

AGENDA

VILLAGE OF MARCELLUS PLANNING BOARD

Regular Meeting

April 16, 2025

1. Pledge of Allegiance
2. Approve Minutes from February 19, 2025
3. 69 North Street Site Plan
4. Items from the Floor
5. Adjournment

**VILLAGE OF
MARCELLUS
PLANNING BOARD**

**Peter Chapman, Chair
Gabriel Lutwin
Richelle Schettine
Patricia White
Jesse Faulkner
Maribeth Rayfield, Alternate**

6 Slocombe Ave.
Marcellus, NY 13108

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Mayor: Chad A. Clark
Village Clerk: Charnley A. Abbott
Code Official: Paul E. Stacey

February 19, 2025

Public Hearing Re: 23 & 25 Baker Road Subdivision
And Regular Meeting

PRESENT: Chair Peter Chapman, Gabe Lutwin, Patricia White, Jesse Faulkner, Village Clerk Charnley Abbott, Code Official Paul Stacey, Baltimore Ridge LLC Representative Kurt Stroman, CHA Engineer Brian Bouchard.

See List.

Absent: Richelle Schettine, Maribeth Rayfield

Pledge of Allegiance

Chair Chapman made a motion to open the public hearing at 7:00pm, seconded by Gabe Lutwin.

Chair Chapman stated that the purpose of the hearing was to allow all interested parties the opportunity to be heard to consider the preliminary plat for a proposed combination of Lots 3 & 4 of the Baltimore Ridge subdivision. Chair Chapman went on to state that the Planning Board discussed the subdivision on January 15, 2025 and there have been no changes to the submitted plans since that date.

Chair Chapman opened the floor to the applicant. Brian Bouchard and Kurt Stroman presented an overview of the preliminary plat and explained drainage and easement details. Mr. Bouchard and Mr. Stroman explained that the Village Engineers and Village Attorney have been working with the applicant to design the drainage relocation and prepare new easements for filing.

Chair Chapman opened the floor to public comment. Donna and John Ridgeway, owners of 4219 South Street Road, asked Mr. Bouchard to explain the drainage plan in further detail and a discussion regarding drainage and easements took place. John Racciatti, owner of 15 Baltimore Ridge, expressed his support for the lot combination.

Chair Chapman asked if there were any other matters to be discussed at the hearing, there were none.

Chair Chapman made a motion to close the public hearing and open the regular meeting, seconded by Gabe Lutwin, all members voted aye and the regular meeting of the Village of Marcellus Planning Board was called to order at 7:08 pm.

Chair Chapman made a motion to approve the minutes from January 15, 2025 meeting of the Village of Marcellus Planning Board. The motion was seconded by Gabe Lutwin. All members voted aye and the motion carried.

Chair Chapman made a motion to approve the preliminary plat for the combination of Lots 3 and 4 of the Baltimore Ridge subdivision as submitted. The motion was seconded by Patricia White. Chair Chapman asked if there was any discussion, hearing none, Chair Chapman called for a vote. All members voted aye and the motion carried.

Chair Chapman stated that Village Center Design Requirements were adopted into the Village Code on 1/15/25 and the section referencing paint colors reads as follows: "Paint and Color: The Planning Board shall designate a color palette, from which owners may select colors appropriate to their building. Any deviation from the approved palette will require explicit approval by the Planning Board" therefore the Planning Board must designate a color palette. Chair Chapman made a motion, seconded by Gabe Lutwin, to designate the Benjamin Moore Historical Color Palette or equivalent color match as the approved paint color palette for buildings located in the Village Center. All members voted aye and the motion carried.

