

State of New York
County of Fulton
Town of Caroga

Minutes of a Planning Board Meeting held September 7, 2022 at the municipal building located at 1840 State Highway #10 at 7:02 pm with the following persons in attendance by roll call.

Chairman, Al Kozakiewicz- present
Matt Cooper - present
Karen Dutcher - present
Lynne Delesky - absent
Rick Gilmour - present
Mike Voght - present
Tom Wojciechowski - present

In attendance were Jennifer Blowers, Code Enforcement, Linda Gilbert, Town Clerk, Mike and Tina Evans and 2 members of the public

Al Kozakiewicz welcomed Tom Wojciechowski to the board.
Reading of the minutes from the last meeting was tabled

One application for site plan review from Mike and Tina Evans. Ms. Evans stated that they are encouraged by the recent growth in the town and that is why they invested in the property. They are proposing an Air B&B lodge with a common kitchen and living room. The first floor is an open concept so they are proposing take out pizza in the evening and a coffee/gift shop in the morning. There would be limited seating, 20, per DOH regulations. There is enough room to accommodate parking for 20 in the existing lot. The back half of the building would be used for their residence and consists of a bedroom, living room and kitchen.

Chairman Kozakiewicz asked for a brief history of the building. Ms. Evans stated that it was the former Unger house. She believes that there may have been lodging at some point in the history of the building but there is limited history that is known on the building other than that. Mr. Evans asked if anyone was familiar with the building. Several people raised their hands.

Chairman Kozakiwicz opened the meeting for Public Comment.

Steve Sconfienza spoke and said that he has no issue with the project.

Stan Waddle - spoke in favor of the plan. Asked if the septic system was going to be reviewed. Chairman Kozakiewicz informed him that the board would be asking that. Mr. Waddle asked if there would be any other permits that would be required. Chairman Kozakiewicz informed him that it will depend on what will be done. It will go to the APA and for a 239M review. Mr. Waddle asked if they would need a special use permit. Chairman explained that a special use permit is

only needed if they are asking for a special use and since this is a permitted use in this district it won't need one.

Linda Gilbert inquired about the means of egress from the second story and how far the sign is from the road? The sign is a monument sign. Chairman Kozakiwicz stated that he will look at the ordinance and see if there is a setback. Jennifer Blowers stated that she routinely calls the Department of Transportation to verify whether or not a sign is okay when it is so close to a state highway.

Correspondence received from Tina Herrick, a neighbor. She called in to Linda Gilbert on 9/6 to speak in favor of the project.

Public session closed.

Karen Dutcher asked if everything was code compliant; since the building is old. Jennifer stated that the Code office will work with them to lead them through the process. The Department of Health will take the lead as far as the kitchen and eating area set up is concerned.. The electrical inspection will need to be done by an independent party

Chairman Kozakiewicz asked if the concrete patio was pre-existing. Mr. Evans stated that it was.

Rick Gilmour stated that exiting and entering into the parking lot may be an issue since there is an issue with Dollar General. Rick stated that DOT will need to review and that they may need to put in signs directing traffic. Ms. Evans agreed that they will need to confer with DOT to mitigate this problem as best that they can. Rick stated that the plan for entering and exiting the parking lot may need to be revamped. Boardmember Gilmour also wondered if one light post for the parking lot will be adequate. He would like to see at least one more light post since the area can be dark.

Chairman Kozakiewicz asked how many square feet were dedicated to retail space. Ms. Evans stated that there was 1850 square feet. Using that figure, and the parking requirements for a restaurant (one spot for every 150 square feet) means that they need 12 parking spots. Which they have.

Rick asked how many rooms would be rented upstairs. There are 4 to be rented with a common kitchen. Each room would accommodate 2 guests.

Matt Cooper asked about the well and septic separation. A new well was just drilled and is 175 feet from the septic. The initial well was only 40 feet from the septic. That well was an underperforming well so it needed to be re-drilled. The board questioned the distance and it was decided that the Department of Health needs to establish the guidelines for separation of well and septic.

