

Minutes
Warrensburg Planning Board
January 2, 2024

Members Present: Suzanne Tyler, Susan Hull, Sharon Sutphin,
Tony Fortino

Member Absent: John Franchini

Others Present: Curt and Mrs. Dybas, Kayla from North Country
Ministry, Matt Montessi, Ethan Hall, Jim Hull, Patti Corlew

Meeting Commenced at 7:00 p.m.

Mrs. Sutphin brought the meeting to order. Mrs. Hull motioned
to accept the minutes of October 3, 2023. Mrs. Tyler seconded
the motion and all members voted in the affirmative.

RESOLUTION #2024-1

Motion by: Susan Hull
Second by: Suzanne Tyler

RESOLVED, to accept the Planning Board minutes of October 3,
2023.

**DULY ADOPTED ON THIS 2ND DAY OF JANUARY, 2024 BY THE FOLLOWING
VOTE:**

Ayes: Suzanne Tyler, Susan Hull, Sharon Sutphin, Tony Fortino
Nays: None

Next on the agenda is SPR 2023-3 by North Country Ministry for
tax map #210.12-3-6 located at 3933 Main Street, to allow
construction of an addition to main structure and a bathroom
addition to food pantry structure.

Mr. Curtis Dybas who drew up the plans, spoke on behalf of North
Country Ministry. He presented the plans of the North Country
Ministry's plans to have an addition constructed on to the main
building and a small addition on the food pantry structure to
house a restroom. The second stage of the project will be to
demolish the old structure in the front of the property. The
last phase is to create parking spaces where the old structure
is currently sitting.

Mr. Dybas stated that 15 parking spaces is being proposed, along with the fact North Country Ministry is going to approach the neighbor to see if their employees will be able to use their property for parking.

Mr. Dybas indicated that they would start the project in the Fall and it would take a year to complete.

Mr. Fortino put forward a motion that this application is a Type II action under SEQRA; therefore, it needs no further review under SQERA. Mrs. Hull seconded. All members voted in the affirmative.

RESOLUTION #2024-2

Motion by: Tony Fortino

Second by: Susan Hull

RESOLVED, to deem application SPR #2023-3 by North Country Ministry for tax map #210.12-3-6, located at 3933 Main Street, for site plan review as a Type II action under SEQRA; therefore it requires no further review.

DULY ADOPTED ON THIS 2ND DAY OF JANUARY, 2024 BY THE FOLLOWING VOTE:

Ayes: Suzanne Tyler, Susan Hull, Sharon Sutphin, Tony Fortino

Nays: None

Mrs. Sutphin & Mr. Fortino went on to question Mr. Dybas about parking. North Country Ministry is fully aware that they need to come up with a new site plan and that they're maxing out on the property. Mrs. Tyler stated that she believes the plan is a solution to their problem with lack of parking.

It was discussed that staff and services will not be increasing. There are no proposed new programs.

Mrs. Tyler asked about garbage removal. They currently have garbage cans, but would like to get a dumpster.

Mrs. Tyler asked about the proposed rain garden on the plan. With the issue of lack of parking, is it space that could be

utilized for a turn-around? Mr. Dybas didn't have an answer to that.

Mr. Fortino stated the need for handicap parking. Mrs. Tyler stated they already have that. Mrs. Sutphin stated that it needs to be noted on the plans.

Mrs. Tyler asked how many cars are parking on their side of street.

The Board mentioned that they are very supportive of the project, but asked that the applicant draw up a final site plan for the Board to review, specifically noting the parking issue.

The Board moved on to the matter of SPR #2023-4 by Tess Holdings/Warrensburg Laundry for tax map 211.13-4-38, located at 11 Richards Avenue for site plan review to allow an addition to the existing structure.

Mr. Ethan Hall and Matthew Montessi were in attendance and Mr. Hall spoke on behalf of the project. Mr. Hall stated that Warrensburg Laundry plans to construct an addition at the rear of the existing building. He spoke of the need for the addition, to bring all aspects of the process of doing the laundry inside the main building.

It was discussed that Tess Holdings are currently in the process of merging the adjacent parcel so that the project will be able to move forward. The merger will have to be complete before permits can be issued.

Mr. Montessi also mentioned that he would also be merging the lot on Elm Street into the Warrensburg Laundry property as well.

Mrs. Sutphin asked if the mobile home will be taken out of there and Mr. Montessi did note that it will be demolished in the future.

Mr. Fortino asked Mr. Montessi for clarification on how many washers he was adding and would the Town's sewer system be able to handle it. Mr. Montessi has been in contact with the Town's Sewer Department and everything is okay.

Mr. Fortino asked who is responsible for the existing retaining wall. Mr. Montessi indicated it's on Town property and that he had offered to pay for half the cost to replace it.

This project being an Unlisted Action under SEQRA, requires the board to go through Part II of the SEQRA short form. The Chairperson read through the questions, with the members answering all the questions with no or small impact. They determined that the project will not result in any adverse environmental impacts. A motion was made by Mrs. Hull, seconded by Mr. Fortino and all members voted in the affirmative.

