



**TOWN OF CAIRO PLANNING BOARD**  
**PO Box 728, Cairo, NY 12413**  
**Chairman-Ray Pacifico**  
**Email: [planning@townofcairo.com](mailto:planning@townofcairo.com)**

**Meeting Minutes:** October 6, 2016

**Members Present:** Ray Pacifico, Edward Forrester, Joe Hasenkopf and Kevin Hicks

**Absent:** Elizabeth Hanson and Jessica Dillon

**Pledge of Allegiance**

**Approval of Meeting Notes** – Kevin moved to accept the September meetings minutes with changes noted and Joe seconded. All were in favor – Minutes passed

**Public Hearing**

**Stewarts** – Chuck Marshall representing Stewarts reviewed the site plan application on the proposed expansion of the Stewarts located on route 23 in Cairo, NY. The proposal includes a 683 square foot building addition in the back. This would allow them to expand the freezers inside the store to include a walk in beer cave, have a total 14 door cooler, and make the aisles wider and to relocate customer access bathroom in two places. The addition will have a preformed metal system that will house a cooler and be externally visible. They will also put a small picnic area in the front. The Planning Board had recommended at the last meeting for them to add 2 shade trees and arborvitae to shield the back. Stewarts was in agreement with that recommendation.

**Comments** – Ray provided the planning board a handout for a local law addressing non-profit and tax exempt groups. The Town Board is looking into doing something with the entire not for profit and tax exempt groups coming into the area taking monies off the tax rolls. Any concerns or comments should be directed to the Town Board at their next meeting.

**Open Business**

**Pizza Wagon** – Ray handed out a packet that he asked the board to review before the next meeting. At the last ZBA meeting a use variance was granted. The Zoning Officer noted there were several items were overlooked in the approval process. A letter should have been sent out to the applicant to let them know that they would now need to come before the Planning Board to review the specifications such as

where will the truck be located, where are the entrances and exits, do we need a traffic study, etc. They will be in attendance next month for a site plan review.

**Cairo Family Care** – Eli from Columbia Memorial Health presented a sign that Cairo Family Care is revising. They will be taking down the physicians names that appear underneath the sign. It will match the sign currently in Catskill. Kevin made a motion to accept the sign as proposed and Allen seconded it. All were in favor. He needs to fill out the permit and they are good to go.

**Stewarts** – Chuck Marshall reiterated what Stewarts is proposing to add to the existing store. An overall extension in the back of the building will house new freezers and create more space within the store. Chuck showed on the site plan where the proposed vegetation and trees would be. Pete noted that arborvitaes are a favorite snack for deer and the goats located across the street. Pete recommended to look into something a little different. Chuck stated they would look at some sort of evergreen and asked if the board was ok with them changing out the trees, which was fine. Pete recommended possibly Blue Spruce, Ray noted if they do use them to be sure they are at least 15 feet from the building or they would encroach on the foundation. Ed made a motion to close the public hearing and Kevin seconded it. All were in favor. Allen made a motion to wave the SEQR application and Pete seconded it. All were in favor. Allen made a motion to approve the site plan and Joe seconded it. All were in favor. It was noted that the planning board needed two more site plans and Ray will sign those.

**Country Estates** – Came to the planning board with a proposal for a sign approval. They were scheduled to come back before the planning board in September to approve the sign and they never came back. We mistakenly sent out an approval letter to them however it was noted in the letter that the approval was on old route 23 not new 23. They were moving forward with installing the sign however they were putting it on new route 23 which they were not approved for. Ray spoke with the applicant and apologized explaining the error but also that it was the board's understanding the sign was to go on route 23b and not route 23 the by-pass. Ray told them they must speak with the State Highway Department to have the board approve the sign. Allen asked if the fact that he now has a sales office and is selling out of the property they would need to come before the board for a site plan review at the next meeting. Ray will contact the applicant to let him know he needs a site plan review for the office and the sales. A letter will be sent to notify him.

