

**APPROVED**

The Regular Meeting of the Planning Board of the Town of Clay, County of Onondaga held at Town Hall located at 4401 State Route 31, Clay, New York on the 8<sup>th</sup> day of March 2023. The meeting was called to order by Chairman Mitchell at 7:30 PM. All joined in the Pledge of Allegiance and upon roll being called, the following were:

<b>PRESENT:</b>	Russ Mitchell	Chairman
	Michelle Borton	Deputy Chair
	Karen Guinup	Member
	Hal Henty	Member
	Al McMahan	Member
	Jim Palumbo	Member
	Mark Territo	Commissioner of Planning & Development
	Judy Rios	Secretary
	Kathleen Bennett	Planning Board Attorney
	Ron DeTota	C&S Engineering

**ABSENT:** Scott Soyster Member

A motion was made by Jim Palumbo seconded by Michelle Borton granting approval of the minutes from the February 15, 2023 Regular meeting.

**Motion Carried 6-0**

**Public Hearings (New Business):**

\*\*Case #2023-001 – B&C Storage (3) – 4600 Weller Canning Street – Site Plan. Collin Donahue, B&C Storage, presented stating he is seeking Site Plan approval. Drawings as provided, note a grayed area which is prior owner information and the orange areas are the proposed five (5) buildings. These are pre-engineered buildings – 10/11’ in height. Per County comments and Board consideration the parcels were previously combined to one. Russ Mitchell indicated the site plan appears as though it has four different lots and the lines need to be removed. Collin said he would clean this up. Russ asked if there are any facilities in the building and Collin said, yes there is one existing restroom and he has reached out to the Department of Health. Russ asked he show this and the septic system and water for the building. Collin said the only water usage would be in the restroom and none will be used for any other portion of the property; he will add to the plan. Further, Russ noted the closest fire hydrant appears to be on Route 31. Collin said there is one near the front entrance. Russ explained the requirement is 400’ to be able to run hose to the furthest point of the building. Another hydrant should be considered. Collin said he would look into this and add to the plan. Russ asked if the shed by the gate is manned and Collin said, no there is only a spigot in the shed. Russ pointed out the turnaround for fire trucks on drawing C-3 and asked if he had reached out to the local Fire Department. Collin said he did not but will meet with them and make any required adjustments. Jim Palumbo asked about the reduction to the impervious gravel and pavement and Ron DeTota requested Collin’s Engineer provide calculations for the existing site - gravel and impervious; Collin agreed. Hal Henty asked about lighting and Collin said there are exterior wall packs on the building only and no poles.

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Russ asked he provide cut sheets for the lighting and also requested he show elevations of the building. Michelle Borton said she would like to have the door locations on the buildings added, as well, if there are any associated variances, these need to be added. She asked if this project will be phased and Collin said, yes. Karen Guinup asked if the existing frame and block garage is theirs and Collin said, no it is the neighbors. She also questioned an outdoor storage area and Collin said, once the project is complete this storage will be removed. Karen asked if it will be years before they are complete and Collin said, yes. She is concerned, as it is not indicated, and it cannot impede fire lanes. Because of water and septic system we will need something in writing from the County Health Dept.. Mark Territo agreed due to building permit requirements. Collin said he would reach out to the County. Karen said an email from them with approval is fine. Ron stated the sediment control details are not shown on the drawing and this is required, i.e. silt fence, etc. As well, the road that is indicated on the drawing, can be removed since it no longer exists as a Town road, it was abandoned.

Russ asked for questions/comments from the public. None received.

A motion was made by Hal Henty seconded by Jim Palumbo to adjourn Case #2023-001 – B&C Storage – 4600 Weller Canning Street – Site Plan to April 12, 2023.

