



Memorandum

To: Town Board
C: Town Clerk, Town Attorney
From: Planning Department
Subject: Self-storage SUP - Ideal Self Storage, 16 Freeville Road Tax Parcel # 38.-1-30.15
Date: November 4, 2019

Willis Hilker, owner of Ideal Self Storage (Ideal), has submitted an application to amend Ideal's 2016 Special Use Permit (SUP). Mr. Hilker wishes to expand the self-storage facility at 16 Freeville Road with a 20' x 170' building. The site currently contains one 70' X 150' building.

In addition to the new building, a sidewalk along Freeville Road is included in the plan. A proposed Freeville Road driveway, mentioned twice in the application (but not shown on the plan), was rejected by NYDOT.

This project is subject to regional 239 review. The Tomkins County Department of Planning and Sustainability has determined that proposed expansion will have no inter-community or county-wide impacts.

The project is subject to State Environmental Quality Review (SEQR) as an Unlisted Action. Part 1 of the Short Environmental Assessment Form (SEAF) is provided. The Town Board shall serve as Lead Agency for the SEQR review.

In addition to the EAF, other application documents include the site plan, a survey, ground disturbance form, erosion and sediment control plan and the general permit.

Sketch Plan Review

The Sketch Plan, as provided, shows the basic layout of the site, the size of the proposed building in relation to the overall site, proposed parking area, landscaping and signage and a sidewalk along Freeville Road.

The Planning Department recommends the Board accept the sketch as the final site plan with the following conditions:

- (1) Planting schedule approved by the Planning Director.
- (2) Neptune Hose Company approves of the plan – that the site is fully accessible to emergency vehicles.

Special Use

In order to review the project, the requirements of Special Use Permit should be considered first based upon the Sketch Plan and letter of application for Special Use Permit, and understanding that any issues can be further addressed in conditions or by requiring Full Site Plan Review. The factors to consider for Special Use Permit, according to state and local law are stated in the table below.

SUP Standard	Planning Department Notes
Compatibility of the proposed use with the other permitted uses in the district and the purposes of the district set forth in this Ordinance	The purpose of the district is to allow for a mix of retail & service businesses, office buildings and research & development businesses. Residential use is also permitted. The Freeville Road/Enterprise Drive area contains a mix of uses including retail & service businesses, and office and residential uses. The property is adjacent to the Village of Dryden’s Light Industrial/Business Park District. In that district, warehousing and storage are permitted but self-storage facilities are explicitly prohibited.
Compatibility of the proposed use with the adjoining properties and with the natural and manmade environment.	This site is adjacent to vacant retail buildings to the east and west, a single-family residence directly to the south and a professional office to the southwest. Over half the lot will remain undeveloped. Applicant describes this as a ‘low impact’ business.
Adequacy of parking, vehicular circulation, and infrastructure for the proposed use, and accessibility for fire, police and emergency vehicles.	Original approved site plan included six parking spaces. They are not shown on the new plan. Additional parking is not necessary. Neptune Hose Company needs to approve the plan. No fencing or gates are proposed.
The overall impact on the site and its surroundings considering the environmental, social and economic impacts of traffic, noise, dust, odors, release of harmful substances, solid waste disposal, glare, or any other nuisance. (Note: this standard should be considered carefully with the environmental assessment form)	The applicant describes the business as low impact with an average of 5-6 visits per day. No waste, dust or odors are generated and noise is minimal. Proposed lighting is night sky compliant. No dumpster or outside storage is proposed.
Restrictions and/or conditions on design of Structures or operation of the use (including hours of operation) necessary either to ensure compatibility with the surrounding uses or to protect the natural or scenic resources of the Town.	See Site Plan recommendations above, and design guidelines below, for design restrictions. No restriction on operations are necessary.
Compliance with the requirements for site plan review, including conformity to the Town’s Residential and Commercial Design Guidelines (see below).	The Sketch Plan and supporting documents generally meet the requirements for Site Plan Review.
Commercial Development Design Guidelines	This property is not in a Commercial Corridor District therefore, only the town wide guidelines apply. Access/Circulation: No new curb cuts are proposed (though mentioned in SUP worksheet). A pedestrian connection (sidewalk) from Enterprise Drive to the adjacent property to the east is proposed. Service & Roof Screening: No dumpsters or other outside storage, loading docks, antennas or satellites are proposed. Building Materials: Building will match existing. Signs: A façade sign will replace the existing monument sign. Natural Site Design: Site is flat. Cut and fill will

	be minimal. Lighting & Utility Placement: No lighting is indicated. Landscaping: See sketch plan review. Access to Public Transit & Trails: Public transportation is available.
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