

**PLANNING BOARD
Town of Kirkwood
70 Crescent Drive
Kirkwood, NY 13795**

**November 13, 2018
Meeting Minutes**

Present:	Jim Bukowski, Member	Mike Maciak, Ad Hoc Member
	Kevin Balachick, Member	Angelo Catalano, Attorney
	Gordie Woolbaugh, Member	Chad Moran, Code Enforcement Officer
	Dan Wasson, Member	
	Marchie Diffendorf, Chairman	

Absent: None

Chairman Diffendorf called the meeting to order at 7:00 PM.

Attorney, Angelo Catalano explained there is a conflict of interest with the applicant and he will be sitting in the audience tonight. He will be available to answer strictly procedural questions.

Member, Peter (Mike) Maciak and Owner of Track Drive, LLC also will be sitting in the audience to answer questions for the Board.

APPROVAL OF MINUTES:

Motion by Kevin Balachick and second by Jim Bukowski to approve the minutes of the October 11, 2018 meeting as submitted. All voted in favor. Motion Carried.

E.A.F. DETERMINATION – TRACK DRIVE, LLC

Chairman Diffendorf asked if the board had any questions on Part 1. Hearing none. Chairman Diffendorf stated the board needed to review and answer the questions in Part 2 and Part 3 of the short E.A.F. filed. Chairman Diffendorf read the questions with the board:

Part 2-Impact Assessment: The board answered no, or small impact may occur to all eleven (11) questions.

Part 3-Determinantion of Significance: The board determined the proposed action will not result in any significant adverse environmental impacts. This is an unlisted action for SEQR.

Chairman Diffendorf will sign at the end of the meeting. Chairman Diffendorf asked the board if they had any further questions.

Hearing no more questions Chairman Diffendorf asked for a motion to accept the SEQR as submitted.

Motion by Gordie Woolbaugh and second by Jim Bukowski to accept the SEQR Negative Declaration as submitted.

Roll Call Vote:	Jim Bukowski	Yes
	Kevin Balachick	Yes
	Gordie Woolbaugh	Yes
	Dan Wasson	Yes
	Marchie Diffendorf	Yes

Motion Carried.

SITE PLAN REVIEW – TRACK DRIVE, LLC

Chairman Diffendorf asked Kyle Ellsworth from Keystone Associates and Owner Peter M. Maciak to come forward to answer some questions. Kyle Ellsworth stated we are looking to do a 20,000 sf addition on the east side of the building. Currently we have existing parking in the front, we will add more parking and pavement. We will also be adding retaining walls, a storm water system and two (2) overhead doors.

Chairman Diffendorf stated we will review Broome County Planning Department comments first. Chairman Diffendorf asked if they were aware that a small portion of the project site is located within the Preliminary FEMA Special Flood Hazard Area. Kyle Ellsworth stated when you look on Broome County GIS, it is not in the 100 Year Flood Plan. We would like to do additional research on this topic. Mr. Maciak stated his property has never flooded. Chairman Diffendorf stated as far as I am concerned, this is good enough.

Chairman Diffendorf asked about relocating of the generator, will it be diesel fuel. Mr. Maciak said we don't know if we will use gas or diesel. Chairman Diffendorf stated if diesel and it is outside it must be double containment. Mr. Maciak agreed.

Chairman Diffendorf asked if they would have any chemical storage in the building. Mr. Maciak said no. Chairman Diffendorf stated if there ever is, you will need to have containment for it. Chairman Diffendorf asked if there are floor drains in the building. Mr. Maciak said no. The floor drains are only in the bathroom and they connect to the public sewer.

Chairman Diffendorf asked will the addition be a high bay addition. Mr. Maciak said yes, it will be four (4) feet higher than the original building.

Chairman Diffendorf asked the board if anyone had any more questions.

Kevin Balachick asked will you have a bicycle parking and a crosswalk for pedestrians. Kyle Ellsworth said yes. There will be cross action across the parking lot and I will contact BMTS about the location of the bicycle rack.

Chairman Diffendorf asked the Board if anyone had any other questions.

Hearing no further questions, Chairman Diffendorf asked for a motion to accept or reject the site plan review with the below conditions:

Motion by Kevin Balachick and second Jim Bukowski to accept the site plan review with the following conditions:

- 1) If the fuel for the generator is diesel, it will have to have double containment
- 2) Must include bicycle parking and crosswalk for pedestrians

Roll Call Vote:	Jim Bukowski	Yes
	Kevin Balachick	Yes
	Gordie Woolbaugh	Yes
	Dan Wasson	Yes
	Marchie Diffendorf	Yes

Motion carried.

Chairman Diffendorf told the board there will be a meeting in December. Hearing no further comments or questions, Chairman Diffendorf asked for a motion to adjourn.

Motion by Dan Wasson and second by Gordie Woolbaugh to adjourn the meeting. The meeting was adjourned at 7:18 pm.

Respectfully Submitted,

Lori A. Garvey
Secretary, Kirkwood Planning Board

cc: Planning Board Members
Gayle Diffendorf
John Finch Jr
Bill Diffendorf
Code Department
Dan Griffiths
Scott Snyder
Oliver Blaise III
William Graves