

**Town of Dryden
Planning Board
May 23, 2013**

Members Present: Joseph Lalley (Chair), Joseph Laquatra, Wendy Martin, Craig Anderson, David Weinstein, Tom Hatfield, Martin Hatch (excused)

Staff Present: Mary Ann Sumner (Supervisor), Jane Nicholson (Town Planner) and Nick Goldsmith (Sustainability Planner)

Town Board Liaison: Joe Solomon

Community Guests: none

Guests: Daniel Sullivan and Rick Bayo

The meeting was called to order by Chairman Lalley at 7:02 PM.

Review and approval of meetings from 28 March 2013. J. Laquatra asked that the attachment referred to on page four be attached to the meeting minutes. J. Laquatra moved to accept the minutes with suggested change. C. Anderson seconded the motion. D Weinstein and T Hatfield abstained. Minutes were approved.

Sketch Plan Review for 980 Dryden Road, Daniel Sullivan

Upon purchasing the property, Mr. Sullivan found out that it was zoned commercial and used to be a hockey store. He wants to turn the property back into a residence. Other than painting, nothing on the exterior is changing. Right now there is a gravel sidewalk and they would like to pave all of it but the Planning Department has suggested they wait for now, as the Town has plans to do some work in the area. Mr. Sullivan is going to add a fence enclosure for a dumpster/recycling bins.

Mr. Sullivan had concerns about the zoning. D. Weinstein explained that the zoning is mixed commercial/residential zone which is perfectly fine for residential.

J. Laquatra stated that Mr. Sullivan is basically turning a single family home into two apartments. Mr. Sullivan concurred saying that if a person was looking at the front of the house, the front half of the masonry side of it and the upstairs will create a 2 bedroom apartment and the back half and the addition will be an efficiency/studio apartment.

D. Weinstein added that as a Varna resident, he is pleased with the improvements that Mr. Sullivan has made and his future plans.

J. Laquatra asked about the future traffic circle and it's relation to the property. D.

Weinstein responded that Planning Department has indicated the traffic circle will fit in the space available.

Resolution # 4, 980 Dryden Road

Whereas, the Planning Board has reviewed the sketch plan for 980 Dryden Road; and
Whereas, the Planning Board finds the project to be consistent with objectives of the Varna Hamlet master plan;

Therefore, be it resolved that the Planning Board hereby waives the requirement for a Site Plan review.

D. Weinstein moved to approve, T. Hatfield seconded, all members approved.

Green Scenes Lawn and Garden – Rick Bayo

Mr. Bayo has proposed moving part of his business to 2085 Dryden Road. He has already submitted a sketch plan which was reviewed and approved by the Planning Board at the January 2013 meeting.

The new building will not have any retail space; it will primarily be used to store equipment and products.

D. Weinstein asked about the salt storage and what preventative measures have been taken to prevent the salt from leeching into the ground/ water.

Mr. Bayo responded that they have a layer of filter fabric, gravel and concrete, that is ultimately permeable. They will only use about 20 tons of salt/year.

He also pointed out that the salt will be covered by a large hoop building but the pile of crusher run and pile of mulch will not be covered.

J. Nicholson asked about a building or spot that looks like it might be covered along the edge of the property. A covered building is considered a structure which would have to be 25 feet from the property line. Mr. Bayo said they are moveable structures for temporary storage. They can be moved easily.

D. Weinstein asked about lighting and the potential glare that may affect traffic or local residents.

Mr. Bayo indicated that the lights will be motion sensor, aimed at the doors of the building and they are agreeable to adding cut sheets to the lights to cut down the area illuminated.

The fence in the sketch will be around the dumpster in the back, out of view of general traffic.

The shared driveway agreement with Steven's Furniture is in place.

The shrubs along the edge of the driveway in the drawing are not on their property. The shrubs are going to be added to fill the empty space created when the driveway splits.

The Planning Department is not going to require a storm water plan but they will have to deal with that during the construction phase, via building permits.

Signage will be on the building.

They will not have facilities on the premises, they are simply going to use a port a john. (There is not an office and therefore they are not required to have a toilet)

Their goal is to be in and out of the lot within 30 minutes. Most of their work is done on-site not at the storage center.