#### **Motion Carried 6-0**

\*\*Case #2023-003 – Upstate University Hospital Neurological Rehabilitation (3) – 8687 Carling Road – Amended Site Plan. Sara Sturtz, King & King Architects, presented on behalf of the applicant noting they are seeking approval for an amended site plan and signage. This site is two separate parcels, a building and parking lot. The bulk of the plan work is realignment, striping, curbing and sidewalk repair as well as adding a new canopy at the main entrance and a small outdoor patio at the back of the building for staff usage. Russ Mitchell requested they change the size of the drawings to 3x2 or 24”x36”; Sara agreed. Russ asked if the occupancy is the grey area and Sara said, yes. He also asked if anyone else is in the building and Sara said, yes a small lab suite, however, no one else has signed a lease but medical tenants are looking at the building. Russ explained they need to provide a site plan of what it looks like now and what improvements are to be made, i.e., landscaping, lighting, etc. On the amended site plan you must show the property line on the other side of Carling Drive as it is not correct how it is indicated. Russ asked Sara look at the walkway and tarvia as it looks like it is going across the road into the swale; the swale runs close to the ingress/egress. The County commented that striping across the road should be considered but you will need a cross access agreement between the two properties. Sara asked if it is because of the walkway and Russ said because they are planning to use the parking lot. He asked who owns the building and Sara said, Pemco. Russ recommended they work with the Planning Board Attorney. As well, Russ asked about the existing dumpster and stated this would need a gate and they should have details as provided from the Planning Department. Jim Palumbo asked they be sure the crosswalk is identified and up to code. Hal Henty noted needing a lighting drawing and cut sheet details/photometrics. Michelle Borton asked they revisit the checklist provided from Planning and bring this up to Site Plan level. Karen Guinup agreed with Michelle.

Russ asked for questions/comments from the public. None received.

A motion was made by Karen Guinup seconded by Jim Palumbo to adjourn Case #2023-003 – Upstate University Hospital Neurological Rehabilitation – 8687 Carling Road – Amended Site Plan to April 12, 2023.

#### **Motion Carried 6-0**

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**Public Hearing (Old Business/Open and Adjourned):**

\*\*Case #2022-027 – Jason Kocher (3) – 8350 Caughdenoy Road – Special Permit – Tier 2 Solar Energy System (Adjourned from 5 previous meetings). The applicant was not present.

Russ Mitchell closed the Case.

A motion was made by Karen Guinup to deny without prejudice Case #2022-027 – Jason Kocher – 8350 Caughdenoy Road – Special Permit – Tier 2 Solar Energy System. Seconded by Hal Henty.

**Motion Carried 6-0**

\*\*Case #2022-050 – American Steel and Aluminum (3) – 4601 Crown Road – Amended Site Plan (Adjourned from 3 previous meetings). Matt Napierala, Napierala Consulting P.E., P.C., presented on behalf of the applicant. He explained all items needing to be completed have been as follows: 1) Drawing C-3 shows the required variance information; 2) Landscape has been added around the building and bio-retention area; 3) Drawing C-3 shows the roll-off units and labeled accordingly; 4) The final set of drawings have been stamped; 5) Drawing C-2 shows the appropriate legend information and details regarding erosion, soil, etc.; 6) Drawing C-4 notes grading and truck by-pass information; and 7) Technical aspects to analysis work in regards to the SWPP is documented. Russ Mitchell mentioned being pleased with their work.

Russ asked for questions/comments from the public, hearing none he closed the Case.

Michelle Borton read: In the matter of the Planning Board Case #2022-050 – American Steel and Aluminum – 4601 Crown Road – Amended Site Plan, I move the adoption of a resolution using standard form #10 – SEQR, that the proposed action is an unlisted action and does not involve any Federal Agency. It is further determined the proposed action will not have a significant effect on the environment and the resolution shall constitute a negative declaration for the following reasons: The proposed action is an expansion of an existing facility that is compatible with the surrounding land uses. It will have no significant impact on traffic, storm water management, or public utility. Seconded by Jim Palumbo.

**Motion Carried 6-0**

Michelle Borton read: In the matter of the application of Planning Board Case #2022-050 - American Steel and Aluminum – 4601 Crown Road – Amended Site Plan, I move the adoption of a resolution using standard form #20 – Amended Site Plan, granted based on a map by Napierala Consulting Professional Engineer, P.C., all dated October 19, 2022 and revised February 16, 2023, sheets C-0, C-1, C-2, C-3, C-3.1 (as listed on the title sheet C-0), C-4, C-5, C-6, C-7 and C-8. Proposed Addition numbered D-100 dated February 15, 2023; Proposed Exterior Elevation numbered D-200 dated February 15, 2023; and Floor Plan and Partial Plans numbered A-101 dated February 2, 2023 by QPK Design. Seconded by Jim Palumbo.

