CITY OF GENEVA PLANNING BOARD

MEETING MINUTES

7:00 PM | March 4 2024 – SPECIAL MEETING
Public Safety Building - 255 Exchange St, Geneva NY

1. **Roll Call:** Don Cass, Anne Nenneau, Kevin Reed, Charles King, Dave D'Amico *(Mr. D'Amico present at 7:13PM. Not present for Agenda item #2)*
   Excused: Michael John
   Also Present: Neal Braman

2. **A Subdivision Application for 33 Forge Ave, Solar Home factory, to subdivide a 5 Acre Parcel and retain 12 acres**

Ryan Wallace, managing partner of SHF Holdings, LLC and current owner of the parcel, presents subdivision application. The parcel was most recently the Solar Home Factory and is currently under contract to sell the building and 5 acres to an equipment rental company. Mr. Wallace is requesting a subdivision to create a single new lot line, creating a 5-acre parcel to the north for the buyer and retaining a 12-acre parcel to the south.

Action Taken: Mr. King makes a motion to open the public hearing at 7:06PM. Mr. Reed seconds.

*Roll was called and the motion was **APPROVED** unanimously (4-2 excused).*

No members of the public were present to speak and the public hearing was closed.

Action Taken: Ms. Nenneau makes a motion to classify this action as an unlisted action under NY Code Rules & Regulations Part 617 and to declare the Planning Board the lead agency for the purposes of the SEQR review. Mr. Reed seconds.

*Roll was called and the motion was **APPROVED** unanimously (4-2 excused).*

Mr. Cass reads through Part 2 of the short environmental review for board members to discuss as needed.

Action Taken: Ms. Nenneau makes a motion to approve the short environmental assessment form, Part 1 as completed by the applicant and Part 2 as completed by the Planning Board, declaring a negative determination of significance noting that this proposed action won't result in any significant, adverse environmental impacts. Mr. King seconds.

*Roll was called and the motion was **APPROVED** unanimously (4-2).*

Action Taken: Mr. Reed makes a motion to approve the Subdivision application for 33 Forge Ave, Solar Home factory, to subdivide a 5 Acre Parcel and retain 12 acres. Mr. King seconds.

*Roll was called and the motion was **APPROVED** unanimously (4-2).*

3. Continue a Site Plan & Architectural Review for a Proposed Dunkin Donuts, corner of North & Exchange St

Application was first presented informally at the scheduled December 18, 2023 meeting – no quorum was present to take any action on the application.

Ben Harrell, engineer and representative for CHA Consulting, addresses comments and changes that were made since the informal presentation in December 2023. A drainage report and traffic report has been submitted in response to original comments.

The traffic study supported the left turn lane and their importance to keep through traffic movements. Tactile warning strips at the driveway entrances have been added.

Mr. Cass asks how many vehicles the designated pull off areas will hold and Mr. Harrell responds with two.

Two signs have been removed from the building. There is some discussion regarding if the signage will fall under the former zoning code or the new zoning code that was adopted in December 2023.

Mr. King expresses concern about the traffic study and if it is truly representative of day-to-day potential traffic due to a number of factors, including the time of year the study took place, the extreme cold temperatures, and the study only taking place during a single day. He also stresses that this project does not comply with the City of Geneva's Comprehensive Plan. He suggests tabling the application due to a number of reasons, including lack of pedestrian traffic data, if the signage will fall under the old or new zoning code, and the new information of replacing the invasive plant species.

Board members discuss how this application affects the City of Geneva's Comprehensive Plan.

Anne Nenneau speaks as a member of the IDA to clarify points made in a previous meeting, including concession of the originally proposed second storefront due to the added cost of the environmental testing and cleanup of the site. The footprint of the building is now less than originally proposed, however, the loss of the second storefront will no longer allow the opportunity for another business to be established.

Mr. King once again suggests that this application be tabled. There is some discussion regarding the voting process with present and non-present members. The meeting takes a brief recess in order to contact the city attorney regarding this issue.

Meeting resumes at 7:55PM.

Mr. Cass invites any members of the public to speak.

Michael Salotto, 165 E North Street, speaks to the significant number of students that do walk to school around that intersection. He expresses his desire to see the pedestrian counts provided.

No other members of the public were present to speak.

Mr. Harrell states that pedestrian counts were provided in the traffic study. The included counts show a minimal impact of the engineering of the site, even if the counts were doubled.

Mr. Reed asks about the presence of flaggers during the construction phase when the sidewalks and crosswalks will need to be closed.

There is further discussion amongst board members regarding pedestrian safety on and around the parcel and intersection. They also discuss if this is the most appropriate type of project for this space.

Per the response from the city attorney, in order to approve this application, the majority of the full board must vote in the affirmative. The Planning Board has seven members, so in the case of this application, all board members present at this meeting must vote in the affirmative to approve the application. (Ms. Nenneau is present but excluded from voting on this application due to a conflict of interest.)

Action Taken: Mr. King makes a motion to table the application until the March 18, 2024 meeting. Mr. Reed seconds.

Roll was called:

Mr. Cass	Aye
Ms. Nenneau	Abstain
Mr. Reed	Aye
Mr. King	Aye
Mr. D'Amico	Aye
Mr. John	Excused

Motion was ***APPROVED***

4. Approval of Minutes

Action Taken: Mr. King makes a motion to approve the minutes from the November 20, 2023. Mr. Reed seconds.

Roll was called and the motion was ***APPROVED*** *unanimously (5-1 excused)*.

5. Any questions or comments.

Short term rentals and upcoming processes are discussed.

6. Adjourn

Action Taken: Mr. D'Amico makes a motion to adjourn at 8:23PM. Mr. Reed seconds.

Roll was called and the motion was ***APPROVED*** *unanimously (5-1 excused)*.

Respectfully submitted by Lauren Karlsen, Administrative Aide