

**Village of Central Square
3125 East Avenue
Central Square, NY 13036**

**Planning Board Meeting
March 21, 2013**

The Village of Central Square Planning Board met at the Village Hall on March 21, 2013. Members in attendance were Chairperson Stephen Williams, Maryellen Commisso, Zita Bookman, Burt Alm and Barb Davis was present. CEO Dale Hodge and Chad Penoyer owner of Village Laundromat was also present.

Call to Order:

The Meeting was called to order by Chairperson Stephen Williams at 7:00PM followed by the Pledge of Allegiance.

Approval of Minutes:

The Planning Board members reviewed the December 13, 2012 meeting minutes at 7:10 PM. Changes were made to pages 2, 3, and pg 4 and 5. Stephen Williams move to accept the December 13, 2012 meeting minutes, Maryellen Commisso seconded the minutes all in favor.

New Business:

Chad Penoyer has a modification to the existing Laundromat sign wants to add a piece to top 2 feet tall by 6.25 feet wide. It is going to be a wood cut out and it's not going to be lighted and will be double sided. **CEO Dale Hodge** said that, according to code, any sign can be nine square feet. The only thing I have to double check with is sight variance. Right now he has six square feet and he is proposing from what the plan looks like from Chad, an additional twelve square feet. **Dale Hodge:** I can check because it is a sign, it will be one single face, correct? **Stephen Williams,** no it will two sided, can we send it over to Zoning to get a variance? **CEO Dale Hodge:** Thinks it should, once I saw a six that is going to bring it to 12 square feet. **Stephen Williams:** when I drive by the sign it looks kind of drab so he can completely understand why he wants to put this addition on the top and will enhance the aesthetics of that area of the Village. **CEO Dale Hodge:** what I can suggest; Zoning Board does have their say on it but we can recommend that we looked at it and we liked what we see. **Stephen Williams,** before I can speak for anybody, everybody, does anyone have a problem for what he has got here? Maryellen Commisso, Barb Davis and Zita Bookman, voted to all like the changes.

Chad Penoyer: I have to go through a variance and spend money on permit and that he probably would not do it. He said it would be cost effective way of making the sign look better. **Stephen Williams:** It's not going to cost you to go in front of the Zoning Board to look at it. **Stephen Williams:** the secretary will compose a letter. **CEO Dale Hodge:** I will charge him a twenty five dollar sign permit fee and cannot waive. Chad, you will have you come in and fill out the sign permit and I will deny it when you come in the office and send to the Zoning Board. **Stephen Williams:** Kim Cusson will compose a letters sending it to the Zoning Board saying that the

planning board recommends that they allow a waiver on the sign. **CEO Dale Hodge:** What makes it quicker for him is that I only have five days by law to deny an application. So, if you come in tomorrow I will deny and it will go directly to the Zoning Board.

CEO Dale Hodge: said that Chad Penoyer would not have to pay for the Zoning Board fee because it is an existing sign. I would suggest that I only delay a week to get the Zoning Board together.

Burt Alm: I would recommend waive, if Zoning Board approves upon our recommendation and that he not have to appear in Planning Board again. Planning Board members all agree with Burt Alm. Dale Hodge wanted Planning Board to see first the sign and get things rolling. **Stephen Williams:** said to Chad Penoyer that the sign would be exceptional nice and it would improve the sign that is there now.

Stephen Williams: Let's talk about the discussion for the sign for the Oswego Health Center. Marion Ciciarelli sent Dale Hodge an email for a digital sign on Route 49 and Oswego Health has a similar sign in Fulton near the 481 facility. They have included a black and white photo of what the sign looks like. The question that they have to work with Dale on this. Are they going to replace the top second third section of the sign with the proposed LED or are they going to ask for a second sign? **CEO Dale Hodge:** That is where we are at right now. Marion Ciciarelli said they wanted another sign but the code only allows for one sign and because they already have a variance for the larger sign I don't see that even happening. **CEO Dale Hodge:** Basically, I like what they had there. Marion said she didn't think it would be cost effective to remove a portion of that sign and put an LED there. **Dale Hodge:** They are going to table it for like two to three weeks on the discussion end of it. They will get back to Dale Hodge about the sign and to see if they even want to move forward about the sign.

