



TOWN OF SOUTHPORT

1139 Pennsylvania Avenue • Elmira New York 14904

PLANNING BOARD

Meeting Minutes

Monday, March 3, 2025

7:00 pm

Board Members Present: Jackie French
John Hastings
Liv Lovejoy, Alternate
Penny Page
Trish Peterson, Chairperson
Rick Petzke
Tracy Warner, Vice Chairperson

Board Members Absent: Chris Parsons

Others Present: Peter Rocchi, Code Enforcement Officer
Michelle Murray, Secretary

Chairperson Peterson called the meeting to order at or about 7:00 pm. She asked if the Board Members had any comments, questions, concerns, or corrections about the minutes from the regular meeting on February 3, 2025. Hearing no comments, Board Member Petzke made a motion to accept the minutes as presented; Board Member Page seconded the motion. All were in favor. The Board accepted the minutes as presented.

AYES: French, Hastings, Lovejoy, Page, Peterson, Petzke, Warner

NOES: None

ABSENT: Parsons

MOTION CARRIED.

Next on the agenda was reappointment of Board Member Trish Peterson whose term is set to expire April 1, 2025. Trish Peterson was reappointed to a new term that will expire April 2032. Board Member Lovejoy made a motion to reappoint; Board Member French seconded the motion. No discussion on the motion. All in favor.

AYES: French, Hastings, Lovejoy, Page, Petzke, Warner

NOES: None

ABSENT: Parsons

ABSTAIN: Peterson

MOTION CARRIED.

Public Hearing - Site Plan of Joshua Herman to operate an automobile repair shop located at 962 South Main Street, Elmira, New York, tax map #99.20-1-70, zoned Industrial.

Mr. Herman wants to operate an automobile shop. There are no changes to the plan since the last meeting. The oil separator is in service and working properly. There is proper lighting out front. The dumpster will be moved towards the back side, near the fenced-in area/substation.

It was noted that the publication was in order, then the public hearing was opened for comment at 7:02 p.m. No one wished to be heard, the public portion of the meeting was closed at 7:02 p.m. and was turned back over to the Planning Board.

The Board discussed SEQR form EAF page one, number four should be marked Industrial. Privacy slats will be added to the chain link fence around the tire area. Tires will be kept inside until the fence is built. The application was complete.

Hearing no comments from the Board, Board Member Page made a motion to accept the Site Plan as presented; Board Member Lovejoy seconded the motion. There was no discussion on the motion. The project is classified as a Type II Action under the SEQRA thus no further action is required pursuant to SEQRA.

No referral to Chemung County Planning Board under GML 239-m is required per the Town's agreement with County Planning.

Resolution No. 003-2025 PB

SITE PLAN GRANTED TO JOSHUA HERMAN TO OPERATE AN AUTOMOBILE REPAIR SHOP IN AN EXISTING BUILDING LOCATED AT 962 SOUTH MAIN STREET, TOWN OF SOUTHPORT, COUNTY OF CHEMUNG, STATE OF NEW YORK, TAX MAP #99.20-1-70 ZONED INDUSTRIAL

Resolution by: Page
Seconded by: Lovejoy

WHEREAS, on or about December 30, 2024, Joshua Herman submitted an application to the Code Enforcement Officer for Site Plan approval from the Town of Southport Planning Board to operate an automobile repair shop in an existing building located at 962 South Main Street, Town of Southport, tax map #99.20-1-70, zoned Industrial; and

WHEREAS, the application was submitted to the Town Planning Board and defined as Vehicle Repair per the Town Code Chapter 525-5 Definitions; and

WHEREAS, no referral to Chemung County Planning Board under GML 239-m is required per the Town's agreement with County Planning; and

WHEREAS, the Town Planning Board held a duly noticed meeting on February 3, 2025 at which the Applicant presented information about the project; and

WHEREAS, the Town Planning Board conducted a public hearing on March 3, 2025 at 7:00 p.m., and after due posting and publication of the same was made, was in compliance with the Town of Southport Municipal Code; and

