK CLEARING/SNOW STORAGE

Mrs. Lioto asked and where is your snow removal going to be, where is the snow going in the wintertime. Mr. Mosher stated there is enough property that they can push it way back, and to the edge, the site is big enough to handle the snow. Mrs. Lioto stated if you could show me specifically where it would go. Mr. Mosher stated there are trees here, but it could be pushed off to the side here, he is sure that is what the landlord does now. Mrs. Lioto continued she is not sure if there is a barrier between the trees or parking spots. Mr. Mosher continued no there are not, it is just as you see. Mrs. Franco asked back to the snow removal question, who would do the snow removal. Mr. Mosher stated the landlord would do the snow removal. Mrs. Lioto asked if there were sidewalks between the parking spots and those trees. Mr. Mosher continued here. Mrs. Lioto stated yes. Mr. Mosher continued this is all pavement and then it slopes down. Acting Chairperson Bachstein verified snow storage and sidewalk clearing around the restaurant and all its door ways, how will this be handled. Mr. Mosher stated the landlord, he is sure that Mr. Khubani will probably go out and clear before anybody else gets there.

ENGINEERING

Mrs. Franco, Engineer for the Planning Commission apologized; she was not able to do a site plan review. Mrs. Franco stated she would put this in writing, so that you have it. Mr. Mosher continued so that we can make sure that everything is set. Acting Chairperson Bachstein asked if there were any more comments from CHA that we needed to go over. Mrs. Franco stated no.

LIGHTING

Acting Chairperson Bachstein stated lighting, are there any changes to the exterior lighting on the building, or in the front or rear parking lot; the locations and types being used and does that include the drive thru area. Mr. Mosher stated wall packs that are existing we will say and there are three [3] reflective lights on the front that will stay, that will be re lamped, recleaned and changed out too LED if there is an overload.

SEQR

Acting Chairperson Bachstein stated we received back from the Onon. Cty. Planning Board a determination of Exempt. Atty. Germain stated you can just do a determination of an Unlisted Action with Negative Declaration. Mr. Kolodzie made a motion to approve the **SEQR Determination of Exempt**, with no Negative Impacts. The motion was seconded by Mrs. Sharp. All in Favor. 0 Opposed. Unanimous.

NORTH AREA MEALS ON WHEELS (MARK PETRANCHUK)-413 CHURCH STREET

Applicant: North Area Meals On Wheels (Mark Petranchuk, Volunteer)

Applicant Representative: Marcin Marchewka, Engineer/Architect from C & S Companies

Present: Ron Meyers, NAMOW Board President

Tim Fay, NAMOW Board Member

LEGALS

Acting Chairperson Bachstein stated we have some housekeeping to address for our applicant, North Area Meals On Wheels located at the 413 Church St. property. He asked if the agenda was sent to the paper. Mrs. Fuller stated yes. Acting Chairperson Bachstein clarified surrounding neighbors, and Town of Cicero were notified. Mrs. Fuller added they were. Acting Chairperson Bachstein stated all legals appear to be in order.

PROJECT INTRODUCTION

Acting Chairperson Bachstein stated the Applicant before us tonight is North Area Meal On Wheels, owners of the property and building located at 413 Church St. The property is located in an R-9 Zone. They are proposing to build a 2,400 sq. ft. rear addition for increased space for operations, storage spaces for Bottle and can collection recycling, office space, two [2] restrooms and cold/dry storage.

VARIANCES GRANTED

Mr. Petranchuk appeared before the ZBA on August 1, 2024 having three [3] area variances approved with condition(s) for:

- 1) Side Yard Setback for the Northwest Corner of the Bldg., reduced down to 25'
- 2) Required Lot width reduced down to 154.5'
- 3) Required Parking Spaces reduced down to 45 parking spaces

CONDITION:

They supply the Codes Office with a copy of the filed Subdivision Map and a copy of the Cty Clerk filing documents.

APPLICANT ADDRESSES BOARD

Acting Chairperson Bachstein invited the applicant, Mr. Petranchuk, Volunteer for North Area Meals On Wheels (NAMOW) and Mr. Marchewka, Eto present for North Area Meals On Wheels, to address the Board. Mr. Petranchuk stated the existing building is 50' x 100' sq ft., total of 5,000 sq. ft. He continued the new addition is 40' x 60' sq ft. equaling 2,400 total sq. ft and will go back here at the rear end of the building.

PROPOSED SITE CHANGES

Mr. Petranchuk continued this is our Site Plan, again this is our existing building here, this is the new rear addition 2,400 sq. ft. He added we are looking at the completion of black top in the area here, we have 6 parking spaces, there is an area for trucks to turn around, back up to the loading area to the two [2] overhead doors back here.

