

**Town of Campbell Planning Board Minutes for Meeting of  
April 21, 2021, at 6:00 p.m. At the Campbell Town Hall  
8529 Main Street, Campbell, New York**

**PRESENT:** Board Members: Chairman Jeffrey Allen, Linda K. Baird, Stanley Manning, Abram Thomas, Albert Johnson, and Planning Board Secretary: Michelle Seeley Code Enforcement Officer Thomas Hargrave

**ABSENT:**

**GUESTS: Matt Ricci, Joseph Seeley, Chris Baird, Janet Ricci**

**Call to Order/ Prior Minutes.**

The meeting was called to order at 6 p.m. by Chairman Brethen. The Board noted the prior minutes of February 17, 2021. A motion was made by Stanley Manning and seconded by Linda Baird to accept the said minutes as presented. The motion passed unanimously.

**Application #2021-03 of Beverly Orcutt for a 2acre lot Subdivision from a 57.8 acre lot at 4282 Meads Creek Road in the R-1& Agricultural Zone – WITH PUBLIC HEARING.**

A letter was received from Beverly and Edward Orcutt, giving permission to David Orcutt and Melissa Cole to speak on their behalf. Discussion was had with Melissa Cole regarding the plan to subdivide 2 acres from the 57.8 acre lot. The plan is to place a single family home on the subdivided lot at a future date. The lot meets the requirements of density control for these areas.

It was noted that the construction of the home would be delayed due to the cost. The SEQR for this application and the corresponding Site Plan Application # 2021-01 and Flood Plain Application #2-2021 of Taylor Smith was declared to be a negative declaration with no impact.

A motion was offered by Stanley Manning as follows: Regarding the Subdivision Application #2021-03, that the Planning Board classifies this as an unlisted action; the Planning Board having reviewed the EAF hereby makes and properly files a negative declaration of environmental significance; that the Planning Board declares the application complete; and having held a public hearing with no comment, and authorizes the Chairman to sign the plat. Applicant is advised that the approval expires if the plat is not filed with the County Clerk within 62 days of signature by the Chairman. The motion was seconded by Albert Johnson and passed with a unanimous vote.

**Flood Plain Permit Application #2-2021**

It was determined that the BFE is 1004.2 and that the property is in a 100 year flood plain area.

This property will be raised 3 feet, and will have an elevation of 1007.2 when the home is placed.

A motion was offered by Abram Thomas as follows: Regarding the Application #2-2021 of Taylor Smith, that the Planning Board classifies this as an unlisted action and declares itself lead agency; the Planning Board having reviewed the EAF hereby makes and properly files a negative declaration of environmental significance; that the Planning Board declares the application complete; and based on the information from the site plan application #2021-1 and with the same conditions; The motion was seconded by Stanly Manning and passed with a unanimous vote.

**Site Plan Application #2021-1 Taylor Smith for a Manufactured Home at 4282 Meads Creek Road in the R-1& Agricultural Zone – WITH PUBLIC HEARING.**

A Double Wide home will be placed at the property which meets all the criteria of the zoning law for setbacks, septic, electrical service, and well design for the area. There were no public comments during the public hearing portion of the meeting on this application.

A motion was offered by Abram Thomas as follows: Regarding the Application #2021-1 of Taylor Smith, that the Planning Board classifies this as an unlisted action and declares itself lead agency; the Planning Board having reviewed the SEQR hereby makes and properly files a negative declaration of environmental significance; that the Planning Board declares the application complete; and based on the information from the site plan application #2021-1; The motion was seconded by Stanly Manning and passed with a unanimous vote.

**Site Plan Application #2021-5 Janet Ricci for a Manufactured Home at 9421 Elm Street in the R-1& Agricultural Zone – WITH PUBLIC HEARING.**

Mrs. Janet Ricci spoke on behalf of the application to place a manufactured home at the address above. The home will be a new manufactured home will require a 7' setback variance to reduce the size of the back yard to allow space for the required septic system configuration. The lot backs up to a vacant lot that will be landlocked and belongs to the original owner of the lot, Darrel Dates. The closest structure is more than 100' away from the proposed septic system. This home meets the requirements for the area and with the setback will meet all other requirements. No other public comments were offered for this application.

A Motion was offered by Stanley Manning as follows, that the Planning Board classifies this as an unlisted action and declares itself lead agency; the Planning Board having reviewed the SEQR hereby makes and properly files a negative declaration of environmental significance; that the Planning Board declares the application complete; and based on the information from the site plan application #2021-5; the site plan application under the condition that the setback is approved by the Zoning Board, and a recommendation to the Zoning Board to approve said setback was and seconded by Abram Thomas, and passed with a unanimous vote.

**Site Plan Application #2021-4 of the Campbell Fire District to change the occupancy for the former CMA church located at 8766 State Route 415 from A3 to Business/A3 to accommodate the new Fire District use needs. With public hearing.**

The present occupancy classification is assembly, for the former CMA church, the proposal is to change to a business occupancy. The tentative plans have been submitted for improvements to the existing building to meet the New York State fire code for this occupancy. It is further intended at a later date to utilize the chapel area for rental purposes to the public. This is an incidental use for the building which means the business occupancy is still viable per Code.

A temporary certificate of occupancy has been issued for 90 days to allow improvements to be completed. This will allow a maximum of 50 public attendees for meetings only, but not allow for larger size events at this time. On-site food service and other activities are proposed for the future use.

Linda Baird and Chris Baird of the Campbell Fire Department spoke in favor of this application and discussed future plans to add a building for the fire trucks. At this time the CBFD is only looking to have their meetings and fire department trainings at the location.

A Motion was offered by Abram Thomas as follows, that the Planning Board classifies this as an unlisted action and declares itself lead agency; the Planning Board having reviewed the SEQR hereby makes and properly files a negative declaration of environmental significance; that the Planning Board declares the application complete; and based on the information from the site plan application #2021-4; the site plan application under the condition that there is only fire department personnel, with no rentals until improvements are made, 50 people or less. A new fire door and exit signs are installed and must have a final inspection after the 90 day temporary certificate of occupancy expires. Was seconded by Stanley Manning: Vote 4AYE 0 NAY 1 Recused. Linda Baird recused herself due to the fact that she is in the fire department.

**Adjournment.**

There being no further business before the Board, the meeting was upon motion by Linda Baird and Seconded by Stanley Manning, adjourned at 7:00 p.m.

Respectfully submitted,

Michelle Seeley, Secretary to  
Town of Campbell Planning Board

**Dated:** April 28, 2021

Town of Campbell Planning Board  
Minutes for Meeting of April 21, 2021