WHEREAS, at that public hearing, any and all individuals wishing to be heard were then and there given the opportunity to do so; and

WHEREAS, it was determined that this was a Type II action under SEQRA 6NYCRR617.5.18 reuse of commercial structure for permitted use; and after due deliberation, investigation, and consideration it is

NOW THEREFORE BE IT RESOLVED, that the Town Planning Board hereby grants approval for the Site Plan of Joshua Herman to operate vehicle repair shop in an existing building located at 962 South Main Street. Failure to make significant progress on the project within one (1) year from granting approval of this site plan will render the site plan null and void. Conditions shall be completed within one year unless otherwise stated; and

BE IT FURTHER RESOLVED, the Town of Southport Planning Board hereby requires, as conditions of site plan approval, the following:

1. Privacy slats will be added to the chain link fence around the tire area.
2. Tires will be kept inside until the fence is built.

AYES: French, Hastings, Lovejoy, Page, Peterson, Petzke, Warner

ABSENT: Parsons

NOES: None

MOTION CARRIED.

Public Hearing - Site Plan of Dakota Yerkes to operate an amusement game center located at 1600 Cedar Street, Elmira, New York, tax map #109.12-1-1, zoned Commercial Regional.

Mr. Yerkes wants to operate an amusement game center. The facility will be a small indoor bounce house facility with five units, open seven days a week from 10:00 a.m. to 8:00 p.m.

It was noted that the publication was in order, then the public hearing was opened for comment at 7:06 p.m. No one wished to be heard, the public portion of the meeting was closed at 7:07 p.m. and was turned back over to the Planning Board.

The Board discussed that the hours of operation are changed to seven days a week from 10:00 a.m. to 8:00 p.m. Liability insurance is being taken care of by the applicant. The application was complete.

Hearing no comments from the Board, Vice Chairwoman Warner made a motion to accept the Site Plan as presented; Board Member Lovejoy seconded the motion. There was no discussion on the motion. The project is classified as a Type II Action under the SEQRA thus no further action is required pursuant to SEQRA.

No referral to Chemung County Planning Board under GML 239-m is required per the Town's agreement with County Planning.

Resolution No. 004-2025 PB

SITE PLAN GRANTED TO DAKOTA YERKES TO OPERATE AN AMUSEMENT GAME CENTER IN AN EXISTING BUILDING LOCATED AT 1600 CEDAR STREET, TOWN OF SOUTHPORT, COUNTY OF CHEMUNG, STATE OF NEW YORK, TAX MAP #109.12-1-1 ZONED COMMERCIAL REGIONAL

Resolution by: Warner
Seconded by: Lovejoy

WHEREAS, on or about January 15, 2025, Dakota Yerkes submitted an application to the Code Enforcement Officer for Site Plan approval from the Town of Southport Planning Board to operate an amusement game center in an existing building located at 1600 Cedar Street, Town of Southport, tax map #109.12-1-1 zoned Commercial Regional; and

WHEREAS, the application was submitted to the Town Planning Board and defined as Amusement Game Center per the Town Code Chapter 525-5 Definitions; and

WHEREAS, no referral to Chemung County Planning Board under GML 239-m is required per the Town's agreement with County Planning; and

WHEREAS, the Town Planning Board held a duly noticed meeting on February 3, 2025 at which the Applicant presented information about the project; and

WHEREAS, the Town Planning Board conducted a public hearing on March 3, 2025 at 7:00 p.m., and after due posting and publication of the same was made, was in compliance with the Town of Southport Municipal Code; and

WHEREAS, at that public hearing, any and all individuals wishing to be heard were then and there given the opportunity to do so; and

WHEREAS, it was determined that this was a Type II action under SEQRA 6NYCRR617.5.18 reuse of commercial structure for permitted use; and after due deliberation, investigation, and consideration it is

RESOLVED, that the Town Planning Board hereby grants approval for the Site Plan of Dakota Yerkes to operate an amusement game center in an existing building located at 1600 Cedar Street. Failure to make significant progress on the project within one (1) year from granting approval of this site plan will render the site plan null and void. Conditions shall be completed within one year unless otherwise stated.

