

Present: Andrew Holbert, Vice Chairman
Greg Matyas
Mary Jacyna

Also Present: Keegan Coughlin, Attorney for the Village
Marina Lane, Town of Union Senior Planner

Absent: Gerald Putman, Chairman
Donald Slota

A brief work session was held at 7:00pm. The board discussed the agenda and reviewed the applications.

Vice Chairman Holbert called the meeting to order at 7:30pm and noted the emergency exits.

MINUTES

Postponed.

PRIVILEGE OF THE FLOOR

Vice Chairman Holbert opened the privilege of the floor.

Vice Chairman Holbert closed the privilege of the floor.

COMMUNICATIONS - None

CONTINGENCIES - None

OLD BUSINESS - None

NEW BUSINESS

UHS – 72 Arch Street

Application to Install Temporary Work Trailer
Declare Lead Agency
Type II Action, SEQRA
Site Plan Review

A motion to declare lead agency for 72 Arch Street was made by Mr. Matyas and seconded by Mrs. Jacyna.

Motion Carried - Vote:

Yes – 3 (Matyas, Jacyna, Holbert) No – 0 Absent – 2 (Putman, Slota)

Marina Lane explains the proposed action is considered a Type II action under Regulation 617.6(c)(7)



(construction/expansion of accessory non-residential structures with less than 4k square feet), and per Regulation 617.6(c)(15) (minor temporary uses of land having negligible or no permanent impact on the environment) and therefore, it is exempt from SEQRA review.

A motion to declare the project a Type II Action was made by Ms. Jacyna and seconded by Mr. Matyas.

Motion Carried - Vote:

Yes – 3 (*Matyas, Jacyna, Holbert*) **No** – 0 **Absent** – 2 (*Putman, Slota*)

Greg Chianis of Chianis & Anderson Architects and Rich Keehle of UHS appeared on behalf of the application. The initial purpose for relocating the engineering staff to a construction trailer is move them to a temporary office during the project to provide structural support to brace up the Picciano Building at UHS, preparing it for demolition in 2019. With approval, they are looking to relocate their team to a safer place due to the noise and distraction of the construction of the supports and then during demolition.

Vice Chairman Holbert reviewed the site plan and read the staff findings including Department Head Comments.

Site Plan Review:

Chianis & Anderson Architects, on behalf of United Health Services, applied to install a trailer at 72 Arch Street for a temporary office for six engineering staff during the structural preparation for the demolition of a portion of the UHS hospital building. The 0.11-acre property is in a Neighborhood Commercial zoning district and the office use is permitted by right.

- The proposed trailer is 36'-3" by 60' (2, 115 square feet), and 12' high.
- An existing 4" PVC sewer line is above ground and has heat tape connected to it to prevent freezing. It also has a significant pitch, so there will be little or no opportunity for standing water in the line. The heat tape will be replaced along the entire length of pipe during setup.
- As far as leakage, this is standard sewer pipe, so the joints are gasketed and sealed just as an inground pipe would be.
- The 1/2" PEX water line is routed from the steam plant along the face of the building. It would not require a separate meter as it is connected to a UHS facility line.

Six members of the current engineering staff are being relocated to this temporary facility. There are multiple parking lots on the campus as well as the parking garage directly adjacent to this lot, and the parking load is not being increased.

The trailer will be installed during normal work hours. Installation and setup is expected to take approximately one month. Once installed, the office is anticipated to be on site for between four to six months, and will be manned 24/7 by different shifts of the twenty employees.

Staff Findings:

The proposed action is considered a Type II action under 617.6(c)(7) (construction/expansion of accessory non-residential structures with less than 4k square feet), and per 617.6(c)(15) (minor



temporary uses of land having negligible or no permanent impact on the environment). The project is subject to a 239-Review as it is within 500-feet of state property (the pharmacy school). A SWPPP is not required as there will be no earth disturbance. The following comments are from the Department Heads and 239-Review:

Department Head Comments:

They applied to install a trailer at 72 Arch Street for a temporary office for engineering staff during the structural preparation for the demolition of a portion of the UHS hospital building. The 0.11-acre property is in a Neighborhood Commercial zoning district and the office use is permitted by right.

