

APPROVED MINUTES

TOWN OF WEST MONROE PLANNING BOARD

MINUTES OF THE REGULAR MEETING

January 24, 2024

**IN ATTENDANCE:** Chuck Roberts – Chairman, Virge Carpenter, Linda Wolf, Travis Hayes, Chick Quattrini, and Mary Regan-Benson – Recording Secretary

**ALSO IN ATTENDANCE:** David Bardoun, Steve Mearon, Dean Gass, and Paul Baxter

Chairman Roberts called the meeting to order at 7:30 PM. Mr. Quattrini was invited up to join The Board, he accepted.

The 12/6/23 Meeting Minutes were reviewed. Mr. Hayes made a motion to approve the minutes as submitted, Ms. Wolf seconded the motion. All were in favor except Mr. Quattrini who abstained.

Chairman Roberts announced that we received 1 letter from Oswego County noting the recording the **subdivision for The Pascarella subdivision**. Mary will file this letter in the folder.

Dave Bardoun presented the **Chatty K9 application** from Bill and Donetta Gass. This is for a grooming salon and retail service to be located behind their home located at 733 County Route 11, tax id number 244.0-01-08.04. They plan to use a 420 square foot existing building on their property, the only change is to widen the driveway by 20 feet. An enclosure for garbage exists now. Adam Dorn designed and the Mahars have installed a septic system. They will use the same recycling system. This endeavor will require a Special Use Permit as well as a Commercial Site Plan. Codes Officer Gass has approved the business site plan and has written a letter documenting he has no issues with any of the information provided.

Chairman Roberts asked about lights on the sign – are they pointing on the road? Dave Bardoun replied no, adding there are 2 small solar lights on the sign and they are ground mounted. Donetta is not looking to do business after hours, thus no new lighting is needed. There is existing mercury lighting on the barn, and the neighbors are used to this.

Chairmen Roberts asked if there would be outdoor kenneling? Dave Bardoun said no, not now. If there would be any outdoor kenneling, it would at least a year in the future. Chairman Roberts concluded that everything is indoors.

Dave Bardoun noted that there are 3 parking spaces, 1 handicapped. Dean Gass added that customers are booked singularly, by appointment.

Mr. Hayes said the hours are 8 AM – 5 PM, Monday through Friday.

Mary asked is a Special Use Permit required? Dave said yes, and the application has been submitted with that portion filled out. They are zoned Rural, and this is a retail service. Ms. Wolf noted that there is no definition for dog grooming, making a note for a possible future addition to our Zoning Law.

Chairman Roberts asked about the environmental impacts. Mr. Hayes responded they are all small or minor. Chairman Roberts will fill out the EAF form tonight and give it to Dave Bardoun with the 239 LM information, and Dave will kindly submit this to Oswego County for us.

Chairman Roberts made a motion to accept the submitted application as complete pending Donatta's signature on the application (on page 6 of 9), and schedule a Special Use Permit Public Hearing, a Special Use Permit Special Meeting, and a Commercial Site Plan Public Hearing (pending the approval of the Special Use Permit) for February 28<sup>th</sup>, 2024 at 7:15 PM. Mr. Carpenter seconded the motion, all were in favor, and the motion was approved.

Steve Mearon of C and S Companies then presented **Heidelberg Materials'** (formerly Hanson) application to enclose their concrete facility located at 2911 State Route 49, tax id number 276.00-02-14.01. This would be a 40 x 50 foot structure to enclose the existing hopper and tank storage area to allow concrete production during the winter. Note that the facility will remain unchanged. What followed was a Sketch Plan Conference.

Steve Mearon said there will be no trucks inside the facility. Mr. Hayes said he was just curious but would like to know if Steve Mearon knows that or doesn't believe that trucks will be going inside.

Chairman Roberts observed that the closest home is 890 feet away. He said that the neighbors will have questions [about this project]. He asked if the truck traffic will stay the same.