Barb Davis: Dale, I do not know if this will even come back to us or not either way they are going to need a variance because they already exceed the size of the sign and by our coded you can't have two signs there. **Dale Hodge:** No, if they cut out a section and replace the section of sign they would not need to come to the Zoning Board. I would recommend this because of the process with the all new LED signs –this is what we have been doing and we keep it consistent as per our chairman. They would have to come in here and it would not have to go to the Zoning Board as long as Marion Ciciarelli stayed in the parameters that were allowed with the variance. She would not have to go to the Zoning Board but would have to come back to the Planning Board. **Barb Davis:** As long as there is no intent to increase the size of the signs or to add another sign.

CEO Dale Hodge: Yes, as long as there is no increase in the size of the sign or to add another sign. There is a variance on area and use. You cannot get a variance on the code. The code says one sign and that's it. Marion Ciciarelli will table it two to three weeks and get back.

Stephen Williams: Beltone sign? Steve asks Dale about the sign that was placed on the left next to Verizon store. In the middle of the building there is a big Beltone sign and they also changed the sign out by the road. **Maryellen Commisso:** Did they get a permit for the sign? **CEO Dale Hodge:** They did get a sign permit for the Beltone but Dale Hodge said he would look into it. He is almost sure they did get a permit.

Stephen Williams: So, why didn't they have to come to the Planning Board? **CEO Dale Hodge:** They would not have to come here if they needed a variance. I do not know if they needed a variance for that because that was an existing sign there. **Stephen Williams:** The sign is larger than the one before and didn't we look into it over here in the plaza? There was a

percentage limitation of the size of the sign. **CEO Dale Hodge:** Yes, there is and he would look into the matter. **Burt Alm:** The sign seemed large. **Mary Ellen Commisso:** I really didn't think it was larger, I just think it's the letters on it because now before it said video store something on it. I think it is fewer letter but bigger. **CEO Dale Hodge:** I am almost certain that Beltone said they used the exact same size of the sign. In which they are allowed to do because it was there before. **CEO Dale Hodge:** said he would look into the sign and would give an answer either way on the sign. **Stephen Williams:** I brought this to you because I am looking for consistency. **CEO Dale Hodge:** Ok, Beltone would not have to come to the Planning Board; they would directly have to go to the Zoning Board. **Stephen Williams:** As long as it met our existing parameters of what it would take to replace an existing sign. **CEO Dale Hodge:** Correct, yes. **Stephen Williams:** What about the use of the area? Did that change? **CEO Dale Hodge:** There is no change of use. It is retail to retail.

Stephen Williams: Let's talk about the plaza, the good weather is coming back and the big balloon will be put out. What are the parameters on it? Last year it was there the whole summer. **CEO Dale Hodge:** I did tell them. They gave me a time frame in which they did remove in the time frame and went down after I was made aware of it. They did take it down within the week. I told them that they would have to come in front of the Planning Board for discussion.

Stephen Williams: What happened to Nappa? They had a plan to put a building directly behind their building and do some work and that was almost a year ago.

CEO Dale Hodge: Napa would have to redo the permit it has expired. They made no effort to contact Code Enforcement.

Trustee Heather Stevens had sent a request to CEO Dale Hodge. Yes, she did. There is construction work going on Watson and they are doing interior work. There is nothing that required a permit. Randy House is heading the project and he is very familiar with what needs a permit and what doesn't.

Also, there is a new business it is called Village Wireless. Dale Hodge will go there on Friday, March 22nd. **CEO Dale Hodge:** replied that he has contacted them and they have a fire safety inspection. They cannot open the doors until do a full fire safety inspection. I remembered the layout of the building. If there was any new electrical, structural and plumbing and I talked to the owners. The owners said "No nothing was done" and if I noticed any changes I will make them get a permit after the fact.

Burt Alm: Have you been down to Kelly Drive lately? You are referring to a Green House.

CEO Dale Hodge: I did issue a permit on that and I am already in a discussion with the issue.

Burt Alm: I just wondered if it has been seen and whether it was taking care of. **CEO Dale Hodge:** a permit was issued for the Green House.

Zita Bookman: There is a sign in front of St. Michaels Parish center. I don't know if it has been replaced. It is a lighted sign, enclosed and you can see it. **Mary Ellen:** said you just noticed it Thursday March 21st. **Zita Bookman:** "Yes." **CEO Dale Hodge:** I didn't notice it but will check it out. **Dale Hodge:** is the Planning Board finished with the signage?

Stephen Williams: Does anyone have anything else to present to Code Enforcement?

