

Conklin Planning Board Meeting – January 28, 2019

MEMBERS PRESENT: Dan Smith (Acting Chairman) Lyle Fassett, Sharon Platt

ABSENT: James Hauss, Chairman, Chris Ostrowsky

ALSO PRESENT: William Graves, Attorney – Coughlin & Gerhart
Bill Farley, Town Board Liaison
Nick Vascello, Code Officer
Mary Plonski, Code Officer
Renee Hauss, Secretary

VISITORS: Sarah Campbell, Attorney – Hinman, Howard and Kattell
Louis Sepe, Servpro of Broome County

7:05 PM Acting Chairman Dan Smith called the meeting to order.

Agenda Item #1 **SEPCO Real Estate Holdings LLC, Lou Sepe, 790 Conklin Road, Binghamton, NY**
13903
Tax Map # 161.12-1-28 (portion) Site Plan Review

Sarah Campbell presented to the board for the applicant, Lou Sepe of Servpro, explaining the scope of this project. Lou purchased the property at 790 Conklin Road. This property is 1.3 acres and is zoned as Limited Industrial. The property was previously owned by Mr. and Mrs. Masciarelli and is being divided. Mr. Sepe purchased parcel two of this split. Currently there is a one story building (previously known as Prontos) that is located on this property. This building will be used as office and storage space. The building is 10,000 square feet of which 1,000 square feet will be utilized as office space and the remaining 9,000 square feet will be used for storage. Sarah reviewed parking requirements for the building and 18 spaces will be required for the storage portion and 7 spaces will be required for the office space. This will not be a main office as Mr. Sepe has a main office in Binghamton. This location will be a back-up office and has the potential of 2 employees and a truck once or twice a month making deliveries to the site. There will not be any regular activity and no sign is being proposed because this site will only be used by employees. If a sign is desired in the future, the applicant will apply for a sign permit with the town. However, the Prontos sign on the building will be removed. Dumpsters will be located in the rear of the building and shielded from the road. The applicant does not require loading spaces and will not be making any modifications to the exterior of the building. Sarah received a copy of the County comments and called the County to better understand the comments. The applicant would prefer not to get rid of any driveways but to utilize the front for employee parking. The applicant does not need 25 parking spaces but is willing to provide the parking spaces if required. If the board looks at the survey the green space it is located outside of the property line and that is where the curb cut is. If DOT wants to close the curb cut there is nothing that the applicant can do. Mr. Sepe received an estimate for closing the curb cut and the cost was \$10,000. There is not going to be a lot of activity at this building and the curb cut has been there forever. Sarah is asking the board not to require the closing of this curb cut as a required condition for Site Plan approval. Sarah stated that she will work with DOT on this matter. DOT owns this curb cut and if DOT wants this curb cut closed then DOT should be responsible for closing it off. The applicant should not have to pay for the closing. Sarah feels that DOT does not understand what will be happening at this location. Once DOT has a good understanding of the plan, she feels that the issue will be resolved. Sarah passed out marked up copies of the survey showing where the 25 parking space requirement can be achieved. DOT's comment states if there is a driveway modification that a Work Permit will be required. The applicant will not be making any modifications to the driveway. There will be no new lighting and there is already a lot of green space around the building so there will be no additional landscaping.

Commented [RH1]:

Attorney Bill Graves asked if 25 parking spaces are required per code and Code Officer Nick Vascello stated "YES". Bill asked about the size of the parking spaces and Sarah replied that the parking spaces are 9X20 per code. Bill asked if the subdivision on the property has been deeded and Sarah replied "yes" that the closing on the property has been completed. The separate parcels have been recorded with the County Clerk.