PUBLIC HEARING

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

PROPOSED INTERIOR AND EXTERIOR RENOVATIONS/EMPLOYEES

Mr. Petranchuk stated basically divided into three [3] separate areas: The first area on the west is for storage, basically dry storage for food items; but definitely dry storage. He continued that will be heated, ventilated and air conditioned. He added the center portion of the building will be for offices, currently we have three [3] offices, and we have twelve [12] permanent staff members. He added right now we have three [3] people in a 120 sq. ft. office, he clarified actually we have two [2] offices with three [3] people in them, we have our Kitchen Mgr.; and her Assistant Kitchen Mgr., in the pantry and then we have a Directors Office who has his own office. He explained basically this section is to give those folks decent working conditions and space to do their work. He stated this area over here is our bottle collection area. Mr. Marchewka stated as far as the exterior of the of the building that won't change.

DAYS/HOURS OF OPERATION

Acting Chairperson Bachstein asked what are the hours and days of operation. Mr. Meyers stated five [5] days a week from 6:00 A.M. until 2:30 P.M.

LETTERS FROM SURROUNDING NEIGHBORS

Acting Chairperson Bachstein stated we did not receive any letters from the surrounding neighbors.

DPW/ POLICE/FIRE

Acting Chairperson Bachstein stated we have comments from Police, Fire and DPW who have commented on the project and the application and he read through them as follows:

DPW: No update received.

Police Dept: No Update received.

Fire Dept.: Memo dated 8/14/24, stated I would like to amend my previous letter to the Planning Board. An issue has been raised regarding the width of the access/service road that leads to the rear of the new building. As depicted on the sheet labeled L-1, the new service road will be 13' wide. Ms. Franco, the Village's Engineer indicates the access road is required to be no less than 25' wide per The Village Code. Mr. Franco also states that the entire site is subject to review. The NYS Fire Code requires the access road to be no less than 20' wide exclusive of the shoulders. This service road will be used for deliveries, trash removal and other uses. As such, it is the position of the Fire Department that the service road be improved for its entire length to a minimum of 20'.

FC 503.2.1 Dimensions. Fire apparatus access roads shall have an unobstructed width of no less than 20' (6096 mm), exclusive of shoulder, except for approved security gates in accordance with Section 503.6, and an unobstructed vertical clearance of not less than 13' 6" (4115 mm). Additionally chain link fencing and gates that are installed on this service road should be removed. It is clear they serve no useful purpose and have not been closed in years. Please indicated the location of the closest fire hydrant on the site plan. I do not believe the existing hydrants comply with the Fire Code. This may require a new fire hydrant be installed to achieve compliance. The building is equipped with an automatic sprinkler system, therefore, the distance from a Hydrant around the exterior of the building can be increased to 600'.

FC 507.5.1 Where required. Where a portion of the facility or building hereafter constructed or moved into or within the jurisdiction is more than 400' (122 m) from a hydrant on a fire apparatus access road, as measured by an approved route around the exterior of the facility or building, on-site fire

hydrants and mains shall be provided where required by the fire code official. Exception: 1. For Group R-3 and Group U occupancies, the distance requirement shall be 600' (183m). 2. For buildings equipped throughout with an approved automatic sprinkler system installed in accordance with Section 903.3.1.1 or 903.3.1.2, the distance requirement shall be 600' (183 m).

PARKING/HANDICAP PARKING/

Mr. Petranchuk stated they appeared before the ZBA on 8/1/2024 and received an area variance to reduce the required parking spaces down to 45 parking spaces. Mr. Petranchuk continued we are looking at the addition black top in this area here, we have 6 parking spaces. Mr. Marchewka stated currently the existing parking lot is where the 100' away Wetland buffer goes through. Mrs. Franco stated you have delineated each handicap spot on the plan now, you could flip flop or... Mr. Marchewka continued he wanted to ask her about that, is that a Village that needs to be one [1] for every space. Mrs. Franco continued no, ADA. Mr. Marchewka added ADA says one [1] out of every six [6]. Mrs. Franco added loading zone, yes, van accessible; but they need unloading they need a stripped unloading zone. She explained they can share, but they need a loading zone, so when they open their van; they have somewhere to go to. Mrs. Franco stated you should be O.K. on parking, it is on the ZBA now so. Mr. Petranchuk stated let's bring up that issue, one of your comments Mrs. Franco was there is parking within the side yard setbacks and there is a significant number of spaces that are within the setbacks. He continued he does not know if those were the space code requirements back when this was built. He added we are not touching any existing other than restriping to be consistent with your requirement. He explained but all of our new spaces are... Mrs. Franco continued she puts it out there, it is just in the code and it is up to the Board if they want to move any further, because it is existing so. Mr. Marchewka added the only thing to note that has changed from the first set of plans that you may have seen, we have increased the width of accessible parking spaces over here and maintained 7.5' unloading area between two [2] of the handicap aisles.