RESOLUTION #2024-3

Motion by: Susan Hull
Second by: Tony Fortino

RESOLVED, to deem application SPR #2023-4, by Tess Holdings/Warrensburg Laundry for tax map 211.13-4-38, for site plan review as an Unlisted Action under SEQRA and found that there will be no significant adverse environmental impact by this project.

DULY ADOPTED ON THIS 2ND DAY OF JANUARY, 2024 BY THE FOLLOWING VOTE:

Ayes: Suzanne Tyler, Susan Hull, Sharon Sutphin, Tony Fortino
Nays: None

Mr. Fortino motioned to approve the application, with a second from Susan Hull. All members voted in the affirmative.

RESOLUTION #2024-4

Motion by: Tony Fortino
Second by: Susan Hull

RESOLVED, to approve application SPR #2023-4, by Tess Holdings/Warrensburg Laundry for tax map 211.13-4-38, for site plan review, to allow construction of an addition to the existing structure with the condition that parcel #211.13-4-41 be merged prior to obtaining permits for the addition.

DULY ADOPTED ON THIS 2ND DAY OF JANUARY, 2024 BY THE FOLLOWING VOTE:

Ayes: Suzanne Tyler, Susan Hull, Sharon Sutphin, Tony Fortino
Nays: None

The Board went on to communications, and Mr. Hull spoke about the parking issue on Main Street, and indicated that he didn't think the Board should approve any plan where the applicant says they're using a neighbor's property for parking. He and Mr. Fortino continued to talk about parking.

The Board went onto Comments.

Mrs. Tyler brought up the idea of having their meetings earlier in the evening. She suggested 6:00 p.m.

Mr. Fortino made a motion to change the Planning Board meeting time to 6:00 P.M. for the year 2024. Mrs. Tyler seconded the motion. All members voted in the affirmative.

RESOLUTION #2024-5

Motion by: Anthony Fortino
Second by: Suzanne Tyler

RESOLVED, to hold Planning Board meetings at 6:00 p.m. for the year 2024.

DULY ADOPTED ON THIS 2ND DAY OF JANUARY 2024 BY THE FOLLOWING VOTE:

Ayes: Suzanne Tyler, Susan Hull, Sharon Sutphin, Anthony Fortino
Nays: None

Motion by Anthony Fortino, second by Suzanne Tyler and carried to adjourn the Planning Board meeting of January 2, 2024.

Respectfully submitted,

Patti Corlew
Recording Secretary

Pb01022024

RESOLUTION #2024-1

Motion by: Susan Hull
Second by: Suzanne Tyler

RESOLVED, to accept the Planning Board minutes of October 3, 2023.

DULY ADOPTED ON THIS 2ND DAY OF JANUARY, 2024 BY THE FOLLOWING VOTE:

Ayes: Suzanne Tyler, Susan Hull, Sharon Sutphin, Tony Fortino
Nays: None

RESOLUTION #2024-2

Motion by: Tony Fortino
Second by: Susan Hull

RESOLVED, to deem application SPR #2023-3 by North Country Ministry for tax map #210.12-3-6, located at 3933 Main Street, for site plan review as a Type II action under SEQRA; therefore it requires no further review.

DULY ADOPTED ON THIS 2ND DAY OF JANUARY, 2024 BY THE FOLLOWING VOTE:

Ayes: Suzanne Tyler, Susan Hull, Sharon Sutphin, Tony Fortino
Nays: None

RESOLUTION #2024-3

Motion by: Susan Hull
Second by: Tony Fortino

RESOLVED, to deem application SPR #2023-4, by Tess Holdings/Warrensburg Laundry for tax map 211.13-4-38, for site plan review as an Unlisted Action under SEQRA and found that there will be no significant adverse environmental impact by this project.

DULY ADOPTED ON THIS 2ND DAY OF JANUARY, 2024 BY THE FOLLOWING VOTE:

Ayes: Suzanne Tyler, Susan Hull, Sharon Sutphin, Tony Fortino
Nays: None

RESOLUTION #2024-4

Motion by: Tony Fortino

Second by: Susan Hull

RESOLVED, to approve application SPR #2023-4, by Tess Holdings/Warrensburg Laundry for tax map 211.13-4-38, for site plan review, to allow construction of an addition to the existing structure with the condition that parcel #211.13-4-41 be merged prior to obtaining permits for the addition.

DULY ADOPTED ON THIS 2ND DAY OF JANUARY, 2024 BY THE FOLLOWING VOTE:

Ayes: Suzanne Tyler, Susan Hull, Sharon Sutphin, Tony Fortino

Nays: None

RESOLUTION #2024-5

Motion by: Anthony Fortino

Second by: Suzanne Tyler

RESOLVED, to hold Planning Board meetings at 6:00 p.m. for the year 2024.

DULY ADOPTED ON THIS 2ND DAY OF JANUARY 2024 BY THE FOLLOWING VOTE:

Ayes: Suzanne Tyler, Susan Hull, Sharon Sutphin, Anthony Fortino

Nays: None