Mary asked about the hours of operation. Chairman Roberts read from the 5/28/2008 Planning Board Meeting Minutes that documented the hours for this plant as 7 AM – 5 PM, Monday through Friday.

Ms. Wolf asked if this is a dust free driveway. Codes Officer Gass replied the driveway is 90% concrete.

Chairman Roberts mused whether this is a major change [requiring a Public Hearing]. He then read Section 6.19 of our Law and noted that the Irish Meadows neighborhood is nearby.

Steve Mearon offered that enclosing the structure will dampen the noise.

Chairman Roberts commented that we will need a Heidelberg representative to answer the questions about the operation of the plant.

Steve Mearon said the company wants this change done and operational for next winter.

Mr. Carpenter would like this process to be done the right way, noting that a major change requires a Public Hearing.

Codes Officer Gass said that he has talked to 6 different people from Heidelberg, all telling different stories until Steve Mearon came along. It was stated that this project will need a 3<sup>rd</sup> party inspector.

Ms. Wolf and Chairman Roberts asked if the Fire Department needs to be involved, due to the 35 foot height of the roof. Codes Officer Gass said this will be the tallest building in West Monroe. A possible Zoning Law change might be if a building is over a certain height, the Fire Department would need to be notified.

Chairman Roberts asked about dust, the noise from trucks back-up beeping, the hours of operation and # of trucks. He explained that Heidelberg owns the concrete plant and Weidenbeck owns everything else. He asked about lighting. Steve Mearon said it is on the outside.

Chairman Roberts then asked if this has a well or septic. Steve Mearon said there is 1 bathroom in the existing building and yes – there is septic. Dave Bardoun noted there is public water.

Mr. Carpenter asked about the number of employees. Was it less than 500? Steve Mearon did not know.

Plans are labeled in review status.

Because tonight was determined to be a Sketch Plan Conference, Chairman Roberts suggested that Steve Mearon familiarize himself with Section 6.06 of our Zoning Law (Application Contents) and makes sure he hits all the bullets.

Steve asked what is next? Chairman Roberts replied that someone from Heidelberg should come to our next Planning Board meeting (2/28/24) to answer our questions, be prepared to discuss the SEQR Part 2 impact, and have final prints to submit to the county. Questions would include: the number of trucks, where they will pull in and out, decibel information, the number of truckloads of material per day. Dave Bardoun suggested that if the backup beeping is an issue, perhaps they could change the flow of traffic.

Mr. Quattrini asked when construction is to start? The response from Steve Mearon was pretty quick. Chairman Roberts asked if will they need more outside storage? Codes Officer Gass asked if there will be more material to store. Mr. Carpenter asked if this is more than a building?

Mary gave Steve a copy of our 2024 meeting schedule. She also assigned herself the task of putting our 2024 meetings on the online calendar for the town of West Monroe.

Paul Baxter reminded us to fill out the **Tug Hill Local Government Conference** forms. The course descriptions are available online. Please bring your form to our February meeting, so we can have them ready for Town Clerk Cortney at the end of February.

Paul informed us that the next NORCOG Meeting will be held at AA Cole Elementary School at 7:00 PM on 1/30/24. Further information is available on [www.norcog.org](http://www.norcog.org).

Chairman Roberts said he had received **Zoning Law change** responses from Virge, Brad and Linda. He is assembling a table to include everyone's responses. The plan is to look at all the comments, 1 at a time. Committee members are Chuck, Linda, Gary Harrington, Tim Benson and Mary RB. Dean Gass will try to attend. Gary Harrington was to reach out to the TUG Hill Commission, a rep will be attending our first meeting on 2/1 at 7:00 PM. The local committee members will convene at 6:00 PM. The goal is to walk through each section of our Zoning Law and recommend changes.

**ADJOURNMENT:** Mr. Hayes made a motion to adjourn the meeting, Ms. Wolf seconded, all were in favor and the motion was approved. Chairman Roberts closed the meeting at 9:05 PM.

Respectfully submitted,

Mary Regan-Benson (Recording Secretary)