J. Nicholson pointed out that we do not yet have the Engineering Report from TG Miller but the Board can still move forward with the Review.

J. Lalley asked if Green Scene was required to do a full EAF (Environmental Assessment Form), in which case he feels a public hearing is necessary. D. Weinstein does not feel there will be any problems but he thinks it is better to let the public have a say.

T. Hatfield argued that unless we can actually come up with a reason to think they might have issues, why not move forward? The construction season is not very long and he

doesn't think there is any reason to hold back. C. Anderson, J. Laquatra and W. Martin all agreed with T. Hatfield.

Resolution # 5: 2085 Dryden Road public hearing

Whereas, the Planning Board has reviewed the project entitled 2085 Dryden Road, Green Scene and Lawn and Garden; and

Whereas, the Planning Board finds the project to be consistent with the zoning, design and comprehensive plan guidelines;

Therefore, be it resolved that the Planning Board waives the requirement for a public hearing.

T. Hatfield moved to approve and J. Laquatra seconded the resolution. All members voted aye.

Resolution # 6: 2085 Dryden Road site plan

Whereas, the Planning Board has reviewed the Site Plan submitted by Green Scene Lawn and Garden; and

Whereas, the Planning Department has deemed the Site Plan complete;

Therefore, let it be resolved that pending the approval of the engineering report and with the recommended changes, the Planning Board approves the Site Plan presented by Green Scene Lawn and Garden.

J. Laquatra moved to approve and T. Hatfield seconded the resolution. All members voted aye.

Fill Ordinance recommendation:

D. Weinstein - The project on the corner of route 366 and Freese Road has been pulled. They had test borings done and have found that the fill is unstable. If someone wanted to build there, they will have to put in piers at least 30 feet deep (the depth to which the test borings were done).He believes that the Town needs an ordinance determining what kind and how much material can be used as fill, the frequency of compaction, and some kind of oversight by the Town.

J. Laquatra pointed out that this is a teachable moment. The building project in Varna was a good idea and now it has to be changed or discarded. The owners are going to have a hard time selling the property due to the increased funds and work that will be involved. He also suggested that we need to pay attention to what materials are being used for fill, gravel could be easily compacted but clay and silt will need more compaction.

Resolution # 7 Fill Ordinance

Whereas, the Planning Board has reviewed a site plan for the corner of Freese Road and Route 366 in Varna; and

Whereas, the project has been discontinued based on the test boring results; and
Whereas, the Planning Board believes this situation could have been avoided with regulation;

Therefore, the Planning Board requests that the Town Board consider adoption of a Fill Ordinance and volunteers to participate in the development of said ordinance.

D. Weinstein moved to approve the motion, J. Laquatra seconded the motion. All approved.

Comprehensive Plan – J. Nicholson and N. Goldsmith

The Comprehensive Plan was adopted in 2005 which means that it is now 8 years old. It is recommended that Comprehensive plans be updated every 5-10 years. The buzz word is sustainability and trying to work sustainability into the guidelines.

Using Greensboro, NC as an example: as they began to revisit their comprehensive plan, they came to the conclusion that they should look at all of their plans and how sustainability can be worked into each of them. They engaged in a 9 month study and then generated a report which provided suggestions for updating their plans. She believes that the question they ended up asking was a great way to assess the plans we currently have. The question was “did the documents support, hinder, block, or simply not address sustainability?”

T. Hatfield asked what sustainability means?

J. Nicholson - Sustainability is not going to mean the same thing to everybody in the community and N. Goldsmith was going to share what sustainability means to the Dryden community.

J. Laquatra offered the traditional definition which states that sustainability is the use of resources by the current generation in such way so as to not limit the ability of future generations to meet their own needs.

J. Lalley added the Universities definition which includes “what is the economic bottom line, what is the social bottom line, what is the environmental bottom line?”

T. Hatfield replied that he understands the meaning of the word but he is wondering what the definition is for the Planning Department. It is being used as a buzz word, so how are they defining it? Comparing us to Greensboro isn't realistic when you consider the size of the two towns.

