

**Village of Cazenovia Planning Board
Meeting Minutes
August 22, 2011**

5 Present: William Hall, Chair; Richard Huftalen; Charles Macaulay; Anne McDowell; and Diane Webb.

10 Others Present: James Stokes, Village Attorney; Kurt Wheeler, Mayor; Becky Wheeler; Mark Tierno; Pringle Symonds; Don Ferlow; Sue Berger; Chris Heberle; Carlos Gavilondo; Jennifer Gavilondo; Chris Clark; Joe Behan; James Catella; Kevin Bernstein; Wayne Westervelt; Dorothea LaGinestra; Rose Ryan; Robert Kenna; Mike Kiehn; Pierce Smith; Dave Durkin; Nancy Hall; Betsy Moore; and others who did not sign in for a total of approximately 30 people.

15 W. Hall called the meeting to order at 7:04 p.m. and introduced the Board.

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20 **Cazenovia College, Public Hearing, Site Plan Approval to Replace Natural Grass with Synthetic Turf**

W. Hall said this is a continuation of the public hearing from Monday, August 8. W. Hall asked for any comments from the floor that were not previously heard. Mr. Stokes stated that he had prepared a draft resolution that references new correspondence that the Board has seen and read.

25 C. Macaulay made the motion to close the public hearing. D. Webb seconded. The motion carried.

30 W. Hall said that since this is a Type 1 designation of the State Environmental Quality Review (SEQR) process, the Board needs to go through Part 2 of the SEQR application, a copy of which the Board members have before them. He proceeded to read the instructions aloud. The Board then went through and answered all 20 questions of Part 2 of the SEQR application. This long Environmental Assessment Form (EAF) is made part of the record.

35 Mr. Stokes stated that he had prepared a resolution for the convenience of the Board and invited members to make any changes as they see fit. He read the resolution aloud:

**RESOLUTION OF THE
PLANNING BOARD OF THE VILLAGE OF CAZENOVIA**

40 RESOLUTION MAKING FINDINGS PURSUANT TO THE STATE ENVIRONMENTAL QUALITY REVIEW ACT AND APPROVING THE APPLICATION OF CAZENOVIA COLLEGE FOR SITE PLAN APPROVAL FOR ARTIFICIAL TURF ATHLETIC FIELD REPLACEMENT PROJECT

45 **WHEREAS**, Cazenovia College (the “Applicant” or the “College”) submitted an application, dated January 28, 2011, for site plan approval to the Village of Cazenovia Planning Board to replace its existing grass athletic field surface with artificial turf (the “Project”) for use by its existing intercollegiate teams as part of its general post-secondary educational mission upon lands owned by the Applicant and known as tax map parcel number 94.36-01-18, (the “Site”);

50 **WHEREAS**, the Applicant submitted the following documents, plans and drawings which are part of the record on this application (such documents, plans and drawings being collectively designated, considered and referred to herein as the “Application”):

