

Minutes of the Sandy Creek Regional Planning Board

Wednesday, July 10, 2024

Sandy Creek Town Hall

Members Present: Larry Rice, Frank Dixon, Richard Machermer, Pat Machermer, Shirley Rice, Bill Joyce, Sybil Cummins

Also Present: John Wood Jr. (Sandy Creek Town Board), Shania Coffin, Mike Lasell, Mike Carnes

Larry Rice opened the meeting at 7:00 pm.

As no official minutes were presented for the June 5 meeting, there was no need to approve the minutes of the meeting. However a record of the meeting is available to the public upon request.

Correspondence included a report from CEO John Howland dated 5-1-24 to 6-2724, a Renewal Operating Permit Application for LGC Ontario Shores RV LLC, and the minutes of the Town Board meeting dated 5/8/24.

As there was no formal meeting of the Planning Board on 6/5/24, no checks were issued to Planning Board members. Bill had forgotten to request a treasurer's report and will have an updated report for the August meeting.

A Site Plan Application was submitted to the Planning Board for an Ice Cream/Food Truck to be located at the intersection of State Route 3 and County Route 15 at 8460 Route 3, Pulaski, NY 13142. The Application was prepared by Mike Lasell of MBL Engineering, PLLC. Bill discussed the process of Site plan Review, stating that the Board would first perform a Sketch Plan Review to determine if any issues may need to be resolved before entering the Site Plan Review phase. Sketch Plan Review revealed no significant issues, and the Board moved on to Site Plan Review.

Shania Coffin intends to operate an Ice Cream/Food Truck on this property. There is precedence for this as the Planning Board had, nine years earlier, approved the site for a hot dog vendor to operate in much the same manner. The one major difference between then and now is that a four way blinking stoplight has been constructed at this intersection, greatly relieving the traffic problems that have occurred in the past. This has the effect of slowing traffic at the ingress points for the property. Bill pointed out the concern for the egress onto Route 15 turning left towards the traffic light. The client has agreed to place a "No Left Turn" sign at this egress point in order to promote all traffic leaving the property by using the Route 3 egress, unless turning right onto Route 15. Bill stated that this would be a condition for approval of Site plan.

There will be a 12 foot by 20 foot shed placed on the property for storage and to house an employee only bathroom. Water is available at the site, and a septic system which shall include a grease trap per Oswego County Health Department regulations will be constructed to handle all waste water. A total of 14 parking spaces measuring 10 foot by 20 foot are shown on the site map, including one ADA compliant handicap parking space which will be marked as such. Ingress and egress points are a minimum of 24 feet wide as is the driving aisle within the site. Screening for the proposed dumpster is also shown on the site map. All lighting at the site shall be "Dark Sky" compliant. No signage shall be externally or otherwise lit. There will be no additional signage on the site other than the Food Truck itself, which, as a registered vehicle, the Planning Board will not consider to pertain to the section on signage in the local law. There is a pre-existing billboard sign on the property which the property owner, Mike Carnes, will continue to maintain.

The only feature on the property which might be considered as a "waterway" is a minor swale on the eastern edge of the property which acts as a drain of runoff to the southeast of the property. This swale is dry the vast majority of the time. No impervious surfaces other than the Food Truck and the proposed shed shall have an impact on surface runoff.

The Board went through the process of reading through the entire Site Plan Application Section of the Sandy Creek Local Law. The client satisfied all of the criteria for potential Site Plan approval. A copy of the Short Form EAF was completed by the applicant, was reviewed in its entirety and no changes were necessary on this form. Mike Lasell will produce a list of neighboring properties to be notified of an impending Public Hearing to be scheduled for the next meeting of the Planning Board on August 7, 2024. Bill will send out notices to all neighbors within 500 feet of the proposed project.

As the proposed site fronts both a State and a County Route, a 239 form was completed and will be submitted to the Oswego County Office of Real Property for any input the County wishes to recommend to the Planning Board.

As no further discussion on the proposed Site Plan was forthcoming, Bill made the motion to deem the Application complete, seconded by Frank Dixon. All voted in the affirmative and the Site Plan was accepted and deemed complete.

The date of August 7, 2024 was accepted as suitable for a Public Hearing. Prior to the Hearing, Mike Lasell will confirm that Town water will be available, provide the list of neighbors within 500 feet of the property, add "Dark Sky" compliance for all lighting on the premises, and include a "No Left Turn" sign on the site map.

With no further business before the Board, a motion was made by Sybil Cummins to adjourn, seconded by Shirley Rice. All voted in the affirmative and the motion carried. The Planning Board adjourned at 8:10 pm.

Respectfully submitted by Sybil Cummins, Recording Secretary