



TOWN OF SOUTHPORT

1139 Pennsylvania Avenue · Elmira, NY 14904

PLANNING BOARD

Meeting Minutes

Monday, August 4, 2025

7:00 pm

Board Members Present:

Jackie French
John Hastings
Penny Page
Trish Peterson, Chairperson
Liv Lovejoy
Rick Petzke

Board Members Absent:

Chris Parsons, Tracy Warner, Vice Chairperson

Others Present:

Peter Rocchi, Code Enforcement Officer, Jennifer Young, Secretary, Megan Dorritie, Town Attorney

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 June 2, 2025. 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, Page, Peterson, Lovejoy, Petzke

NOES: None

ABSENT: Parsons, Warner

MOTION CARRIED.

Next on the agenda was the review of Site Plan of Maria Yaguachi to operate a nail salon in an existing building located at 1600 Cedar Street, Southport, New York, tax map #109.12-1-11.1, zoned Commercial Regional (the "Yaguachi Project").

Ms. Yaguachi explained she will operate a nail salon with the operating hours of Monday through Saturday 9:30 a.m. to 7:00 p.m. and Sunday hours 10:00 a.m. to 8:00 p.m. Ms. Yaguachi will have eight employees including herself. There will be no major renovations done to the salon space. Cosmetically they will be adding six or seven booths to work in as well as counter space. Ms. Yaguachi also confirmed that two answers on the SEAF should be

changed to reflect the actual condition of the property: SEAF page 2, #7 should be “no” because the property is not in a Critical Environmental Area; and SEAF, page 2, #8 should be “no” because there will not be a material increase in traffic in the area.

Chairperson Peterson made a motion to: (1) deem the Yaguachi Project application complete; (2) preliminarily classify the Yaguachi Project as a Type II Action for purposes of SEQRA (6 NYCRR 617.5(c)(18) for reuse of a commercial structure where the proposed use is a permitted use and the proposed use does not meet any of the thresholds for Type I Actions); (3) schedule a public hearing on the Yaguachi application for September 2, 2025, at 7:00 p.m. or as soon thereafter as it can be heard; and (4) confirm that referral to the County Planning Board under GML 239-m does not need to be made pursuant to the agreement between the Town and the County Planning Board for matters of local concern. Board Member Page seconded the motion. All were in favor. The motion carried.

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

NOES: None

ABSENT: Parsons, Warner

MOTION CARRIED.

Next on the agenda was a review of application for an Amended Site Plan of Arbor Housing and Development to develop 60 units of senior apartments located at 1205 Plymouth Avenue, Elmira, New York, tax map #109.08-2-51, zoned Commercial Regional (the “Revised Arbor Housing Project”).

Brian Grose with Fagan Engineers presented the amended site plans to the Board. The original plan was to have 60 units comprised of traditional apartments and five townhomes. The amended plan has eliminated the five townhomes and will have one building with 60 units. Mr. Grose submitted the new layout with the townhomes removed.

Chairperson Peterson made a motion to: (1) deem the Revised Arbor Housing Project application complete; (2) preliminarily classify the Revised Arbor Housing Project as an Unlisted Action for purposes of SEQRA, for which an uncoordinated review will be conducted; (3) schedule a public hearing on the Revised Arbor Housing application for September 2, 2025, at 7:00 p.m. or as soon thereafter as it can be heard; (4) make a referral to the County Planning Board pursuant to GML 239-m; and (5) make a referral to the Town Board to establish an escrow account in the amount of \$5,000 pursuant to Town Code § 525-65 for engineering review services to be provided by LaBella and Associates. Board Member French seconded the motion. Board Member Hastings abstained. All voting Board Members were in favor. The motion carried.

AYES: French, Page, Peterson, Lovejoy, Petzke

NOES: Hastings (abstained)

ABSENT: Parsons, Warner

MOTION CARRIED.

No other business to come before the Board. Board Member Lovejoy made a motion to adjourn the meeting; Chairperson Peterson seconded the motion. All were in favor. The meeting was adjourned at 7:30 p.m.

Respectfully submitted,

Jennifer Young

Secretary

Original on file with Town Clerk

cc: Planning Board
Town Board
Town Clerk
Town Attorney

DRAFT