

TOWN OF FARMINGTON PLANNING BOARD

October 20, 2010

APPROVED MINUTES

The following minutes are written as a summary of the main points that were made and the actions taken at the Town of Farmington’s Planning Board Meeting.

MEMBERS:

Meg Godly
Mary Neale
Scott Makin, Acting Chairman
Excused: David Degear, Ron Herendeen

Also present: Town of Farmington Director of Development and Planning, Ron Brand; Town of Farmington Code Enforcement Officer, Floyd Kofahl; Town of Farmington Engineer Lance Brabant, MRB Group, P.C.; Judith Wellman and Helen Kirker, 1816 Quaker Meeting House; Carol and Richard Deys, Macedon NY

OPEN MEETING:

The meeting was called to order at 7:00 p.m. After everyone recited the Pledge of Allegiance, Acting Chairman Makin explained that Chairman Degear was excused this evening. He then made the introductions of Planning Board members and staff and explained the emergency evacuation procedures to those present. Mr. Makin said that copies of the evening’s agenda and legal notices are available on a table by the door. He also asked that all present set their cell phones on vibrate.

APPROVAL OF THE MINUTES OF THE OCTOBER 6, 2010 MEETING:

Ms. Neale moved to approve the Minutes of the previous Board meeting. Ms. Godly seconded. In a voice vote, the motion passed by a vote of three ayes.

LEGAL NOTICES: *None required*

PUBLIC HEARINGS: *None*

SITE PLAN APPROVAL

PB 0701-10, SPECIAL USE PERMIT

**NAME: 1816 FARMINGTON QUAKER MEETINGHOUSE MUSEUM,
P.O. BOX 25053, FARMINGTON, NY 14425**

**LOCATION: SOUTHEAST CORNER OF COUNTY RD 8 & SHELDON
RD**

ZONING DISTRICT A-80 District

REQUEST: A special use permit to allow a museum, (public building and

grounds). The applicant wishes to utilize and relocate a building for a proposed historical museum. CONTINUED

Judith Wellman and Helen Kirker appeared for this application.

The Director of Planning and Development, Mr. Brand, summarized past activity on this application and the applicants' other application, PB-0503-10, for Preliminary Site Plan approval. The applicants are requesting approval for a museum in the A-80 District. In July, he recalled, the Planning Board requested additional information including:

1. mapping the site wetlands,
2. obtaining a waiver from the State Ag and Markets Department,
3. clearance from SHPO (the State Office for Historic Preservation),
4. the addressing of design issues,
5. and the addressing of the Town Engineer's concerns.

All these, he said, have been provided. He then went over the content of some draft resolutions, explaining that SEQR must first be addressed, then the SUP (Special Use Permit) and finally the Preliminary Site Plan.

The Code Enforcement Officer, Mr. Kofahl, said that the map is now correct. The application complies with zoning and Code requirements.

The Town Engineer, Mr. Brabant, had no additional comments.

At Mr. Makin's request, the Clerk read aloud the Part 3 Narrative of the Full Environmental Assessment Form for SEQR Compliance:

***WHEREAS**, the Town of Farmington Planning Board, (hereinafter referred to as Planning Board) has, on July 21, 2010 requested additional information considered necessary as Part 3 of the Full EAF for the above referenced Special Use Permit Application to enable the Planning Board to make a Determination of Significance thereon under the State Environmental Quality Review (SEQR) Regulations; and,*

***WHEREAS**, the Planning Board has given consideration to the following information requested to satisfy the Part 3 Narrative for this Action:*

1. *Verification of the mapped NYS Freshwater Wetland FWWMC2 boundary by a qualified wetland professional and delineation of said boundary upon the Preliminary Site Plan;*
2. *A determination from the U.S. Army Corps of Engineers, Buffalo District, regarding the federal wetland permitting process and documentation of said process;*
3. *A determination from the New York State Department of Agriculture and Markets, Farmland Protection Bureau, of the need for compliance with the formal Notice of Intent procedures contained in the State Ag and Markets Law;*
4. *A determination from the New York State Office of Parks, Recreation and Historic Preservation (SHPO) of the results of the required Phase I Archaeological Investigation, as determined for project SHPO's project PR# 08PR6563;*
5. *A determination from Christine Capella-Peters of SHPO's acceptance of the design issues associated with the State's Environmental Protection Fund (EPF) grant process; and*