J. Nicholson pointed out that it is not necessarily their definition but their process/approach that we want to use.

N. Goldsmith – agreed that it is important to define sustainability, so we are talking about the same thing. Instead of the single bottom line, he sees a triple line of People, Planet, Profit. He suggests looking at all three pillars as one rather than separately to see how they work together. Referring to the attached packet.

In the context of planning, if you look at the bottom paragraph (page 2), what could sustainability mean for Dryden.

N. Goldsmith pointed out that it is already part of where we are going as a town. The Town of Varna Community Development Plan has aspects of sustainability in it already.

The single bottom line, using just profit isn't the best way to look at things. The first thing most people think of when you mention sustainability is the environment. Climate change is one of the things people think of despite the fact that it is happening no matter what we do. Reducing greenhouse gasses is beneficial though.

Hydro-fracking can be looked at from an economics point of view. Dryden took a comprehensive approach to look at the broader implications more than just the economics. They used the triple bottom line.

D. Weinstein was looking at the list of things to be concerned about and, as he recalls from having been on the Planning Board when they first developed the Comprehensive Plan, most of those topics were covered. They didn't explicitly talk about bicycle paths (multi-modal transportation) but they definitely covered economics, the quality of life and how it all integrates.

J. Lalley likes to ask at the beginning "what's the problem that we are trying to solve?" He then read from the Comprehensive Plan on page 32 which lists the goals and objectives. He believes the Planning Board should review the goals and objectives, determine whether they are still relevant and whether we need to add anything new.

J. Nicholson feels that is a backward way to look at the revision. She thinks that if the Planning Board looks at the other plans first, they will come up with reasonable goals and objectives; the ideas will be generated by reviewing the associated documents. She is focusing on the methodology.

J. Lalley believes we should start with what we have instead of looking at the other documents first.

T. Hatfield feels we need to go back to what the community wants, do a survey and see what the public would like to see.

J. Nicholson pointed out that we are not in the update stage, we need a plan to help direct where the Comprehensive Plan is headed. She would like the members to look at and analyze the 6 plans (the Dryden Zoning Code, Village of Dryden Zoning Code, Town of Dryden Design Guidelines, the Freeville Zoning Code, Varna Design Guidelines and the Town of Dryden Building Code) picking out the problem areas with each one.

D. Weinstein asked how they were supposed to go about this? Should the members each take a plan or do we do what J. Lalley suggested and start with the goals and objectives.

J. Nicholson strongly feels that starting with the plans already in place will give the Planning Board a direction, ideas for adjusting the goals and objectives, and by looking at them as a whole, they will fit together easier. The goals and objectives come out of the work, the evaluation of the plans.

Supervisor Sumner asked if it isn't possible to start applying the sustainability test to the list of objectives and start there?

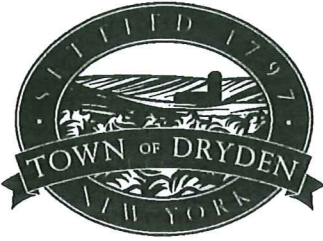
A short discussion then ensued regarding the method of sharing information and explaining what the Town Boards are doing. The language that is used may be causing a lot of back lash, words create triggers that lead to a shut down in communication.

At the next meeting, the Planning Board will start looking at the goals and objectives of the Comprehensive Plan and how they relate to the sustainability goals of the Town.

There being no further business, J. Laquatra made a motion adjourn. The motion was seconded by W. Martin and the meeting was adjourned at 8:30PM.

Respectfully Submitted,

Erin A. Bieber
Deputy Town Clerk



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May 2, 2013

Edward C. Marx, AICP, Commissioner of Planning
Old Court House Building
121 East Court Street
Ithaca, NY 14850

Re: Site Plan Review – 980 Dryden Road

Dear Commissioner Marx:

Please find a complete application for a proposed 2-family dwelling unit located at 980 Dryden Road in the hamlet of Varna. The applicant is seeking to convert the property from a single-family unit into a 2-family dwelling unit. There will be no changes to the existing structure, and the property currently exceeds the number of parking spaces required for this change in use. The applicant has recently renovated the property (with no structural changes), and it meets all the code requirements.