AYES: French, Hastings, Lovejoy, Page, Peterson, Petzke, Warner
ABSENT: Parsons
NOES: None
MOTION CARRIED.

Next was review of site plan of AIM Independent Living Center to operate a warehouse and office space located at 1000 South Main Street, Elmira, New York, tax map #99.20-1-69, zoned Industrial.

Renee Snyder, CEO of AIM Independent Living Center, was present to discuss the intention to purchase and renovate the facility and Jason Snyder, Senior Director of Asset and Procurement, was also present to answer questions about the site plan.

AIM's previous site plan for their space at 1206 South Main Street was approved in 2023 and operates as a food pantry. Since the approval, the food pantry has served over 30,000 families in Chemung, Schuyler, and Steuben counties, with 5,000 from the 14904 zip code area.

AIM plans to purchase the building at 1000 South Main Street. The purchase offer is contingent upon site plan approval. The building will be used as a warehouse for AIM's programs and services, including the AIM Food Pantry from the 1206 building. Their goal is to address potential issues related to multiple deliveries and be mindful of the residential neighborhood.

Ms. Snyder discussed the building details and renovations. Fagan Engineers conducted a phase one environmental study with no findings or recommendations.

The building will be divided into two sections: one for warehouse space and the other for four small offices and two restrooms. External renovations include a new roof, fresh paint, new fencing, and updated windows and doors. Internal work, such as framing the walls, will be done by AIM's team, while larger work like roofing, electrical, and plumbing will be contracted out. The plan includes adding six to eight designated parking spots off Marion Street. One of the parking spots will be ADA compliant. Operation hours will be from 8:00 am to 5:00 pm, Monday through Friday. Deliveries will primarily be from UPS or FedEx, not major trucks. AIM intends to use colors that blend in well with the surrounding community. Plans include a metal roof and painting the cinder block building. Wood elements on the exterior will be replaced as needed.

The Board determined the preliminary SEQRA classification Type II per definition in 6 NYCRR 617.5(c)(18) for reuse of a commercial structure where the proposed use is a permitted use and where the proposed use does not meet any of the thresholds for Type I actions. Projects classified as Type II actions require no additional environmental review.

There were no further comments from the Board, Chairwoman Peterson set a public hearing for Monday, April 7, 2025 at 7:00 p.m. or as soon thereafter as it can be heard.

Next was review of site plan of Jacob Brown to operate a retail sports cards and collectibles store located at 1132 Broadway, Elmira, New York, tax map #109.10-1-2, zoned Commercial Regional.

Jacob Brown and Shawn Drum are planning to operate a sports cards and collectible shop at 1132 Broadway. Hours of operation will be seven days a week from 8:00 a.m. to 8:00 p.m. Sign will be installed per Town Code.

The Board determined the preliminary SEQRA classification Type II per definition in 6 NYCRR 617.5(c)(18) for reuse of a commercial structure where the proposed use is a permitted use and where the proposed use does not meet any of the thresholds for Type I actions. Projects classified as Type II actions require no additional environmental review.

There were no further comments from the Board, Chairwoman Peterson set a public hearing for Monday, April 7, 2025 at 7:00 p.m. or as soon thereafter as it can be heard.

Other business, Board Member Peterson received an email from Town Supervisor Mr. Roman asking her to be on the comprehensive plan committee. The first meeting is March 11, 2025.

Southern Tier Central's Annual Regional Leadership Conference is scheduled for June 5, 2025.

Ken Collier, Board of Appeals Member, asked about the amusement game center on Cedar Street and the renovations that are underway before approval. Mr. Rocchi explained that it is common for businesses to start renovations before approval, especially in existing spaces. It is a risk that the applicant takes.

No other business to come before the Board. Board Member French made a motion to adjourn the meeting; Board Member Lovejoy seconded the motion. All were in favor. The meeting was adjourned at 7:36 p.m.

Respectfully submitted,

Michelle Murray
Planning Board Secretary

Original on file with Town Clerk

cc: Planning Board
Town Board
Town Clerk
Town Attorney