**80 Birch Hill** – Patricia Stewart came before the board for a proposed indoor/outdoor recreation center. Ray stated he received a letter from Robert Fritze in zoning stating the property is in commercial 23 east district. An indoor recreational center is ok with a site plan approval but an outdoor recreational area would need a special use permit to be approved. She would need to submit the special use permit to the board for approval. Patricia stated she was only using the current building that is there. It is an indoor recreational center for kids. Patricia will be put on the agenda for a public hearing for November. Any signage will be on the building itself. Patricia stated down the road she is looking at possibly creating an ice rink for the children but would come back before the board for approval. Patricia will check with Stacy to see if she needs any other paperwork. Ray mentioned if she could bring pictures to show public what she is doing and Patricia said she has a tentative design and will also bring in a sample of the sign will look like. Patricia will bring site plan fee next month.

**12 Elks/Oaks** – Joe came before the board back in July 2013 for a project and now has another project from November 2015. One was for the existing Elks building a restaurant, showroom, gallery and office space. At that point there was no zoning in Cairo and project was approved. In November 2015 he came back proposing the parcel just to the west of the Elks building he proposed county inn, log home display and 4 single family properties that would be rented as a bed and breakfast, all which were approved for

this site plan. A six month Ray explained the current issue is there was no substantial work done on either project since being proposed. Joe stated he had begun work on the building and he did submit the plans to Stacy 6 months ago but he went into the hospital and was out of commission. In September 2013 he asked for an extension but the planning board has no record of it but will double check. He would now like to get a six month extension on the one getting ready to expire so he can continue with the project. There is allowable use with a special use permit. Ray stated if we do not have the extension paperwork for the original site plan Joe would have just have to re-submit. Ray will follow up with Darrin. Joe will come back before the board next month.

**Guest House Cottage - Chevreux** - Owner of property has 14 ½ acre off Edison Timmerman road. They would like to add a cottage/accessary unit on the property. There would be no kitchen, they would use the same well but a separate septic is needed. A preliminary sketch was done special use application fee was received. Robert Fritze in zoning notified the applicants of all requirements to move forward with the project. They will be on the agenda and scheduled for a public hearing for November.

**Cairo Shop, LLC** – Ray noted a letter was received from Unk Slater stating he has a new tenant for one of his shops that is in the medical field. Since the property has gone through a site plan review and already approved for a site plan with various business. Robert will need to get information from Unk as to what kind of medical office will be going in the space which is an allowable use. The only thing they need to do is get a sign approval and that it needs to be similar to what signage is already there. Ed asked if we really need to have a change of use for this space as it is a retail space. Ed does not believe they should have to. Ray noted there is a difference between retail spaces. The strip mall that Unk has is different than a free standing building being converted to retail space. Ed stated that with the current law we have done this with other buildings and owners. Ray will speak with Dan and Robert to get additional feedback.

**Hayes Ravine Drive – 2 lot minor Sub-division** – Gary Harvey presented a proposal for a two lot subdivision of the Hayes property. It is 4.6 acres and then bought another 8.8 acres He has a friend that wants to build a house on the front part of the property and Gary would maintain the back part of the property. Both of the parcels would be 4.4 acres. Gary requested a public hearing for November 3<sup>rd</sup>. Ray said that it should be noted that there would be no further sub-division of either parcels.

**Kusminsky/Armstrong** – Gary Harvey is also representing them. This property is located on Horseneck road and currently owned by the two daughters of the parents who have passed. The property inherited is 9.5 acres. Deb will get parcel lot #1 in the front with the house and parcel lot #2 would go to Sue. Gary stated that lot #1 is 1.8 acres where it is required to be a 3 acre minimum. Gary said they would like to be consistence with properties around them. There will be no building on the back 7.7 acres to be used in conjunction with the 1.8 to be one parcel. There is no density issue there. Ray stated Gary would need to go to the Zoning Officer and let him know what is going on and Ray stated Robert will probably tell him he would need to go to the zoning board of appeals for a variance. There is no need for a public hearing on the property, as of today it is tabled.

Ed wanted to know what was up with the Pizza Wagon, It was noted that the pizza wagon would get some feedback later on and we could get back to him.

Joe made a motion to close the meeting and Kevin seconded it. All were in favor and the meeting closed at 8:07 pm.