

**VILLAGE OF BALDWINSVILLE**  
**PLANNING BOARD MEETING MINUTES**  
Tuesday, January 26, 2016 7:30 P.M.  
*Approved 3/22/2016*

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**PRESENT:** Carl Pelcher, Chairman  
Terrie King  
Bob Scherfling  
Nicole Schlater

**ALSO PRESENT:** Jamie Sutphen, Village Attorney  
Bob Baldwin, Village Attorney  
Steve Darcangelo, Village Engineer  
Gregg Humphrey, Codes Enforcement Officer  
Susan LaQuay, Board Secretary  
Mayor Dick Clarke

**GUESTS:** Mr. Neal Zinsmeyer, regarding 18 East Genesee Street

Chairman Pelcher welcomed Nicole Schlater back to the Planning Board.

Minutes from December 15, 2015 were reviewed and some revisions were noted. Upon by **motion** by T. King and second by N. Schlater, the minutes dated December 15, 2015 are approved as corrected.

**OLD BUSINESS**

**Discussion/action regarding 18 East Genesee Street - Proposed Site Plan Revisions**

Mr. Neal Zinsmeyer from Napierala Consulting is present to address the Board on behalf of the Applicant. Chairman Pelcher noted that Mr. Muraco was present at the meeting on December 15, 2015 and the proposed site plan revisions were rejected due to several concerns.

Chairman Pelcher is concerned about the trailer that has been parked on site, which is there as seasonal Christmas storage for Dollar Tree. This is a code violation and also a site plan violation. The Board would like the Applicant to understand that this will not be allowed in the future and it is the property owner's responsibility to ensure that the tenants adhere to the Code.

Chairman Pelcher reviewed the changes made to the approved site plan with this newest submission. They were reviewed as follows:

1. RECONSTRUCTED OVERHANG (west side of building)

The original site plan showed a new overhang on the left side of building and the Applicant is now requesting that it be reconstructed instead. The Board requested that the columns be wrapped to match the front of the building. The Board has the option to reject this plan for reconstruction and require a new overhang as was approved in the original site plan. This side of the building is considered a frontage and it faces Village Square. The Board would like it to be aesthetically pleasing. As this is a modification to the original site plan, it needs to be presented to the Planning Board. The original site plan made it appear to match the front overhang.

2. **CONCRETE PAD** (south side of building)  
The original site plan indicated this would be removed. The revised plan shows it remaining in place, but does not accurately portray the deteriorated condition of the pad. It should be removed.
3. **NEW DOOR** on east side of the building.  
The Applicant indicated that he will extend the concrete pad with an asphalt sidewalk. The Board noted that the stoop is off-center and sloped from the concrete landing and needs to be fixed as it is unsafe. There is a door shown on the original plan labeled "Existing Doorway."  
G. Humphrey noted the door shown on the original plan as "Existing Doorway" has been bricked in.
4. **TREES**  
The trees that have been planted are smaller than what was indicated on the approved site plan. The Board finds this acceptable and would like the revised plan to reflect that the caliper has been changed from 3 inches to 2 inches.
5. **FRONT OF BUILDING** (north side of building)  
The original site plan showed that the concrete on the west corner would be replaced. Now the applicant is planning to grind down and smooth out the existing concrete pad. Chairman Pelcher is concerned with that area because the pavement was brought up to the concrete. This creates a safety issue. S. Darcangelo noted that he prefers there to be a good distinction between traffic and pedestrian flow with curbing.  
G. Humphrey noted that the pavement was brought up to the concrete when they repaved. This needs to be addressed to differentiate between the parking lot and the pedestrian area. As there is no room for a curb, the Board suggested two bollards in line with the columns so as to not obstruct the entrance. Mr. Zinsmeyer stated he will address this with the Applicant.
6. **DUMPSTER LOCATION**  
The dumpster area was originally approved on the east side of the building and was intended for two tenants. This new dumpster must be sized sufficiently to accommodate future tenants to provide adequate storage. The new location is acceptable to the Board.
7. **SIGN**  
The freestanding sign at the front of the parking lot was to be removed. The Applicant now has plans for the sign and it is compliant to Code. G. Humphrey stated the sign is 14 feet 9 inches to the top of the sign. It is still within the allowed 20 feet height restriction even with the light fixture.

**Following the above discussion, the Board indicated the following concerns:**

1. The Board will accept the rebuilt overhang but are concerned about aesthetics. The Board would like the columns sheathed to match the columns in the front. A drawing showing the design and materials should be submitted for review and approval of the Planning Board.
2. The concrete pad in the back of the building should be removed.
3. The sloped pad on the east side of the building must be brought up to Code.
4. The sidewalk portion that is in disrepair needs to be grinded down. The Board would like two bollards in this area to address pedestrian safety concerns.

Mr. Zinsmeyer stated he will bring these concerns back to his client. Chairman Pelcher stated this will be addressed further at the next meeting.

Chairman Pelcher noted that AT & T has submitted an awning to the Board. This is not part of the site plan and was not submitted by the Applicant and does not need to be shown on the site plan. G. Humphrey noted this awning should go to ARB, but Planning should consider it as this property is located in an overlay district. Chairman Pelcher stated the awning should be made of fabric, not a hard material. J. Sutphen noted that the awning cannot have a logo or sign as it

would be considered a second sign and would not be compliant with the Code. G. Humphrey noted that the ARB Guidelines do not allow for awnings to be under-lit.

**OTHER BUSINESS**

**Discussion regarding Onondaga County Planning Federation Annual Planning Symposium**

Carl explained OCPB wants representatives from the Baldwinsville Planning Board to give a presentation on overlay districts. Bob Baldwin will be the main presenter. J. Saraceni will be a spokesperson for the Planning Board. J. Schanzenbach, J. Saraceni, M. Mazoway, M. Markham, and T. King will sit on the panel for discussion and question. In preparation, Chairman Pelcher reviewed a power point presentation outlining his suggestions about what can/should be discussed.

The meeting was adjourned at 9:05 p.m. The next meeting is scheduled for Tuesday, February 23, 2016.

Respectfully Submitted,

*Susan A. LaQuay*  
Planning Board Secretary