

**MINUTES OF CITY OF AUBURN PLANNING BOARD
TUESDAY, FEBRUARY 7, 2023 6:30 PM
MEMORIAL CITY HALL
AUBURN, NY**

Present: Crystal Cosentino, Chairperson
Jenna Powers
Theresa Walsh

Absent: Andy Tehan
Karen Walter

Staff: Stephen Selvek, Deputy Director of Planning and Development
Nate Garland, Asst. Corporation Counsel
Sgt. Greg Gilfus, Auburn Police Department
Brian Hicks, Sr. Code Enforcement Officer

Agenda Items:

1. Approval of the January 3, 2023 Planning Board Meeting Minutes – *Board Action: No Action****
2. Special Use Permit application to operate a Taxi Dispatch Stand at 330 Clark Street. – *Board Action: Approved*
3. Site Plan review to redevelop 197-199 North Street. – *Board Action: Tabled*

Meeting Call to order: 6:30p

Agenda Item 1: Approval of the January 3, 2023 Planning Board Meeting Minutes

Motion by: Jenna and Second by: Crystal

Yes: Jenna, Crystal

Abstain: Theresa

Motion Carried***

***Although indicated as carried, procedurally, an affirmative vote of only 2 members was not sufficient.

Agenda Item 2: Special Use Permit application to operate a Taxi Dispatch Stand at 330 Clark Street. Applicant: Christopher Whyte

Staff reviewed the application, SEQR, and resolutions with the Board: The site plan resolution includes a condition to provide defined driveways, No significant environmental impacts under SEQRA.

Board and staff discussed that the applicant could lose SUP if driveway improvement were not complete, and that traffic should not be an impact based on applicant's description operations.

A motion to adopt the SEQRA resolution issuing a Negative Declaration was made by: Theresa and Second by: Jenna

All in Favor, None Opposed, Motion Carried

A motion to adopt the resolution approving the SUP with conditions was made by: Theresa and Second by: Jenna

All in Favor, None Opposed, Motion Carried

Motion Carried

Agenda Item 3: Site Plan Review to construct 2 commercial structures totaling 11,000+ SF, parking for 74 vehicles, provision to support a drive-through, landscaping, and stormwater management at 197-199 North Street. Applicant: Grant Kyle for North Brook Farms, Inc.

Mr. Kyle, property owner, presented the site plan application, describing the proposed development and coordination with NYSDOT

Board asked about tenants, landscaping, snow removal, entrance location, traffic signal.

Mr. Kyle noted that there has been interest for medical office, possible food venue, no committed tenants. Ms. Fudo, project architect, stated the plans include plantings and buffers, stormwater management on west side. Mr. Zona, site engineer, stated west and north of parking lot could be used for snow removal, entrance is opposite Standart Ave, NYSDOT requirements for traffic signal.

Staff explained, and discussed with the Board and engineer, the coordination with NYSDOT, traffic improvement at intersection, and fire access and circulation.

The chairperson opened the public hearing. No public comments. Public hearing was closed.

Staff noted a few minor concerns: Drive-thru is acceptable, if additional items (menu boards, directional signage, intercom, striping) are needed that those may need approved at a future time; site lighting; buffering to the south; and SHPO review.

A motion to table the application was made by: Theresa and Second by: Jenna

All in Favor, None Opposed, Application tabled to March Meeting

Meeting adjourned 6:58p

Minutes prepared by: S. Selvek