6. *A written response to the 14 points identified in the Town Engineer's July 14, 2010 report to the Town Planning Board; and*

WHEREAS, *the documentation contained in the Town's files on this project addresses each of these required pieces of information in the following manner:*

1. *Thomas Haley, NYSDEC, Region 8 Office, Division of Environmental Permits, verifies the actual wetland boundary and determines that there will not be need for any infringement within the 100 foot wetland boundary area adjacent to the mapped freshwater wetland.*
2. *The DEC's September 16, 2010 letter responding to the determination of the freshwater wetland boundary identifies the DEC's jurisdiction over federally protected wetlands and, thereby, satisfies the federal wetland permitting process for federal wetlands.*
3. *The State Department of Agriculture and Markets' September 16, 2010 response letter provides a Waiver to the requirements of the State Agriculture and Markets Law.*
4. *The State Office of Parks, Recreation and Historic Preservation's August 25, 2010 response letter provides a finding that there are no known important historical, archeological, architectural, or aesthetic resources on the site.*
5. *The State Office of Parks, Recreation and Historic Preservation's August 25, 2010 response letter further requires the applicant to consult with Christine Capella-Peters of their office regarding project impacts to buildings and structures.*
6. *William Brandow, Architect, letter dated September 17, 2010 is in response to the 14 points identified in the Town Engineer's July 14, 2010 report to the Town Board. The Town Engineer has reviewed said letter and confirms that all 14 points have be adequately addressed at this time.*

NOW, THEREFORE, BE IT RESOLVED *that the Planning Board does hereby determine that the applicant has provided the necessary documentation requested for completing the Part 3 Narrative of the evaluation of the impacts associated with the proposed action in satisfaction of the Planning Board's July 21, 2010 resolution referenced above herein.*

BE IT FINALLY RESOLVED *that the Planning Board directs that this resolution be made Part 3 of the Full Environmental Assessment Form prepared for the proposed action and placed in the Project File for future reference.*

Ms. Neale moved to approve the resolution with Ms. Godly seconding. The following roll call vote was taken and recorded:

Meg Godly—aye

Ron Herendeen—excused

Scott Makin—aye

Mary Neale—aye

David Degear—excused

The resolution was adopted by a unanimous aye vote of the three Board members present.

Next, Mr. Brand explained that a declaration of significance must be made. He read aloud the reasons supporting this declaration:

The Town Planning Board, as part of its review of the proposed Action, did consider the criteria defined in subdivisions 617.2(b) and 617.3(g) of Part 617 of the State Environmental Quality Review (SEQR) Regulations; and

The Town Planning Board did review the Full Environmental Assessment Form, parts 1 and 2, the

supporting documentation from the Involved Agencies, the criteria contained in subdivision (c) of 617.7 and other supporting information to identify the relevant areas of environmental concern; and The Town Planning Board did thoroughly analyze the identified relevant areas of environmental concern to determine if the action may have any potentially significant adverse environmental impact, and

The Town Planning Board did set forth its determination of significance in written form containing a reasoned elaboration and providing reference to all supporting documentation.

Ms. Godly moved to waive the reading of Type I Action SEQR with a determination of non-significance. Ms. Neale seconded. In a voice vote, all three Board members voted aye to carry the motion. The Acting Chairman signed page 2 of the Notice of Determination of Non-Significance. Mr. Brand said that the Town Supervisor and all involved and interested agencies would get copies.

Mr. Makin announced that this is a public hearing and asked if there is anyone present who wishes to speak for or against this application. When no one responded, he asked for a motion to close the public hearing. Ms. Neale moved to close the public hearing at 7:25 p.m. and Ms. Godly seconded. The following roll call vote was taken and recorded:

Meg Godly—aye

Ron Herendeen—excused

Scott Makin—aye

Mary Neale—aye

David Degear—excused

The resolution was adopted by a unanimous aye vote of the three Board members present.

Ms. Wellman asked if the fact that they would be using cement piers rather than a slab foundation posed a problem. She was told no by staff.

