

**CITY OF OGDENSBURG
PLANNING & DEVELOPMENT BOARD**

**APPROVED MINUTES FOR
JUNE 1, 2021**

Members Present: Tim Redmond, (Chairman), Frank Perretta, Dean Lichterman, Ryan Frary,
David Lesperance, Michael Weaver

Members Absent: Ryan Frary, Absent

Staff Present: Andrea Smith, Planning & Community Development Director

ALL RECORDS ARE KEPT ACCORDING TO NYS STATUTE.

5:30 PM Mr. Redmond called to order the regular meeting of the Planning Board. In accordance with COVID-19 guidelines, this meeting will be held in person at 50% capacity and face coverings are required. Remote participation was provided using Go To Webinar ID: 202-203-907.

1. **Call to order** – Chairman Redmond reviewed members present. He inquired if Ms. Smith had heard from Mr. Frary, she replied no. Chairman, noted that in the absence of Mr. Frary the Board Alternate, Mr. Weaver would be a voting member. Chairman Redmond noted they would be following an agenda as set forth and acknowledged that Councilor Rishe was in attendance. Ms. Smith noted that Stephanie Albright from APD Engineering and Mike McCracken from Hospitality Syracuse were participating remotely.
2. **Approval of Previous Minutes** – Motion by Mr. Lesperance to accept the minutes from May 4, 2021 as submitted, second by Mr. Redmond. No discussion. All members voted in support of the motion to approve, henceforth the minutes are adopted as submitted 5/0.
3. **Correspondence**
 - a. Ex-parte communication – none
 - b. Written communication – Ms. Smith noted that she had received the 239-m review for the proposed Taco Bell which was returned for local action (letter attached to these minutes).
4. **Items for Planning Board Action** –
 - (a) **Gateway Plaza Taco Bell – Site Plan Review**

Applicant: Michael McCracken, Hospitality Syracuse and Stephanie Albright, APD Engineering both attending remotely. APD Engineering provided an overview of the revised concept to utilize a pad site at Gateway Plaza on Ford Street Extension.

Ms. Smith noted 2981 Ford Street Ext. is located in the City’s Business (B) District. The lot is currently developed, containing a Price-Chopper and site amenities including parking area.

1 The parcel is not located within 500' of an agricultural district, but is located within 500' of
2 State Hwy 37 and is subject to 239-m review by St. Lawrence County Planning Offices which
3 has been returned for local action. The 1.3+/- acre proposed subdivision is presently paved,
4 and serves as overflow parking for the plaza.
5

6 The proposed site is adjacent to like commercial/retail establishments to the north and west.
7 South of State Highway 37 the property is primarily classified as wetlands and located within
8 the City's Industrial/Institutional zoning district, while to the east is residential neighborhoods,
9 primarily composed of single-family homes.
10

11 Chairman Redmond asked Ms. Smith to provide any updated staff comments. Ms. Smith
12 replied:

- 13 • The site plan does indicate site lighting, the applicant has provided initial photometrics.
14 The light fixtures themselves must be fully shielded, downcast and dark sky compliant.
- 15 • Our parking ordinance requires 10'x20' spaces; all of the required parking has been
16 designed to meet code requirements. There is one row of surplus parking along the
17 northwestern property line that will remain 9x18 so as to align with the adjacent
18 parking spaces.
- 19 • Detailed Stormwater management plans will be required, but DPW does not see any
20 issues with the site or the proposal at this time.
- 21 • Elevations have been provided.
- 22 • County Planning Office has completed their review.
23

24 Chairman Redmond asked for staff's recommendation.

25 Ms. Smith stated, staff recommends classification of the proposed action as Unlisted with no
26 detrimental impacts, and approval of the site plan with conditions.
27

28 Chairman Redmond asked for discussion and comments from the Board.
29

30 Mr. Lesperance questioned the location of the "STOP" line and the proximity to the intersection.
31 Ms. Albright stated it was moved up to open up visibility, but there is room to move it back a bit.
32

33 Mr. Litcherman asked if the existing greenspace would be expanded in the direction of Olympia
34 Sports. Ms. Albright replied that the greenspace was being extending further into the proposed
35 Taco Bell site.
36

37 Mr. Perretta inquired where the snow stage was being proposed. It was noted as being in the legend,
38 but not designated on the plans. Ms. Albright stated that she would revise the plans to show that.
39

40 Mr. Lesperance asked if a fourth condition to address the 9x18 parking spaces should be added to
41 the resolution. Ms. Smith replied yes.
42

43 There was no further discussion.
44

1 Motion by Mr. Lesperance to classify the action as Unlisted in accordance with SEQRA with no
2 detrimental impacts, and henceforth provide for final site plan approval with conditions, 2nd by
3 Mr. Litcherman.

