

VILLAGE OF MINOA
Planning Board Meeting Minutes
January 11, 2018

Thekchen Choling Site Plan Application

Present: Chairman Dan DeLucia, Planning Board Members: Alan Archer, Gail Greiner, Sheri Hayner, John Jarmacz, and Attorney Courtney Hills.

Absent: Secretary Barbara Sturick.

Also Present: Donna Flores, Michael Scully, Julie Yu, Teresa Florack and Barbara Teich-Visco.

Upon due notice, a scheduled meeting of the Village of Minoa Planning Board was held on January 11, 2018 at 7:00 p.m. at the Municipal Building, 240 North Main Street, Minoa, New York, for the continued review of the site plan application of Thekchen Choling.

Chairman Dan DeLucia opened the meeting at 7:00 p.m., stating the purpose of the meeting was to review the application presented by Thekchen Choling USA (Syracuse) at a duly noticed public hearing on December 21, 2017, for site plan review, more specifically consideration of a change of use for the premises situated at 109 East Avenue from the current use as a funeral home to a mixed religious/office/residential use, with the addition of office space on the second floor and residential space on the second and third floors.

Attorney Hills summarized the Planning Board's discussion following the public hearing on December 21, 2017, whereat the Board withheld decision until the applicant sought relief from the Village of Minoa Zoning Board of Appeals for an area variance with respect to the number of parking spaces proposed and relief from the Village of Minoa Board of Trustees for a Special Permit with respect to the proposed monument/free standing signage. Attorney Hills indicated that subsequent to the public hearing, the applicants amended their application to comply with the Village of Minoa Code parking regulations and therefore no longer needed an area variance from the Village Zoning Board of Appeals. She further advised the Village Board of Trustees, following a duly scheduled public hearing on January 8, 2018, approved the applicant's request for a Special Permit with respect to the proposed monument/free standing signage.

Attorney Hills advised the Planning Board it needs to consider the Village Code's site plan review standards under Section 127-12. The Planning Board members discussed among themselves the following:

- A. The location, arrangement, size, design and general site compatibility of the building, lighting and signage. It was the consensus of the Board that there would be no change in the exterior of the existing structure, no change in the lighting, and the signage proposed was identical (except the name) to the existing signage. As such there would be no real

change in the appearance. In addition, the interior of the structure would undergo many upgrades, bringing same up to NYS Code.

- B. The adequacy and arrangement of vehicular traffic access and circulation, including intersections, road widths, pavement surfaces, dividers and traffic controls. It was the consensus of the Board that same was more than adequate and vehicular traffic would likely lessen compared to that of the prior use.
- C. The location, arrangement, appearance and sufficiency of off-street parking and loading. It was the consensus of the Board that the application, as amended, complies with Village Code with respect to parking spaces.
- D. The adequacy and arrangement of pedestrian traffic access and circulation, walkway structures, control of intersections with vehicular traffic and overall pedestrian convenience. It was the consensus of the Board that same was sufficient, and that there would be no change from the prior use.
- E. The adequacy of stormwater and drainage facilities. It was the consensus of the Board that the stormwater and drainage facilities were adequate and that the new use would have less of an impact than the prior use.
- F. The adequacy of water supply and sewage disposal facilities. It was the consensus of the Board that the water supply and sewage facilities were adequate and that the new use would have less of an impact than the prior use.
- G. The adequacy, type and arrangement of trees, shrubs and other landscaping constituting a visual and/or noise buffer between the applicant's and adjoining lands, including the maximum retention of existing vegetation. It was the consensus of the Board that there would be no change in appearance from the existing appearance and that no additional buffering would be needed.
- H. The adequacy of fire lanes and other emergency zones and the provision of fire hydrants. It was the consensus of the Board that there was adequate access to fire lanes and hydrants.
- I. Special attention to the adequacy and impact of structures, roadways and landscaping in areas with susceptibility to ponding, flooding and/or erosion. It was the consensus of the Board that there would be no susceptibility to ponding, flooding or erosion as there would be no changes to the structure, roadways or landscaping.
- J. Overall impact on the neighborhood, including compatibility of design considerations, environmental and aesthetic impacts. It was the consensus of the Board that the overall impact on the neighborhood would be positive. The applicant would be occupying a vacant building, and their proposed use as a Buddhist Temple would be less of an impact with respect to traffic and noise versus the prior use as a funeral home.

Public Comments as follows: there was no public comment.

Attorney Hills reviewed the short form SEQRA form submitted, and pursuant to SEQRA the action was identified as a Type II Action and therefore no further environmental review was required.

A Motion made by John Jarmacz and seconded by Dan DeLucia to approve the site plan. All in favor. Motion carried.

A Motion made by Dan DeLucia and seconded by Gail Greiner to approve the minutes of the December 21, 2017 Planning Board Meeting. All in favor. Motion carried.