The project is subject to Site Plan Review and is a task of the Planning Board. The applicant has submitted a Sketch Plan which will be reviewed by the Planning Board at the May 23, 2013 meeting. We are recommending that the Planning Board waive full Site Plan Review. In addition to fulfilling the sketch plan items contained in Article XI of the zoning code, the applicant has provided a detailed plan for new landscaping, including sidewalks and a planting plan.

We are anticipating that the Sketch Plan will be viewed favorably by the Planning Board and that they will waive full Site Plan Review. In anticipation of this decision, we would like your department's review and comments on this project which are required prior to the Planning Board's completion of the Sketch Plan review.

Please contact me with any questions.

Very truly yours,

Jane Nicholson, AICP
Town of Dryden

cc: Joseph Lalley



Memorandum

To: Planning Board

From: Planning Department

Subject: 2085 Dryden Road – GreenScene Lawn & Garden

Date: May 23, 2013

The Planning Department has determined an application complete for Site Plan Review for GreenScene Lawn & Garden on Dryden Road. The applicant has filed a full EAF, so coordinated is required. Per SEQR 617.6.2, we are declaring ourselves lead agency for this review.

A public hearing date has not been set at this time; however, the Planning Board will need to determine if they want to require a public hearing and if so, determine a hearing date and time.

The following is the Planning Department's review of the Site Plan in accordance with the Site Plan Review checklist, as well as recommended conditions.

Planning Department Review

Zoning Ordinance Section 1103

B. Site Plan Checklist

1. Title of drawing, including name and address of applicant and person responsible for preparation of the drawing.
Approved with modification
2. Boundaries of the property, plotted to scale, and including north arrow, scale and date.
Approved.
3. Identification of public highways.
Approved.
4. Existing watercourses and wetlands.
Approved.
5. Grading and drainage plan showing existing and proposed contours.
Approved.
6. Location, design and type of construction, proposed use and exterior dimensions of all buildings.
Approved.

7. Location, design and type of construction of all parking and truck loading areas showing ingress and egress to the public highway;
Approved.
8. Provisions for pedestrian access including sidewalks along public highways. Pedestrian facilities shall be ADA (Americans with Disabilities Act) compliant. Sidewalks must be constructed continuously across all driveways.
There are no existing sidewalks in the vicinity along Route 13, and therefore it was determined by the Planning Board that they are not required by the applicant.
9. Provisions for bicycle parking, such as bicycle racks or bicycle lockers as appropriate. All bicycle parking devices shall be provided in accordance with guidelines published by the Association of Pedestrian and Bicycle Professionals (APBP). Some portion of bicycle parking should be provided in a covered area protected from the weather.
Approved with the following modification: Site plan should indicate a location dedicated to bicycle parking and storage.
10. Location, type and screening details of waste disposal containers and outdoor storage areas.
Approved.
11. Location, design and construction materials of all existing or proposed site improvements, including drains, culverts, retaining walls and fences.
Insufficient as submitted: The Site Plan does not indicate the construction materials or location of any drains, culverts, retaining walls or fences.
12. Description of the method of sewage disposal and location.
Approved. The septic system is not required since no plumbing facilities are being proposed.
13. Description of the method of securing potable water and location, design and construction materials of such facilities.
Approved.
14. Location of fire and other emergency zones, including the location of fire hydrants.
There are no fire hydrants located in this area.
15. Location, design, and construction materials of all energy distribution facilities, including electrical, gas and solar energy.
Approved.
16. Location, height, size, materials, and design of all proposed signage.
Approved.