FIRE DEPT. TURN AROUND ACCESS/DRIVE AISLE/ FIRE HYDRANTS

Mr. Petranchuk stated another comment is a concern here is the 25' driveway. He continued we received a letter from the fire chief this afternoon, stating he needs a minimum of 20', the 25' is going to be difficult for us, because of the Wetland buffer. He added we can make 20' work, if the Board could accept 20', as long as it is consistent with what the fire chief has stated is his minimum. He explained we will try to get that to work without getting into the buffer. Mrs. Franco added yes, the final say on that is the fire marshal's, which in this case we rely on the fire dept. She explained if they are O.K. with the 20', we can also reach out separately and fine tune anything. She stated if you want to coordinate with me and we can get together with the fire dept. She continued just understand if they need to access the back side of that building, you want to make sure that they can. She added the 25' is mainly in between the parking spaces, and the main drive aisles. Mr. Petranchuk stated when he read the code, he was thinking it says

for 90° parking, if that drive has parking there then it would need to be 25.' Mrs. Franco explained yes, right, then ultimately it does fall on the discretion of the fire dept.; because they have to access it. Mrs. Franco stated plus technically it is two-way [2] drive aisle. Mr. Marchewka stated we updated the plan to show the dimensions, to also show there is a minimum of 25'.

Mrs. Sharp asked if there was an issue with the fire hydrant. Mrs. Franco stated the fire dept. did have a comment about that and showing its location. Mr. Petranchuk continued there is two [2] hydrants, according old plan there is one [1] 327' away which is still there, just beyond our western neighbor's driveway. He explained the other is 500' away on the corner of Grove St. and Church St., so there are actually two [2] within 600' which is what the fire marshals, because we have sprinklers in our building. He stated the requirement is 600' for us, instead of the 400' if it was non sprinklered.

WETLAND BUFFER

Mr. Marchewka continued we have also included the Wetland boundary buffer, currently the Wetland buffer 100' away, it goes through the existing parking lot. He added we are not proposing anything new within the boundary. Mrs. Franco asked now that you mention it, there is a storage container over there. Mr. Marchewka stated yes. Mrs. Franco stated she knows in the back you stated relocated structures. She continued she did not know what that clarified as, she did not know if it was going to be relocated or if you were going to keep that. Mr. Marchewka continued yes; these are 6' x 8' wooden sheds, they are small sheds. Mr. Petranchuk stated one [1] is a metal shed and one [1] is an old wooden shed when we had the Community Garden.

GENERATOR/ELECTRICAL/TELEPHONE POLE

Mr. Petranchuk stated also something new that you should know underground. He continued that was not on our original submission is this which is the results of our electrical designs, we noticed that once we added whatever electrical components we have here, the service we have was a 400 AMP service; but it was getting very close to 400 AMP service for the building, so the decision was made to increase the service to 600 AMPS. He added and that is what you see here in underground conduit, that will be in the ground, entering the building and then go to the pole that is right up here. He explained we also show a new generator will be added in the approximately the same site and location. He stated then will be a generator that is a little larger, that will accommodate a little more, but not the entire building; but enough that we can actually continue operations in case we do not have power. Mrs. Fuller clarified is that going to replace the other generator or is that in addition to. Mr. Petranchuk continued the really it that other generator is so old, we are not even sure it works that well, it has been there since the original building was constructed in 2004 and has really seen its life use. Mrs. Franco asked is the existing one in that same spot. Mr. Marchewka continued pretty much, but with the existing codes it is a little farther away.

Liaison Strong stated he was happy to see the upgrade to the generator, because that telephone pole that services the main transformer and is the main thoroughfare running east to west for emergency response. He continued for Meals On Wheels is out more than any telephone pole in power, in the Village of North Syracuse and the North Syracuse Fire District. He added obviously most recently National Grid did some repair after one [1] of the primaries dropped and damaged the road right by the front of your building. He asked have you spoken to National Grid, he guessed it is necessary to tie into the Board stuff, but he would hate to see you add on; do you need it as far as the extra amperage and a brand-new generator. He explained but seemingly is going on with that pole, that would warrant a phone call to them, because you are on generator power or lose power a lot.

SNOW STORAGE

He explained we have provided snow removal areas and noted them on the plan.

