

PLANNING AND ZONING COMMISSION

Town of Glenville

18 Glenridge Road

Glenville, NY 12302

October 16, 2023

Present: M. Carr - Chairman, N. Brower Dobiesz, J. Lippmann, K. Semon,  
V. Soldani

Also

Attending: A. Tozzi - Dir. of Planning, J. Pangburn - Building Inspector, C. Pierson – Town  
Attorney, L. Walkuski - Stenographer

Absent: J. McPherson, P. Ragucci

Meeting called to order at 7:00 PM

**Motion** to approve the agenda.

**Moved by:** N. Brower Dobiesz

**Seconded by:** J. Lippmann

**Ayes:** 5 – Carr, Brower Dobiesz, Lippmann, Semon, Soldani

**Noes:** 0

**Absent:** 2 – McPherson, Ragucci

**Motion Approved**

**Motion** to approve minutes from the September 11, 2023 meeting.

**Moved by:** V. Soldani

**Seconded by:** J. Lippmann

**Ayes:** 4 – Carr, Brower Dobiesz, Lippmann, Semon

**Noes:** 0

**Absent:** 2 – McPherson, Ragucci

**Abstention:** 1- Soldani

**Motion Approved**

**Joe Popolizio**  
**34 Freemans Bridge Road**

**SEQR Determination**  
**Preliminary Minor Subdivision**  
**Zoning Change Recommendation**  
**to Town Board**

This application is for the subdivision of 12.9 +/- acres into two lots. Lot #1 will front Maple Avenue and total 4.57 +/- acres and Lot #2 will front Freemans Bridge Road and total 8.33 +/- acres. The applicant is also asking for a zone change on the proposed newly created Lot #1. Currently, the area to be Lot #1 is split zoned (Research/Development/Technology and Freemans Bridge Road Corridor District). The applicant is requesting to have the zoning changed to Research/Development/Technology for Lot #1 while Lot #2 will remain within the FBR Corridor District.

Dave Kimmer, ABD Engineering, was present.

D. Kimmer gave a quick overview of this project. The project was previously presented to the PZC earlier this year with two 12,000 sq. ft. flex storage buildings in an “L-shaped” layout. The building design has been streamlined and both buildings are now facing Maple Avenue. The main reason for their appearance tonight is to obtain a recommendation to the Town Board to change the zoning on a portion of the parcel from Freemans Bridge Road Corridor District to Research Development & Technology to have one zone on the newly subdivided lot.

M. Carr said this property is part of the old coeprage site and it’s an inactive hazardous waste site. There is more than likely a site management plan associated with the site. He and Luigi had a discussion regarding this at this month’s agenda meeting. They will need to contact NYS DEC to see if there will be any monitoring during site activities. He asked if the applicant was aware of this.

D. Kimmer replied as far as they can tell all the contamination did not involve the portion of the property that is being discussed.

M. Carr stated they will still need to contact DEC and let them know plans for the parcel although he agreed he doesn’t think the contamination is involved with this portion of the parcel. He just wanted to make sure the applicant was aware of their responsibility.

**MOTION**

In the matter of the subdivision by Joe Popolizio for a two-lot subdivision located at 34 Freemans Bridge Road, the Planning and Zoning Commission finds that this application will not result in a significant potential adverse environmental impact. Consequently, the Planning and Zoning Commission hereby issues a negative declaration.

**Motion**

**Moved by: M. Carr**

**Seconded by: K. Semon**

**Ayes: 5 – Carr, Brower Dobiesz, Lippmann, Semon, Soldani**

**Noes: 0**

**Absent: 2 – McPherson, Ragucci**

**Motion Approved**

MOTION

In the matter of the preliminary minor subdivision application by Joe Popolizio for a two- lot subdivision located at 34 Freemans Bridge Road, the Planning and Zoning Commission hereby conditionally approves the preliminary application.

Conditions of preliminary subdivision approval are as follows:

1. The applicant is aware they need to consult with DEC on the existence of the site management plan and the associated requirements.
2. Items denoted on the Minor Subdivision checklist with a yellow line are waived.
3. Items denoted on the Minor Subdivision checklist with a red X must be provided on an amended survey prior to further review by PZC of planning staff.
4. The wetlands and floodplains/buffers on the existing and proposed reconfigured parcel need to be properly delineated.

