



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

**Meeting Minutes:** April 27, 2017 SPECIAL MEETING

**Members Present:** Ray Pacifico, Edward Forrester, Joe Hasenkopf, Allen Veverka, Elizabeth Hanson and Kevin Hicks

**Absent:** N/A

**Pledge of Allegiance**

**Open Business**

- 1.) Pizza Wagon** – 189 Main Street. Mr. Meringolo had surveyor Charles Holtz represent him for this special meeting. He also supplied a letter from Mr. Meringolo giving him permission to speak for him. Mr. Holtz supplied a site plan showing the complete layout for the Pizza Wagon and the surrounding area. It was noted that there was curbing on the property and that was identified on the site plan. Mr. Holtz stated the Pizza Wagon is 20' x 8' and the parking lot has 8 spaces, with a 24' back up isle to the rear.

It was discussed that Mr. Holtz was going to work with Mr. Meringolo and Mr. Patasso in gaining the NYSDOT permit. There is 24' access on both sides. The trailer will not be located at the right-a-way. Ray asked about pedestrian access and Mr. Holtz stated that at this point there are no sidewalks or cross walks for the area. Mr. Holtz said Mr. Meringolo told him he was possibly putting picnic tables on either side of the food trailer. There was mention about trash and every one said they remember him saying the trash would be taken away every night. Mr. Holtz stated that everything on the property already exists except the Pizza Wagon and the parking spots. The only curbing exists on the Route 32 side.

Ray asked if the board had any other questions or concerns. There were no major concerns but Kevin asked if the parking spaces would be marked and it was noted that it has not yet been determined.

The SEQR form was reviewed and it was determined to be a negative declaration. Allen made a motion to accept the negative declaration and Kevin seconded it. Allen made a motion to close the public hearing and Joe seconded it. A motion was made by Ed the stated final approval is contingent upon receiving the New York State Department Highway permit, if they approve the site plan no action is needed, if the NYSDOT requires changes then Mr. Meringolo would need to come back to the board and go over the changes required by the NYSDOT. Allen seconded the motion. All were in favor and the motion passed. A letter will be sent out approving the site plan contingent on the approval from NYSDOT.

**2) Angel's Family Restaurant and Pizza** – Review of sign was presented and it was noted that it will be same size as what is currently there, 16' tall and 10.3" and 5' which is less than 32' feet. The size was confirmed to be correct and will be replacing the one that is currently there. Ray asked that a printed copy of what the sign will look like be dropped off to him. No board members had any additional concerns or comments. Allen made a motion to accept the sign as presented and Joe seconded it. All were in favor and motion was approved. Ray explained he would need to go to Building and code to get the permit for the sign.

**3) Zoning Review** – A review of the new zoning laws took place to make final comments and recommendations.

- a) On the Greene County comments #7 on page two, designated commercial mixed use district? from Rt. 32 north from Route 23 to the Catskill creek was missed on their end. After a check of the map it was confirmed it is included on our end, except Half Moon Drive.
- b) Even though there are no industrial areas listed the commercial mixed use does include industrial, does that need to be indicated somewhere?
- c) A private road with two or more homes on that road it is noted that the road needs to be up to town specs minus the top coat. Clarification needs to be made on this issue as the Planning Board does not know where this is stated. This could possibly be addressed in the zoning.
- d) A lot line adjustment process needs to be done by the Town Board to address lot line adjustments and simplify the process.
- e) Sign law, previous Town of Cairo sign law is superseded by the new sign law section within the proposed zoning law.
- f) Special Use Permit – Needs to say the special use permit extensions will be at the discretion of the planning board. Special Use Permits would be 2 years. Site plan stays at 1 year.
- g) Allen asked about the land near Doug Duncan is zoned commercial but a section of the property which is on the same deed is not?
- h) It is recommended that as opposed to having a minimum lot size of two acres, it should be one and a half acres.
- i) Screening of solar arrays

j) There is no appendix C

k) The Planning Board would like a copy of the General Municipal Law.

Zoning comments will be submitted to the Town Board for consideration in amending the new zoning laws before new zoning is passed.

### **New Business**

- 1) **Accountable Fitness** – Ed noted that this was due to open on Saturday, April 29, 2017 however they have never been before Zoning or Building and Code. A violation notice will be issued to comply with current zoning laws.
- 2) **Dr. Schneider** – Ed brought up the fact that the 6 month extension for completing the landscaping was coming to an end in May. A letter will be sent to him to inform him of the deadline and that the landscaping needs to be done or they will have to come back for another extension.
- 3) **Nolan Propane** – A letter from Nolan was received by the Building and Code department who passed it on to Planning. The letter asked if Nolan would have to come back before the Planning Board and Code to have a put up a building. A letter was issued to Nolan stating he had to come back before the board for approval. Mr. Nolan had a building put up anyway so Building and code will file a violation on him and again reiterated that he has to come before zoning and planning for approval.

Kevin made a motion to close the meeting and Allen seconded it. All were in favor and motion passed. Meeting ended at 8:25 pm.