BOTTLE/CAN COLLECTION

Mr. Petranchuk continued our bottle collection is a big fundraiser for the NAMOW and is very valuable for us. He shared we collect, bag, store them for two [2] to four [4] weeks; then call the collection agency for pickup. Mr. Petranchuk added we lease the two [2] storage containers are temporary, one [1] is where our bottle collection is occurring. He stated bottle collection will go in one of those areas in the new addition.

SIGN

Mr. Petranchuk continued that is what the sign was that you mentioned in your comments, was that sign staying there. He added we have taken off all the writing and it was just staying there, so we will take it down, and probably store it somewhere at this point; so, it can be used in the future, for something that might be of use.

DUMPSTER: LOCATION/SCREENING

Mrs. Franco continued you want to make sure now that you are putting your dumpster back there, that can be in and out easily. Mr. Petranchuk explained the waste removal cans are over here with a six [6'] wooden fence with doors, in accordance with your code requirement. Mr. Marchewka stated we are going to relocate the existing dumpster by the concrete dumpster pad (muffled).

BOARD COMMENTS/QUESTIONS

Mrs. Piper spoke of being close to Rt. 81, and wondered if the buffer would be enough if they decide to expand a couple more lanes. She stated she would if this extension is adequate enough,

so would not have to extend in short time. Mr. Petranchuk stated yes, we believe it is adequate for another 20 to 25 yrs. at least, if not beyond.

FORMER LIONS' CLUB PROPERTY ACCESS TO SLEETH MILL TRAIL

Mrs. Piper asked is there any access to that Sleeth Mill Trail. Mr. Petranchuk stated this was discussed at our last meeting and what we responded in our comments is that we would be more than willing. Discussion went back and forth as there were liability concerns before when people were driving four wheelers, and snowmobiles in there; thus, the Board decided to post the property. We since have purchased the property under the NAMOW Pasture, LLC., and would be more than happy to meet to talk with the Village regarding some access, but still limit our liability to the association. He added the Meals On Wheels bought that property, call it The NAMOW Pastures LLC. and we are in the process of combining those together.

BUSINESS STATISTICS/SERVICES PROVIDED

Mrs. Lioto stated she admires everything that you do for the community, she asked them to share data as to how many individuals or disabled meals that you deliver and support, wkly.; monthly. She continued she also knows that you also do a lot of other things, have a lot more responsibilities as far as case management, correct. She added she just was wondering if you would just share. Mr. Meyers shared recent statistics: 500 individual clients in the past twelve [12] mos., we delivered 142,000 meals, serving seven [7] zip codes; with a little less than 300 volunteers. He stated we have seen a significant increased in the last 2 yrs., and we know there are many that need services, but do not know or of receive them. He spoke of drivers also doing checks, waiting for clients to answer door, and if no response within 30 minutes, going back to office and calling client's caretakers and if we cannot get a hold of them, calling 911 for wellness check. Mrs. Lioto stated she knows that you have Case Managers who also complete referrals or other services for the community. Mr. Meyers added we have typically three [3] case managers that is why we need the space as the share an office, but sometimes need to meet with a client. He spoke of having technology in place that allows them to work from home in case of bad weather, host mtgs. with other case managers, plus obtain sensitive personal data from clients; their families, and case managers, therefore needing a place for them to work. we need a place for people to work.

BLIZZARD BAGS

Mrs. Sharp stated tell them about the Blizzard Bags. Mr. Meyers explained one of the things we do, we are proactive, we bought some and we still make our own. He stated we send out supplies for three [3] meals if we are going to have inclement weather and we changed the rule. He continued we used to have our staff come back into the office and answer the phones on those days that we decided to close and have our people use the Blizzard Bags as emergency bags. He added we are allowing technology to help us there too, everybody that works there can now use

their home computer to reach in, they do not have to come into the office; we do that remotely. He explained fortunately we do not have to do that often, so we joke about it, it ends up being a snack bag. He stated some of the people do not get it, they open it up and it has like granola bars, other cold snacks; and drinks. He continued quite often they are calling in to get a replacement, because they have already chowed it down. Mrs. Lioto thanked them for all they do.

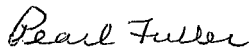
ENGINEERING

Acting Chairperson Bachstein asked if there were any more comments from CHA that we needed to go over. Mrs. Franco, Engineer stated

Mr. Meyers invited everyone to come down and see how they operate. He stated he is not saying you have to go out on a ride or help us cook or anything, but please come down and see what we have going on. He continued then we could walk you through what we are talking about expanding and why we are talking about expanding.

Acting Chairperson Bachstein asked for a motion to adjourn. **Mrs. Sharp made a motion** to adjourn at 6:38 PM. **The motion was seconded** by Ms. Desimone. All in favor.

Respectfully submitted,



Pearl Fuller
Secretary