

**VILLAGE OF ELLICOTTVILLE
PLANNING BOARD WORK SESSION MINUTES
MARCH 7, 2023**

PRESENT: Nancy Rogan, Chairperson
Sheila Burrell, Member
Chad Neal, Member
Damon Newpher, Member
Greg Cappelli, Alternate Member

ALSO PRESENT: Gregory Keyser-Village Planner, Kelly Fredrickson- CEO,
Rich Rinko-Assistant CEO, Jeremy Wassel-Ellicott Development,
Nathan Woodruff-Ratchet-Hatched, Caleb Henning- MDA Consulting
Engineers, Doug Bush-Village Board, Lisa & Terry Hunt

DISCUSSION: Nancy Rogan, Chairperson opened the work session at 4:30 p.m. and presented the draft agenda for the March 14, 2023 meeting. The Board will be reviewing VZP- 2022-227, 1-5 Washington Street, Special Use Permit for a bar/restaurant including the concept plan for the driveway entrance.

Jeremy Wassel of Ellicott Development presented the conceptual site plans and noted that the north facade will have signage and angled gooseneck lights. Shields will be installed on the new LED lights to be used in the parking area and the light will shine down on the ground so as not to spill onto the neighboring property. The fencing will be installed along the property access between 9 and 11 East Washington Street.

Ellicott Development is in the process of purchasing the property at 7 East Washington Street from the current owner. The plan is to widen the existing 12 foot driveway to 24 feet. The property will remain a single-family residence.

Nancy Rogan stated that it is a good idea to keep the property at 7 East Washington Street separate from the commercial building at 1-5 Washington Street.

Nancy Rogan asked, can you take a residential property and use it as a commercial property? We will need to clarify this with Richard Stanton, Village Attorney.

Greg Keyser noted that zoning code allows for shared driveways.

Jeremy Wassel said that there would be an easement in place for the use of the driveway.

Damon Newpher asked, how will you keep people from using the residential driveway instead of the 24 foot commercial driveway?

EMr. Wassell said we will put up a one way sign.

Nancy Rogan asked when will the fence between the properties be installed?

Jeremy Wassel said when we have the Special Use Permit for the law firm we will include the fence with the work for that space.

Sheila Burrell asked when is the law office opening?

Jeremy Wassel said we hope to have the Special Use Permit in the next two months, so probably in the summer.

Nancy Rogan noted that no action will be taken on the bar/restaurant until we have consulted with Richard Stanton, Village Attorney and he has provided us with the language for the deed and easement.

Greg Cappelli said the Board does not want to set a precedent with regard to the access driveway in residential and commercial districts.

Mr. Keyser said he will contact Mr. Stanton on behalf of the Planning Board.

Nancy Rogan said she would like the Planning Board Members to be part of the conversation with Mr. Stanton.

Nancy Rogan noted that issues to be addressed are lighting, noise, use of the outside deck, hours of operation and the driveway access.

Mr. Keyser noted that the lighting could be addressed as a condition of approval

Jeremy Wassel said the lights will have shields and shine down. The 6 foot high fence will prevent spillage onto neighboring property.

Greg Keyser asked what is the purpose of the outdoor deck? Will there be dining?

Nathan Woodrum of Hatchet Ratched said it will be seating only. There will be no outdoor dining.

Mr. Keyser said that he would look at the driveway plan and the lot coverage. Setting a public hearing will depend on what is left to review. Also there may not be a quorum for the April meeting date.

Terry Hunt asked if the Cattaraugus County IDA entrance sign can be moved?

Mr. Wassell said that they will move the sign.

DISCUSSION: Nancy Rogan presented VZP-2023-039 Mill Street Parking Lot, Special Use Permit and Site Plan review of a new proposed parking lot.

Doug Bush representing the Village Board presented the plan for a municipal parking lot with entrance from Mill Street and a walkway to Martha Street. 127 spaces and 5 handicap spaces are proposed. Area variances are required for the front, side and rear property lines and an application will be presented to the ZBA on 3/7/23. We hope to have a public hearing in April.

Caleb Henning, MDA Consulting Engineers advised that the Village purchased 3 parcels which they will combine into one lot. The majority of the property is in the Village Commercial District.

He presented the Site Plan and pointed out the setback lines that need variances. Snow storage areas are proposed and a 6 foot high wood fence will be installed along the residential area.

Greg Cappelli asked should the fence be higher than 6 feet?

Mr. Bush said that 6 feet is the highest allowed in the zoning. There will be no light spillage onto adjoining properties. The fence will be 10 feet off the property line and landscaping is proposed.

Caleb Henning advised that a preliminary lighting layout will be made and a study of the lighting and footcandles will be prepared.

Doug Bush stated that the Village is looking at grants to fund charging stations for electric vehicles.

Mr. Henning said that the plan will include electric service for future charging stations.

Nancy Rogan asked what is the grade of the driveway domming down from Mill Street?

Caleb Henning said less than 10% grade.

Damon Newpher asked if there will be drainage issues?

Mr. Henning said that the drainage plan will include an infiltration design and will meet NYS Stormwater Management criteria.

Chad Neal asked will you have a manager for the lot?

Doug Bush said that this is a free public Village lot and there will be no overnight parking. We do not want to over regulate and signage will probably be blue or green like the street signs.

Mr. Keyser noted that if green or blue signs are placed in the right of way no sign permit will be required.

Doug Bush said that we hope to have the lot completed and opened for the winter season.

The meeting was closed at 5:10 p.m.

Submitted by Donna Baldwin, Secretary