17. Identification of street number(s) in accordance with any applicable 911 numbering system, and method for ensuring that building identification numbers are installed in a manner that will be visible to emergency responders during the day and night.
Approved with the following modification: The property is still recognized in the system as the same parcel of Steven's Heritage Furniture. When the building permit is issued, a new street address is assigned by the Code Enforcement officials.
18. Location and proposed development of all buffer areas, including existing vegetation cover.
Approved.
19. Location and design of outdoor lighting facilities.
Lights are only being proposed externally on the structure.
20. Location, height, intensity, and bulb type of all external lighting fixtures.
Approved with the following modification: The proposed security motion lights (SL) shall be in compliance with Article IX, Section 910 of the zoning code. All exterior lights will need to be directed away from the adjoining highway and surrounding properties and should not cause any glare observable from such highways or property.
21. Direction of illumination and methods to eliminate glare onto adjoining properties.
Insufficient as submitted: The Site Plan does not indicate the direction of illumination.
22. Identification of the location and amount of building area proposed for retail sales or similar commercial activity.
Approved.
23. Proposed limit of clearing showing existing vegetation. Individual trees with a diameter at breast height (DBH) of 12 inches or greater within the clearing line shall also be shown, if the Board finds that there are uniquely beneficial species on the site and/or exceptionally mature trees.
Approved.
24. Landscaping plan and planting schedule.
Approved.
25. Estimated project construction schedule.
Approved.
26. Record of application for and approval status of all necessary permits from state and county agencies.
Approved with the following modification: When complete, a copy of the Water Well Completion Report issued by the DEC shall be submitted to the Planning Department.
27. Identification of any state or county permits required for the project.
No additional permits are required for this project.

28. Other elements integral to the proposed development as considered necessary by the Board.
The applicant provided a copy of the shared driveway agreement with the neighboring property.
29. Stormwater Management Plan as required by Ordinance.
A Ground Disturbance/Area Tally Form was completed with the application and has been determined that a SWPPP is not required; however, stormwater management is required during construction which will be determined when the permit is issued.
30. Full Environmental Assessment Form or draft Environmental Impact Statement as determined by the Board at the sketch plan conference.
A Full Environmental Assessment form was submitted as required for this project.

Conditions

- Require "cut-sheets" for the lighting to make sure they are dark sky compliant as required in the town's design guidelines
- Hours of operation



Comprehensive Plan Update
Planning Board Meeting
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Project and year-end deliverable: pre-planning white paper for the new/revised Comprehensive Plan

For the past eight years, the Town of Dryden 2005 Comprehensive Plan has served as a key document in guiding community decisions. After a period of time, plans can become outdated and in some cases, irrelevant. In the case of a Comprehensive Plan, it is important to assess the document after a period of 5-10 years to ensure that it is addressing the long-term needs of the community, provides clear and concise goals and objectives, and is relevant in the wake of new and emerging issues.

A new approach to Comprehensive Planning

Top-to-Bottom Sustainability Analysis: Greensboro, North Carolina, assesses its plans, policies, and codes through a new lens (APA, 2012).

- Initiative that started as an effort to incorporate energy and sustainability into *Connections 2025*, Greensboro's Comprehensive Plan
- The inquiry of adding sustainability and energy into the comprehensive plan led to a bigger proposition to align all the city's plans using sustainability as a guide
- 9-month (\$60,000) process of studying sustainability across all of the city's major plans, ordinances and policies to see where sustainability is addressed, where it's not, and how all of Greensboro's planning efforts could be aligned
- Sustainability was the organizing principle
- Two phases:
 - a report that documents the review of 25 plans, policies and ordinances, undertaken to identify the gaps, inconsistencies, and opportunities in city documents, and
 - a set of recommended actions based on the report
- Findings and Results:
 - Asked key questions when reviewing the documents: Did the documents support, hinder, block or simply not address sustainability?
 - Several plans presented opportunities to further strengthen policies

What is sustainability?

Most popular definition: Sustainable development "meets the needs of the present without compromising the ability of future generations to meet their own needs."

Three pillars of sustainability: Economy, Environment, Society

Instead of the traditional economic bottom line, a triple bottom line: **People, Planet, Profit**

A major anchor of sustainability is **systems thinking**: understanding the connections between multiple economic, environmental, and community dimensions, whether it be for a particular topic or for a community plan



Comprehensive Plan Update
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Dryden residents express what is important as we move towards a more sustainable future:ⁱⁱⁱ

“Local, green, natural, affordable, equitable, community pride.”

“Living or operating within the means provided with the ability to save for future use.”

“It is not spending more money and buying more things to create less energy. It is learning and knowing how to simply use less energy.”

