

**TOWN OF NEW HARTFORD
PLANNING BOARD MINUTES
NOVEMBER 12, 2019
TOWN OF NEW HARTFORD MUNICIPAL OFFICES
8635 CLINTON STREET, NEW HARTFORD, NEW YORK**

The Regular Meeting was called to order by Chairwoman Heather Mowat at 6:00 P.M. at which time the Pledge of Allegiance was recited. In attendance were Board Members Julius V. Fuks, Jr.; G. Brymer Humphreys, William Morris, Lis DeGironimo, John Latini III (arrived at 6:10 PM), and Wilmar Sifre. Also in attendance: Town Attorney Herbert Cully; Councilman Richard Lenart; Highway Superintendent Richard Sherman; Contract Engineer Brian Madigan; and Secretary Dory Shaw.

Draft minutes of the October 15, 2019 Planning Board meeting were reviewed by each Board Member and approved by motion of Board Member Bill Morris; seconded by Board Member Brymer Humphreys. All in favor (Board Member Latini was not in attendance at this time).

GPO Federal Credit Union, 4311 Middle Settlement Road, New Hartford, New York. Proposed 6,180 square foot addition to the administrative office and the expansion of 25 parking spaces. Tax Map #328.000-2-34; Zoning: Institutional. Mr. Nick Mayhew, President/CEO of GPO and Mr. Dave Schlosser of Schopfer Architects appeared before the Board.

Mr. Schlosser explained what has been transpiring at this site with the Town regarding drainage. He explained the drainage and piping areas. Town Attorney Cully referred to a maintenance agreement as part of the approval to maintain the structures. Mr. Schlosser can generate this or it can be done by the Town. Highway Superintendent Sherman is acceptable with them maintaining it. Parking lot setback has been accomplished and the dumpster screening is done.

Board Member DeGironimo referred to the maintenance agreement. She would like to know what will be in the draft, to include an annual inspection to be submitted to the Town, and the applicant to pay for this. The applicant agreed.

Motion was made by Board Member Bill Morris to grant Preliminary and Final Site Plan approval and to include the execution of a maintenance agreement prepared by the Town to include an annual inspection and to be paid for by the applicant; seconded by Board Member Wilmar Sifre. All in favor (Board Member Latini was not present at this time).

OC Planning had no adverse comments regarding this application.

Hannaford, 50 Kellogg Road, New Hartford, New York. Preliminary Site Plan Review of a proposed Hannaford To Go. Tax Map #339.015-2-2; Zoning: C2 Retail Business. Ms. Brandee Nelson, PE, LEED AP, from Tighe & Bond Engineers, appeared before the Board.

Chair Mowat explained what has been transpiring with this application and what resulted at a Staff Meeting. Ms. Nelson commented on what Hannaford does from time to time - they like to do a brand refresh and evaluate their stores. Also, offer more services. They currently do not have a Hannaford To Go at this site (online grocery service) and they cannot have a drive-thru at this location. They would provide appropriate signage and a new crosswalk with six parking spaces outside – she referred to the location on the map - northern part of the store. They were asked by the Town to look at site circulation. She explained that there will be employees in the store assigned to the online grocery service. They will be wearing grocery vests and trained from the store to Hannaford To Go then back into the store.

Ms. Nelson explained from the map the entrance from Kellogg Road, the proximity to Rite Aid and indicated where the parking spaces would be – there are 2 handicap spaces. There is a light that illuminates the area. There will be stop markings, and a new crosswalk. They are proposing a speed bump and repainting the stop bars. Additional directional signage will be installed. Discussion ensued regarding one-way traffic. It is anticipated for one way but she stated there is no way to enforce it. Additional signage, which says use caution when backing up, is anticipated. Ms. Nelson also stated that perhaps speed bumps shouldn't be used, rather a raised crosswalk. Ms. Nelson would have to get approval from the owner of the property for any site improvements. Reference was made to peak times that are most demanding... 10 AM to Noon then 5 PM to 7 PM.

Chair Mowat referred to comments made by the former Code Officer Joseph Booth who had concerns about the flow of traffic at this site. She also referred to the Town's contract engineer, Brian Madigan, who submitted a letter with several other concerns. Discussion also ensued regarding possible liability on the Town and Planning Board. Also, is the owner of the property requiring any additional insurance? Town Attorney Cully would like to see what the liability coverage is – hold the owner of the plaza harmless with the operation of this service. Ms. Nelson asked the Risk Dept. for an update and they didn't have any significant risks to report.

Several Board Members referred to site circulation, which they feel isn't the best. Concerns about the speed bumps and safety of the people is a big concern. Also, plowing snow breaks apart speed bumps in the wintertime. They also referred to the other entrance used by many by Rite Aid.

Mr. Madigan felt that the proposal is at the busiest portion of the parking lot; there is frequency in backing up; and exposure. Further discussion of stop bars and traffic flow commenced. Highway Superintendent Sherman mentioned putting a sign at the other entrance with an arrow and come in from that end and stay away from the center's light.

Board Member Fuks felt there wasn't enough background information about traffic flow, congestion, etc.; they haven't evaluated a design to give a solution for traffic flow; and they are trying to add or modify on our recommendations. No mention of auxiliary lights, or fire lanes. He referred to the International Building Code. Brian Madigan stated fire lanes prohibit parking.

The Board Members are trying to give the applicant ideas on a design acceptable to them and to understand where the Town is coming from. Ms. Nelson wants to work with the Town on these issues. They can't relocate this anywhere else on the site.

Board Member Latini doesn't have a problem with this request, but would like to see the developer take into consideration what is being proposed this evening.

Discussion ensued regarding future use at this site, if it escalates and becomes very busy. If it was out by a remote area it would be better. With this site, they are limited. Problems exist even without Hannaford To Go.

Board Member DeGironimo wanted to know the turnover rate for those spaces right now and how would that change. Also, is there more than one person bring out groceries? Ms. Nelson said the people coming out to the spots control the traffic. However, she will find out how many associates. The speed bump was to deter Rite Aid customers to park there.

Board Member Fuks stated this is an opportunity for additional data – he wants to see what they can do for a final review. He felt speed bumps do not work. They prefer speed tables on the crosswalk, which is a lower profile.

Mr. Madigan would like them to think about a drive-thru and take the information given tonight to the owner of the plaza. He further mentioned that he thought the plan that was reviewed at the inception had back-to-back parking (3 on one side and 3 on the other side so cars would be facing). He also stated he saw something recently with strobe detectors to attract more attention – he thought this was a good idea.

At this time, motion was made by Board Member John Latini III to grant Preliminary Approval; seconded by Board Member Brymer Humphreys. All in favor.

Motion was made by Board Member John Latini III to adjourn; seconded by Board Member Brymer Humphreys. All in favor.

There being no further business, the meeting adjourned at approximately 7:00 P.M.

Respectfully submitted,

Dolores Shaw
Planning Board Secretary

dbS