**Motion Carried 6-0**

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**Closed Hearings – (Board/Applicant only):**

\*\*Case #2023-002 – National Grid HCB Building #2 Office Trailer Alterations (3) - 7437 Henry Clay Boulevard – Amended Site Plan (Adjourned from 1 previous meeting). Matthew Bernal, Nelson Associates, was present on behalf of the applicant. Russ Mitchell noted asking at the last meeting for a copy of an old site plan as the Town could not locate one. Matthew said he could provide a copy. Russ explained having the old plan assists for historical purposes and asked Mark Territo to follow-up on this request; Mark agreed.

Russ Mitchell closed the Case.

Michelle Borton read: In the matter of the application of the Planning Board Case #2023-002 – National Grid HCB Building #2 Office Trailer Alterations – 7437 Henry Clay Boulevard – Amended Site Plan, I move the adoption of a resolution using standard form #10 – SEQR, that the proposed action is an unlisted action and does not involve any Federal Agency. It is further determined the proposed action will not have a significant effect on the environment and the resolution shall constitute a negative declaration for the following reasons: The proposed action is a minor change to the existing site layout, and will not significantly impact traffic, storm water runoff patterns, or site circulation. Seconded by Jim Palumbo.

**Motion Carried 6-0**

Michelle Borton read: In the matter of the application of the Planning Board Case #2023-002 – National Grid HCB Building #2 Office Trailer Alterations – 7437 Henry Clay Boulevard – Amended Site Plan, I move the adoption of a resolution using standard form #20 – Amended Site Plan, granted based on maps by Nelson Associates dated February 28, 2023 and numbered C-100 entitled “Site Plan” and C-100 “Record Utility Plan.” Conditioned upon approval of all legal and engineering requirements of the Town of Clay. Seconded by Jim Palumbo.

**Motion Carried 6-0**

**New Business:**

**Signs**

Parsons-McKenna Construction Co., Inc. – *Upstate University Hospital Neurological Rehabilitation* – 8687 Carling Road - Zoned RC-1, Permit #53,240. Sara Sturtz, King & King Architects, was present on behalf of the applicant seeking approval for One (1) Freestanding Sign as follows: A 64 square foot, internally illuminated Led freestanding sign is proposed when 64 square feet is allowed. This sign will meet the code. Karen Guinup asked, for clarification purposes, if another tenant comes into this plaza and requests 2/3 spaces on the freestanding sign, do they need to come back for face change approval? Mark Territo said, no, it is captured on this, a freestanding sign. Any walls signs need separate approval.

A motion was made by Hal Henty seconded by Michelle Borton granting approval of Sign Permit #53,240 – Parsons-McKenna Construction Co., Inc. – *Upstate University Hospital Neurological Rehabilitation* 8687 Carling Road.

**Motion Carried 6-0**

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The Image Press – *MVPT Physical Therapy* – 7455 Morgan Road - Zoned RC-1, Permit #53,274.

John Yard, The Image Press, was present on behalf of the applicant seeking approval for One (1) Wall Sign as follows: A 52.68 square foot, internally illuminated Led Wall Sign is proposed when 316.8 square feet is allowed. This sign will meet code. Karen Guinup asked Mark Territo if this sign is within ordinance regulations and Mark said, yes. She noted a business at this site (*Elevate Fitness*) as having a sign on the side of the building that was not approved by this Board.

A motion was made by Michelle Borton seconded by Jim Palumbo granting approval of Sign Permit #53,274 – The Image Press – *MVPT Physical Therapy* – 7455 Morgan Road .

**Motion Carried 6-0**

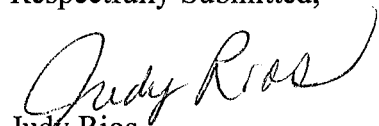
Russ Mitchell asked if there were any further comments or questions, hearing none he adjourned the meeting.

A motion was made by Michelle Borton seconded by Hal Henty granting approval to adjourn the meeting at 8:19 p.m.

**Motion Carried 6-0**

The next meeting is slated for March 22, 2023

Respectfully Submitted,



Judy Rios  
Planning Board Secretary