Acting Chairman Dan Smith read into record County comments dated January 18, 2019 and DOT's comments dated January 8, 2019. Comment states that closure of the southerly driveway will be required. Sarah stated that if the Planning Board requires this to be done then it will be done. But, Sarah would like to work this requirement out with the state. Bill Graves suggested that the board could approve the Site Plan with the contingency that a written statement be received in regards to the road closure question being resolved between the applicant and NYSDOT. Bill stated that there is a 5 foot set-back requirement from the road. Sarah stated that there is 31 feet from the overhang of the building. Adding a 20-foot parking space leaves 11 feet of set-back. Bill proceeded to review all code requirements from the Site Plan checklist section 140-151 Application Requirements. Bill asked if there was any proposal for the use of the pole barn. The applicant stated that this is not actually a pole barn that is enclosed only a roof so there are no plans for its use. Sharon Platt asked about the six dumpsters and what they would be used for. The applicant stated that the dumpsters would be stored on the property until they will be required for use at a clean-up site. At a clean-up site a driveway size dumpster will be placed to support the clean-up and then transported to the landfill once the clean-up project is complete. Once the dumpster is emptied it is then cleaned at the South Washington Street site. Then it will be returned to this site for storage awaiting the next clean-up project. No cleaning will be performed at this site. Dan Smith asked how many employees would be at this site. The applicant explained that currently there are 48 full time employees for all sites. Each location is reviewed and yesterday 3 new employees were hired. There is the anticipation of future hiring. Two years ago Servpro purchased 146 Main Street and the facility is fully maxed out. Servpro will clean and store salvageable contents from a home in a temperature controlled facility for customers who have suffered fire or water damage. The business has outgrown three sites. Once this site is renovated it will be utilized for this storage hence increasing our employee count. This business is a 24/7 business but this building will primarily be used to bring contents into the building to be stored for our clients. Generally, drop-off storage only occurs during the daylight hours. There will be no truck traffic in the middle of the night even in emergency situations. Servpro will load up a tractor trailer, box truck, cube truck or a van with the customer's contents and then deliver to this site for storage. It could be as long as two years that a customer will store their contents. Mr. Sepe is well aware of the flood zone and will be taking precautions to protect the client's property. Sharon questioned the blinds on the windows. The applicant stated that the windows will be "dressed" with a "women's touch." Sharon was concerned about someone looking in and seeing the contents that are being stored. The front will be office space so no one will have visibility as to what is being stored. The applicant stated that the building has to be secured with an alarm system and fire system to secure the client's property. There will be no outside storage other than the dumpsters. If a customer ends up being compensated by the insurance company for their contents, the customer will no longer want this property in storage. It is then that the business will load the stored contents into the dumpsters to be disposed of at the landfill. Bill asked if a SWPP was required for the project and Code Officer stated "NO". Dan questioned the number of bathrooms. The applicant stated that there are four bathrooms in the center of the building and one bathroom in the rear of the warehouse and one in the office area. Lyle questioned outside lighting and the applicant stated that there will be lights at the doorway entrances for safety. There is also ambient lighting already existing from the road.

Planning Board reviewed the 239 Short EAF Part 1 dated December 12, 2018 and made the following changes:

1. Question 16 marked "YES"

Planning Board reviewed the 239 EAF Part 2 and found that the proposed action will not result in any significant adverse environmental impacts.

Sarah submitted to the board a copy of the most recent survey of the property along with the Site Plan. The following amendments were identified and updated on the Site Plan:

1. 25 parking spaces marked as required by code
2. The location of six dumpsters
3. The identification of the office space
4. Identification of the bathrooms
5. Identification of utilities

Sharon Platt motioned that the Planning Board as lead agency in this unlisted action declare a negative declaration for the purpose of SEQR based on the review of the short form EAF and site plan that the proposed action will not result in any significant adverse environmental impact in the Town of Conklin. **Lyle Fassett second.** All present board members approved.

Sharon Platt motioned to accept the site plan as amended with the following conditions:

The applicant must resolve with DOT the issue regarding the southerly driveway. The Town must receive in writing from the DOT that this issue has been resolved. Until such letter is received, the applicant is prohibited from using the southerly driveway.

Lyle Fassett second. All present board members approve.

Sharon Platt motioned to approve December 17, 2018 meeting minutes as written **Lyle Fassett second.** All present board members approved.

Sharon Platt motioned to adjourn meeting **Lyle Fassett second.** All present board members approved. Meeting Closed 8:12 p.m.

Next Planning Board Meeting is scheduled for Monday, February 28, 2019 at 7:00 PM.

Respectfully Submitted, Renee Hauss