The commission hereby schedules a public hearing for 11/13/23 to consider the final minor subdivision application. However, in order for the Commission to schedule a public hearing for 11/13/23, nine (9) copies of the revised subdivision map and/or requested information must be submitted to the Town of Glenville Planning Department no later than 14 calendar days prior to the public hearing.

**Motion**

**Moved by: M. Carr**

**Seconded by: N. Brower Dobiesz**

**Ayes: 5 – Carr, Brower Dobiesz, Lippmann, Semon, Soldani**

**Noes: 0**

**Absent: 2 – McPherson, Ragucci**

**Motion Approved**

MOTION

In the matter of the zoning map amendment application by Joe Popolizio to be located at 34 Freemans Bridge Road, the Planning and Zoning Commission recommends that the Town Board approve the application.

Reasons supporting recommendation:

The rezoning will clarify that the zoning district boundary will coincide with the subdivision to ensure split zoning will not result.

**Motion**

**Moved by: M. Carr**

**Seconded by: V. Soldani**

**Ayes: 5 – Carr, Brower Dobiesz, Lippmann, Semon, Soldani**

**Noes: 0**

**Absent: 2 – McPherson, Ragucci**

**Motion Approved**

**Richbell Capital  
457 Dutch Meadows Road**

**SEQR Determination  
Preliminary Subdivision Review  
Recommendation to Town Board  
PDD Modification**

The applicant's project The Residences at Fox Meadows (formerly Dutch Meadows Residential Community) was previously approved for a subdivision and site plan in April 2020. The applicant is looking to subdivide approximately 16.4 +/- acres on the easternly portion of the project into Lot # 1A (phase I construction) and Lot #1B (phase II construction). Additionally, Richbell Capital is looking for a modification of the PDD to incorporate the proposed new subdivision.

William Hoblock, Richbell Capital, was present.

B. Hoblock stated they have completed Phase I of Residences at Fox Meadows (Dutch Meadows) and are looking to subdivide a 16-acre parcel, so they have permanent financing on Phase I and get a construction loan to start Phase II. Phase I was very successful and they would like to start on Phase II. That is the reason for the subdivision request. There is also a request to amend the PDD to allow the subdivision and they also noticed a typo in the original legislation which stated 3 26-unit buildings, but it should have been 4 26-unit buildings.

M. Carr asked if the applicant could update the commission on the timing of the sidewalk construction.

B. Hoblock said the sidewalk construction will be done as part of Phase II, which as soon as the subdivision is approved, they will get the financing and they will begin construction. Hopefully that will begin within the next couple of months.

M. Carr mentioned the PDD requires a \$10,000 payment for greenspace maintenance and asked if the applicant was aware of that .

B. Hoblock said he was not aware of that.

A discussion took place indicating records need to be checked to see if it had already been paid.

M. Carr read the following from the original PDD:

*“Aggregate green space on the site will be at least 40%. All green space shall be owned and maintained by the developer, or the developer's successor in interest. The developer and any subsequent owner shall provide the Town with and keep in force a bond or other suitable security in the amount of \$25,000 to assure the maintenance of such space. The Town Commissioner of Public Works shall determine whether the developer or subsequent owner is in breach of its duty to maintain the space and may direct remedial measures up to and including the full amount of the bond if such breach continues for 30 days after written notice to the developer/owner. “*

M. Carr asked about the reciprocal easement for access for the remaining two parcels. He asked C. Pierson if she had seen the easement.

C. Pierson said she briefly reviewed it and asked B. Hoblock if he would explain in general the reciprocal easement and who is going back and forth.

B. Hoblock replied they have two separate entities; one is Phase I and one is Phase II. The reciprocal agreement is for use of the roads, garages, clubhouse/pool between the two. So, both phases can use everything.

C. Pierson asked if it's just so they will be able to crossover. B. Hoblock said that is correct.

J. Lippmann said there are driveways that cross over. B. Hoblock said it's for roads, driveways, pool, sidewalks, etc.

C. Pierson asked who are the two entities?

B. Hoblock answered RBC Glenville Development and they will start another for Phase II, RBC Glenville Development II.

V. Soldani asked when will the landscaping be finished on the existing project. It's rather swampy on the roadside. He thought there would be more landscaping.

