



# TOWN OF SOUTHPORT

1139 Pennsylvania Avenue • Elmira New York 14904

## PLANNING BOARD

### Meeting Minutes

Monday, April 7, 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  
Chris Parsons

Board Members Absent: None

Others Present: Peter Rocchi, Code Enforcement Officer  
Carolyn Renko, Town Clerk

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 March 3, 2025. Hearing no comments, Board Member Page made a motion to accept the minutes as presented; Board Member Hastings 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: None**

**MOTION CARRIED.**

**MOTION CARRIED.**

**Public Hearing -** Site Plan of AIM Independent Living Center to operate a warehouse and office space located at 1000 South Main St., Elmira, New York, tax map #99.20-1-69, zoned Industrial.

Rene Snyder, Chief Executive Officer of AIM Independent Living Center explained that this project is on 1000 S. Main St., currently warehouse and storage they will take it over and use it as the same use with some slight upgrades and office space, they will employ 3-4 employees. Facility staffing situated there, central hub for deliveries (Fed EX and UPS) the interior and exterior will have minor upgrades which will be performed with in-house labor any major projects such as roofing, HVAC. Plumbing will be contracted out. Facelift replace all windows and doors.

Parking on side street (Marion St.) up to 6-8 spaces with one space being accessible, this will be a warehouse space so there will not be a lot of foot traffic because it is a storage facility, no customer, visitors, or consumers. Only their staff of three to four. Job training site for High School Students.

Long term goals include expanding the parking lot which is currently grass, this is not a part of this application. Board Member French asked applicant to confirm that there will be no construction to this building, Rene responded that there will be no structural changes to the building which has been vacant for quite some time, an inspection was performed along with an environmental study that presented no findings. No ground disturbance, just replacing and updating.

Board member Parsons asked if any fencing would be erected, Rene responded that yes, they will replace current fencing on the backside, no fencing in the front of the building.

Board member French inquired about large trucks, Rene responded that there will be no large shipments only mail, UPS.

It was noted that the publication was in order, then the public hearing was opened for comment at 7:07 p.m. No one wished to be heard, the public portion of the meeting was closed at 7:08 p.m. and was turned back over to the Planning Board.

Hearing no comments from the Board, Board Member French made a motion to accept the site plan of AIM Independent Living Center to operate a warehouse and office space located at 1000 South Main St., Elmira, NY, Tax Map #99.20-1-69 as presented with no conditions. Chairperson Peterson seconded.

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 AIM INDEPENDENT LIVING CENTER TO OPERATE A  
WAREHOUSE AND OFFICE SPACE LOCATED AT 1000 SOUTH MAIN STREET, TOWN  
OF SOUTHPORT, COUNTY OF CHEMUNG, STATE OF NEW YORK, TAX MAP  
#99.20-1-69 ZONED INDUSTRIAL**

**Resolution by: French**  
**Seconded by: Peterson**

Whereas, on or about February 11, 2025, Rene Snyder, CEO of AIM Independent Living Center submitted an application to the Code Enforcement Officer for Site Plan approval from the town of Southport Planning Board to operate a warehouse for AIM's programs and services in an existing building located at 1000 South Main St., Town of Southport, tax map #99.20-1-69 zoned Industrial; and

WHEREAS, the application was submitted to the Town Planning Board and defined as Business Use, General Business Office 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 April 7, 2025 at which the Applicant presented information about the project; and

WHEREAS; the Town Planning Board conducted a public hearing on April 7, 2025 at 7:07 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, 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 AIM Independent Living Center to operate a warehouse and office space in an existing building located at 1000 South Main Street.

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

**Public Hearing -** Site Plan of Jacob Brown and Shawn Drum to operate a sports cards and collectible shop at 1132 Broadway, Elmira, New York, tax map #109.10-1-2, zoned Commercial Regional.

Jacob Brown explained they would be selling autographed merchandise such as jerseys, custom helmets, pictures, sports cards, and sports supplies. Chairperson Warner inquired about if there were any changes to the application, Mr. Brown indicated there were no changes.

It was noted that the publication was in order, then the public hearing was opened for comment at 7:16 p.m. No one wished to be heard, the public portion of the meeting was closed at 7:17 p.m. and was turned back over to the Planning Board.

It was noted that in the application number #16 indicated that the property was in the 100-year flood plain the correction was made on the SEQRA to mark #16 as no, the property is in the 500-year flood plain.

Council member French confirmed that operating hours will be Monday through Sunday 8:00 a.m. to 8:00 p.m.

Hearing no comments from the Board, Chair Person Peterson made a motion to accept the site plan of Jacob Brown and Shawn Drum to operate a sports card and collectible shop located at 1132 Broadway, Elmira, New Yor, tax map 109.10-1-2 as presented with no conditions. Council Member Page seconded.

#### **Resolution No. 005-2025 PB**

**SITE PLAN GRANTED TO JACOB BROWN AND SHAWN DRUM TO OPERATE A  
RETAIL SPORTS CARDS AND COLLECTIBLES STORE LOCATED AT 1132  
BROADWAY, TOWN OF SOUTHPORT, COUNTY OF CHEMUNG, STATE OF NEW  
YORK TAX MAP \$109.10-1-2, ZONED COMMERCIAL REGIONAL**

**Resolution by:       Peterson**  
**Seconded by:       Page**

Whereas, on or about February 17, 2025, Jacob Brown and Shawn Drum submitted an application to the Code Enforcement Officer for Site Plan approval from the town of Southport Planning Board to operate a retail sports cards and collectibles store located at 1132 Broadway, Town of Southport, tax map #109.10-1-2 zoned Commercial Regional; and

WHEREAS, the application was submitted to the Town Planning Board and defined as Retail Use, Specialty Low-Profile 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 April 7, 2025 at which the Applicant presented information about the project; and

WHEREAS; the Town Planning Board conducted a public hearing on April 7, 2025 at 7:16 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, 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 Jacob Brown and Shawn Drum to operate a retail sports cards and collectibles store located at 1132 Broadway, Town of Southport.

**AYES:** French, Hastings, Page, Parsons, Peterson, Petzke, Warner

**ABSENT:** None

**NOES:** None

**MOTION CARRIED**

Chairperson Warner informed the board that Supervisor Roman had approached her to be a member of the Comprehensive Plan Committee and asked for any ideas or concerns about the code they would like to be addressed to please reach out to her.

No other business to come before the Board. Board Member French made a motion to adjourn the meeting; Vice Chairperson Warner seconded the motion. All were in favor. The meeting was adjourned at 7:24 p.m.

Respectfully submitted,

Carolyn Renko  
Town Clerk, Town of Southport

Original on file with Town Clerk

cc: Planning Board  
Town Board  
Town Clerk  
Town Attorney