

**CITY OF AUBURN PLANNING BOARD  
TUESDAY MAY 7TH, 2019 6:30 PM  
MEMORIAL CITY HALL**

Present: Theresa Walsh, Tina Tomasso, Crystal Cosentino (Chair)

Excused: Andy Tehan, Elizabeth Koenig,

Staff: Nate Garland, Corporation Counsel; Stephen Selvek, Office of Planning and Economic Development; Greg Gilfus, Traffic Officer; Brian Hicks, Code Enforcement

**Agenda Items:**

1. Approval of the April 2<sup>nd</sup>, 2019 Planning Board Meeting Minutes
2. Public Hearing: Application for a Special Use Permit for a Home Occupation to sell customizable decorative items such as pillows, placemats, travel mugs, stationary, etc. at 29 S. Marvine Avenue. Applicant: Kimberly Rossi.
3. Application for Site Plan Review for the construction of a 91,690± SF building addition to the existing Currier Plastics facility together with site improvements for access and stormwater management at 101 Columbus Street. Applicant: Currier Plastics.

Items Approved: Agenda Items 1 & 3

Applications Denied: None

Applications Tabled: Agenda Item 2.

Crystal Cosentino is acting Chair for the meeting.

Chair calls the meeting to order. The Pledge of Allegiance is recited. Roll is called.

**Agenda Item 1: Approval of April 2<sup>nd</sup>, 2019 Planning Board Meeting Minutes.**

Chair asks for any corrections on the April 2<sup>nd</sup>, 2019 meeting minutes. There being none, Chair asks for a motion to approve the March meeting minutes. Motion made by Theresa Walsh, seconded by Tina Tomasso. All in favor. No members opposed. Motion carried.

**Agenda Item 2: Public Hearing: Application for a Special Use Permit for a Home Occupation to sell customizable decorative items such as pillows, placemats, travel mugs, stationary, etc. at 29 S. Marvine Avenue. Applicant: Kimberly Rossi.**

Kimberly Rossi, 29 S. Marvine Avenue – Plans to use the sun porch as a studio to display textile home goods, including: trays, clipboards, cellphone covers, make-up bags, placemats, notepads, and pillows. They can be completely customized based on color and patterns. The sun porch would be used to display samples and clients would order the items through catalogs. She is interested in having people over by appointment, or possibly having an a-frame sign or flag outside saying “open” for people walking by. She is hoping to have it open for a couple hours twice a week day and a few hours on the weekend.

Chair – Asks for questions from the board.

Tina – Asks if she's just looking for a temporary sign, not something permanent.

Kimberly – Yes, it would just be a 3-season sign.

Chair – Opens the public hearing for the item on the agenda.

Steve – Reads into the record an email received from Councilor Debbie McCormick on 30 S. Marvine Ave. The email indicates concerns of the traffic that occurs at the intersection of S. Marvine and Walnut as well as potential parking concerns with the events that already happen around that area.

Chair – Asks if there are any other members of the public who wish to be heard. There being none, public hearing is closed.

Steve – Mentions that Home Occupation permits require a public hearing which we provided at this first meeting. While reviewing the Home Occupation the board will look at if it meets the requirements set forth in the code. Indicates that this Home Occupation does seem to and is incidental to the property. Some requirements include: Signage being limited to 2 SF, minimal impacts made to the surrounding area, and the area used for the Home Occupation would be less than 25% of the floor area - the house is 1300 SF and the porch is 160 SF. The requirements seem to be met and complied with. Would like staff to look a little deeper at the application in regards to traffic before it comes back to the board for a final decision.

Theresa – Asks if there are any requirements on Home Occupations with hours.

Steve – No, but the board can set restrictions on Special Use Permits. Explains other items the board can address.

Kimberly Rossi – She's not planning to bring any more traffic to the area. Mentions she only has space for two vehicles and there is no cash register or items being sold directly out of her home.

Chair – Asks if the applicant's typical customers are businesses or individuals.

Kim – Individuals.

Officer Greg Gilfus – Asks how many parking spaces she has in her driveway and how many vehicles she has.

Kim – 2 parking spaces and one car that fits in the garage.

Steve – Staff recommends tabling the item on the agenda for this month.

Chair – Asks for a motion to table the item on agenda. Motion made by Tina, seconded by Theresa. All in favor. None opposed. Carried.

**Agenda Item 3: Application for Site Plan Review for the construction of a 91,690 ± SF building addition to the existing Currier Plastics facility together with site improvements for access and storm water management at 101 Columbus Street. Applicant: Currier Plastics.**

Chair – Asks staff for comments.

Steve – Mentions the set of plans presented at the meeting last month were the final set of plans for consideration by the Planning board. There was one item that had come up since that, which was with respect to the utilities, specifically the water supply for the property. It is currently supplied from both

Columbus and Wright Ave. There is adequate water supply in that particular area for the property. There should be some backflow prevention supplied to the water services. There is a conditioned approval indicating that the final review and acceptance of water supply be done by the water department and City's Municipal Utilities. Explains the backflow prevention process. Explains the documentation for Environmental Review. Part 1 was completed by the applicant. Part 2 was completed by staff. It indicates that there is no/small impact for all items. Only item that came up in staff's review was that the National Wetlands Inventory showed the potential for 2 identified wetlands. They are identified on the plans submitted by the applicant and are undisturbed. They are further marked to not be disturbed during construction. Staff's recommendation is a negative-declaration under SEQRA and approval of the site plans as provided in the agenda packets.

Chair – Asks for any questions from the board. There being none, chair asks for a motion to adopt the SEQRA Resolution issuing a Negative-Declaration. Motion made by Theresa and seconded by Tina. Secretary calls the roll. All in favor. None opposed. Motion carried.

Chair – Asks for a motion to adopt the resolution approving the site plan. Motion made by Tina and seconded by Theresa. Secretary calls the roll. All in favor. None opposed. Motion carried.

### **Other Items**

Date for next Board meeting is Tuesday June 4<sup>th</sup>, 2019 at 6:30 P.M.

Motion to adjourn today's meeting made by Theresa, seconded by Tina. All in Favor. None Opposed. Motion Carried.

Respectively submitted by Holly Glor