B. Hoblock said unfortunately that is part of the stormwater design, it will always be like that. He said he will look back at the plan, but he believes everything has been put in.

J. Lippmann added she didn't remember what type of pond it was supposed to be or if it was an infiltration basin.

#### MOTION

In the matter of the modifications to the existing PDD by Richbell Capital, for a two-lot subdivision located at 457 Dutch Meadow Lane, the Planning and Zoning Commission finds that this application will not result in a significant potential adverse environmental impact. Consequently, the Planning and Zoning Commission hereby issues a negative declaration.

#### **Motion**

**Moved by: M. Carr**

**Seconded by: J. Lippmann**

**Ayes: 5 – Carr, Brower Dobiesz, Lippmann, Semon, Soldani**

**Noes: 0**

**Absent: 2- McPherson, Ragucci**

**Motion Approved**

#### MOTION

In the matter of the preliminary minor subdivision application by Richbell Capital for a two - lot subdivision located at 457 Dutch Meadows Road, the Planning and Zoning Commission hereby conditionally approves the preliminary application.

Conditions of preliminary subdivision approval are as follows:

1. An amended site plan is required to document the modified property line.
2. Reciprocal easements to address parking lot access between Lot 1A and Lot 1B shall be submitted for review and acceptance by PZC counsel prior to fixation of the PZC Chair's signature on the final plat.
3. If not already paid, a payment of \$25,000 shall be made to the Town of Glenville pursuant to the PDD for greenspace maintenance.
4. Minor subdivision review checklist items 5,6,8,9,10,13,15,17, and 18 are waived but shall be provided on the amended site plan.

The commission hereby schedules a public hearing for 11/13/23 to consider the final minor subdivision application. However, in order for the Commission to schedule a public hearing for 11/13/23, nine (9) copies of the revised subdivision map and/or requested information must be submitted to the Town of Glenville Planning Department no later than 14 calendar days prior to the public hearing.

**Motion**

**Moved by: M. Carr**

**Seconded by: N. Brower Dobiesz**

**Ayes: 5 – Carr, Brower Dobiesz, Lippmann, Semon, Soldani**

**Noes: 0**

**Absent: 2- McPherson, Ragucci**

**Motion Approved**

C. Pierson said if the ownership of the land changes before this is approved then the application will need to be amended to include all parties.

B. Hoblock said the ownership won't be changed by then.

**MOTION**

The Planning and Zoning Commission recommends the Town Board allow the modification to the Planned Development District as proposed with the following possible condition:

1. Submittal of an amended site plan to reflect the boundary changes resulting from the minor subdivision.

**Motion**

**Moved by: M. Carr**

**Seconded by: V. Soldani**

**Ayes: 5 – Carr, Brower Dobiesz, Lippmann, Semon, Soldani**

**Noes: 0**

**Absent: 2 – McPherson, Ragucci**

**Motion Approved**

**Hospitality Syracuse, Inc.  
122 Freemans Bridge Road**

**SEQR Determination  
Preliminary Minor Subdivision**

The applicant is requesting to subdivide a 14.4 +/- acre parcel into two lots (0.73 +/- acres and 13.7 +/- acres respectively). The smaller lot will be utilized to develop a 2,650 sq. ft. drive-thru restaurant. The parcel falls within the Freemans Bridge Road Corridor District.

Tim Freitag, Bohler Engineering, and Michael McCracken, Hospitality Syracuse, were present.

T. Freitag stated they are here tonight for a subdivision and site plan approval. This project will be located next to the Verizon store. In 2016 an application was submitted for the Verizon retail facility along with a separate future retail facility and an additional retail building located in the rear of the site. Currently, the Verizon retail has been built with a fourth lane at the signalized intersection. There is a right-out curb cut in front of the project site they are looking to develop and there will be a shared access drive and shared road. They are looking to subdivide 0.73 +/- acres from the 14.5-acre site. The intent is to build a 2,650 sq.ft. quick serve drive-thru restaurant on the subdivided parcel. In 2016 the original approval included a 7,300 sq. ft. retail building where the proposed restaurant will be built. The applicant has updated the former documents (traffic, SWPPP) that were prepared for the larger retail building to reflect the proposed restaurant. After meeting with town staff, they updated the originally submitted September application to reflect comments received at the meeting and resubmitted information in October to address some of the concerns. The October submission has a modification to update the subdivision lot boundary to be compliant with lot coverage and green space (which will be compliant for setbacks and 35% lot coverage for green space). Also included is a traffic assessment for this project compared to the 2016 traffic study that was submitted. When you redact the former building that was proposed for this area, they are looking at about 7 additional trips at peak hour for this project, a minor increase. Typically, the threshold for NYS DOT is 100 trips, which warrants further analysis. There will be no modifications to the driveways for the site. The applicant has submitted to DOT for review as well as for permits for utility connections in the right-of-way.

