

Regular meeting of the Village of Brockport Planning Board was held in the Conference Room, Municipal Building, 49 State Street, Brockport, New York, Monday, March 14, 2016 at 7:00pm.

PRESENT: Chair Arthur Appleby, Vice Chair Charles Switzer, Member Kevin McCarthy, Member Peter Selig, CEO David Miller, Clerk Katie Brown

EXCUSED: Member Patricia Baker

ALSO PRESENT: Joan Hamlin, Cody Dean, Steven Drexler, Matthew Butler, Marv Duryea, David Rice, Carl Meier, Denise Wood, Matt Butler, Rick Butler, Tim Butler, John Cramer, Larry Vaughn, Becky Gillette

CALL TO ORDER: Chair Appleby called the meeting to order and led the Pledge of Allegiance.

REVIEW OF MEETING MINUTES: Chair Appleby called for a motion to approve minutes from February 8th meeting.

- Member Selig moved, but neither Member McCarthy nor Member Switzer was present at previous meeting, so they did not second the motion. Board will attempt to approve 2/8/16 minutes at next meeting.

CORRESPONDENCE: Chair Appleby discussed letter from Chatfield Engineers stating there are no concerns regarding the application for 36 N Main St., Farmers Insurance. Letter states sufficient parking is present and to verify with building department if striping or ADA signage is needed. Chair Appleby mentioned he received an email from Trustee Annette Crane concerning tonight's public hearing. Chair Appleby states he received a notice from Genesee Regional Planning Council regarding upcoming training opportunities.

OLD BUSINESS:

1. Name: Cody Dean, Brockport Ambulance - - **PUBLIC HEARING** - -
Address: 3 Burroughs Terrace
Tax Map #: 069.17-1-12
Zoning: I- Industrial Use
Parcel Size: 0.12 acres
Prop. Class: 449
Purpose: Change of use from tool shop to ambulance headquarters – plan revisions

Presentation/discussion:

Chair Appleby asked for Mr. Cody Dean to remind the board of what the previous application stated and explain what has changed. Mr. Dean explained the initial plan was to utilize an easement allowing for building access out of the west side, through the Northside service parking lot. That agreement was unable to be finalized with the owner of Northside. They have since decided to utilize the building's current layout with the traditional traffic flow, going out Burroughs Terrace onto Fair St. The Board asked why the easement was eliminated. Mr. Dean explained that the owner of Northside required a licensing agreement to use his property for the easement, which did not provide the Ambulance Corp enough long-term security to offset the necessary monetary investment.

Chair Appleby stated the Board scheduled a public hearing for this meeting to allow residents on Fair St. & Burroughs Terrace an opportunity to speak. Chair Appleby asked Clerk Katie Brown to read the legal notice. Clerk Brown announced that the legal notice was published in the Village's official newspaper—The Suburban News—and posted on the Village's official website and at Village Hall. Clerk Brown read the published legal notice aloud. Chair Appleby asked if anyone would like to speak, there was no response. Chair Appleby dispensed the public hearing.

Chair Appleby asked if SEQR was reviewed on this matter at the August meeting. CEO David Miller confirmed that SEQR was reviewed previously. The Board inquired whether SEQR needs to be reviewed again due to the changes and potential new issues, such as with parking spaces and how traffic on the street will affect the residents. Chair Appleby asked what area will be used for parking. Mr. Dean stated the existing lot to the south of the building and identified the area on the sitemap for the Board. Mr. Dean confirmed that allows for eight parking spots, as they will not be using the overhead space at this time. CEO Miller wished to confirm there are no changes to the parking area from the original application that was already approved and that the only changes are to the ingress and egress. CEO Miller approached the bench to review the parking on the sitemap with Board and asked if the parking area behind the building, on the west side, will still be there. Mr. Dean stated it would not, indicating there is a parking change and loss of spots. CEO Miller and Board noted there will be four spots in addition to the south lot. Mr. Dean stated they will keep the ambulances in those four spots. The Board asked if the north area of the building is occupied and Mr. Dean stated it will be owned by the Ambulance Corp. The Board discussed the lack of off-street parking on Fair St. and Burroughs Terrace, noting that on-street parking on Fair St. is only on one side. CEO Miller asked

how many spots the Ambulance Corp uses on a normal basis. Mr. Dean replied they use three spots normally and when there are meetings they use about twelve, but can use the parking available down Fair St. at the KleenBrite lot.

