

**CITY OF GLOVERSVILLE PLANNING BOARD
MARCH 3, 2015
7:00 P.M.
CITY HALL**

MEETING NOTES

PRESENT:

**JAMES ANDERSON, CHAIRMAN
GEOFFREY PECK, VICE CHAIRMAN
MATTHEW DONDE
BRENDA LEITT
JONATHAN KLUSKA**

**CINDY OSTRANDER, SECRETARY
BRANDON MYERS, CODE ENFORCEMENT OFFICER
JOHN DUESLER, CODE ENFORCEMENT OFFICER
TOM GROFF, FIRE CHIEF
SEAN GERAGHTY**

I. CALL MEETING TO ORDER:

The meeting was called to order at 7:00 p.m.

II. APPROVE MINUTES OF LAST REGULAR MEETING:

MOTION : To approve the minutes to the February 3, 2015 meeting.
MADE BY : Jonathan Kluska
SECONDED : Matthew Donde
VOTE : 5 in favor, 0 opposed

III. PUBLIC COMMENT PERIOD:

A. Purpose:

The City of Gloversville Planning Board offers a public comment period at the beginning of each of its meetings in an effort to allow the community an opportunity to comment or provide insight on a particular land use planning and/or zoning issue in the City. This comment period is not a public hearing and the Planning Board asks that you save comments regarding a particular project that is before the Board until the actual public hearing on the specific application itself. The Planning Board also asks that you not use the public comment period as a question and

answer session since Board members will not enter into a dialogue regarding any particular issue.

There was no one to speak during the public comment period.

IV. FREE METHODIST CHURCH – PUBLIC HEARING ON A SITE PLAN FOR MINISTRY EXPANSION:

A. Background:

Free Methodist Church, which is located at 1200 County Highway 122 in the Town of Johnstown, would like to expand its ministry services into the former YWCA building at 33 Bleecker Street in the City of Gloversville. The Church's proposed reuse of the YWCA building will include a weekly food outreach program that takes place during the winter months when the farmer's market pavilion is not a viable option. The Church also plans to use space inside the former YWCA to conduct meetings, fellowship, counseling, outreach, etc. The narrative provided by the Church indicates that an accounting firm currently renting space on the first floor of the former YWCA building will remain and that a residence on the second floor will be used by a caretaker family that will occupy and oversee the facility.

(NOTE: Planning Board Member Brenda Leitt abstained from all discussions on this application.)

B. February 3, 2015 Meeting:

During its February 3, 2015 meeting, the City of Gloversville Planning Board reviewed the Free Methodist Church's Site Plan application to expand its ministry into the former YWCA building at 33 Bleecker Street. At that time, the Planning Board did not ask for any additional information to be submitted as part of the application package and decided to schedule a public hearing on the application for this evening's meeting.

DISCUSSION: County Senior Planner Sean Geraghty reiterated that the Planning Board did not ask the applicants to furnish any additional information before this evening's public hearing. There were no comments from Planning Board members.

C. Public Hearing:

1. The public hearing was opened at 7:03 P.M.
2. Speakers:

There was no one to speak regarding the Free Methodist Church's Site Plan application.

3. The public hearing was closed at 7:04 P.M.

D. Planning Board Action:

In accordance with Section 300-80 of the City of Gloversville Zoning Ordinance, the Planning Board, within forty-five (45) days after the public hearing, shall approve, approve with modifications or disapprove the application for Site Plan approval. Consequently, does the Planning Board wish to issue its final decision on the Free Methodist Church's Site Plan for a ministry expansion at 33 Bleecker Street?

DISCUSSION: Planning Board Chairman Jim Anderson asked that the Free Methodist Church provide a Knox Box for the building for emergency situations. He indicated that the applicants could contact Fire Chief Tom Groff regarding the type of Knox Box to install.

MOTION: To approve the Free Methodist Church's Site Plan application with the stipulation that a Knox Box be provided for the building.

