

Village of Liverpool Planning Board
Monday April 27, 2020
7:00 PM
Via ZOOM and Facebook Live

Present: Joseph Ostuni, Chairman
John Eallonardo
Peter Osborne
John Langey – Attorney
Greg Sgromo - Engineer
Jim Rosier
Dennis Hebert
Bill Reagan, Codes Officer
Sandra Callahan - Planning Board Secretary

Call to Order

Chairman Ostuni called the meeting to order at 7:00 p.m.

Minutes

Chairman Ostuni asked for a motion to approve the minutes of February 24, 2020 with some minor changes. John Eallonardo moved and Peter Osborne seconded the motion to approve the minutes with the changes.

Roll Call vote:

Chairman Ostuni – yes John Eallonardo – yes
Jim Rosier – yes Peter Osborne – yes
Dennis Hebert – abstain (absent from meeting)

New Business

On the application of JGB Properties, LLC for a subdivision of land joining 6 parcels into 1 large parcel. Mark Chambers of C&S Engineers was present for the applicant.

The purpose of the subdivision is for future development to be determined. The owner would like the parcels joined into 1 large parcel. All parcels are all zoned the same. At such time as a development plan is in place, the applicant would come before the Planning Board.

Attorney Langey read the questions on the SEQR. All are answered no, having no or a small impact on the environment.

Dennis Hebert made motion and Jim Rosier seconded the motion that for SEQR purposes, this is a negative declaration with no environmental impact. Roll call vote, all members voting aye. Motion carried.

The public hearing was opened, there was no comments received from any residents. Motion was made by Jim Rosier and seconded by Dennis Hebert to close the public hearing. A roll call vote was taken, all members voting aye. The public hearing was closed.

Dennis Hebert moved and Peter Osborne seconded the motion to refer this application to Onondaga County for their next planning meeting. A roll call vote was taken with all members voting aye.

This will remain on the May agenda for County referral review.

Old Business

Syracuse Studios – Site plan review

Scott Freeman was present representing the applicants. He submitted an addendum of text to go with the site plan explaining each of the items outlined.

This is the addendum:

1 – SERVICE AREA ‘A’

Existing Conditions – This area is utilized during film production events for box and semi truck deliveries and parking. Film production events typically occur approximately (5) times a year and last approximately 5 weeks. Neighbors do not like the unsightly appearance of the large vehicles, production equipment and parked cars. The noise of power generators is also a concern. Any generators will be placed in the back of the building and screened until all power improvements have been completed to allow productions to work without generators.

Proposed Improvements – Electrical upgrades are currently underway within the building. Once completed there will not be any outside temporary generators utilized during future events. Asphalt paving improvements, fencing, paint markings and signage will be constructed. Trucks (box trucks and semi trucks) will park during load in/out (approximately 2-3 days for each) and during filming events in the building (approximately 2-5 days per production). Set dressing truck (26’ box truck) will park at the building during filming periods approximately 5 weeks per production overnight. Once Service area B is completed, all overnight truck parking will be redirected to the rear of the building. Loading and unloading will happen between regular business hours of 6am-8pm. Any filming after hours that requires loading during off hours will be notified to the neighbors in advance. All efforts will be made to minimize any disruption to the neighbors. In the event that filming is taking place after regular business hours, trucks will be parked overnight on site to avoid any disruption of trucks being started in the middle of the night. All drivers will be advised of NY State law 6 NYCRR, Subpart 2173, that prohibits idling over 5 minutes at a time except for specified exceptions.

Timeframe – Complete by Fall of 2020.

2 – EAST LOT

Existing Conditions – The existing tennis court pavement and fencing are in poor condition and not being utilized. The existing basketball court is utilized and is in poor condition. Pavements are located into the village right of way.

