

September 18<sup>th</sup>, 2024, at 6:30pm | Mount Morris Town Hall | 103 Main Street, Mount Morris NY

Present: Jim Patrick, Planning Board Chairman; Planning Board Members Larry Woodworth and Joel Clester; Mark Mullikin, Village Code Enforcement Officer; Kaylee Leone, Planning Board Secretary

Others Present: Town Councilmember Joseph Rawleigh; J.P. Schepp, Engineer with MRB Group; and Mount Morris Fire and Rescue representatives Dominic Leone and Eugene Gregg

#### CALL TO ORDER

Chairman Jim Patrick called the meeting to order at 6:30pm and led those in attendance in reciting the Pledge of Allegiance. All members in attendance introduced themselves.

#### APPROVAL OF MINUTES

A motion to approve the August 21<sup>st</sup>, 2024, Regular Planning Board Meeting Minutes was introduced by Joel Clester and seconded by Larry Woodworth, and was voted on by members as follows:

Aye: 3 (Clester, Patrick, Woodworth)

No: 0

Abstain: 0

The motion was carried.

#### PRELIMINARY SITE PLAN AND SPECIAL USE PERMIT REVIEW – VILLAGE

Chairman Jim Patrick began the review of applications submitted by Mount Morris Fire and Rescue regarding a proposed project at 126 Chapel Street in the Village of Mount Morris. Chairman Patrick asked Village Code Enforcement Officer Mark Mullikin to provide an overview of the applications and proposed recreation hall project to those in attendance. Mount Morris Fire and Rescue representative Dominic Leone stated that the primary purpose of the building is for training and meetings and wanted to ensure that the project is accurately described. Chairman Patrick noted that the Special Use Permit Application lists the permitted purpose as a “social building”, to which Code Enforcement Officer Mark Mullikin stated that the engineer plans submitted by Hager Practical Engineering Systems also listed the projects title as such.

Village Code Enforcement Officer Mark Mullikin explained that Mount Morris Fire and Rescue is hoping to construct a 40ft x 100ft building and provided the board with renderings of the proposed structure. Officer Mullikin added that the building will include a 40ft x 60ft kitchen and meeting area and a 40ft x 40ft pavilion area. Officer Mullikin stated that the property is located in an R1 district. Officer Mullikin added that the Village Code allows the applicant to apply for a Special Use Permit for additional uses as the proposed uses of the building are not permitted in an R1 district. Officer Mullikin added that the current plans only include 18 parking spaces, which must be amended as the required spaces based on the building’s square footage will total approximately 40 spaces. Officer Mullikin also stated that JP Schepp, the Village Engineer, would be able to address several concerns that have been raised over the possible voids within the fill that the structure will be built upon, and added that Department of Transportation permits for the driveway access have been obtained.

Chairman Jim Patrick stated that the engineer representing Mount Morris Fire and Rescue should change the phrasing included on the plans to reflect the correct intended uses for the project and added that it also appears that the property lines included in the provided plans do not reflect a recent lot line adjustment that was completed through the board. The plans also seemed to show a third parcel, which representative Dominic Leone stated was an error on the engineer’s part that would be corrected.

Chairman Patrick asked Village Engineer JP Schepp if he had a follow up response to Hager Practical Engineering Systems recent comments. JP Schepp stated that the integrity of the structure and underlying slab on grade would not be an issue as long as fire apparatuses are not placed atop the slab.

JP Schepp reviewed his initial report and highlighted some unresolved issues. JP Schepp stated that he could not confirm whether or not the subdivision had been filed with the county, as the county’s mapping service had not yet reflected the lot line adjustment. JP Schepp added that Mount Morris Fire and Rescue’s maps and sketches should include the subdivision map. JP Schepp stated that an easement should be drawn up to allow access through the front parcel to the back parcel and provided to the board, and that the zoning district and required setbacks should be included in the engineering plans. JP Schepp stated that a lighting plan and landscaping plan should be included and that considerations for pedestrian access should be made as the building would be used for assembly. JP Schepp pointed out that the land disturbance calculations were missing from Hager Practical Engineering Systems’ plans, and that he believed that the 1-acre threshold for land disturbance had been met or exceeded. He explained that

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certain considerations regarding runoff over non-pervious soils would need to be made. JP Schepp also pointed out that the nearest fire hydrant is missing from Mount Morris Fire and Rescue's plans and must be clearly depicted. ADA parking spaces should also be required per building code requirements, according to JP Schepp, and a tally of total parking spaces and total square footage within the parking lot also needs to be depicted within the plans. JP Schepp also recommended that overflow parking considerations be made and displayed within the plans for occasional large-scale events. To conclude his remarks, JP Schepp stated that garbage receptacles and associated screening should also be clearly depicted within the plans. Chairman Jim Patrick and Village Engineer JP Schepp noted that the specificity required within the Village code for plans and application requirements should be met to ensure the smoothest possible public hearing.

Chairman Jim Patrick asked Mount Morris Fire and Rescue representative Dominic Leone if plans included paving. Dominic Leone stated that Mount Morris Fire and Rescue hopes to pave the lot should additional funding allow. Village Engineer JP Schepp advised Mount Morris Fire and Rescue to keep in mind that they will need to include plans for additional stormwater management plans if/when the total land disturbance exceeds 1 acre. Chairman Patrick advised representatives of Mount Morris Fire and Rescue to include all of the intended uses of the building and a detailed listing of hours of operation in their application, as these fields were left blank.

A motion to designate the Joint Town and Village of Mount Morris Planning Board as the lead agency for environmental review and to classify discretionary actions as unlisted under the New York State Environmental Quality Review Act was introduced by Chairman Jim Patrick and was seconded by Larry Woodworth, and was voted on by members as follows:

Aye: 3 (Clester, Patrick, Woodworth)

No: 0

Abstain: 0

The motion was carried.

A motion to set the public hearing for Mount Morris Fire and Rescue's Special Use Permit and Site Plan Review associated with 126 Chapel Street in the Village of Mount Morris on October 16<sup>th</sup>, 2024, at 6:30pm at the Mount Morris VFW Hall located at 3 Elm Street was introduced by Chairman Jim Patrick and seconded by Joel Clester, and was voted on by members as follows:

Aye: 3 (Clester, Patrick, Woodworth)

No: 0

Abstain: 0

The motion was carried.

Chairman Jim Patrick asked Board Secretary Kaylee Leone to prepare a list of the comments from the board and Village Engineer for Mount Morris Fire and Rescue.

Chairman Jim Patrick added that these applications were on the County Planning Board's agenda for their September meeting but were removed at the last minute, pending local board comment. Village Code Enforcement Officer Mark Mullikin added that these applications will be discussed at the County Planning Board's October meeting and that he will be able to provide comments from the county board at the October 16<sup>th</sup>, 2024, public hearing.

## ADJOURNMENT

A motion to adjourn was introduced by Larry Woodworth and seconded by Joel Clester, and was voted on by members as follows:

Aye: 3 (Clester, Patrick, Woodworth)

No: 0

Abstain: 0

The motion was carried, and the meeting was adjourned at 7:42pm.

Respectfully submitted,

Kaylee R. Leone  
Deputy Town Clerk/Town Planning Board Secretary