

**VILLAGE OF CENTRAL SQUARE
3125 EAST AVENUE
CENTRAL SQUARE, NY 13036**

**PLANNING BOARD MEETING
December 21, 2023**

**PUBLIC HEARING
PLANNING BOARD MINUTES
APPROVED**

The Village of Central Square Planning Board met at the Village Hall on December 21, 2023, at 6:45p.m. Board members in attendance were Chairwoman Maryellen Commisso, Sue Welke, Maggie Kirkby, and Robin Hansen. Also present were Ed Cusato Village Code Enforcement Officer, Mayor Randy House, Travis Koger representing Walmart, Marshall Win and Christian Brunelle from Byrne Dairy, Gregg Tweedy of Hyperion Development Management, LLC, and Paul Sheneman of PLS Engineering.

Called to Order:

Chairwoman Maryellen Commisso called the meeting to order at 6:45pm and started with the Pledge of Allegiance. All Board Members and guests in attendance were signed in.

Public Hearing:

Byrne Dairy – Paul Sheneman wrote a review and provided a copy to Christian Brunelle. The Oswego County Planning Department has recommended approval. Ed Cusato advised that the Village of Central Square Zoning Board met and approved a variance as well.

Wal-Mart – the Village of Central Square Zoning Board met and approved a parking variance. Public hearing was closed at 6:55pm

Planning Board New Business:

Byrne Dairy - There was a previous concern regarding the location of a fire hydrant. Ed Cusato noted there is a fire hydrant across the street. Paul Sheneman will work with Christian Brunelle regarding three or four comments he has noted in his letter and will keep the Planning Board updated. Sue Welke made a Motion to approve the Site Plan Application for Byrne Dairy with a Negative Declaration. Seconded by Maggie Kirkby. All were in favor. Motion Carried.

Wal-Mart - Sue Welke made a Motion to approve the Site Plan with conditions identified by PLS Engineering letter dated 12/20/23. Additional condition of parking entrance reconfiguration as identified on the enclosed plan provided by Travis Koger. Seconded by Maggie Kirkby. All were in favor. Motion carried.

Gregg Tweedy - Addressed the Planning Board to ask for a Zone Change for his properties located at 3206 & 3208 East Avenue. Mr. Tweedy provided an Adaptive Reuse Presentation Packet for his Zone Change request. East Avenue is a transitional street from Commercial to Residential (heading east to west into the Village).

There was much discussion regarding the Adaptive Reuse Presentation by Mr. Tweedy. Further discussion on the topic of R One-Family District Zoning Chapter 250 and RM Multi-family District as pulled from the Village of Central Square web site and shared in the presentation by Mr. Tweedy.

Chairwoman Commisso made a Motion that the Planning Board send a letter to the Village Board that we need more time to research other options to solve the proposed zoning problem on East Avenue. Seconded by Maggie Kirkby. All were in favor. Motion carried.

Planning Board Old Business:

January 2024 Meeting:

The January meeting will be held on January 18, 2023, at 7pm.

Close Meeting:

Sue Welke made a motion to close the meeting. Maggie Kirkby seconded the motion. All members were in favor. Motion Carried. Meeting closed at 8:15p.m.

Respectfully submitted,

Robin Hansen
Planning Board Secretary

**VILLAGE OF CENTRAL SQUARE
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**PLANNING BOARD MEETING
November 16, 2023**

**PUBLIC HEARING
PLANNING BOARD MINUTES
APPROVED**

The Village of Central Square Planning Board met at the Village Hall on November 16, 2023, at 6:45p.m. Board members in attendance were Chairwoman Maryellen Commisso, Sue Welke, Maggie Kirkby, and Robin Hansen. Also present were Ed Cusato Village Code Enforcement Officer, Travis Koger representing Walmart, Marshall Win and Christian Brunelle from Byrne Dairy.

Called to Order:

Chairwoman Maryellen Commisso called the meeting to order at 6:45pm and started with the Pledge of Allegiance. All Board Members and guests in attendance were signed in.

Public Hearing:

John Wilbur signed the Short Environmental Assessment Form for the 24-foot x 36-foot addition.