Proposed Improvements – Tennis Court to be removed and replaced with a parking lot per site plans. The basketball court will be reconstructed within the site property line for use during non-production event timeframes. A proposed driveway will be added to encourage safe vehicular traffic flow. Neighbors will be allowed to utilize the parking lot during the day during non-production event timeframes. Parking will be passenger cars only. Parking lot will mainly be used for daytime parking only except during evening filming or Academy lectures, etc. that require evening parking. Syracuse Studios permanent vehicles will be able to park overnight in the lot.

Timeline – Tennis court removal, replacement parking lot and screening to be constructed by Fall 2020. Basketball court/event parking, access drive and screening to be constructed by Fall of 2021.

3 – EAST LOT EXPANSION

Existing Conditions – The existing expansion area is lawn.

Proposed Improvements – Remove proposed driveway #1 and install driveway #2.

Timeline – Complete by fall of 2021.

4 – NEIGHBORHOOD ATHLETIC FIELD

Existing Conditions – The existing fields are maintained by Syracuse Studios and available for community use.

Proposed Improvements – Syracuse Studios to mow and maintain existing athletic field for community use. Refer to item 12 for community use contact information.

Timeline – Currently in progress.

5 – SERVICE AREA ‘ B’

Existing Conditions – The existing area is currently lawn.

Proposed Improvements – Remove lawn and provide a service/parking area for production events. Site improvements to include building mounted ‘dark sky compliant’ lighting. Lighting fixtures and light photometrics to be provided for village review prior to installation. Loading areas A and B will be utilized for production events. Box and semi trucks will be parked here during production events. Box and semi trucks will park overnight and during the day during production time periods. Loading and unloading will be directed to the back of the building. Semi truck Hair, Makeup and Wardrobe trailer and Honeywagon will be accessed out of the space. Approximately 5 weeks, 5 times a year.

Timeline – Fall 2021

6 – BOCES LOT

Existing Conditions – The parking lot and drop area is utilized by the BOCES tenant.

Outgoing BOCES buses exit to the South and damage the front lawn of Hickory street neighbor.

Proposed Improvements – Install ‘No Left’ traffic control sign to encourage right out traffic flow. Remove asphalt pavement between the trees. Add accessible signs and parking markings.

Timeline – Fall 2020

7 – PICNIC AREA

Existing Conditions – The existing area is wooded and includes lawn areas. The existing play equipment has been removed.

Proposed Improvements – The proposed area is to include a picnic area. Syracuse Studios to provide up to 3 picnic benches and install a 6” depth wood chip mulched area.

Timeline – Fall 2020

8 – MONUMENT SIGNS

Existing Conditions – There are not monument signs on site currently.

Proposed Improvements – Syracuse Studios proposes to have two monument signs installed on site as shown on site plans. The proposed sign panels will not exceed 16 square feet, will not exceed 6 foot height and will include changeable text. There will not be any digital sign components. Syracuse studio to submit a submittal and sign application to the Village for review and approval prior to installation.

Timeline – Spring 2022

9 – SOUTH LOT

Existing Conditions – The existing accessible parking count does not meet the required number of spaces or conditions.

Proposed Improvements – Install parking markings and signage for (4) accessible parking spaces.

Timeline – Spring 2021

10 – FUTURE NEIGHBORHOOD GARDEN

Existing Conditions – There are no neighborhood gardens located on site.

Proposed Improvements – Fencing, storage shed and water spigot to be provided if there is neighborhood in the construction of a neighborhood garden.

Timeline – Pending a community survey for interest. If community is interested and willing to commit to maintenance of their plots, Summer 2021.

11 – DRAINAGE SYSTEM

Existing Conditions – There are several storm drain inlets located within the neighborhood athletic field.

Proposed Improvements – The L-2 drawing has been updated to include the existing drainage system based upon the drawings entitled provided by the Village. Syracuse Studios to perform an annual Spring and Fall inspection of inlets.

Timeline – Annual inspections as noted.