MADE BY: Geoffrey Peck

SECONDED: Matthew Donde

VOTE: 4 in favor, 0 opposed, 1 abstained (Leitt)

V. CROSSROADS BUSINESS PARK - FUTURE DEVELOPMENT CONSIDERATIONS:

A. Background:

The Fulton County Industrial Development Agency received a grant from the Federal Economic Development Administration in February of 1998 to develop the Crossroads Business Park along South Kingsboro Avenue. The Park is approximately 76+/- acres in size and contains 23 lots ranging in size from 1 acre to 7.74+/- acres. To date, there are two (2) facilities that have been constructed within the Business Park. EPIMED, Inc. constructed a 25,000 sq. ft. building on Lot #17 and a portion of Lot #18 in 2001 and used approximately 5.16 acres. In 2006, the Crossroads Incubator Corporation constructed an office facility that is currently used by Nathan Littauer Hospital as a primary care center, along with Wells Fargo. That building is on Lot #10 and a portion of Lot #11. The Office Building is approximately 11,600 sq. ft. in size and sits on 2.61 acres. This leaves approximately 69+/- acres of vacant space within the Business Park.

B. Crossroads Business Park Regulations:

The City's Zoning Regulations currently allow the following uses in the Crossroads Business Park:

1. Professional and administrative offices.
2. Research laboratory.
3. Photographic processing facilities.
4. Printing and publishing facilities.
5. Processing and compounding of drugs and other medicinal and pharmaceutical products.
6. Retail and service uses that are designed to primarily serve the shopping and service needs of employees and businesses of the Park.
 - a. Exception: Specifically allowed are retail and service businesses on the five lots with frontage along South Kingsboro Avenue Extension in the Crossroads Business Park [Added 2-8-2011 by LL No. 3-2011].
7. Telemarketing operations.
8. Conference centers.
9. Data-processing centers.
10. Computer software and hardware companies.
11. Health-care facilities.
12. Accessory uses such as day-care centers, health clubs, satellite dishes or towers when located on a site with an allowed use where the primary user is the business sharing the property/building with the accessory use.

The following uses are currently prohibited in the Crossroads Business Park:

1. Structures which do not have persons regularly working therein.
2. Retail and service uses designated to serve the general public as a whole and thereby serve the Park incidentally.
3. Warehousing and distribution facilities, unless they are accessory and incidental to a telemarketing operation.

In July of 2012, a provision was added to the Regulations specifying that off-street parking spaces did not have to be located on the same lot as a principal use.

C. Crossroads Business Park Protective Covenants:

The Fulton County Industrial Development Agency adopted covenants for the development of the Crossroads Business Park. Those covenants stipulate that any uses permitted under the City's Zoning Regulations will also be permitted in accordance with the Park Covenants.

D. November 4, 2014 Meeting:

Development Concepts

During its November 4, 2014 meeting, the Planning Board began discussing concepts and ideas for the future development of the Crossroads Business Park. At that time, Planning Board members felt that a clustered mix of retail development or a mix of retail uses and offices may be a very reasonable option for developing the Park.

The Board also discussed the idea of encouraging the development of a medical cluster inside the Crossroads Business Park. Board members recognized that EPIMED, Inc., a catheter manufacturer, occupies a spot at the top of the hill, and Nathan Littauer occupies most of the building on Lot #10, while Nathan Littauer's Surgery Center is located on property across the street from the Business Park. The term "Medical Village" was mentioned as a possibility for future development in the Crossroads Business Park. It was noted that Medical Villages are being encouraged across the country and there may be some federal funding available for this type of endeavor.

The final option that was discussed by the Planning Board was the concept of allowing residential development within at least a portion of the Business Park. It was noted that there is very little "high-end" housing available in the City of Gloversville and that portions of the Crossroads Business Park may be very suitable to this type of development. The idea of allowing mixed use development that would include residential apartments, along with retail and office space was also discussed.

County Senior Planner Sean Geraghty indicated that the Crossroads Business Park was constructed using federal dollars and that the Fulton County IDA's agreement with the Federal Economic Development Agency may have some limitations in terms of the types of development that can be allowed inside the Business Park. Mr. Geraghty indicated that he would do some research into that issue and report back to the Board at its next meeting.