4
5 Ms. Smith read aloud the following resolution:

6
7 **RESOLUTION P-2021-006(B)**
8

9 **RESOLUTION UNDER THE STATE ENVIRONMENTAL QUALITY REVIEW ACT**
10 **RELATIVE TO DECLARING THE INTENT TO BE LEAD AGENCY**
11

12 **WHEREAS**, 2981 Ford Street Ext, TMN 48.065-9-2.1 located in the City’s Business (B) District, requests
13 Site Plan Approval for the construction of a 2,700 SF Taco Bell eatery on a previously approved outparcel
14 at this location; and

15
16 **WHEREAS**, the applicant APD Engineering, on behalf of Hospitality Syracuse has submitted a completed
17 revised application on May 27, 2021 in accordance with the standards prescribed by §221-72; and
18

19 **WHEREAS**, the intent of the B district is to provide for areas primarily used or appropriate for retail,
20 service, auto-related, institutional, wholesale and storage and public uses; and
21

22 **WHEREAS**, the Ogdensburg Planning and Development Board, as Lead Agency conducting SEQR has
23 determined this an Unlisted Action under SEQRA pursuant to 6 NYCRR 617.3 and does not warrant the
24 preparation of a draft Environmental Impact Statement (EIS).
25

26 **NOW BE IT THEREFORE RESOLVED** that the Ogdensburg Planning Board hereby grants Final Site
27 Plan Approval of the request for a Taco Bell at 2981 Ford Street Extension with the following conditions:

- 28 1. This approval is contingent on the completion of the required subdivision of the parent parcel
29 owned by Ogdensburg Associates, LLC c/o NIGRO Companies
30 a. Proof of subdivision shall be a copy of the filing receipt with the Office of the St. Lawrence
31 County Clerk.
32 2. Final photometric drawing illustrating all site lighting.
33 a. All fixtures shall be downcast and dark sky compliant.
34 3. The applicant shall revise the site development plan to include a detailed stormwater management
35 plan for approval by the Director of Planning prior to the issuance of any building permits.
36 4. The preexisting 15 spaces along the northwest property line shall remain 9’x18’ to be consistent
37 with adjacent spaces outside the parcel boundary.
38

39 **BE IT FURTHER RESOLVED** that nothing in this Resolution shall relieve or reduce the applicant's
40 expressed or implied responsibilities for completion of the approved Site Plan, and the applicant must
41 report any and all changes to the Department of Planning and Development prior to their initiation; and
42

43 **BE IT FURTHER RESOLVED**, that the City of Ogdensburg Code Enforcement Officer is hereby
44 directed to enforce this resolution.
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Motion by Mr. Lesperance to classify the action as Unlisted in accordance with SEQRA with no detrimental impacts, and henceforth provide for final site plan approval with conditions, 2 nd by Mr. Litcherman.			
MEMBER	AYE	NAY	ABSTAIN
Chairman Redmond	X		
Mr. Perretta	X		
Mr. Lichterman	X		
Mr. Lesperance	X		
Mr. Frary	-----	-----	-----
Mr. Weaver	X		

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The motion received sufficient affirmative votes, 5/0 and is hence forth approved for filing with the City Clerk.

5. Old Business

(a) Comprehensive Development Plan, update: Ms. Smith provided an update on the review process underway for the draft comprehensive development plan. She noted that 239-m review and SEQRA would also be required prior to adoption. There was no discussion and no action taken.

(b) Ogdensburg Boys and Girls Club, update: Ms. Smith stated that in a recent conversation with Mr. Luckie regarding the OBGCM gymnasium expansion, he noted they hoped to get started in the middle of June but the steel building is not scheduled to arrive until late October.

6. Items for discussion - None

7. Adjournment – Motion to adjourn by Mr. Redmond 2nd by Mr. Lesperance

Moved:	Redmond			
Second:	Lesperance			
VOTE	Aye	Nay	Abstain	Absent
Mr. Redmond	X			
Mr. Perretta	X			
Mr. Lichterman	X			
Mr. Lesperance	X			
Mr. Frary	-----	-----	-----	X
Michael Weaver, Alt.	X			

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On a motion by Chairman Redmond, seconded by Mr. Lesperance and by a vote of 5 for and 0 against, and 0 absent, the meeting adjourned at 5:52 PM.