Chair Chapman asked if there were any items from the floor, Kay Kershaw discussed her desire to join Harvest Hosts, a network of property owners that allow RVers to park overnight. Ms. Kershaw stated that she believes this would be a good opportunity to bring in visitors that will support local businesses and would like to allow for RV overnight parking in her lot behind 14 East Main Street. The Planning Board and Ms. Kershaw discussed the rules and regulations associated with Harvest Hosts and the potential impact on the Village. Planning Board concerns include disruption to neighbors, noise, accidental sewage spills, size restrictions of the proposed area for camping, and interpretation of Village Code regulations in regard to RV parks and camping vs. storage. Per the Village Code, RV camping in the Village center is prohibited, and it would be up to the Board of Trustees to amend the local law or grant a special use permit. Chair Chapman advised that the Village Board of Trustees and the Village Attorney discuss the matter before she moves forward. Code Official Stacey stated that he would discuss the matter with the Village Board and Attorney. Ms. Kershaw then asked if one of her tenants could temporarily hold jewelry making classes at 14 West Main Street. Code Official Stacey stated that it is already zoned to allow for that use and there is no need for discussion on the matter.

Chair Chapman asked if there were any other items from the floor. John Racciatti, owner of 15 Baltimore Ridge, informed the Planning Board about a drainage concern behind his house due to a swale constructed by the developer. He stated that Greg Crysler, DPW Superintendent, has been informed of the issue and has visited the property to examine the swale. The Planning Board members stated that the Village Board and Greg Crysler will handle the matter appropriately in consultation with the Village Engineers. Mr. Racciatti was advised to send an email to the Mayor as well.

Chair Chapman asked if there were any other items from the floor. Hearing none, Chair Chapman made a motion to adjourn the meeting, seconded by Gabe Lutwin. All members voted aye and the meeting was adjourned at 8:02 pm.

Respectfully Submitted by,

DRAFT

Charnley Abbott, Village Clerk

Planning Board Application

Village of Marcellus

6 Slocombe Avenue
Marcellus, NY 13108
(315) 673-3112

APPLICATION TYPE - PLEASE SELECT ONE:

- Site Plan Special Permit Sub-division Preliminary Sub-Division Final

PROJECT LOCATION INFORMATION:

Address of project: 69 North Street Marcellus, NY 13108
Tax Map # 314801 001 .02 - 30.0
Project Name: Stone Creek

APPLICANT INFORMATION:

Property Owner: Steven Tross & Norissa Bankey
Address of property owner: 2782 Otisco Valley Rd, Marietta, NY 13116
Phone # 315-751-9370 Fax # N/A

Lease Holder: _____
Address of property owner: _____
Phone # _____ Fax # _____

Contact Person: Steven Tross
Address of property owner: _____
Phone # 315-751-9370 Fax # _____

Architect/Engineer: N/A
Address of property owner: _____
Phone # _____ Fax # _____

EXISTING PROPERTY INFORMATION

Current zoning classification: COMMERCIAL
Surrounding land use: RESIDENTIAL
North: _____ South: _____
East: _____ West: _____

Total site area (sq feet or acreage): .565 Acres
Dimensions of property: 89.03 x 276.5
Existing number of parking spaces: 40

Current land use (residential, commercial, undeveloped, etc.): Commercial

Current conditions of site (buildings, brush, etc.): Building

PROPOSED PROJECT INFORMATION

Anticipated project development time: Feb 14th, 2025 - May 1st, 2025

Will this project be staged? _____ If yes, explain: _____

Does project involve any designated wetlands? NO

Does project involve any flood plain development? NO

If yes, identify community panel: _____ Identify designation: _____

Identify State or Federal permits needed (list type and appropriate agency):

Anticipated increase in the number or residents, shoppers, employees, etc. as a result of this development:

20-30 Employees

Project description (please describe proposed use, demolitions, alterations and any proposed new construction):

Replace Kitchen floor joists + sub-floor. New tile + flooring. New ceiling in living room. Bathroom remodels + bar remodel. Fresh paint and updating light fixtures. Updating equipment.

This project is basically a "face lift" for the interior of the property.

I hereby certify that the statements and information provided herein are true and accurate to the best of my knowledge and belief.

Applicant's signature: [Signature] Date: 2/25/25

FOR OFFICE USE ONLY

| | | |
|-----------------|--------------------|------------|
| Project # _____ | Description: _____ | Fee: _____ |
| Project # _____ | Description: _____ | Fee: _____ |
| Project # _____ | Description: _____ | Fee: _____ |

Date application received: _____ Received by: _____

Date application found to be complete: _____

Total Fee Due: \$ _____ Date Paid: _____ Cash Receipt # _____