

# Village of Albion

## **PLANNING BOARD MEETING**

Saturday, October 12, 2023, at 5:00PM

### **PRESENT:**

Michael Massaro, Deb Zicari, Janet Navarra-Salvatore, Karen Conn

### **ALSO PRESENT:**

CEO Chris Kinter, Deputy Mayor Joyce Riley, Trustee McMurray and approximately 15 members of the public.

### **CALLED TO ORDER:**

Karen opened the meeting at 5:00am. The Pledge of Allegiance followed.

### **ACCEPTANCE OF MINUTES:**

- A motion was made by Deb and seconded by Mike to accept the September 14, 2023 minutes, all in favor.

MOTION CARRIED

- A motion was made by Deb and seconded by Janet to accept the September 16, 2023 minutes, all in favor.

MOTION CARRIED

### **OLD BUSINESS:**

- DISCUSSION ON 355 South Main Street. The County Planning Board had questions. Discussion was had with the builder, and the architect who answered as follows:
  - Have local Fire Company and OEM (Orleans County Emergency Management) review the site plans
    - *Questions regarding the fire lanes, access to the building, if the parking lot is stone, can the expanded parking lot withstand the load of the fire equipment.*
      - ANSWER: Builder states this not relevant due to multiple properties across the county having stone driveways and parking lots. And he spoke with the Fire Chief Jeremy, and Fire Chief does not have any issues with entrance or exit from the building.
    - *Do the emergency exits located on the building need to have solid surface leading to the parking lots*
      - ANSWER: 5X5 Hard surface outside each emergency exit is already there.
    - *Expanded parking lots being stone, would make snow removal more challenging.*
      - ANSWER: Potholes, but we will do regular maintenance.
    - *With both parking lots totaling 38 total parking spaces, is only having 2 handicap spaces sufficient?*
      - ANSWER: Would probably be adding 2 more additional parking spaces.

- *What are the unnamed rooms going to be used for based on the floor plan? Gathering spaces, gym etc?*
  - ANSWER: Stay as they are: one will be common areas, so an office, a laundry facility, a secondary office, we are hopefully adding an exercise room. We might barricade some of the areas of the unused spaces.
- *Where would the outdoor gathering spaces be located?*
  - ANSWER: No determination at this time.
- *Follow up with the applicant regarding the fence expansion located on the North Side of the property line, to provide more screening between the the complex and the residential house*
  - ANSWER: Builder wants to know the requirements. He just wants it to be clear that any recommendation given to him is in compliance with the law.
- *While the site plan does call for a future expansion of the second parking lot, it can stay gravel for the winter but have a deadline for when it has to be paved. For example, the parking lot must be paved by May 31<sup>st</sup>*
  - DISCUSSION: CEO says: Church up on the Avenue needed to pave their back parking lot. Builder says: We would like to eventually like to pave this parking lot, but would like to put more money into the building. I just don't want to put a time limit on it. I don't want to be forced to do it. I don't want to be set up with an expectation.
- *With the monthly rent of what the applicant is looking to achieve with these units, do they have people willing to rent and live at this location? Do they have a secondary business plan for these units when they need to fill the vacant unit or having trouble finding people willing to pay their asking price for these units?*
  - Not in the realms of the Village Planning Board

**SCHEDULE PUBLIC HEARING:**

- Motion made by Mike and seconded by Deb to schedule a public hearing on November 9, 2023 at 5PM in regards to the Special Use Permit for 355 South Main Street with the County recommendations. All in favor aye

MOTION CARRIED

**ADJOURN**

- Motion to adjourn by Janet and seconded by Deb at 5:43PM. All in favor aye

MOTION CARRIED

Respectfully Submitted,

Jessy Holz  
Deputy Clerk

**NEXT REGULAR MEETING:**

Thursday, November 9, 2023, at 5:00PM.

DRAFT