The Director of Planning and Development went over draft conditions for the Special Use Permit:

1. *The application has been determined to be consistent with the provisions of Chapter 165 of the Town Code.*
2. *The Special Use Permit is issued for the development of the 4.05 acre site located at the southeast corner of the intersection of Ontario County Road #8 and Sheldon Road to be used for the operation of the 1816 Quaker Meetinghouse Museum planned to open in 2016. Said Special Use Permit is further conditioned upon Final Site Plan Approval for all renovations to said building and is subject further to acceptance of those improvements by the New York State Office of Parks, Recreation and Historic Preservation. Said Special Use Permit is a pre-requisite to the Code Enforcement Officer's issuing a Certificate of Occupancy and said Special Use Permit shall be made null and void with any change in either use or site plan components that do not receive Planning Board approval at a future date.*
3. *There shall be no storage of vehicles on the property that are not associated with the identified Phase I Portion of the Project.*
4. *The owner of the property, as a condition of this Special Use Permit, is obligated to keep the balance of the site maintained and mowed pending submission of detailed Final Site Plans for the overall Project which is currently planned for the year 2015.*

5. *There shall be provisions for up to five (5) separate off-street parking areas for any workers associated with the first phase of this project. The location of those parking spaces shall be determined by the Town Code Enforcement Officer.*
6. *There shall be no on-street parking for any workers to the site.*
7. *There shall be no outdoor storage or display of any equipment, materials, or supplies associated with the first Phase of the Project that are not identified upon an approved Site Plan for Phase 1.*
8. *All site lighting shall be made compliant with the Town Code requirements.*

There were no Board questions or comments.

Mr. Makin made a motion to approve the Special Use Permit Resolution with the conditions. Ms. Neale seconded. The Clerk recorded the following roll call vote:

Meg Godly—aye

Ron Herendeen—excused

Scott Makin—aye

Mary Neale—aye

David Degear—excused

The resolution with the conditions was adopted by a unanimous aye vote of the three Board members present.

PB 0503-10, PRELIMINARY SITE PLAN APPLICATION

**NAME: 1816 FARMINGTON QUAKER MEETINGHOUSE, P. O. BOX
25053, FARMINGTON, NY 14425**

**LOCATION: SOUTHWEST CORNER OF SHELDON RD & CO RD #8
ZONING DISTRICT: GB**

**REQUEST: Preliminary site plan approval to locate a 2,760 sq ft museum,
CONTINUED**

Mr. Brand went over some draft conditions for approval of the Preliminary Site Plan:

1. *The title of the drawing is to read "Preliminary Site Plan Phase 1 - 1816 Farmington Quaker Meetinghouse Museum."*
2. *This Preliminary Site Plan Approval is valid only for the excavation of the area where the 1816 Quaker Meetinghouse Museum Building will be relocated to and for the pouring of the concrete foundation for the relocated building. In addition, this site plan approval is valid for the installation of a temporary entrance from Sheldon Road, to be approved by the Town Highway Superintendent. Said temporary entrance shall be used only for those persons involved with the relocation of the building and not for the general public.*
3. *This Preliminary Site Plan Approval does not authorize any renovation to the building. Such renovation will be part of a future application for Site Plan Approval and will be first subject to acceptance by the State Office of Parks, Recreation and Historic Preservation.*
4. *Drawing A-2, a part of this first phase of the Project, is not approved by the Planning Board. Said approval will be subject to compliance with condition #3 above herein.*
5. *Preliminary Site Plan Approval for Phase 1 is valid for a period of 180 days from today and shall expire unless the Final Site Plan(s) have been signed and filed in the Town Development Office.*

6. *Once all conditions of Preliminary Site Plan Approval have been met, the Planning Board Chairperson's signature must be affixed to the preliminary site plan map and filed in the Town Development Office.*
7. *Once the Preliminary Site Plans have been signed by the Planning Board Chairperson, then an application for Final Site Plan Approval will be entertained.*
8. *The Planning Board determines that parkland is not a condition of Preliminary Site Plan approval for this application.*
9. *All site lighting shall be complaint with the Town's Lighting Regulations, Chapter 165 of the Town Code. There is to be a note added to the Final Site Plan which reads as follows: "All site lighting shall be compliant with the Town Code Chapter 165".*
10. *All erosion control measures shall be installed and inspected by the Town Code Enforcement Officer or his/her representative prior to any permits being issued. This statement is to be noted on the Final Site Plan.*
11. *Third party inspections may be required by the Town Code Enforcement Office at the expense of the owner/developer.*
12. *The revision box shall be amended to reflect all conditions of Preliminary Site Plan approval.*