A Motion made by Dan DeLucia and seconded by Gail Greiner close the Planning Board Meeting. All in favor. Motion carried.

Respectfully submitted,

Courtney M. Hills, Esq.
Acting Secretary

IN THE MATTER

OF

**SPECIAL PERMIT APPLICATION OF
THEKCHEN CHOLING SYRACUSE PURSUANT
TO VILLAGE OF MINOA CODE SECTION 160-
17.1K.**

RESOLUTION

The **VILLAGE BOARD OF TRUSTEES OF THE VILLAGE OF MINOA**, in the County of Onondaga, State of New York, met in regular session at the Municipal Building, located at 240 N. Main Street, in the Village of Minoa, County of Onondaga, State of New York, on the 8th day of January, 2018, at 7:00 p.m.

The meeting was called to order by Mayor William Brazill, and the following were present, namely:

John Champagne	Deputy Mayor/Trustee
Eric Christensen	Trustee
John Abbott	Trustee

Absent: Gregory Rinaldi Trustee

Also present: Courtney M. Hills Village Attorney

The following resolutions were moved, seconded and adopted:

WHEREAS, an application was made by Thekchen Choling USA (Syracuse) (“Applicants”) for a special permit pursuant to Village Code Section 160-17.1K relative to the installation of a monument/freestanding sign at premises situate at 109 East Avenue (Tax Parcel No. 001.-03-28.0); and

WHEREAS, the Applicants propose to renovate an existing building (formerly a funeral home), for the Thekchen Choling Buddhist Temple, to include mix of religious, office and residential space, same being situate on a 0.25 acre parcel in a Business Zoning District, and located near the intersection of East Avenue, a local road, and North Main Street, a county road, in the Village of Minoa; surrounding land uses include a mix of residential, professional offices, civic buildings, and commercial; the site has frontage on East Avenue and also contains a rear detached garage, a rear shed, and a sidewalk along East Avenue (“Project”); and

WHEREAS, in conjunction with the proposed Project, the Applicants propose the installation of a new sign insert (2’-1 ¾” x 3’-11”) on an existing monument structure at the front of the building; the proposed sign would be illuminated by low wattage LED lights with hours of operation from 5pm to 10pm; and

WHEREAS, pursuant to Village of Minoa Code Section 160-17.1K, all freestanding/monument signs are subject to the issuance of a special permit by the Village of Minoa Board of Trustees (“Village Board”), and as such a duly scheduled public hearing was held this night to review the subject application; and

WHEREAS, the application was also referred to the Onondaga County Planning Board pursuant to (NY) General Municipal Law Section 239, and the County Planning Board determined by written resolution that the proposed signage would have no significant adverse inter-community or county-wide implications; and

WHEREAS, pursuant to SEQRA the action has been identified as a Type II Action and as such no further environmental review is required; and

WHEREAS, following the aforementioned public hearing, the Village Board duly considered the proposed signage in accordance with the provisions of Village of Minoa Code Section 160-17.3B – special permit criteria for signs, and upon due consideration thereupon and deliberation by the Village Board, now therefore be it

RESOLVED; that the special permit application for the proposed freestanding/monument sign for the Thekchen Choling Buddhist Temple is hereby granted and approved.

The adoption of the foregoing Resolution was moved by Trustee Christensen, seconded by Trustee Champagne, and duly put to vote, which resulted as follows

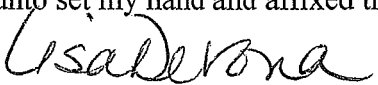
John Champagne, Deputy Mayor/Trustee	Yes
Eric Christensen, Trustee	Yes
John Abbott, Trustee	Yes
Gregory Rinaldi, Trustee	Absent

THIS RESOLUTION WAS ADOPTED.

I, LISA DEVONA, Village Clerk of the Village of Minoa, **DO HEREBY CERTIFY** that the preceding Resolution was duly adopted by the Village Board of Trustees of the Village of Minoa at a regular meeting of the Board duly called and held on the 8th day of January, 2018; that said Resolution was entered in the minutes of said meeting; that I have compared the foregoing copy with the original thereof now on file in my office; and that the same is a true and correct transcript of said Resolution and of the whole thereof.

I FURTHER CERTIFY that all members of said Village Board had due Notice of said meeting.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Village of Minoa, this day of January, 2018.



LISA DEVONA
Village Clerk of the Village of Minoa
Onondaga County, New York

IN THE MATTER

OF

**SITE PLAN APPLICATION OF THEKCHEN
CHOLING SYRACUSE PURSUANT TO
VILLAGE OF MINOA CODE CHAPTER 127**

RESOLUTION

The **VILLAGE OF MINOA PLANNING BOARD**, in the County of Onondaga, State of New York, met in regular session at the Municipal Building, located at 240 N. Main Street, in the Village of Minoa, County of Onondaga, State of New York, on the 11th day of January, 2018, at 7:00 p.m.