Barb Davis: One thing I was looking up sign information on was Orchard Park. One thing there says there cannot be two separate signs so there are going to have to get together with Meadowview. **CEO Dale Hodge:** That is completely in the hands of the Attorney and cannot talk about the situation right now and I will fill you in that they are disputing the permit fee. They only want to pay what is required for a permit in New York State which is structural,

electrical and plumbing. They do not feel that they, which we have always been constant and charged total project value and they are disputing that.

Barb Davis: My comment the last time they were in here they didn't have a sign permit with them so we have not seen anything with the sign permit. I just wanted to make sure if CEO Dale Hodge sees the sign permit come in and if they are going to add signs near the road. **CEO Dale Hodge:** Meadowview said they submitted one and I do not have any paperwork for any sign.

Barb Davis: There just cannot be a separate sign. **Maryellen Commisso:** Remember they said they didn't know if they could put a sign out near the road because they do not own the property that they would have to get permission from Meadowview to even put a sign out there. Which is too bad, especially when medical personnel goes there and they start calling Orchard Park and you get the ambulance from Brewerton and they where's that? They are not going to know. **CEO Dale Hodge:** The sign is down you have to look down to see. **Barb Davis:** You don't see a sign or anything so there is two sides to that. **CEO Dale Hodge:** I am trying even to get them to do the deck permit.

Move the meeting into Old Business.

Old Business:

CEO Dale Hodge: Carport: Our code doesn't define what a carport is. Kim and I researched the difference and looked up the dictionary definitions of both the carport and garage. I do not know if there is a specific reason if you are investigating carports I think that it could be Webb Ave maybe? To be honest there is no portable anything, just because it can be moved doesn't mean it can be. If you erected a shed, it a shed not a portable shed. It's a shed. There is no portable it becomes movable when it becomes a structure. If they put up one on sticks and put it on a pallet it is still considered a shed. Garage is defined by dictionary definition and by other codes as a shed or building used to store an automobile. That is what a garage is and a carport is a roof with posts and no sides. If it has sides it's not a carport. Both are accessory structures. **Barb Davis:** A carport has a roof and no sides. The definitions on carports and garages were hardcopy to Planning Board Members.

CEO Dale Hodge: How did the discussion of carports come about?

Stephen Williams: The concern was that we don't have enough mention in the code and they might start popping up all over because they not that expensive. **Stephen Williams:** I drove around the Village trying to find one. To be frank I have not put a lot of effort into it because we have been talking about that for years. **Burt Alm:** The only thing I can think about a carport is on Northland Drive, you start going down Northland Drive and on the house on the right that had a carport on it. Occasionally, they would throw up a canvas upon the post for the winter time and take it down. **CEO Dale Hodge:** One thing I suggest is the Planning Board needs to clearly define in the code what a carport is and what a garage is. By definition we can agree to what the actual definition is and what it clearly states. If we are going to do anything in the future restricting then we have to clearly define what they are in the code so that it can be addressed as to what structure it is. Even though they are accessory structures they are two different structures.

Stephen Williams: What is the process for the Planning Board to do that? **CEO Dale Hodge:** The only thing at this point would be to recommend to the Village Board that they add it to as part of the definitions where they mention Zoning under which district. **Maryellen:** The Village Board cannot add this without the lawyer. **CEO Dale Hodge:** I don't know how they can add definitions without changing anything. I would recommend that you add these definitions of a

carport and garage. If the Board wants to add anything like the design about the structure and they can be technical about the description. It is clearly defined what a carport is in a mobile home. The lot has to be less than 400 square feet. **Maryellen Commisso and Stephen Williams:** There has to be other municipalities to define them. **CEO Dale Hodge:** I did not get that far yet but I wanted to clearly define what a carport is and what a garage is.

Stephen Williams: To Dale Hodge, can you research out carports and garages and give us a couple of examples and the next Planning Board meeting? **CEO Dale Hodge:** I will get the examples in Oswego County and Research it.