“Practice based on current technology that benefits us now, and future generations in a positive manner.”

“A sustainable future demands hard choices and requires accepting limits on what we do.”

What could this mean in the context of planning in Dryden?

According to ICLEI Local Governments for Sustainability:^{iv}

- **Built Environment:** Achieve livability, choice, and access for all where people live, work, and play
- **Climate & Energy:** Reduce climate impacts through adaptation and mitigation efforts and increase resource efficiency
- **Education, Arts & Community:** Empower vibrant, educated, connected, and diverse communities
- **Economy & Jobs:** Create equitably shared prosperity and access to quality jobs
- **Equity & Empowerment:** Ensure equity, inclusion, and access to opportunity for all citizens
- **Health & Safety:** Strengthen communities to be healthy, resilient and safe places for residents and businesses
- **Natural Systems:** Protect and restore the natural resource base upon which life depends



Comprehensive Plan Update
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Why strive for sustainability?

- This is not new for Dryden, we are going in that direction, e.g. Varna plan addresses many elements of sustainability
- Current “single bottom line” system has created many imbalances, externalities
- Increasing costs for residents and businesses: food, energy, housing, transportation
- Public health problems: obesity
- Climate change
 - Need to build resilience to extreme weather events (flooding, heat)
 - Mitigation to avoid worst effects
- Hydrofracking
 - Many social, economic and environmental implications
- Expansion of Bolton Point Water to serve Village
 - Expand existing infrastructure, Municipal partnership

Goal & Scope

- Based on definition, how do existing plans and other documents **support, hinder, block,** or simply **not address** sustainability?
- In this way we can “identify the gaps, inconsistencies, and opportunities in city documents.” This will be incorporated into new/revised comprehensive plan.
- How will we collect data from Board research? Need to develop data collection sheets. TBD
- Information for Greensboro was compiled using an Excel-based "Plan Evaluation Tool" developed specifically for the project.
 - Provided a consistent method for evaluating and documenting findings
 - Also created a means to compare linkages and alignment between documents
 - We are more interested in evaluation and documentation than linkages and alignment (except in relation to old and new comp plans)

Existing Plans to be Reviewed

Plan Documents

Town of Dryden Comprehensive Plan
Varna Community Development Plan
Town of Dryden Recreation Master Plan
Village of Dryden Comprehensive Plan
Village of Freeville Comprehensive Plan
TC3 Climate Action Plan



Comprehensive Plan Update
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Policies and Codes

Town of Dryden Zoning Code
Village of Dryden Zoning Code
Village of Freeville Zoning Code
Town of Dryden Design Guidelines (residential and commercial)
Varna Design Guidelines
Town of Dryden Building Code

Example

Varna Community Development Plan

↳ Transportation Analysis

Complete Streets are a tool used for traffic calming, safety, aesthetics, and aim to serve multiple modes of transportation. “Complete Streets” are seen as a sustainable method of transportation planning as the emphasis is on multi-modal transportation (buses, bicycle, pedestrian, transit, etc.) and place-making.

The current Comprehensive Plan does not address Complete Streets (or similar concept). This is a good example of how we may better incorporate sustainable transportation planning into a future Comp. Plan.

In addition, we also need to identify missing elements, possible improvements, etc to be good example for other plans (which are not as sustainability focused as Varna).

Next Steps

- Volunteer (3 groups of 3 including Nick and Jane, could also be 2 groups of 4)
 - Each review one plan per month, report back to group?
 - Pick 2 or 3 plans to be reviewed in coming month. Also review Planning article.

Year-End Deliverables

- By the end of the year, we should have a white-paper proposal that identifies what we found, and how we should proceed with the Comprehensive Plan update. This may require doing a complete re-write of the entire document, updating and amending specific sections, or making minor changes. We don't know until we go through this process.

ⁱ United Nations, *Brundtland Report*, 1987

ⁱⁱ Town of Dryden, *A Community Snapshot: The Dryden Sustainability Inventory*, 2011

ⁱⁱⁱ ICLEI Local Governments for Sustainability, *STAR Community Rating System*, 2012