E. February 3, 2015 Meeting:

Federal Economic Development Administration (EDA) Grant

During its February 3, 2015 meeting, the Planning Board continued its discussion on the potential development and marketing ideas for the Crossroads Phase II Business Park. Mr. Geraghty explained that the Fulton County Industrial Development Agency's December 3, 1997 application to the Federal Economic Development Administration (EDA) stipulated that it intended to construct the Crossroads Phase II Business Park in order to provide serviced business park sites that are sorely needed in Fulton County. The application went on to describe some of the economic problems the County was facing and stated that, based on the

density and type of development that had been experienced in the Crossroads Phase I Industrial Park of 13.5 jobs created per acre of development, the Crossroads Phase II Business Park could potentially create 800 additional service sector jobs and light industry jobs in the City of Gloversville, which would benefit all of Fulton County. Eventually, the Fulton County Industrial Development Agency was awarded \$1 million by the Federal Economic Development Administration to construct the infrastructure necessary to create the Crossroads Phase II Business Park.

He explained that the executed Financial Assistance Award between the Fulton County Industrial Development Agency and the Federal Economic Development Administration was signed in February of 1998. The award identifies the terms and conditions of the IDA's agreement with the federal government to develop the Crossroads Phase II Business Park. The US Department of Commerce Financial Assistance Standard Terms and Conditions are referenced in this Financial Assistance Award. One particular clause of interest in the Standard Terms and Conditions can be found under Section K: Property Management. It reads as follows: "Recipient agrees that, in the event it disposes of or alienates in any manner any interest in, the property during its useful life, without EDA's written approval, the government shall be entitled to recover the federal share of the value of the property. When during its useful life property is no longer needed for the purpose of the award, as determined by EDA, EDA may permit its use for other acceptable purposes consistent with those authorized for support by EDA."

Mr. Geraghty noted that it seems that this provision alone in the Standard Terms and Conditions prevents the IDA from developing the Crossroads Phase II Business Park in any other manner than was specified in the grant application itself or the subsequent Financial Assistance Award, without receiving an approval from the EDA.

After discussing the Fulton County IDA's grant agreement with the Federal EDA, the Planning Board asked Mr. Geraghty to consult with the IDA's Executive Director Jim Mraz to see if the IDA would be willing to contact the Federal EDA to find out if there are any limitations on what can and can't be developed in the Crossroads Phase II Business Park and if there would be any pay back to the federal government if the IDA chose to pursue development that was not part of the original grant agreement.

STATUS: County Senior Planner Sean Geraghty spoke with the IDA's Executive Director Jim Mraz regarding this matter, and Mr. Mraz suggested that he contact the Mohawk Valley Economic Development District (MVEDD), which is the agency that acts as the Regional Clearinghouse for federal economic development projects.

Mr. Geraghty contacted Steven Smith, Executive Director, Mohawk Valley Economic Development District, regarding the IDA's grant agreement for the Crossroads Phase II Business Park. Mr. Smith, in turn, contacted the Regional Federal Economic Development Agency Offices in Philadelphia

and was asked to have the Fulton County IDA supply that office with a copy of the Financial Assistance Award and the Special Award Conditions for the project. Both the Financial Assistance Award and the Special Award Conditions have been forwarded to the Mohawk Valley Economic Development District and the Federal Economic Development Agency for review.

DISCUSSION: Mr. Geraghty pointed out that, unfortunately, he has not heard back from either the Mohawk Valley Economic Development District or the Federal Economic Development Agency in Philadelphia regarding his inquiry. He indicated to Board members that, as soon as he receives a response from one of those agencies, he will provide that information to the Planning Board. He encouraged Planning Board members to continue to consider development options and marketing ideas for the Crossroads Business Park.

VI. OTHER BUSINESS:

A. Code Enforcement Update:

John Duesler introduced the City's new Code Enforcement Officer, Brandon Myers. He indicated that he would be working with Mr. Myers to transition into the new job for the next 12 weeks. He pointed out that Mr. Myers formerly worked for Stewart's Corporation as a project manager and has extensive experience reviewing plans. The Planning Board welcomed Mr. Myers.

B. Chairman's Update:

Mr. Anderson asked Mr. Duesler if there were any additional submittals for the former Quinn's Box Company building?

Mr. Duesler indicated that he has not heard from the owner of the building.

There was then a brief discussion amongst Planning Board members concerning the property owner's possible Court appearance involving the physical deterioration of that building.

VII. CLOSE OF THE MEETING;

MOTION: To close the meeting at 7:08 p.m.

MADE BY: Geoffrey Peck

SECONDED: Matthew Donde

VOTE: 5 in favor, 0 opposed