Chairwoman Maryellen Commisso made a Motion to approve the Site Plan and the SEQR for the 24-foot x 36 foot and 10-foot x 24-foot additions to the standing structure at 3087 East Avenue in Central Square. Seconded by Sue Welke. All were in favor. Motion carried. The 10-foot x 24 foot were on the plans but not on the permit. Ed will double check the documents to confirm if a building permit is needed.

Public hearing was closed at 6:55pm

Planning Board New Business:

Byrne Dairy: Presentation by Christopher Brunelle/Senior Executive VP of Byrne Dairy. A detailed review of the Site Plan for a new proposed location at the Bowling Alley property on 3019 East Avenue, Central Square, NY. A variance of sixteen sq ft will be needed for sign number one. Ed Cusato will get with the Zoning Board Members regarding any variances that may be needed. There is an open spill on the site. Byrne Dairy paid for a forensic company to assess the site and are willing to pay for the clean-up. The plan is for twenty-five part time employees and approximately sixteen full time employees. The store will be 4,232 square feet.

Wal-Mart: Travis Koger talked about the 4,600 sq. ft. proposed building expansion on the right side facing the facility (southeast corner). In the post Covid environment, the need for customer pickup has remained steady. There will be thirty-six customer pickup order spaces. The parking stalls are larger than normal parking spaces – they are twelve foot wide. The striping changes will be updated around the expansion to keep uniformity with the corporate Wal-Mart footprint. Total store 159,092 sq. ft. including the expansion. The addition is needed for storage of the

merchandise being picked up by customers. They will have 770 parking spaces in total. They will need a parking variance. Hoping to move forward with construction in the Spring of 2024. Travis will address the little island jet out over by the food section of the store as it does cause issues with the traffic flow.

Ed Cosato, Village Code Enforcement Officer provided the Building Permits issued from 9/1/23 – 11/16/23. A Violation Summary from 9/1/23 – 11/16/23 was also provided.

Planning Board Old Business:

Maggie Kirkby made a Motion to accept the October 19th, 2023, Planning Board Meeting minutes. Sue Welke seconded the Motion. All were in favor. Motion carried.

December 2023 Meeting:

The December meeting will be held on December 21st, 2023, at 6:45pm.

Close Meeting:

Sue Welke made a motion to close the meeting. Maggie Kirkby seconded the motion. All board members were in favor. Motion Carried. Meeting closed at 8:25p.m.

Respectfully submitted,
Robin Hansen
Planning Board Secretary

**VILLAGE OF CENTRAL SQUARE
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**PLANNING BOARD MEETING
March 16, 2023**

**PLANNING BOARD MINUTES
APPROVED**

The Village of Central Square Planning Board met at the Village Hall on March 16, 2023, at 7:00p.m. Board members in attendance were Sue Welke, Maggie Kirkby and Robin Hansen. Also in attendance were Mayor Randy House, Trustee Mudd Murphy, Trustee Ken Sherman, Village Code Enforcement Officer Ed Cusato, Nicole Costello, Reed Haviland and Courtney Haviland. Excused was Chairwoman Maryellen Commisso.

Called to Order:

Maggie Kirkby called the meeting to order at 7:00p.m. and started with the Pledge of Allegiance. All Board Members in attendance and guests were signed in.

Planning Board Old Business

Reed and Courtney Haviland spoke regarding their plans for the old Agway building. They have no plan for the commercial space at this time. Courtney will have her law practice occupy an office space in the back of the building. They anticipate three offices and a conference room on the bottom level. There will be a phase rollout of the renovations. The roof is being replaced along with all new windows and the siding will be farm store white. The current renovations are primarily cosmetic. They are working with Ed Cusato to be sure it is up to code. Phase II is the commercial space on the first floor. Contractors are in place for this work. Phase III will be in 2024. This will encompass the two apartments on the second floor and one apartment on the third floor. The **lean-to** and the garage are to be removed allowing for additional parking, and their belief is they will need 6 – 7 spaces, one being a handicapped parking space. There is a thirty foot (30') right of way which is on their property. The property owner in the back of the old Agway location utilizes this right of way to access his property. The Haviland's have been talking with the church regarding parking. The loading dock will remain in place and a ramp will be placed there.

Nicole Costello provided a large survey map of her property. She has submitted the driveway plan to the State. She will begin breaking ground as soon as she can. She would like to obtain a variance to move her building back 10' – 15'.