Rick Gilmour asked Jennifer if the Codes office said that the decks and stair renovation was required by that office. Ms. Evans stated that they did the work to be ADA Compliant. The connection between the doorways and the ADA ramp is new, since the old one was demolished by a tree. The old deck (Deck 1 in the site plan) was taken down for safety concerns.

Chairman Kozakiewicz then moved to the Short Environmental Assessment Form. He mentioned that on Part 1 of the SEAF - is it in an archaeological sensitive site - They answered yes. He asked them if that was a mistake. Ms. Evans said that yes it was a mistake. On question 2 - does the application require a permit from any other government agency? It should be yes. DOH, DOT and the County Planning Board (which isn't a permit) all will need to approve the site plan. Jennifer Blowers stated that she will contact DOT and have them review the application.

Chairman Kozakiewicz asked if Linda would please have Mr. and Mrs Evans fix the answer to number 1 and answer number 2 and then initial said changes and submit.

Karen Dutcher asked if this would be seasonal or year round. Ms. Evans stated that they would be open year round for snowmobilers and skiers.

No more questions for the applicant from the board.

Chairman Kozakiewicz summarized the conditions for approval of the site plan

1 - 239M approval from Fulton County

2 - A fire inspection will be required. This will address the means of egress from the second floor.

3 -Health department inspection as related to septic and restaurant/kitchen space

4 -Building inspection to close the permit - which will include an electrical inspection

5 -DOT approval

Chairman Kozakiewicz offered his opinion on the project. He thinks that this is a good idea and is consistent with the town's comprehensive plan. Tom Wojciechowski agrees. Karen Dutcher stated that she likes the idea of a gift shop in town.

Chairman Kozakiewicz noted that the board didn't ascertain whether the application was complete at the beginning of the meeting and addressed it at this time. It was determined that by unanimous consent the application is complete.

There being no other discussion the board went through the SEAF Impact assessment form.

- Will the proposed action create a material conflict with an adopted land use plan or zoning regulations - no
- Will the proposed action result in a change in the use or intensity of use of the land - no
- Will the proposed action impair the character or quality of the existing community - no
- Will the proposed action have an impact on the environmental characteristics that caused the establishment of a critical environmental area - no

- Will the proposed action result in an an adverse change in the existing level of traffic or impact existing infrastructure for mass transit, biking or walkways - no
- Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonable energy conservation or renewable energy opportunities - no
- Will the proposed action Impact existing public or private water supplies and wastewater treatment utilities - no
- Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources - no (As an aside, Chairman Kozakiewicz noted that Code Enforcement should routinely check the state website to verify the lack of impact)
- Will the proposed action result in an adverse change to natural resources; that is Wetlands, waterbodies, groundwater, air quality, flora or fauna - no
- Will the proposed action result in an Increase in the potential for erosion, flooding or drainage problems - no
- Will the proposed action create a hazard to environmental resources or human health - no

Is an environmental impact statement required - no
 No significant environmental impact found.

Tom Wojciechowski made a motion to accept the application. Seconded by Matt Cooper
 All in favor - motion carried.

Chairman Kozakiewicz explained to Mr. and Mrs Evans that the building permit can not be obtained until all of the contingencies are met.

The discussion that was scheduled for the Atkinson project was tabled - since there isn't an application and the applicant was not present.
 Chairman Kozakiewicz will call Mr. Atkinson and inform him that he needs to submit an application and be present at the meeting.

Linda Gilbert spoke and asked the Board to review the process for determining if an application is complete in a meeting. Chairman Kozakiewicz will discuss her concerns with the Supervisor when he meets with him next week.

Mike Voght let the board know that he is resigning due to personal reasons. Chairman Kozakiewicz thanked him for his years of service and his dedication and said that he will be sorry to see him go. Mike Voght stated that he would be available to be an alternate.

Motion to adjourn the meeting made by Tom Wojciechowski and seconded by Mike Voght. All in favor. Meeting adjourned at 7:54

Submitted by
 Laura Nealon, Planning Board Clerk 9/12/2022