1. Site Plan Approval application form.
2. Current Aerial View of the Site prepared by the Clark Companies (Photographic Existing Conditions Plan).
- 55 3. Aerial View of the Site with the proposed field superimposed prepared by the Clark Companies (Photographic Field Layout Proposal).
4. Madison County, Village of Cazenovia Tax Map Section 094.36, Dated 12/1/06, with the proposed project site marked.
- 60 5. Cazenovia College Synthetic Turf Field Improvements Drawing C-1, "Field Layout Option #1," Dated 1/27/11 prepared by the Clark Companies.
6. Cazenovia College Synthetic Turf Field Improvements Drawing C-2, "Drainage Option #1," Dated 1/27/11 prepared by the Clark Companies.
7. Cazenovia College Synthetic Turf Field Improvements Drawing C-3, "Detail Sheet," Dated 1/27/11 prepared by the Clark Companies.
- 65 8. Long Environmental Assessment Form ("EAF") under the State Environmental Quality Review Act ("SEQRA"), revised and submitted to the Planning Board on August 8, 2011 to reflect that the location of the field is "substantially contiguous" to a Historic District;
9. Drawing and Product Specifications (two pages) for Model 9388, Eversan, Inc. "All Purpose Scoreboard with Shots on Goal".
- 70 **WHEREAS**, the location of the Project is on the campus of the College, specifically located West of Lincklaen Street; South of Lincklaen Terrace; East of Sullivan Street; and Northeast of Liberty Street;
- WHEREAS**, the Applicant made a presentation to the Planning Board at its meeting on February 14, 2011, at which time there was a general discussion with the Applicant related to use of the athletic field, size, drainage and stormwater management, erosion and sediment control, potential associated improvements, DEC
- 75 approval, and local approvals needed;
- WHEREAS**, at its February 14, 2011 meeting, the Planning Board indicated that it would likely hold a public hearing and requested that the Applicant to re-appear before the Planning Board once the process of obtaining New York State Department of Environmental Conservation ("DEC") approval was completed and a Stormwater Pollution Prevention Plan ("SWPPP") was prepared;
- 80 **WHEREAS**, in a letter determination dated June 7, 2011, in response to a submission by the Applicant, the New York State Office of Parks, Recreation and Historic Preservation ("OPRHP") stated that it was providing comments relating to Historic/Cultural Resources and determined that the Project will have "No Impact" upon cultural resources in or eligible for inclusion in the State and National Register of Historic Places;
- 85 **WHEREAS**, in a letter dated July 1, 2011, the DEC acknowledged receipt of the Applicant's complete Notice of Intent for Coverage Under DEC's SPDES General Permit for Storm Water Discharges from Construction Activity (GP-0-10-001) ("General Permit");
- WHEREAS**, DEC's July 1, 2011 acknowledgement authorized construction activity associated with the Project conditioned on further compliance with SEQRA and the preparation of a SWPPP, which would be implemented at the commencement of construction;
- 90 **WHEREAS**, following receipt of the DEC's storm water notice acknowledgement, the Applicant requested to be added to the Planning Board's July 11, 2011 agenda to present the SWPPP prepared pursuant to DEC guidelines, describe the drainage and stormwater management measures that had been incorporated into the design to assure no negative impact, and to answer any questions regarding the same;
- WHEREAS**, at the Planning Board's July 11, 2011 meeting, the Applicant provided updated drawings to the
- 95 Board for its review and consideration;
- WHEREAS**, the Village Engineer was asked to review the SWPPP for the Project and provided comments in a letter dated July 26, 2011;
- WHEREAS**, engineers for the Applicant prepared a written response to the Village Engineer's letter, dated August 1, 2011;
- 100 **WHEREAS**, as a result of further discussions between the Village Engineer and the Applicant's engineer, the Applicant's engineer's August 1, 2011 letter reflected agreed upon changes in the design to the turf field's subgrade to improve infiltration characteristics and stormwater storage within the subbase under the field;
- WHEREAS**, a public hearing was held on August 2, 2011 and continued on August 8, 2011 and August 22, 2011, during the course of which all those wishing to be heard on this matter were duly heard by the Planning
- 105 Board;
- WHEREAS**, the Planning Board received and considered extensive written comments from residents and interested parties regarding the Application and its potential impacts;
- WHEREAS**, the public comments related to a number of concerns about the Project, including stormwater, traffic, maintenance of the field, lights and seating, and proximity to the Village Historic District and effect on
- 110 neighborhood character;

WHEREAS, in response to public comments, the College responded in a letter dated August 5, 2011 and represented as follows:

1. Infiltration: Revised details (provided to the Planning Board on August 6) address the sub-base and soil infiltration items as discussed per the agreement reached with the Village Engineer.
- 115 2. Construction Schedule: The anticipated construction will be completed in 7-8 weeks. The site will be stabilized after about 3-4 weeks, followed by the actual installation of the synthetic turf.
3. Project Noise: Construction will be performed consistent with the Village's noise ordinance (Code Chapter 115).
- 120 4. Construction Vehicles: Actions will be taken to insure that trucks do not track mud or dirt onto Village streets. The College will implement the use of a stabilized construction entrance and, if necessary, will employ the use of a street sweeping machine. All construction vehicles will be traveling through the College's parking lot prior to entering Liberty Street, which will also minimize any sediment actually reaching the Village's streets.
- 125 5. Excess Material: There is not enough space for stockpile areas. Excess material (dirt/topsoil) will be exported from the site. Property at the College farm/Equine Education Center will be analyzed as a site for storage and/or reuse of materials.
6. Erosion Control Measures: Silt fencing will be properly keyed into the soil, inspected after rain events, and maintained regularly during construction. Soil erosion mats/blankets will also be installed on any vulnerable slopes to prevent erosion.
- 130 7. Inspection/Review of the Project: The DEC requires that the erosion control measures be inspected on a weekly basis. In addition, they will be inspected following any major rain events. The DEC will certify a full-time site superintendent who will perform these inspections.
8. Stormwater Retention Facility: The College will agree to provide the Village with a report after construction to show that the facility, as it is currently constructed, is sufficient to handle the reduced flow of water from the synthetic turf field. This evaluation, however, will focus on the actual effect of the replacement field and would not evaluate other upstream flows, which will not have changed as a result of this project.
- 135 9. Maintenance/Cleaning of the Field: A piece of field grooming equipment will be provided by Clark Companies that can be towed by a utility cart. It will consist of brushes and aerators to level and decompact the infill material. This will be used once every 4-6 weeks. There is no need for spraying any chemicals or detergents on the field. The rain will naturally wash the field and UV exposure will prevent any bacteria, etc., from growing on the field.
- 140 10. Traffic: Other than temporarily during construction, it is not expected that the replacement of the existing field with a synthetic turf field will have any impact on current traffic flows on Liberty Street and surrounding streets. The College has agreed to and is interested in participating in community planning about addressing traffic conditions on Liberty Street.
- 145 11. Additional Plantings/Fencing: The project application does not include provisions for plantings or fencing.
12. No Lights: The project application does not include a request for field lighting.
- 150 13. No Stadium: The project application does not include a request to build a "stadium" structure.

WHEREAS, the Planning Board has reviewed the revised long form EAF submitted by the College;

NOW, THEREFORE, BE IT HEREBY RESOLVED, that this Planning Board is the only involved agency for purposes of SEQRA and this is a Type I action as defined by the regulations implementing SEQRA because the location of the field is substantially contiguous to the Village Historic District; it is further

155 **RESOLVED**, that the Project will not have any significant adverse effect upon the environment, and therefore a negative declaration will be prepared and filed as required by the SEQRA regulations for the following reasons:

- 160 1. The Applicant has demonstrated, through technical engineering calculations reviewed and approved by the Village Engineer, that after the artificial turf is installed the stormwater runoff will be less than existing conditions, resulting in an improvement in terms of the quantity and velocity of stormwater currently discharging into the existing detention basin;
- 165 2. The Application is to replace the existing grass field with artificial turf for the purpose of providing an adequate playing field for the College's intercollegiate athletic teams consistent with its current use, and therefore there will be no adverse impact to the character or integrity of the adjacent neighboring residential area or the Village Historic District;
3. Other than during construction, no additional traffic or noise is anticipated as a result of having artificial turf instead of a natural grass playing field, as the Applicant has represented that the nature and intensity of the use of the field will not significantly change;
4. The Application does not include a request for lighting, new seating or additional parking;

- 170 5. There is no evidence that drainage from the new artificial field surface will impact neighboring
properties, particularly given elevations of those properties and that of the field or detention basin into
which stormwater from the field will drain;
6. The Applicant's Storm Water Pollution Prevention Plan provides for proper erosion control measures
so that erosion of site soils does not occur during construction, and also provides for site inspections
175 during construction to ensure such erosion controls are maintained; and
7. Based on the additional (not otherwise referenced above) commitments made by the College
(including those contained in Applicant's August 5, 2011 letter) indicate that this turf replacement
Project will not result in any significant adverse impacts on the environment;