J. Lippmann commented she doesn't believe the applicant is within the greenspace limits and thinks the applicant is including porous asphalt and materials in the count and that is not consistent with town zoning.

T. Freitag replied that was one of the comments they received from their September submission and the October submission redacted the porous pavement out of the calculation. They made the lot 10 feet deeper to accommodate the threshold.

J. Lippmann said the applicant states "+/-" in their analysis table and that should be a firmer number.

K. Semon asked if this is a Mexican restaurant.

T. Freitag replied the restaurant is a Taco Bell.

J. Lippmann inquired into the status of the sidewalks for Freemans Bridge Road.

A. Tozzi replied the sidewalk design for this side of Freemans Bridge Road will be done in 2024 with construction planned for 2025.

J. Lippmann asked if easements will be required from this property for the sidewalk construction.

A. Tozzi said he believes that has already been taken care of.

M. Carr asked if the town was looking for a letter of credit to cover the costs of the sidewalks for \$23,000. It appears the existing one expired in 2020 and a new letter of credit should be issued.

J. Lippmann said her recommendation is that the sidewalks be shown on the site plan as the signage is probably located too close to where the sidewalks would be located.

T. Freitag said the sidewalks were brought up at the town meeting and at that time it was thought that once their design was in, they would be able to show the connections from the building to the sidewalk. It sounds like since the design is being pushed out to 2024, the commission is asking for a placeholder for the sidewalks on the site plans.

J. Lippmann said yes, it should be shown so that everything will work with it. It would be better to have the placeholder so there are no problems with signage, etc.

T. Freitag asked if anyone is actively engaged with the sidewalk design.

A. Tozzi replied Creighton Manning is doing the design.

M. Carr inquired about the timeframe for this project.

T. Freitag stated that they plan on building it in 2024.

M. Carr inquired if the 3<sup>rd</sup> building, proposed at the rear, is still to be developed and what will happen with the remaining balance of the parcel.

T. Freitag stated their client (Hospitality Syracuse) does not own the parcel, they are only going to own the 0.73-acre subdivided lot.

M. Carr stated reciprocal easements seem to be needed between Verizon and Taco Bell. Is there any type of language being put together so town counsel can review it?

T. Freitag answered yes, that is being worked on.

M. Carr asked if there would be any disturbance on the Verizon property.

T. Freitag said no.

M. Carr stated the site plan should show the entire property.

T. Freitag mentioned the October submission does include the full site plan.

M. Carr said the TDE will need to review soil erosion and sediment plan because no SWPPP is required.

J. Lippmann asked if there was a SWPPP prepared with the original project (Verizon and two proposed buildings)?

T. Freitag stated there was and they will be amending the SWPPP which has not yet been submitted.

J. Lippmann said the amended SWPPP will need to be reviewed.

M. Carr asked how will the applicant manage construction trailers, fencing, temp lighting, generators, etc. with the neighbors?

T. Freitag replied the October submission addressed those issues. They only fence in their area.

K. Semon said although they are reviewing the subdivision there are site plan items that are also being discussed. He questioned how will the applicant remove snow? It looks like the only place to put snow is on the adjacent property. Will there be an easement to include snow removal?

T. Freitag said there is adequate space for snow removal from the drive thru areas, but yes, there will need to be a reciprocal agreement for the snow removal from the balance of the parcel.

M. Carr said the items he is inquiring about are for the site plan review. He asked if the commission members were ok with the subdivision application. The members did not have any issues with the subdivision.