Planning Board New Business:

Maggie Kirkby made a Motion for a Resolution to hold a Public Hearing starting at 6:45pm on Thursday, April 20, 2023 prior to the Planning Board meeting to allow for community input on the old Agway building and on the new location of Fairway Physical Therapy. Sue Welke seconded the Motion. Motion carried.

Ken Sherman will be utilizing his Pole Barn on Gertrude Drive as his office space. Ed Cusato mentioned that the Planning Board had already approved two separate structures on his land. Another SEQR will need to be done.

Ed Cusato Village Code Enforcement Officer provided a copy of his report along with the Building Permit Summary and Violation Summary. He also advised the Planning Board that he had visited the CBD Smoke shop on County Route 12 and had them remove all drug paraphernalia from their displays. They will turn it into a little mini mart. Ed will also be checking on Salon Divine and see how they are putting stone in their driveway.

February 2023 Meeting:

~~The February meeting will be held on February 16, 2023, at 7pm.~~ (No meeting was held)

April 2023 Meeting:

The April meeting will be held on April 20, 2023, at 6:45pm starting with a Public Hearing immediately followed by the Planning Board Meeting.

Close Meeting:

Sue Welke made a motion to close the meeting. Maggie Kirkby seconded the motion. All board members were in favor. Motion Carried. Meeting closed at 8:15 p.m.

Respectfully submitted,
Robin Hansen
Planning Board Secretary

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**PLANNING BOARD MEETING
January 19, 2023**

**PLANNING BOARD MINUTES
APPROVED**

The Village of Central Square Planning Board met at the Village Hall on January 19, 2023, at 6:59p.m. Board members in attendance were Chairwoman Maryellen Commisso, Sue Welke, Maggie Kirkby and Robin Hansen. Also in attendance were Mayor Randy House, Trustee Mudd Murphy, Village Code Enforcement Officer Ed Cusato, Joseph Scrimale, and Nicole Costello.

Called to Order:

Chairwoman Commisso called the meeting to order at 6:59p.m. and started with the Pledge of Allegiance. All Board Members in attendance and guests were signed in.

New Business:

Chairwoman Commisso made a Motion to send a letter of recommendation to the Central Square Village Board requesting a Zoning Change from Residential to Commercial for the parcel of property located at the corner of Webb Avenue and Webb Place. Tax Map 353201-76.10-03-13.02. It is our opinion that no significant inter-community or county-wide impacts are anticipated by this Zoning Change. The Motion was seconded by Maggie Kirkby. Motion Carried.

Planning Board Old Business

Joe Scrimale provided a Survey Property Map along with the draft of the parking solution of Salon Divine's parking situation. The Planning Board suggested to Joe Scrimale that he make a written request to the Central Square Fire Department to see if there is a parking opportunity. Dr. Frio uses parking at the Central Square Fire Department, the Church uses the fire department parking lot as well. The church is not responding to Joe Scrimale's requests. As it appears in the drawings, there are six spots in front of the building that would be regular size vehicles. Ed Cusato mentioned snow removal and that there is allot more green space on the right of the building to push snow and an F150 pushed 8' on the left side of the building to the back for snow removal. Mayor House reiterated that all should be just trying to be good neighbors. A Motion was made by Sue Welke to approve 6 legal size parking spots in front of Salon Divine (9' x 18'), 3 spots in front on the right and 3 spots on the left with 1 spot being designated as handicapped, with the stipulation that Joe Scrimale come back next month with new drawings. Motion seconded by Maggie Kirkby. Motion Carried. The afore-mentioned parking will have a gravel base prior to paving within 9 months.

Chairwoman Commisso made a motion to Approve the December 15, 2022, minutes. Motion was seconded by Sue Welke. Motion Carried.

Tug Hill training forms filled out and will be left on Kay's desk. Be sure to complete our vouchers every month.

February 2023 Meeting:

The February meeting will be held on February 16, 2023, at 7pm.

Close Meeting:

Chairwoman Commisso made a motion to close the meeting. Maggie Kirkby seconded the motion. All board members were in favor. Motion Carried. Chairwoman Commisso closed the Meeting at 7:40 p.m.

Respectfully submitted,
Robin Hansen
Planning Board Secretary