After discussion, the Board agreed to add two more conditions:

13. *There is to be a signature line added to the plans for the Planning Board Chairperson's signature.*
14. *The existing site of the building is to be restored to its natural state within sixty (60) days of the building's removal. A narrative of the steps to be taken to do this is to be provided.*

Ms. Wellman asked for more information about the parking lot. The Director of Planning and Development responded that these plans only deal with the pouring of the footings. The Code Enforcement Officer (CEO) added that the only parking lot under consideration is a temporary parking lot for construction workers so they do not park on the road. Mr. Brabant pointed out that the visitor parking will be considered in Phase 3 in 2012.

When the applicants were still confused about the construction of the parking lot, Ms. Godly explained that the base for the workers' parking lot will be on the same site as the permanent visitor parking lot to be installed during Phase 3. The CEO confirmed this. There is only one parking lot location and one entrance although the permanent paving will be done later so construction vehicles do not damage it. Mr. Kofahl said that the Highway Superintendent will select the exact location of the entry since sight distance is a consideration. Staff will work with the applicants on these issues.

The Town Engineer explained to the applicants that the entry and parking lot need a stabilized base to keep site debris on the site and off the public road. To avoid unnecessary disturbance of the land, the temporary and permanent parking lots will be located in the same location. The applicants will be working with staff on the materials for the permanent dust-free surface.

Mr. Brand also explained the phasing of this project since it is not the usual procedure for the Planning Board to follow. Due to the magnitude of the project and financial

considerations such as grant applications and deadlines, the moving and reconstruction of the structure along with the necessary site work, will be broken down into phases during the years 2010 and the planned opening in 2016. Today, the Board is only acting on the first phase.

Mr. Brabant commented that the restoration of the present site of the building will need to be restored to its natural state as part of Phase 1. Ms. Wellman said the move is planned for mid-June 2011. This became condition #14 and everyone agreed that the restoration could be done within 60 days after the move. Mr. Brand also advised the applicants to keep the site mowed so the wetlands do not spread out.

When there was no more discussion on the Preliminary Site Plan, Ms. Godly made a motion to approve the resolution with the conditions. Ms. Neale seconded. The following roll call vote was taken and recorded:

Meg Godly—aye

Ron Herendeen—excused

Scott Makin—aye

Mary Neale—aye

David Degear—excused

The resolution was adopted by a unanimous aye vote of the three Board members present.

The applicants and Board members briefly went over a proposed timeline for Phase 1. The Final Site Plan should come before the Board in November or December. The applicants will then have a year to complete the work. This can be extended.

OPEN DISCUSSION:

DIRECTOR OF DEVELOPMENT REPORT:

The Board members agreed not to go over the case law training packet this evening since two Board members were excused. Mr. Brand reported briefly on the training he attended today and promised to provide more information later. He will also provide handouts on the trail project to link Farmington with the Town of Canandaigua and the City. Grant funding has been provided for the planning stage.

CODE ENFORCEMENT OFFICER REPORT:

Mr. Kofahl reported that there will be record number of single family housing permits issued for 2010. The new revisions to the Code are published. Applications received this year can be considered under either the new or the old conditions. After January 1, 2011, only the new provisions will apply. The New York State Codes are now providing conditions for such things as driveways and pull offs for driveways exceeding 500 feet in length. There will be new requirements for town houses. Expect a new sprinkler code to go into effect on January 1, 2012.

CHAIRMAN OF PLANNING BOARD REPORT: *No report*

PUBLIC COMMENTS: *None*

ADJOURNMENT:

The next meeting of the Planning Board will be at the Town Hall on Wednesday, November 3, 2010 at 7 p.m.

Ms. Godly made a motion to adjourn with Mr. Makin seconding it. In a voice vote, the three Board members present voted aye to adjourn at 8:18 p.m.

These minutes were taken and respectfully submitted by

Leslie C. O'Malley, Ph.D.
Clerk of the Board