J. Lippmann reiterated the applicant needs to validate the greenspace before the next meeting.

#### MOTION

In the matter of the subdivision by Hospitality Syracuse, Inc. for a two-lot subdivision located at 122 Freemans Bridge Road, to split a 14.4 +/- acre parcel into two lots (0.73 +/- acres and 13.7 +/- acres respectively), the Planning and Zoning Commission finds that this application will not result in a significant potential adverse environmental impact. Consequently, the Planning and Zoning Commission hereby issues a negative declaration.

#### **Motion**

**Moved by: M. Carr**

**Seconded by: J. Lippmann**

**Ayes: 5 – Carr, Brower Dobiesz, Lippmann, Semon, Soldani**

**Noes: 0**

**Absent: 2- McPherson, Ragucci**

**Motion Approved**

## MOTION

In the matter of the preliminary minor subdivision application by Hospitality Syracuse, Inc. for a two-lot subdivision located at 122 Freemans Bridge Road, the Planning and Zoning Commission hereby conditionally approves the preliminary application.

Conditions of preliminary subdivision approval are as follows:

1. Minor subdivision review checklist items 9,10,12,13,14,15,16,17, and 18 are waived because most of these elements are or will be provided on the site plan.
2. The final plat shall show the entire parent parcel and the proposed subdivided parcel, with all information required for minor subdivisions, other than those waived.
3. Reciprocal easements shall be shown on the final plat prior to fixation of the PZC Chair's signature, and in a format agreeable to PZC counsel.

The commission hereby schedules a public hearing for 11/13/23 to consider the final minor subdivision application. However, in order for the Commission to schedule a public hearing for 11/13/23, nine (9) copies of the revised subdivision map and/or requested information must be submitted to the Town of Glenville Planning Department no later than 14 calendar days prior to the public hearing.

### **Motion**

**Moved by: M. Carr**

**Seconded by: N. Brower Dobiesz**

**Ayes: 5 – Carr, Brower Dobiesz, Lippmann, Semon, Soldani**

**Noes: 0**

**Absent: 2 – McPherson, Ragucci**

**Motion Approved**

**Hospitality Syracuse, Inc.  
122 Freemans Bridge Road**

**SEQR Determination  
Preliminary Site Plan Review**

The applicant is proposing to establish a 2,650 sq. ft. drive-thru restaurant with approximately 24 onsite parking spaces. Two-way circulation on shared access drive is proposed while also maintaining the existing right out only drive. The proposed typical operation hours are 7AM – 1AM Monday-Sunday with 8-12 employees working one shift. New energy efficient onsite lighting, stormwater management, new utility connections, trash enclosure, sidewalks, landscaping, and signage are also proposed. The parcel is zoned Freemans Bridge Road Corridor District.

M. Carr stated the commission already discussed some of the site plan elements during the subdivision review. He quickly went through the list again. The SWPPP, traffic review and the existing letter of credit need to be renewed.

J. Lippmann asked if the letter of credit is with this applicant or with T. Burke?

T. Freitag asked for clarification if the sidewalks are for the entire parcel or just the proposed subdivision.

A discussion took place regarding the original letter of credit for the sidewalks which was part of the original approval by applicant T. Burke back in 2016. It was determined the town will look into the letter of credit. The sidewalks are to cover the Freemans Bridge Road frontage for the entire parcel.

M. Carr asked if there was a variance needed for greenspace.

T. Freitag replied not anymore.

M. Carr asked if the Freemans Bridge Road standards are being met. A. Tozzi said he was going to verify if they were. The entire parcel is already shown, and the applicant has already addressed the construction staging.

J. Lippmann said since sidewalks are going in the front, and the applicant is showing a curb ramp on the west side, they should provide a crosswalk to tie into the sidewalks. T. Freitag said that was the plan.

M. Carr said there is a suggestion to put parking and most building lighting on motion/light detectors, so lights are off after business hours.

T. Freitag said the applicant is ok with restricting off-hours and was wondering if that would also include opening hours. If it is isolated to off-hours that is fine. M. Carr stated it is for off-hours.

M. Carr asked what days/hours they would be open.

T. Freitag responded typically it is 7AM-1AM and that may fluctuate by a half hour to an hour depending upon demand. N. Brower Dobiesz asked if that was seven days a week and T. Freitag said it was. Some locations do open at 6:30AM due to demand.