Member Selig asked if the new egress will impact response time, as they will most often be going down Fair St. to the traffic light, where traffic congestion could be an issue. Mr. Dean believes it will not be an issue and will likely be easier than dealing with the intersection of Main St. & State St. Member Selig asked if sirens will be used while traveling on Fair St. Mr. Dean explained that only 50% of their calls require the use of sirens and half of those calls occur at night, when there is very little street traffic. Therefore, the sirens will be utilized for about 25% of calls. They won't be needed to travel down Fair St. unless someone is blocking the street. The sirens won't be needed until they reach Main St. They will be audible, but not as impactful as many assume. The Board asked when they plan to move in and if there will be any changes or improvements. Mr. Dean stated they plan to move in as soon as possible and there will only be minor improvements. CEO Miller said he is aware of what work needs to be completed before the Ambulance Corp. can occupy the space.

Despite that the public hearing was dispensed, Denise Woods of 75 Fair St. interjected to express concerns over relocating the Ambulance Corp. Ms. Woods stated she is opposed to the relocation, but feels the issue is a "done deal" in the eyes of the Village due to an article in the Suburban News indicating the Ambulance Corp is moving and holding an open house. Ms. Woods added she is against the ambulance traffic traveling down Fair St. and believes it is too narrow to support additional traffic with the existing on-street parking and daily travel of school buses to the bus garage. Ms. Woods was also concerned about siren noise. Cody Dean requested to see the Suburban news article and explained that Brockport Ambulance provided the newspaper with the membership list, but nothing more.

The Board confirmed with Mr. Dean that the Ambulance Corp is purchasing, not renting the building. The Board expressed a general consensus that concerns raised by some residents are legitimate and could have undesirable outcomes. Their hope is that Brockport Ambulance will improve the site and be good neighbors to residents. CEO Miller offered similar support, ensuring Ms. Woods that he believes the Ambulance Corp. will do a great job in maintaining the building and that any concerns she has in the future can be addressed through the Building Department.

Carl Meier of 85 Fair St. interjected his concerns about traffic flow with the existing on-street parking. He foresees problems with the cars in front of rentals—specifically a college rental close to Main St.—and the congestion of the school buses. He believes it will be difficult for both the residents and the ambulances at the intersection of Fair St. & Main St. He informed the Board that he is a firefighter and is familiar with maneuvering large vehicles. He has lived on Fair St. for 30 years and is confident the ambulance traffic will cause problems. The Board acknowledged that parking on Fair St. may need to be reviewed. Cody Dean commented that he has been down the street numerous times without witnessing any issues. Ms. Woods restated that when the school buses are present there is significant congestion. CEO Miller reminded the board and residents that the purpose of today's application is site plan approval and that the property in question is zoned for industrial use, regardless of the Ambulance Corp relocation. He added that the on-street parking problem should be brought to the attention of the Village Board, not the Planning Board, and therefore is a separate issue from tonight's discussion. Chair Appleby acknowledged there are outside issues needing attention, but the Board must separate the issues and address the parking and narrow roadway as plans move forward.

Ms. Wood questioned how the relocation of Brockport Ambulance will impact surrounding property values. The Board felt it will have minimal impact. CEO Miller reiterated that the parcel is zoned for industrial use no matter the outcome, but she can contact the Assessor's office to be thorough.