The meeting was called to order by Chairman Dan DeLucia, and the following were present, namely:

Alan Archer
Gail Greiner,
Sheri Hayner
John Jarmacz

Absent:

Also present: Courtney M. Hills Village Attorney

The following resolutions were moved, seconded and adopted:

WHEREAS, an application was made by Thekchen Choling USA (Syracuse) (the “Applicant”) for site plan review pursuant to Village Code Chapter 127 relative to premises situate at 109 East Avenue (Tax Parcel No. 001.-03-28.0); and

WHEREAS, the Applicant proposes to renovate an existing building (formerly a funeral home), for the Thekchen Choling Buddhist Temple, to include a mix of religious, office and residential space, same being situate on a 0.25 acre parcel in a Business Zoning District, and located near the intersection of East Avenue, a local road, and North Main Street, a county road, in the Village of Minoa; surrounding land uses include a mix of residential, professional offices, civic buildings, and commercial; the site has frontage on East Avenue and also contains a rear detached garage, a rear shed, and a sidewalk along East Avenue (the “Project”); and

WHEREAS, the site has an existing driveway onto East Avenue that is situate along the western lot line, extending between the building and the garage at the rear of the parcel, and connects to the eastern lot line and a driveway on the adjacent parcel so that it ultimately creates a u-shaped drive; the adjacent driveway is shown to be lined with parking spaces used by the adjacent parcel which contains a nursing home; and

WHEREAS, the Applicant has submitted plans and specifications showing that the interior of the existing building would be renovated to include religious space, private offices, residential space, a new handicap accessible bathroom, and updated electrical improvements; and

WHEREAS, the Applicant proposes exterior improvements consisting of new windows, a new roof, a 21' flag pole to be located in the front yard, a new front door, a wider front walkway; and

WHEREAS, the Applicant proposes 7 parking spaces in a line in the existing driveway, one handicap accessible parking space on the street in front of the building, three or more parking spaces in the rear of the building, and the site contains an existing four-car garage; and

WHEREAS, the proposed signage for the site includes installation of a new sign insert (2'-1 3/4" x 3'-11") on an existing monument structure at the front of the building; the proposed sign would be illuminated by low wattage LED lights with hours of operation from 5pm to 10pm, same requiring a Special Permit from the Village of Minoa Board of Trustees; and

WHEREAS, the site is currently served by public drinking water and sewers and no changes to the existing infrastructure are proposed; and

WHEREAS, the subject parcel is located in a Commercial zoning district (a zone change from Residential to Commercial was previously approved by the Village Board of Trustees in December of 2011); and

WHEREAS, the application was also referred to the Onondaga County Planning Board pursuant to (NY) General Municipal Law Section 239, and the County Planning Board determined by written resolution that the proposed use and improvements would have no significant adverse inter-community or county-wide implications, but advised the Village to ensure that parking requirements were appropriately met, providing a sufficient number of parking spaces for the proposed use, confirming that the layout of the proposed parking is reasonable and safe, and any access or parking agreements are in place for shared driveways or parking areas with the adjacent parcel; and

WHEREAS, pursuant to Village Code Section 127-14, a duly scheduled public hearing was held whereat the Applicant presented the following proposal to the Planning Board and the public in attendance that evening; and

WHEREAS, the Applicant also appeared before the Village Board of Trustees, and following a duly scheduled public hearing, was granted a Special Permit for the proposed monument/freestanding signage; and

WHEREAS, pursuant to SEQRA the action has been identified as a Type II Action and as such no further environmental review is required; and

WHEREAS, the Planning Board has duly considered the proposed site plan in accordance with the provisions of Village of Minoa Code Section 127-12 – general standards and consideration for site plans, and upon due consideration thereupon and deliberation by the Planning Board, now therefore be it

RESOLVED; that the site plan application for the Thekchen Choling Buddhist Temple is hereby granted and approved.

The adoption of the foregoing Resolution was moved by John Jarmacz, seconded by Dan DeLucia, and duly put to vote, which resulted as follows:

Dan DeLucia	Yes
Alan Archer	Yes
Gail Greiner	Yes
Sheri Hayner	Yes
John Jarmacz	Yes

THIS RESOLUTION WAS ADOPTED.

I, LISA DEVONA, Village Clerk of the Village of Minoa, **DO HEREBY CERTIFY** that the preceding Resolution was duly adopted by the Planning Board of the Village of Minoa at a regular meeting of the Board duly called and held on the 11th day of January, 2018; that said Resolution was entered in the minutes of said meeting; that I have compared the foregoing copy with the original thereof now on file in my office; and that the same is a true and correct transcript of said Resolution and of the whole thereof.

I FURTHER CERTIFY that all members of said Planning Board had due Notice of said meeting.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Village of Minoa, this 17th day of January, 2018.



LISA DEVONA
Village Clerk of the Village of Minoa
Onondaga County, New York