

## Town Of Phelps Planning Board

**Date:** Thu, Jan 24, 2013, 7:00 PM - 8:30 PM

**Location:** Phelps Court House and Meeting Rooms

**Minute Taker:** Stephanie Kelly

**Attendees:** Collette Barnard, Dan Hurdle, Ed Clark, Zoning Officer, Kenny Sontheim, Ron Allen, Chairman, Stephanie Kelly, Steve McCarrick

No.	Tag	Title	Remark	Responsible	Due
1		CALL TO ORDER	<p>Chairman Mr. Allen called the Planning Board Meeting to order at 7:00 p.m. at the Phelps Town Courthouse.</p> <p>Introductions were made.</p> <p>The Pledge of Allegiance was said by all.</p>		
2		MINUTES	<p>Review and approval of the December 27, 2012 meeting minutes. Ms. Barnard made a motion to accept the minutes. Mr. McCarrick seconded the motion and the motion carried unanimously.</p>		
3		APPLICATION: SP13-09	<p>Michelle Woodhams/Holly Southcott 4069 Rt. 5&amp;20/2932 Stephens St Owner: Mark Allen 2138 St. Rt 96</p> <p>Open a small dog grooming business-which would be bathing and or grooming dogs. Hours of operation 8 a.m. to 4 p.m. some evening hours; 2 employees</p> <p>The applicant was asked about her plans regarding this application. It will be a small grooming business. Ms. Barnard asked about the sign and lighting. The applicant was instructed by the code enforcement officer that they can have a 75 watt bulb in the light fixture that is currently there. The applicant is planning some landscaping where the old "mini golf" course was. The site plan was reviewed. Brand new septic system was installed when the ice cream parlor went in.</p> <p>Ms. Barnard made a motion to approve the application as stated above with the site plan dated 1/4/13 as the final site plan. Mr. Hurdle seconded the motion. The motion carried unanimously.</p>		
4		SUGAR CREEK/7 ELEVEN: LIGHTING AND SIGNAGE UPGRADE	<p>This is a review:</p> <p>Lighting specifications were provided. The board reviewed. All lights being replaced with LED lights/fixtures. They are removing the soffit lighting. Ms. Barnard asked if the canopy lights need to be recessed. Per the current lighting legislation, they need to be recessed. Mr. Clark stated the applicants do have a copy of the law.</p> <p>Mr. Allen asked if there was a newer upgraded store that he could drive by to see what this will look like. Mr. Clark thought Henrietta. Mr. McCarrick wants additional information about the lighting under the canopy. Mr. Allen requested that everyone take the specifications home and review for additional suggestions/comments.</p> <p>Mr. Sontheim asked about the flood lights pole height in the parking</p>		

No.	Tag	Title	Remark	Responsible	Due
			<p>lot and the egress. Mr. Clark stated they are just upgraded the light fixture; not the poles. Therefore whatever the current height is will remain.</p> <p>Mr. Allen questioned "RCP's will not be provided" What is a RCP? This was documented on their specs.</p> <p>Mr. Clark will request answers to the question proposed during this meeting.</p>		
5		MELVIN HILL UPDATE	<p>Mr. Clark was present to explain current status. Both Mr. Clark and Mr. Studley have been out at night to view the lighting due to the neighbor's grievance.</p> <p>Mr. McCarrick drove by the house tonight and felt the light was not in compliance. The light is shielded however it still seems to be infringing on the neighbors house. 192-4F</p> <p>92-6 Exemptions (reference 92-5) in the Town code was reviewed. They presently have 70 watt bulb in the fixture. Mr. Sontheim has a light meter and will help Mr. Clark use it to determine if the lighting is acceptable as it is. Mr. McCarrick is pretty certain that the lighting out there is non-dark sky compliant.</p> <p>92-14-light trespass was reviewed as well. This is where the light meter will come in handy. How much light trespass is there encroaching on their property.</p>		
6		ROUTE 14/96/318 OVERLAY	It was decided to continue to work on the landscaping legislation before continuing on with the Rt 14 overlay legislation.		
7		LANDSCAPING LEGISLATION	<p>The new draft and letter to the Town were reviewed and explained. These changes are the ones proposed from the working session on 1/22/13.</p> <p>Mr. Sontheim would like one other item added for review. He would like to make mention that if an applicant has enough pre-existing vegetation then that applicant would agree to save existing vegetation but may not need to add to it. Verbiage was reviewed and agreed to.</p> <p>Ms. Barnard requested: E.12 (page 4) ...the Zoning Board of Appeals may modify this requirement through a request for an area variance by the applicant. This was in addition to the discussion on 1/22/13.</p> <p>Mr. Sontheim handed out examples. Mr. Sontheim wanted to know how to "measure" the landscaping needed on a particular piece of property. Yard space vs. 30% of property. It was determined to do the measurement by yard size. Mr. Sontheim will insert verbiage to explain that there is no requirement of where the plant material should be placed, just how much plant material there should be.</p>		
8		SPECIAL MEETING	To finalize landscaping legislation. 6:30 p.m. at the Phelps Town Hall. CONFIRM DATE!!	Stephanie Kelly	2/1/13 (overdue)

No.	Tag	Title	Remark	Responsible	Due
9		ADJOURN	Mr. Allen made a motion to adjourn the meeting. Mr. McCarrick seconded the motion. The motion carried unanimously. The meeting was adjourned at 8:30 p.m.		
10		Final Minutes Approved: February 28, 2013			