J. Lippmann asked if the applicant would look at the fact at other fast-food establishments you pay, but your food is not ready, so you need to sit in front of the building in queue. She is asking the applicant to look at that.

M. McCracken, Hospitality Syracuse – Facilities, said this location would have enough room for a second drive thru but only if the demand is there.

J. Lippman asked what the queue length is. It looks like it would spill over to the Verizon property.

T. Freitag said the menu boards are located at a standard 80 feet behind the first window. The goal is to get 4 cars there.

K. Semon mentioned he still has a concern regarding snow removal and that should be included in any conditions.

T. Freitag supplied a letter from NYS OPRHP stating that this project will not impact any properties listed in or eligible for the New York State and National Registers of Historic Places.

**MOTION**

In the matter of the site plan by Hospitality Syracuse, Inc., for the establishment of a 2,650 sq. ft. drive-thru restaurant with approximately 24 onsite parking spaces located at 122 Freemans Bridge Road, the Planning and Zoning Commission finds that this application will not result in a significant potential adverse environmental impact. Consequently, the Planning and Zoning Commission hereby issues a negative declaration.

**Motion**

**Moved by: M. Carr**

**Seconded by: J. Lippmann**

**Ayes: 5 – Carr, Brower Dobiesz, Lippmann, Semon, Soldani**

**Noes: 0**

**Absent: 2 – McPherson, Ragucci**

**Motion Approved**

**MOTION**

In the matter of the preliminary site plan review application by Hospitality Syracuse, Inc. for the establishment of a 2,650 sq. ft. drive-thru restaurant with approximately 24 onsite parking spaces located at 122 Freemans Bridge Road, the Planning and Zoning Commission hereby conditionally approves the application.

Conditions of preliminary approval are as follows:

1. Prior to fixation of the PZC Chair's stamp and signature on the final site plan, a Letter of Credit in the amount of \$25,000 shall be issued to the Town of Glenville in a format acceptable to PZC counsel and the Town Comptroller
2. Prior to further site plan review, that applicant shall provide a traffic study for review by a town-designated-traffic-engineer.
3. Prior to further site plan reviewed a town-designated-engineer shall review the site plan and related documents and provide a report for PZC review.
4. The site plan shall be amended to include the following items on the Site Plan Review Checklist: 2, 3, 19 (building material samples), 20, 22 (if any), 23E., and the locations of interior drains if any.
5. The following items from the Site Plan Review Checklist are waived: 9, 10, 11, 15, and 25.
6. Planning department staff shall review architectural elevations and related information to ensure compliance with the Freemans Bridge Road Corridor Design Guidelines
7. Exterior lighting shall be activated to turn on via motion detectors and darkness detectors.
8. Prior to final site plan approval, a plot plan depicting how the site will be operated during construction which shall include location of construction trailers/PODS/offices, location of temporary utilities, location of ingress & egress, temporary lighting location, generators, and laydown area locations.

9. Prior to the final site plan review Planning Department staff shall review the landscaping plan to ensure it conforms with Town code.
10. Prior to further site plan review a site plan showing the entire parent property shall be submitted to either show the locations or previously approved development, or to show that previously approved development will not occur.
11. A letter of credit shall be issued to the Town of Glenville at an amount 150% of the estimated cost to replace dead or otherwise noncompliant landscaping. The term of the LOC shall extend for a period of one year following the issuance of a C.O. or completion of landscaping planting (whichever is later), in a format acceptable to the PZC counsel and Town Comptroller.
12. The reciprocal easement should also include a provision for snow removal.

C. Pierson asked what was the amount for the landscaping letter of credit?

A discussion took place about the letter of credit and the amount. The town will be looking into what was previously approved and what the letter of credit is to cover.

T. Freitag asked for clarification on the motion detection lighting. Typically, in off-hours, when the store is closed, the area lights are turned off. The wall packs over the entry doors stay on for security lighting but the rest of the area lights are turned off. He asked the commission if they are asking for the area lights to be on motion detection or just keep them off during off-hours.

J. Lippmann said that is what she would suggest. M. Carr stated he thinks area lights need to be on, although this is not in a residential area but for property safety, he thinks the applicant would want them on.

A. Tozzi said his thought was if the lights go off after the business is closed and someone pulls into the parking lot or is walking through the lot at 4AM, it probably would be a good idea to have the lights go on for security purposes.