The Board summarized that today's approval is regarding easement change only. While the easement change has revived concerns pertaining to parking and traffic flow that were thought to be resolved, these concerns need to be brought to the Village Board.

→ Member Selig moved, Member McCarthy seconded, unanimously carried to approve the application as submitted.

NEW BUSINESS:

1. Name: Steven, Drexler, Farmers Insurance
Address: 36 N Main St.
Tax Map #:069.37-2-2
Zoning: B- Business Use
Parcel Size 0.40 acres
Prop. Class: 485
Purpose: Change of use from vacant space to insurance office

Presentation/discussion:

Steven Drexler explained he is seeking a change of use from a vacant space to an insurance office. The space had served as an insurance office in the past—Brockport Auto Insurance—but has been

vacant for over a year. He has also provided plans for two outside signs and two window vinyls. The Board inquired if CEO Miller will handle the sign approval—noting that the freestanding sign is allowed—and questioned if there is historic impact. CEO Miller confirmed he will handle the sign plans and that there is no historic impact. Member McCarthy pointed out that the business entrance is actually on Liberty St., as it is on the side of the building. The Board and Mr. Drexler listed other tenants that occupy the building: Upstate Internet, Allstate Insurance, and a few vacant offices.

SEQR was discussed with the Board agreeing all Part 2 questions should be answered with “No, or small impact may occur.”

Member Switzer moved, Member Selig seconded unanimously carried determining this a Type II SEQR action per NYCRR 617.5.

Member McCarthy confirmed with Mr. Drexler that he is adding one, non-load bearing wall. CEO Miller commented that the change of use application was submitted as a formality and that no structural or significant changes will occur.

The Board asked if there is adequate parking and Mr. Drexler affirmed there is more than enough available. Chair Appleby mentioned a note from the Village Engineer who recommended new striping if needed, but he believes that will be up to the landlord. CEO Miller commented that there is no need to re-stripe unless the area is repaved.

The Board asked if there is a dumpster on site. Mr. Drexler believes there is no dumpster, but assured the Board his business will produce minimal garbage which he will take home for disposal. Mr. Drexler utilizes a shredding service for disposal of paper materials.

→ Member Selig moved, Member Switzer seconded, unanimously carried to approve the application as submitted.

2. Name: Matthew Butler, Rick Butler, John Cramer, Vapor World
Address: 26 N Main St.
Tax Map #: 069.37-2-1
Zoning: B- Business Use
Parcel Size 0.20 acres
Prop. Class: 484
Purpose: Move business location from 46 Main St. to 26 N. Main St (vacant property)

Presentation/discussion:

The Board asked what changes will be made to the building. Matthew Butler explained no major changes will occur. He needs to upgrade the HVAC system, remove some outdated technology, patch walls, add signs to outside—similar to the ones used at the Greece location, install new flooring, add a retail counter, and other cosmetic changes. Chair Appleby advised him that the Board typically likes to have a site plan or sketch to see what changes will occur outside & inside the building. Chair Appleby confirmed with the applicants that Vapor World is renting the space. Chair Appleby inquired whether there are any fire issues with the building. CEO Miller interjected that, similar to the last applicant, this is a simple change of use application. The only caveat is that Vapor World plans on moving their manufacturing. Rick Butler clarified that Vapor World is not moving manufacturing at this time because their current location in Greece is still under lease. They plan to move the manufacturing to Brockport in June of 2017 when their current lease expires. Matthew Butler reminded the Board that when Vapor World first opened they were manufacturing their product in Brockport, which was made known to the Board. They have since leased a space behind the Greece location that is used solely for manufacturing. Their plan to move manufacturing back to Brockport in the future is part of the reason they need to move to a bigger Brockport location at this time.

Chair Appleby recalled a letter from the Village Engineer regarding the parking lot. CEO Miller and Clerk Brown informed the Board that the Engineer provided the same response as given to Farmer's Insurance—there are no concerns and that pavement condition, pavement stripes, and ADA compliance should be reviewed for adequacy.

