# VILLAGE OF MARCELLUS PLANNING BOARD

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

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

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June 17, 2026
Regular Meeting
Marcellus Village Hall

PRESENT: Chair Pete Chapman, Patricia White, Jesse Faulkner; Code Enforcement Officer Paul Stacey; Village Clerk Charnley Abbott; Sophia Brandt, Marcellus Free Library Director; Vincent Ryan, Keplinger Freeman; Ed Heinrich, Upper Crown Condominium Homeowners Association (HOA) President; Sylvia Brown, owner, Sage and Thyme Bakery.

See List.

Absent: Gabe Lutwin, Richelle Schettine, Maribeth Rayfield

Pledge of Allegiance

Chair Pete Chapman called the meeting to order at 7:00 p.m.

Pete Chapman made a motion, seconded by Patty White, to approve the minutes from the May 2026 regular meeting. All members voted aye and the motion carried.

4 East Main Street- Site Plan Review- Chair Chapman stated that 4 East Main Street will have a change of occupancy, from Gretchen's Confections to Sage and Thyme Bakery, and therefore was subject to Site Plan review. Pete Chapman made a motion to approve the Site Plan for the change of occupancy. The motion was seconded by Jesse Faulkner, all members voted aye and the motion carried.

32 Maple Street (Marcellus Free Library)- Site Plan Review- Chair Chapman stated that the Marcellus Free Library has applied for site plan review for Phase II of a project that began in 2022. Vincent Ryan, architect from Keplinger Freeman, stated that Phase I of the project was installation of a patio and sidewalk, and the Library would now like to install mounted musical instruments and a pergola over the patio area to provide shade and create an enjoyable space for patrons. A portion of the patio had previously extended over the adjacent property line; however, that issue was remedied by removing the brick that encroached onto the neighboring property. The proposed pergola will not be over the property line; however, the proposed pergola will be located within the required setback and therefore requires an area variance. The ZBA will meet in July to address the variance. The proposed musical instruments are low impact, designed for outdoor spaces, and will not result in noise issues for the neighbors. Ed Heinrich, Upper Crown Condos HOA President discussed resi-

dents' concerns with the Board regarding potential noise and possible mitigation measures. The Board noted that existing Village noise ordinances would address any nuisance issues should they arise. Mr. Heinrich also brought up concerns regarding liability should someone get injured on the condominium's property. He stated that liability issues would be addressed between the Library Board and the Upper Crown Condominium HOA but requested that the HOA's concerns be reflected in the minutes. Mr. Heinrich stated that the HOA supports the project with the understanding that noise issues will be addressed by the Library if needed. Chair Chapman made a motion to approve the site plan. The motion was seconded by Patty White, all members voted aye and the motion carried.

Chair Chapman asked if there were any items from the floor. Hearing none, Chair Chapman made a motion to adjourn the meeting, seconded by Patty White. All members voted aye and the meeting adjourned at 7:29 p.m.

Respectfully Submitted by,

Charnley Abbott, Village Clerk