AND IT IS HEREBY FURTHER,

- 180 **RESOLVED**, that the Application for site plan approval is hereby granted upon the following conditions:
1. Site plan approval is granted solely for, and is expressly limited to the installation and construction of
the artificial turf surface and the associated subsurface and drainage improvements and
scoreboard as expressly proposed by the Applicant and approved by the Village Engineer and
this Planning Board. The scoreboard shall be designed and constructed as set forth in the
185 product specification sheet provided, and shall be mounted on posts not more than five (5) feet
high, for a total height of ten (10) feet
 2. The issuance of site plan approval and a certificate of occupancy for the Project shall not include, nor
be construed in any way to include the right or permission for the construction of any additional
vehicular parking, either upon, or off the Site.
 3. The issuance of site plan approval and a certificate of occupancy for the Project shall not include, nor
190 be construed in any way to include the right or permission to construct, erect or utilize any type or
manner of fan seating or accommodations not previously placed and used with the natural grass
fields on the Site.
 4. The issuance of site plan approval and a certificate of occupancy for the Project shall not include, nor
195 be construed in any way to include the right or permission to construct, erect or utilize any type or
manner of site lighting not presently in place upon the Site.
 5. Prior to the issuance of a certificate of occupancy, the Applicant shall submit to the Village and the
Village Engineer a topographical survey of the Project area and on-site drainage detention
200 facilities, including, but not limited to, the invert elevation of all catch basins and the spillway
elevation to show "as built" conditions on the drawings, accompanied by a pre & post
development hydrologic analysis as recommended by the Village Engineer John Dunkle, P.E. in
his letter dated August 22, 2011. Any defects or deficiencies noted in such drawings and/or
analysis shall be addressed by the Applicant to the satisfaction of the Village Engineer prior to the
issuance of a certificate of occupancy, or if not practicable to do so in the judgment of the Village
205 Engineer, within a reasonable time thereafter as determined by the Village Engineer.
 6. Prior to the commencement of construction, Applicant's Project Engineer shall provide the Village
Public Works Administrator with a stipulated travel route for all construction vehicles utilizing
Village streets during construction of the Project, and shall accompany the Village Public Works
Administrator on a review and documentation of the condition of all such Village streets. Prior to
210 the issuance of a certificate of occupancy, the Applicant shall repair, to the satisfaction of the
Public Works Administrator, all damage done to any Village street or public improvement
(whether or not on the stipulated travel route) during construction, or, in the alternative, shall post
security for the estimated cost of all uncompleted repairs in an amount determined by the Public
Works Administrator in a form satisfactory to the Village Attorney.
 7. The Applicant shall be in compliance with its stormwater pollution prevention plan at all times during
215 and after construction. On not less than a weekly basis, the Applicant's Project Engineer shall

certify to the Village, in writing, that the construction of the Project is in all respects in compliance with the SWPPP, the Application and all applicable design parameters.

- 220 8. The nature and intensity of use of the new athletic fields following construction of the Project and the issuance of a certificate of occupancy shall be generally consistent with the prior nature and intensity of the use of the fields with the existing natural grass surface.
- 225 9. The Applicant shall comply with all representations made in its Application, including, but not limited to, those stated in its August 5, 2011 letter. Site plan approval is granted solely for, and is expressly limited to, use of the Site as expressly proposed and represented by the Applicant for its intercollegiate athletic teams and Applicant's general educational mission consistent with prior and current usage.

Dated: August 22, 2011

230 W. Hall said that scoreboard plans were received into the record. R. Huftalen asked for details of the specifications. W. Hall read from the plans. The scoreboard portion itself is 5 feet high by 16 feet wide. This will be mounted on 5-foot high posts, for a total height of 10 feet. Only the numbers on the scoreboard will be lit using amber or red lights so they can be seen in the daytime. Lighted numbers will be on one face of the scoreboard only, which will face the field. It will be placed in the northwest corner of the field. Due to the elevation configuration of the property, the corner of the property will be higher than the scoreboard.

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240 W. Hall referenced a list of drawings. The scoreboard will become number 9 on the list of items that constitutes the application. The scoreboard is an Eversan Model 9388 stadium all purpose scoreboard with shots on goal. The sign is 5 feet high, 16 feet wide mounted on 5-foot posts, for a total height of 10 feet.

C. Macaulay made the motion to adopt the resolution as prepared by Mr. Stokes. A. McDowell seconded. The motion carried unanimously.

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W. Hall made the motion to adjourn the meeting. C. Macaulay seconded. The motion carried.

The meeting was adjourned at 7:58 p.m.

250 Respectfully submitted,

255 Marlene Westcott
Recording Secretary