

**CITY OF GLOVERSVILLE PLANNING BOARD
AUGUST 4, 2015
7:00 P.M.
CITY HALL**

MEETING NOTES

PRESENT:

**JAMES ANDERSON, CHAIRMAN
BRENDA LEITT
JONATHAN KLUSKA**

**CINDY OSTRANDER, SECRETARY
BRANDON MYERS, CODE ENFORCEMENT OFFICER
KEVIN JONES, DPW DIRECTOR
SEAN GERAGHTY, SENIOR PLANNER**

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 July 7, 2015 meeting.
MADE BY : Brenda Leitt
SECONDED : Jonathan Kluska
VOTE : 3 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. CHAD TABACK – SITE PLAN AMENDMENT GLOVERSVILLE TRUE VALUE:

A. Background:

Chad Taback would like to improve the parking lot and sidewalks at the Gloversville True Value store at 86 East Fulton Street (Tax Map Parcel Nos. 149.6-14-14.5 and 149.7-10-1). Mr. Taback intends to pave the entire parking lot and replace the existing sidewalk in front of the store. The project will also involve the construction of a retaining wall on the west side of the building and the installation of two (2) onsite stormwater catchbasins that will be tied into the City's stormwater system and provide better control of stormwater on the site. Finally, the proposed project will include replacement of the existing vinyl fence with a chain link fence with security gates that runs along the entire frontage of the property.

DISCUSSION: Darrin Romeyn, P.E., representing Mr. Taback, explained that his client would like to improve the appearance and functionality of the parking area and sidewalks in front of his True Value Hardware store on East Fulton Street. He noted that there are three (3) existing curb cuts for the property which will remain. He indicated that the center curb cut will be closed off with a gated fence that will only be open for delivery vehicles. He pointed out that deliveries to the store are very infrequent, so that the gate on the middle entrance will remain closed at most times.

Planning Board Member Jonathan Kluska indicated that he is a frequent patron of the True Value Hardware store and felt that the parking lot and sidewalk improvements were needed and would be a significant improvement to the property.

B. February 5, 2013 Meeting:

County Senior Planner Sean Geraghty explained to Mr. Romeyn that his client previously received a Site Plan approval from the Planning Board in February of 2013 for a much larger project that also included improvements to the parking lot and sidewalks in front of the True Value Hardware store.

Mr. Romeyn indicated that he realized his client had received a previous approval from the Planning Board but noted that his client would now like to phase the development of that project and would like to begin the project by making improvements to the parking lot.

City Building Inspector Brandon Myers pointed out that the parking spaces shown on the Site Plan drawings are 8' in width. He indicated that there is no square footage noted for each spaces, but pointed out that, according to the City's Zoning Regulations, the spaces must be at least 170 sq. ft. in size. He indicated that he felt Mr. Taback has a sufficient number of parking spaces to support his business and that the arrangement of those spaces may need to be reconsidered.

Mr. Romeyn briefly discussed the layout of the parking spaces and indicated that he would make sure that each of the spaces has 170 sq. ft.

City DPW Director Kevin Jones explained that he has had conversations with Mr. Romeyn regarding the stormwater collection system to be tied into the City's stormwater line on East Fulton Street. He indicated that he would like to see the final stormwater calculations for the site provided before any stormwater infrastructure is tied into the City's system but pointed out that the City's system presently collects stormwater that drains from the gravel parking area.

Mr. Romeyn indicated that he would get those calculations to Mr. Jones.

Mr. Jones then indicated that he would like a notation included on the drawing indicating that the contractor shall be responsible for all catchbasin work in its entirety. Mr. Jones noted that if the applicant needs to replace a grate as part of the stormwater system improvements, he has a supply of the grates, which are not standard and would be difficult to find.

There was a general consensus among Planning Board members that the improvements to be made in the parking lot area of the True Value Hardware store were consistent with the changes originally proposed by Mr. Taback on his February 2013 approved Site Plan drawing. The Planning Board indicated that it was comfortable with allowing Mr. Taback to begin phasing work on the project by beginning with the parking lot, sidewalk and fence improvements.

On February 5, 2013, Mr. Taback received a conditional Site Plan approval for an expansion project at the Gloversville True Value store that involved the construction of a 60' x 12' addition on the north side (front) of the building to be used as a new display area and a second 14' x 74' addition on the south side (back) of the building that was to be used for a new merchandise storage area. Neither of those additions were ever constructed. The project from 2013 also involved the installation of a new sign, paving of the parking areas, replacement of the fencing along the front of the property and the repositioning of the propane tanks from the south side of the building to the east side of the building. None of those projects, with the exemption of the sign installation, were ever completed.

C. Planning Board Action:

In accordance with Section 300-83 of the City of Gloversville Zoning Ordinance, the Planning Board may schedule and hold a public hearing on any proposed changes to approved Site Plan drawings. Any proposed changes to an approved Site Plan drawing shall be approved by the Planning Board within thirty (30) calendar days of the receipt of a complete application by the Building Inspector.