Chair Appleby reconfirmed that the reason for relocation is to have a larger space. Matthew Butler replied that they have outgrown their current space as their business has grown. The larger space will allow them to meet the needs of their Brockport and Greece customer base and continue to wholesale their product to other stores throughout the country. Additionally, their customers desire a better layout with room to sit down with employees and discuss the product options. CEO Miller inquired how many stores the Greece manufacturing location ships to and if it requires delivery vehicles to travel in and out of the lot. John Cramer replied that they ship internationally to approximately 100 stores. Every 6-8 weeks they have a lift gate deliver vegetable glycerin in a 55 gallon drum. All other shipping is done through traditional UPS/FedEx/USPS couriers. CEO Miller explained he wants to understand the potential implications of manufacturing, as he would recommend to the Board that they garner approval for the relocation of the manufacturing operation to 26 N Main St. now instead of requiring Vapor World to reapply in 2017. Chair Appleby responded

that the Board had already approved the manufacturing in Brockport, just at a different location (meaning the current location of 46 Main St). Matthew Butler commented that their safety operations have improved significantly since that original approval. They employ more precautions, they have streamlined their manufacturing process, and they strive for the safety of every employee and customer. Rick Butler added that their manufacturing needs are much larger, but there is nothing unsafe or flammable. John Cramer stated the only chemical they use that poses any threat is nicotine and the threat is minor according to MSDS standards.

Member Selig asked about battery use and storage. Matthew Butler stated that they might store 150 when at maximum capacity, but they typically go through at least that many each week. He clarified that they use lithium manganese batteries, which are more stable and less likely to explode when compared to lithium ion. The business has tested the stability of the batteries in a controlled setting with very positive results. He added that they have a disposal process with Sunnking and they have safety procedures in place for proper disposal.

The Board believes that the new location will improve traffic access to the business. The applicants agreed and assume they will not need a lift gate for any delivers in the future because there is ample room behind the building with a raised platform and garage door. Matthew Butler states he is aware he will need to rent a dumpster to dispose of packing/shipping materials and trash. The Board reminded the applicants that they will need to fence in the dumpster.

Member McCarthy asked if the owner is handling the HVAC upgrades. Rick Butler replied that Vapor World is paying for the update as part of lease. The owner is fixing the hanging gutters. The applicants plan to improve the exterior next year with new stucco and removal of old signs. Member McCarthy confirmed with Matthew Butler that the only public parking available is in front of the building, providing for two regular spaces and one ADA space. Employees will park in the rear of the building on the gravel.

SEQR was discussed with Board agreeing all Part 2 questions should be answered with "No, or small impact may occur."

- Member Switzer moved, Member Selig seconded unanimously carried determining this a Type II SEQR action per NYCRR 617.5.
- Member Selig moved, Member Switzer seconded, unanimously carried to approve the application as submitted.

OTHER BUSINESS:

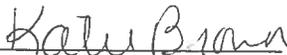
- Chair Appleby followed up on a discussion from last month's meeting, reminding the other members that the Board needs to create their own SEQR Type 2 list. Chair Appleby added that there is a list in chapter 17a of the Village Codebook as well as on the DEC website. He requested the members look it over, as he would like to utilize time at a future meeting for discussion. He pointed out that SEQR would apply to subdivisions and major reconstruction of a building, but most of the Board's applications do not apply. By eliminating SEQR review for inapplicable applications, the Board can shorten the length of meetings.

UPCOMING MEETINGS/DEADLINES:

- Monday, April 11, 2016, 7pm; application materials due by Noon, Monday March 28, 2016.
- Monday, May 9, 2016, 7pm; applications due by Noon, Monday, April 25, 2016.

ADJOURNMENT:

- Member Selig moved, Member McCarthy seconded, unanimously carried that the meeting be adjourned at 8:05 pm.


Katie Brown, Clerk