12 – COMMUNITY USE

Existing Conditions – Syracuse Studios allows for the use of the community room, gymnasium and athletic fields Monday through Friday. This information is available -----. Future monument signs will be available for messages during non-production event timeframes.

Proposed Improvements – Syracuse Studios to maintain allowable use of facilities during non-production event timeframes. Preference will be given to neighbors and village residents.

Timeframe – Currently addressed.

13 – BUILDING IMPROVEMENTS -

Existing Conditions – There are some open blinds, window panels and air conditioner units which are unsightly.

Proposed Conditions – Paul with Syracuse Studios to review and clean up to the satisfaction of the village board. New blinds are being purchased; lights will be turned off in current storage rooms. Syracuse Studios is currently pricing out storage options to relocate set dressing storage outside of the building. Window panels have been replaced. Air conditioners have been removed.

Timeline – Summer 2021

Scott Freeman asked what level would the board like to see at this time, as he is setting up the timeline.

Greg Sgromo said the topography needs to be shown along Birch St. Along the Southeast driveway, trees need to be away from the driveway for visibility purposes. It should be staggered plantings.

Chairman Ostuni said the work to be done in 2020 should be addressed now and the other items will be spread out over a couple of years. He asked what he applicant is most interested in immediately.

This will need to go to Onondaga County for referral and the SEQR will be completed at the May meeting. Attorney Langey said we can approve what we are comfortable with now.

Scott Freeman needs to explain the drainage to Greg Sgromo before the next meeting. Attorney Langey said we need a long term commitment from the property owner for storm water management.

Greg Sgromo will give him design criteria.

Scott Freeman also said the East lot expansion will be for more parking in 2021. Bill Reagan said service area A should be paved before this expansion.

The referral can be submitted as the plan stands and we can get further detail after returned from County.

John Eallonardo asked why we are requiring a commitment for extra parking. Bill Reagan said that possibly 4 times a year the parking overflows to the street.

Attorney Langey said the applicant should work with Greg Sgromo to work out some of the details mentioned. This will be on the agenda for the May meeting and we could complete the SEQR and advance to approve in June. A storm water agreement will need to be in place.

Chairman Ostuni asked for a motion to send this to County Planning. John Eallonardo moved and Dennis Hebert seconded the motion. A roll call vote was taken with all members voting aye. This will be submitted to County Planning contingent on Greg's approval.

326 First Street – Terry Horst was present representing the applicant. She provided an updated plan showing the guard rail. This was referred to Onondaga County planning and returned.

Attorney Langey read Part 2 of the SEQR will all answers being no, having no or a small impact. For SEQR Purposes this is a negative declaration.

The 3rd required space would be at Shear Mystique if the board doesn't waive the requirement. Dennis Hebert moved and Jim Rosier seconded the motion to waive the 3rd parking spot. Dennis said it is up to the owner to be able to rent the apartment with only 1 parking spot per apartment. A roll call vote was taken as follows:

John Eallonardo – No	Peter Osborne – Yes	Jim Rosier – Yes
Dennis Hebert – Yes	Chairman Ostuni – Yes	

Motion carried.

The site plan will be updated to include the removal of the a/c units.

A motion was made by Dennis Hebert and seconded by Jim Rosier to approve the site plan and waive 1 parking space. A roll call vote was taken with all board members voting aye. Motion carried.

IMS – Immediate Mailing Services

Bill Reagan said we just need to approve the parking, everything else falls under the Town of Salina. A SEQR needs to be completed for their grant request.

Attorney Langey read the SEQR and all questions were answered as no, having little or no impact.

A motion was made by Peter Osborne and seconded by John Eallonardo that for SEQR purposes this is a negative declaration. A roll call vote was taken with all members voting aye. Motion carried.

There being on further business, Dennis moved and Peter seconded the motion to adjourn. All ayes, meeting adjourned at 8:47 p.m.

Respectfully submitted,

Sandra J. Callahan