Burt Alm: Is the park behind McDonalds in Village Property? **CEO Dale Hodge:** "Yes" it is within. They are clearly defined what a carport is in mobile homes. They have to be 400 square feet. The lot has to be no less than 400 square feet. **Mary Ellen Commisso:** They cannot just use the canvas type there? I remember Shirley telling us there was very strict rules in the Park. **Burt Alm:** I would like to see what those rules say because if I drive through there and look at the variety of structure they have. I don't know I would call a garage and what I would call a carport. **CEO Dale Hodge:** I have issued one carport since I have been here. There was a lot them and I don't even think our up to code that they were installed before my ten year here. If they have to post and no sides they are a carport. **Burt Alm:** Once their mobile and it has one side and there is a wall on the opposite side, that there in some way, but there is no door. Dale Hodge: It doesn't have to have a door. It's a shed or building used to store an automobile so if it has a side any side at all it is now a garage. Garages are allowed on the park. If there are some there now it was before I was here and I do not know what I can do about that. I know they are allowed to have carports at the Park. **Burt Alm and Maryellen Commisso:** I think they call them carports up there and our definition will not work there. **Stephen Williams:** My concern is that if the Planning board defines it the wrong way; then like Jean Breed hers will not be appropriate in the Park. That's the last thing I want to do. **Maryellen Commisso:** They have certain guidelines up there even if we write something now we don't want to.

CEO Dale Hodge: If there is anything new it will not affect existing structures. We will not be doing the one in the senior home, do you understand? We will be doing it district to district. You can only be R1 district, you can do it for RB, multi residential and you can leave districts out each one is different and you do not have to touch that one. **Barb Davis:** Looking at the information provided for us here: The 21 Senior citizen mobile home Park, it has an enclosed storage facility containing at least 150 cubic feet space. It shall be provided on each mobile home lot and storage facility shall be attracted and constructed in such material to resist damage. That is being address so they can have some storage there. Are the accessories buildings of structures in the excessive of 10feet by 10 feet or the total of 100 square feet shall be permitted on any mobile home lot? So, I think what we are talking about won't change this and they will still have the ability. A separate garage and carport exceeding 400 square feet may be permitted meeting all yard and setbacks requirements. The mobile homes that are concerned about are already being addressed. **CEO Dale Hodge:** It will not change that district at all. **CEO Dale Hodge:** explained about be the different districts and clearly define. **Burt Alm:** At some point we were talking about this whole issue as it came up as a side line of discussion of the potable shelter buildings.

Maryellen Commisso: "Yes that's how it came up".

Burt Alm: That district turned out to be a distraction and thought we were going to incorporate into the portable shelter ordinance and it doesn't need to be at all.

CEO Dale Hodge: Where was the portable shelter in the code? **Burt Alm:** That s the point, it is not. **CEO Dale Hodge:** There is no portable anything; there are not portable or temporary

structures. If you see someone putting up a plastic sheds there not going anywhere's. **Maryellen Commisso:** Mudd was concerned about the ones putting them up and keeping them up all summer, not the ones who put them up for the graduation parties for the weekend and take them down.

CEO Dale Hodge: They should get a permit.

Maryellen Commisso: even for the weekend? That is pushing it. **CEO Dale Hodge:** There are lots of things that are not enforced at the same time. You are right; I don't consider that selective code enforcing selective code enforcing would be someone consistently doing it with everyone on weekends. I do it for me but not for someone else that's what I consider to be selective code enforcing. I probably would not have them get a permit just for the weekend with a tent.

I thought those PODs were going to be a huge issue and they never were and never will be because they are so expensive to rent. **Barb Davis:** I have a question regarding accessory buildings. I am trying to remember where they can be located and things like that. I am thinking the only difference between an accessory building between a garage and a carport is that the carport or a garage will be allowed to be near the front the building and everything else should be on the side or back. Am I wrong about that? **CEO Dale Hodge:** It doesn't say that. The code doesn't say that you cannot have building in the front yard. You can have a building in the front yard. All accessory structures have to meet all the setbacks. The Code defines the front yard to put the structures on; it can't be 30 feet from the front lot line.

Stephen Williams: Dale Hodge is going to come up with a couple of proposed definitions for garage and a carport and the Planning Board will look at next month. If the Planning Board agrees on them we will send them to the trustees to ask them to add to the code. We will also have them include anything in there about setbacks or such. The Planning Board is in all agreement and we want to be conscious about what is happening behind McDonald's and that area because of what exists there today. **CEO Dale Hodge:** They are supposed to get a special inspection annually. **Maryellen Commisso:** if you get the carport and garage information done before the next meeting can you send it to us so we can look at it before hand? Check with Steve Primo to check to see if that is alright to send over information. The Planning Board cannot collaborate before the meeting. Burt Alm had done some research on carports along time ago in 2011. **Stephen Williams:** It would be great to have it in the code. **CEO Dale Hodge:** It least define what carports and garages are in every district.

Stephen Williams move to adjourn the Planning Board Meeting at 7:55PM and Barb Davis seconded and all in favor "AYE."

Respectfully Submitted,

Kim Cusson
Village Secretary