

Village of Brockport  
Planning Board  
6 pm Monday, June 28, 2023

**MEETING AGENDA**

CALL TO ORDER / PLEDGE / ROLL CALL

APPROVAL OF MINUTES: June 12, 2023

CORRESPONDENCE:

OLD BUSINESS APPLICATIONS:

NEW BUSINESS APPLICATIONS: (Public Hearings)

1. Name: Gregory Bell, BME Associates, as agent for South Avenue Properties LLC  
Address: 180 and 230 South Ave  
Tax Map#: 069.17-2-9.1 and 069.17-2-11.1  
Zoning: Limited Industrial Use District  
Parcel Size: 1893ft x 1013ft and 516ft x 1013ft  
Prop. Class: 447 – Truck Terminal  
Purpose: Reconfigure the property line between 180 and 230 South Avenue

ADJOURNMENT:

UPCOMING REGULAR MEETINGS/DEADLINES (only upon application):

- Meeting: Monday, July 10, 2023 – 6 pm      Deadline: June 27, 2023 - Noon  
Meeting: Monday, August 14, 2023 – 6 pm      Deadline: August 1, 2023 – Noon  
Meeting: Monday, September 11, 2023 – 6 pm      Deadline: August 29, 2023 – Noon



**--UnApproved--**

**Regular meeting of the Village of Brockport Planning Board  
Held in the Conference Room, Municipal Building, 49 State Street, Brockport, NY  
Monday, June 12, 2023, at 6:00pm**

**PRESENT:** Chair Charles Switzer, Vice Chair Lyle Stirk, Member Brandon St. John, Member Kevin McCarthy, Clerk Theresa Weed.

**EXCUSED:**

**ABSENT:**

**ALSO PRESENT:** Assistant CEO Carol McNeese, CEO Chad Fabry, Village Board Liaison Annette Crane, Village Attorney Dan Mastrella, Gregory Bell, Chris Hamlin, Kevin Jenkins, Steven Alvito, Joanne Bocach, Mary D'Agostino, Joe Rocchio, Fred Webster

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

**REVIEW OF MEETING MINUTES:** Chair Switzer called for a motion to approve minutes of meeting of April 10, 2023.

→ Member Stirk moved, Member McCarthy seconded, unanimously carried to approve the minutes as written.

**CORRESPONDENCE:** Chair Switzer stated the Planning Board received a report from the Zoning Board of Appeals regarding the property at 180 South Avenue. Chair Switzer noted the board will review the report within the next few weeks.

**OLD BUSINESS:**

**NEW BUSINESS:**

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**Presentation/discussion:**

Chair Switzer invited Gregory Bell, who is representing South Avenue Properties LLC, to

PLANNING BOARD MEETING MINUTES – June 12, 2023

address the Board. Mr. Bell indicated the applicant is proposing to move the lot line along the creek between the two properties. No development proposed, just moving the lot line to where it makes the most sense.

A brief discussion took place regarding the reduced acreage to 180 South Avenue and whether a public hearing is required.

**Public Comment:**

- Member St. John moved, Member Stirk seconded, unanimously carried that the regular meeting be closed, and Member Stirk moved, Member McCarthy seconded, unanimously carried that the public hearing be opened at 6:10 pm.

A question was asked whether further advertising is required for a public hearing besides posting on the website and in the Village Hall. It was determined that it does require to be advertised in the newspaper at least once within 5 days before such a hearing.

No further public comments.

- At 6:16 pm, Member Stirk moved, Member McCarthy seconded, unanimously carried that the public hearing be closed, and the regular meeting be reopened.

**MOTION:** Chair Switzer called for a motion:

- Member St. John moved, Member McCarthy seconded, unanimously carried to table the application until after the public hearing.

**OTHER BUSINESS - DISCUSSION:**

**UPCOMING REGULAR MEETINGS/DEADLINES** (only upon application):

Meeting: Monday, July 10, 2023 – 6 pm      Deadline: June 27, 2023 - Noon  
Meeting: Monday, August 14, 2023 – 6 pm      Deadline: August 1, 2023 – Noon

**ADJOURNMENT:**

- Member Stirk moved, Member McCarthy seconded, unanimously carried that the meeting be adjourned at 6:17 pm.

\_\_\_\_\_  
Theresa Weed

-Review submission requirements & deadlines prior to submitting-

# VILLAGE OF BROCKPORT

127 Main St., Brockport, NY 14420  
Phone:(585)637-5300 ext. 114 Fax:(585) 637-1045  
Website: www.brockportny.org

## PLANNING BOARD APPLICATION

Change of Use: \_\_\_\_\_ Fence: \_\_\_\_\_  
Subdivision: \_\_\_\_\_ Site Plan: \_\_\_\_\_  
Other: \_\_\_\_\_

VILLAGE OF BROCKPORT  
PAID  
MAY 30 2023  
\$ 250.00  
PER CL# 6328

Meeting Date: 6/12/23 6:00 p.m.  
Date Submitted: 5-30-23  
Application Fee: \$ 250.00  
Plans/Supporting Documents(10 sets):   
Environmental Assessment Form:

Please Note:

- Applicant (or representative) must attend meeting(s).
- Failure to show, withdrawal of application, or denial will result in forfeiture of fee.
- Applicant may be billed for Village Engineer fees related to the review of the application.
- The Planning Board will determine the need for a public hearing. If so, a separate fee will be billed.