MOTION: To approve Chad Taback's Site Plan amendment for the True Value Hardware store at 86 East Fulton Street allowing a phased development of the site beginning with the parking lot, sidewalk and fence improvements subject to receipt of the information requested by the City DPW Director and the City Building Inspector.

MADE BY: Jonathan Kluska
SECONDED: Brenda Leitt
VOTE: 3 in favor, 0 opposed

V. SUSAN CASEY – SITE PLAN FOR HANDICAP APARTMENTS:

A. Background:

Susan Casey would like to convert a former retail space at 51-57 South Main Street into six (6) handicap apartments. The retail space will also include an office for the building and a laundry.

DISCUSSION: Susan Casey explained to the Planning Board that the laundry facility on the lower floor of her building at 51-57 South Main Street is overused. She indicated that the facility is not manned and that she has had vandalism problems. She indicated that she intended to move the business to a new location. She indicated that she would like to use the former Beacon Wholesale storefront, on the first floor of the building, to create seven (7) handicap apartments. She pointed out that the area shown on the preliminary drawing as an office space will actually be the seventh apartment on the floor. She indicated that the main entrance to the apartments will actually be on the south side of the building. She indicated that she would like to use the doors along South Main Street for emergency access only. She indicated that she would probably make some changes to the windows on the front side of the building which may include installing sliders.

Mr. Kluska noted that it is very difficult to place individual A/C units in slider windows.

Ms. Casey indicated that she intended to install an HVAC system for the tenants.

Planning Board Chairman James Anderson indicated that the final Site Plan drawings will need to show where parking for the new residences will be located.

Ms. Casey indicated that she intended to use the parking area on the back side of the property which will be available once the Laundromat is moved to a new location. She indicated that there are probably 15-20 spaces available in that parking area.

Mr. Geraghty suggested that the revised drawing show the Tax Map Parcels to be included with this project and the extent of the project site so that Planning Board members can visualize where the parking areas will be located in relation to the building.

Mr. Anderson asked that details regarding the ramp to be constructed on the south side of the building also be included with the final Site Plan submittal.

Mr. Geraghty asked where the Laundromat facility would be moved?

Ms. Casey indicated that she intended to move the business to 39 North Main Street. She indicated that the business will be much larger and will include approximately 30 washers and dryers. She indicated that the new facility will also be manned so as to prevent vandalism. She indicated that she intended to use the former Laundromat space for storage.

B. Planning Board Action:

In accordance with Section 300-79 of the City of Gloversville Zoning Ordinance, the Planning Board must fix a time within forty-five (45) days from the day the Planning Board determines an application for Site Plan review to be complete for a public hearing on the application for Site Plan approval. Consequently, does the Planning Board feel that a public hearing should be scheduled on Susan Casey's Site Plan application at this time?

DISCUSSION: After briefly discussing the project, Board members did not feel the project warranted a public hearing. Board members asked that Ms. Casey provide a revised final Site Plan submittal for the September 1, 2015 meeting.

VI. SUSAN CASEY – SITE PLAN FOR RESIDENTIAL CONVERSION:

A. Background:

Susan Casey would like to convert a former commercial/mercantile space at 13 Bleecker Street into a residential apartment (Tax Map Parcel No. 149.6-4-8).

DISCUSSION: Ms. Casey explained that she would like to create one (1) additional residential unit in the building at 13 Bleecker Street. She pointed out that there is an existing residence on the second floor and that the front of the building will look the same. She briefly explained some of the interior changes that will be necessary in order to convert the former mercantile space into a single-family residence.

Both Mr. Geraghty and Mr. Myers pointed out that if the proposed project only entails the creation of a single residential unit and there will only be two (2) total units in the building, then both of those uses are permitted by right in the Commercial District. Mr. Geraghty pointed out that when multiple residences are created in a former retail space, then a Site Plan review is necessary. However, he noted that when a single residential unit is being created in a former commercial space, he believed it is a permitted use. Mr. Myers agreed and indicated that Ms. Casey could meet with him to find out what permits will be needed.

VII. OTHER BUSINESS:

A. Code Enforcement Update:

Mr. Myers pointed out that Chad Taback and Marae Tesi have an application before the City's Historic District Review Board for the parking lot on the corner of East Fulton Street and Littauer Place. He indicated that Steven Smith, P.E. has put together the drawings for the site and has shown an architectural block wall for the property. He indicated that if the Historic District Review Board approves the design of the project, then permits will be issued to Mr. Taback and Ms. Tesi.

VIII. CLOSE OF THE MEETING;

MOTION: To close the meeting at 7:35 p.m.
MADE BY: Brenda Leitt
SECONDED: Jonathan Kluska
VOTE: 3 in favor, 0 opposed