- **B. C. Planning:** found no significant countywide or inter-community impacts associated with the project.
- **Code Enforcement:**
 - The applicant shall use plumbing and electrical contractors licensed by the Village of Johnson City, and apply for appropriate building permits. Plans for all interior improvements shall be submitted to the Building Official for review prior to the issuance of any building permit.
 - The trailer shall be removed from the site within one week of completion of the need, and no later than August 31, 2019.
 - Upon removal of the trailer, the parcel shall be reseeded within one week, and grass shall be established.
 - Storage of items outside of the trailer is not permitted.
- **Fire Department:** No compelling interest. The heat will be electric.
- **Police Department:** No compelling interest.
- **Public Works & Water:** If either the water or sewer service experiences any leaks, it shall be addressed immediately.
- **Planning Staff Recommendations:** The Planning Department recommends approval of the site plan for the temporary work trailer at 72 Arch Street, with the requirements from Code Enforcement, Public Works and Water, and with the following stipulations:
 - 1) Other than during the installation and removal of the trailer, vehicles shall not park regularly on the property.
 - 2) Exterior lighting shall not encroach or spill over to adjacent properties of the street.
 - 3) If any changes are proposed to the exterior lighting fixtures, cut sheets for the proposed fixtures shall be submitted to the Code Enforcement Office for review and approval prior to installation.
 - 4) For any new sign, a sign permit shall be submitted to the Building Permits office for all proposed signage prior to installation.
 - 5) Site plan approval shall be valid through August 31, 2019.
 - 6) The applicant shall be required to acknowledge all of the above conditions, in writing, prior to the issuance of a building permit. The applicant shall agree to follow stipulations of approval in strict accordance with the site plan approved by the Planning Board.

A motion for approval of the site plan including the department head comments and planning department recommendations was made by Mrs. Jacyna and seconded by Mr. Matyas.



Motion Carried - Vote:

Yes – 3 (Matyas, Jacyna, Holbert) No – 0 Absent – 2 (Putman, Slota)

Paul Della Penna/Munchies Express – 111 Riverside Drive

Vote on Condition of Special Permit to Extend Hours of Delivery to 2:00 a.m. on Fridays and Saturdays only.

Vice Chairman Holbert read the special permit modification request.

Special Permit Modification Request:

Paul Della Penna was granted the transfer of a Special Permit for a take-out restaurant at 111 Riverside Drive, Munchies Express, in July 2018. The property owner, Mr. Vail, also owns the adjacent property at 103 Riverside Drive with a take-out ice cream business, Sugar Lips, and the two properties have a reciprocal parking easement agreement filed with the deeds in order to better meet the parking requirements for each business and the apartments at 111 Riverside Drive.

Due to the residential nature of the surroundings, the regular pizza shop hours are limited to be open no later than 11 p.m. The Special Permit approval included the stipulation that delivery only is permitted until 1 a.m., with delivery vehicle parking restricted to 103 Riverside Drive after 11:00 p.m. In September 2018, the special permit was revised to temporarily extend the approved hours of delivery to 2:00 a.m. on Fridays and Saturdays through January 1, 2019. Mr. Della Penna requested that the temporary revision to the hours of delivery be made permanent. No complaints have been received about the extended hours of delivery between September and today.

Vice Chairman Holbert read the Department Head Comments including Staff Recommendations.

Department Head Comments:

- **Code Enforcement:** Code hasn't received any complaints about delivery times.
- **Fire Dept:** No concerns.
- **Police Dept:** No concerns.
- **Public Works & Water Dept:** No complaints have been received.

Staff Recommendations:

Planning staff recommends the permanent approval of the extension of delivery hours to 2:00 am on Fridays and Saturdays only, with the following stipulations:

- 1) The daily hours of public operation shall be between 10 a.m. and 11 p.m. due to the proximity of residences. Delivery operation only shall be permitted until 1 a.m. Sundays through Thursdays, and until 2:00 a.m. on Fridays and Saturdays only.
- 2) Delivery vehicles shall park only at 103 Riverside Drive after 11:00 p.m.
- 3) This modification of the stipulations of Special Permit approval shall expire pending § 300-66.11 Transferability.
- 4) § 300-66.11. Transferability.
 - A special permit is not transferable except upon approval by resolution of the issuing board.
 - A special permit shall authorize only one special use and shall expire if the special use ceases for more than three months for any reason.



A motion to grant the special permit extension of delivery hours to 2:00 a.m. on Fridays and Saturdays only including the Department Head Comments and Staff Recommendations was made by Mr. Matyas and seconded by Ms. Jacyna.

Motion Carried - Vote:

Yes – 3 (Matyas, Jacyna, Holbert) No – 0 Absent – 2 (Putman, Slota)

ADJOURNMENT

A motion to adjourn the Planning Board Meeting was made by Mrs. Jacyna and seconded by Mr. Holbert. The motion passed with all those present voting in the affirmative.

The meeting was adjourned at 7:50pm.

Respectfully submitted,

Kim Cunningham
Planning Board Clerk