T. Freitag said they already have security lights but not necessarily for someone who pulls around in the back.

The Commission hereby schedules a public hearing for 11/13/23 to consider the final site plan review application for this particular project. However, in order for the Commission to schedule a public hearing for 11/13/23, nine (9) copies of the revised site plan must be submitted to the Town of Glenville Planning Department no later than 14 calendar days prior to the public hearing date.

**Motion**

**Moved by: M. Carr**

**Seconded by: N. Brower Dobiesz**

**Ayes: 5 – Carr, Brower Dobiesz, Lippmann, Semon, Soldani**

**Noes: 0**

**Absent: 2 – McPherson, Ragucci**

**Motion Approved**

**Cellco Partnership d/b/a Verizon Wireless  
185 Swaggertown Road**

**SEQR Determination  
Preliminary Site Plan Review**

This application is for the installation of a 124 foot +/- monopole tower w/attached antennas within a proposed 100'x100' leased area. Installation will include ground-based equipment cabinets for power, telecommunications, and emergency generator. Access and utilities proposed via existing access road/driveway, utilities will be constructed within 30' access and utility easement. The property is zoned Suburban Residential.

Bill Hurst, Young/Sommer, was present.

B. Hurst gave a quick overview of the project. The installation of the monopole will be on the grounds of the Trinity Presbyterian Church on Swaggertown Road and Baldwin Road. He mentioned there were several church members and officiants in the audience paying attention to the proceedings. His understanding is that some of the revenue will be used by the church to make repairs and/or improvements to the property.

B. Hurst mentioned the board has pieces of the project in front of them. Those include results of a balloon flight that was converted into a visual impact study. He noted this property is zoned Suburban/Residential and this is an allowed use with site plan approval by the PZC. He believes he also got a recommendation from the ECC. As part of the application submission there is a sight selection study showing where the need for coverage exists and different locations that might satisfy that need for coverage, different properties reviewed, the height is justified by the need, the need is justified by the coverage. At this point, it is pretty straight forward, and tonight is SEQR determination, preliminary site plan review and public hearing.

M. Carr replied the public hearing will be held next month. He said he doesn't believe the commission had any issues. He appreciates the balloon flights. When you see what they look like, it makes you feel better. Overall, it is a good thing for public safety to have appropriate coverage.

**MOTION**

In the matter of the site plan application by Cellco Partnership d/b/a Verizon Wireless for the installation of a 124 foot +/- monopole tower w/attached antennas within a proposed 100'x100' leased area located at 185 Swaggertown Road, the Planning and Zoning Commission finds that this application will not result in a significant potential adverse environmental impact. Consequently, the Planning and Zoning Commission hereby issues a negative declaration.

**Motion**

**Moved by: M. Carr**

**Seconded by: J. Lippmann**

**Ayes: 5- Carr, Brower Dobiesz, Lippmann, Semon, Soldani**

**Noes: 0**

**Absent: 2 – McPherson, Ragucci**

**Motion Approved**

MOTION

In the matter of the preliminary site plan review application by Cellco d/b/a Verizon Wireless for the installation of a 124 foot +/- monopole tower w/attached antennas within a proposed 100’x100’ leased area located at 185 Swaggertown Road, the Planning and Zoning Commission hereby conditionally approves the application.

Conditions of preliminary approval are as follows:

1. Recommended to grant preliminary site plan approval with the condition that items 6, 7, 8, 9, 10, 14, and 21 be waived.
2. The tower height conforms to Town code, as per cell tower height formula from Airbase distance

The Commission hereby schedules a public hearing for 11/13/23 to consider the final site plan review application for this particular project. However, in order for the Commission to schedule a public hearing for 11/13/23, nine (9) copies of the revised site plan must be submitted to the Town of Glenville Planning Department no later than 14 calendar days prior to the public hearing date.

**Motion**

**Moved by: M. Carr**

**Seconded by: J. Lippmann**

**Ayes: 5- Carr, Brower Dobiesz, Lippmann, Semon, Soldani**

**Noes: 0**

**Absent: 2 – McPherson, Ragucci**

**Motion Approved**

Without any further business the meeting adjourned at 7:58 PM

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Lynn Walkuski, Stenographer

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Julie Davenport, Town Clerk