PROPERTY ADDRESS: 180 & 230 South Ave. Flood Zone:  Yes  No

Tax Map Parcel #: 69.17-2-9.1 & 69.17-2-11.1 Parcel Size: 1893' width 1013' depth

Property Zoning District: Limited Development District Property Class: 447 (turcking terminal)

Present Use of Property: Diesel Mechanic Shop Proposed Use of Property: N/A

Description of Proposal: \_\_\_\_\_  
Reconfigure the common property line between 180 and 230 South Avenue.

Description of any planned remodeling: N/A

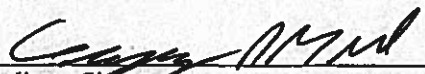
Building permit required?  Yes  No Historical designations?  Yes  No

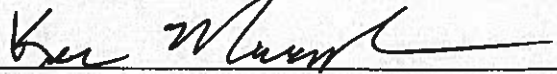
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### Certification of Statements:

The applicant(s) hereby affirms that the above information is accurate and complete, to the best of his/her knowledge and he/she/they is/are the title owner(s) of the property or has/have been authorized by the title owner(s) to make this application.

I/We hereby certify that I/We are title owner(s) of the property property identified in the above application and that the applicant(s) named is/are authorized to make the application described herein.

  
Applicant Signature

  
Owner Signature

Gregory Bell, BME Associates, as agent  
Applicant Name Printed/Typed

KEN MARVALD  
Owner Name Printed/Typed

Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone # \_\_\_\_\_ E-mail \_\_\_\_\_

Phone # \_\_\_\_\_ E-mail \_\_\_\_\_



# Short Environmental Assessment Form

## Part 1 - Project Information

### Instructions for Completing

**Part 1 – Project Information.** The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

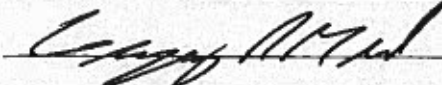
Part 1 – Project and Sponsor Information				
Name of Action or Project: South Avenue Properties				
Project Location (describe, and attach a location map): 180 and 230 South Ave.				
Brief Description of Proposed Action: Adjust the common property line between 180 and 230 South Avenue.				
Name of Applicant or Sponsor: South Avenue Properties LLC		Telephone:		
		E-Mail:		
Address:				
City/PO:		State:	Zip Code:	
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other government Agency? If Yes, list agency(s) name and permit or approval:			NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>
3. a. Total acreage of the site of the proposed action?		59.1 acres		
b. Total acreage to be physically disturbed?		0 acres		
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?		59.1 acres		
4. Check all land uses that occur on, are adjoining or near the proposed action:				
5. <input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input checked="" type="checkbox"/> Commercial <input checked="" type="checkbox"/> Residential (suburban)				
<input checked="" type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other(Specify):				
<input type="checkbox"/> Parkland				





	NO	YES	N/A
5. Is the proposed action, a. A permitted use under the zoning regulations? b. Consistent with the adopted comprehensive plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	<input type="checkbox"/>
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____	NO	YES	<input checked="" type="checkbox"/>
8. a. Will the proposed action result in a substantial increase in traffic above present levels? b. Are public transportation services available at or near the site of the proposed action? c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	NO	YES	<input checked="" type="checkbox"/>
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: N/A as only property resubdivision is proposed.	NO	YES	<input checked="" type="checkbox"/>
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: _____ N/A - There is no proposed improvements for this subdivision application.	NO	YES	<input checked="" type="checkbox"/>
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____ N/A - There is no proposed improvements for this subdivision application.	NO	YES	<input checked="" type="checkbox"/>
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places? b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	NO	YES	<input checked="" type="checkbox"/>
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency? b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody? If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____	NO	YES	<input checked="" type="checkbox"/>



14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input type="checkbox"/> Shoreline <input checked="" type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input checked="" type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input type="checkbox"/> Urban <input type="checkbox"/> Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
16. Is the project site located in the 100-year flood plan?	NO	YES
	<input type="checkbox"/>	<input checked="" type="checkbox"/>
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes,	NO	YES
a. Will storm water discharges flow to adjacent properties?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If Yes, briefly describe: _____ N/A - No physical alteration to property is proposed.	<input type="checkbox"/>	<input type="checkbox"/>
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment:	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe:	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe:	NO	YES
	<input type="checkbox"/>	<input checked="" type="checkbox"/>
N/A - No physical disturbance of the property is proposed.		
<b>I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</b>		
Applicant/sponsor/name: <u>Gregory Bell, BME Associates, as agent for South Ave. Properties LLC</u> Date: <u>5/30/23</u>		
Signature: <u></u> Title: <u>Survey Dept. Manager</u>		

