

Town of Constantia Planning Board

Meeting Minutes – March 28, 2023

Attendees

Planning Board members in attendance included:

- Chair James Peck
- Sandra Williams
- Dan Poné
- Dave Antos
- Martin Godzwon
- Sandra Retajczyk

Others in attendance included: Frank Tomaino (Town Supervisor), Ron Chapman (Town Councilman), Matthew Sulock, Paul Baxter, and Amy Connolly (Secretary).

Members not in attendance included: Sandra Tuori-Bell

Call to Order

Chairman Peck opened the meeting at 7:00pm.

Approval of Minutes

A motion to approve the minutes of the previous February 28, 2023 meeting, with one minor change, was made by Martin Godzwon and seconded by Dave Antos. Motion passed unanimously.

Comprehensive Plan Update

Mr. Peck spoke about the next steps for the Comprehensive Plan including public hearings to be scheduled.

Boat Buddy - Matthew Sulock

Mr. Peck stated that the Planning Board was unable to conduct a public hearing and final review of the Boat Buddy project at this meeting because members had some concerns and needed more time to review submitted materials.

Members observed that the project map is missing parking spaces, including dimensions, as required by the Land Development Law. The minimum requirement for a marina or boat storage facility is 1 parking space for every 4 boats stored.

Board members are still waiting for concrete answers to questions about DEC and possibly DMV permits needed. Members looked at the site plan for Whaley's Boat Repair business as precedent.

Mr. Peck spoke with the Health Department whose staff member believes that requirements do exist for boat winterization or storage. Mr. PEck also spoke with a DEC staff member who stated that chemicals must be captured and may not be disposed of in septic or sewer. Board asks what Mr. Sulock's plans are for this type of work. Mr. Sulock states that he would like to work on boats for a few customers and will do whatever is necessary with regard to chemicals. Mr. Peck states that the Health Department requirements will need to be met, including proper display of Material Safety Data Sheets (MSDS) for all chemicals used.

Mr. Peck stated that he sent the project map to County Planning as well as DOT for their review. Mr. Sulock states that he spoke with the DOT already. Mr. Peck reiterates that the board needs to have these approvals and permissions in writing.

After some discussion, Mr. Godzwon clarifies that Mr. Sulock is required to have a written plan stating what the procedures for capturing, storing, and disposing of chemicals that may be used on site.

Mr. Peck states that board members have been gathering information from the relevant authorities in order to give Mr. Sulock proper guidance. He has spoken with the DEC and they believe that there are guidelines to follow and possibly permits required, but confirmation is needed.

Board members review map and language in LDL regarding parking. Parking spaces are required to be labeled with dimensions which are not currently present on the map. Parking spaces must be designated as such and cannot be in or blocking the driveway. Parking spots should measure at least 9 by 20 feet. Mr. Sulock states that he believes parking is labeled on the drawing. Mr. Poné states that the board can use the drawing's scale and simple math to see what space is available for parking on the property. Mr. Peck states that the plan can be approved conditionally if the board wished. Mr. Baxter states that he believes that a stamped drawing cannot legally be modified but allowances can be put into words in accompanying documentation.

Members Poné and Retajczyk review and measure site plan map, agree that 10 parking spaces can fit. Other members agree. Mr. Peck asks board members if they have other areas of concern. A public hearing can be scheduled for the April meeting with the following conditions met:

- 10 parking spaces
- maximum of 40 boats stored on site
- DOT approval
- Confirmation of permits required from DEC
- MSDS to be present on site
- Procedures for capture, storage, and disposal of chemicals outlined

MOTION Martin Godzwon made a motion to schedule the public hearing with the conditions listed. Seconded by Dan Poné. Motion passed unanimously.

Mr. Sulock asked what else he will need for approval. Mr. Poné asked if Mr. Sulock had a DBA and sales tax certificate. Mr. Sulock stated that he had both. DBA and Sales Tax Certificate were added to the list of conditions for approval. Mr. Peck confirmed that the MSDS sheets will not need to be brought to the hearing by Mr. Sulock.

Understanding that outside entities may require changes to be made to the plan, the board decides to schedule the required public hearing for 6:45pm on April 25th.

Other Business

Mr. Godzwon suggests that it would be beneficial for the Town website to include a link to the NYS Business Wizard form.

Mr. Peck distributed information about Williamson software. Company is willing to provide training to people on using the software. The goal of Planning Board members gaining access to the program is to improve access to site plan information.

Mr. Peck distributed an unofficial table of contents for the Land Development Law for personal use by board members and interested Town officials. Town Clerk Hayes is checking to see if adding a table of contents changes the law in such a way as to require approval or not.

Mr. Baxter informed those present about a presentation that occurred by the MRC group on the impacts of Micron. The importance of planning and comprehensive plans was discussed in the presentation. The presentation recording should be available soon.

Adjournment

Martin Godzwon moved that the meeting be adjourned, seconded by Dan Poné. Members voted unanimously to adjourn at 8:10pm.

Amy Connolly

Secretary

Town of Constantia Planning Board

Date of Approval