

**INCORPORATED
VILLAGE of PORT JEFFERSON**

121 West Broadway
Port Jefferson, NY 11777
Tel. (631) 473-4744 Fax (631) 473-2049
www.portjeff.com

**OCTOBER 8, 2020
PLANNING BOARD MINUTES**

PRESENT:

ABSENT:

R. DiBiase, Chairman
L. Zimmerman
G. Anderson
B. Sabatino
T. Vulpis
J. Castellano, alternate member
A. LaPointe, Special Village Atty. to Building/Planning
C. Suarez, Secretary to the Planning/Zoning Boards
J. Sigler, Site Plan Reviewer
R. Kassay, Trustee/ Liaison

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The Planning Board met virtual via ZOOM www.portjeff.com/virtualmeetings

5:00PM GENERAL BUSINESS

- LZ moved to approve the 9/17/20 draft PB minutes, second by GA, vote unan.4 -0.
 - Next Planning Board meeting/public hearing 11/5/20
 - Trustee Kassay welcomed by the Planning Board as new Liaison
 - Trustee Kassay spoke to the board regarding forthcoming Trustee reports
 - Tom V. joined the meeting at 5:42PM.
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APPLICATIONS

**1615 Main St. (JS)
Site Plan Development**

Application: #0540-18

Location: Southeastern most lot of Village- North side of LIRR Station and Parking Lot

SCTM: Sec.21, Blk.6, Lots 7, 9.2, 9.3 & 15

Zoning: C-2 Central Commercial District

Applicant: Port Jefferson Crossing c/o Conifer Real Estate Developers

Property Owner: Port Jefferson Crossing c/o Conifer Real Estate Developers

Description: Proposed three-story mixed-use building on four contiguous lots on the southeastern-most side of Main Street adjacent to the LIRR station/parking lot. *Public hearing opened July 9, 2020, public hearing closed August 20, 2020, conditional approval granted September 17, 2020*

Action: Staff update

JS updated the Board. Staff is waiting for all conditions to final approval to be satisfied.

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**116 West Broadway (LR)
Site Plan Development**

Application: #0603-20

Location: Vacant Water Authority Bldg.

SCTM: Sec.12, Blk.1, Lot 3

Zoning: M-W2

Applicant: West Ferry Office LLC

Property Owner: West Ferry Office LLC

Contact: Erik Bjerneby c/o EAB Architectural Designs

Description: Proposed two story accessory ferry office building and site improvements. ZBA approved height variance on September 24, 2020.

Action: Review proposed site plan submitted 10/8/20

March 2019 the Planning Board referred the proposed site plan to the ZBA for a height variance.

June 25, 2019 the ZBA denied the application for a proposed structure 36 feet 9 inches tall.

August 19, 2020 the ZBA approved a new application for a proposed structure 32 feet 5 inches tall.

October 8, 2020 staff received revised proposed plans

The Board reviewed the revised plans with the following questions/comments to be forwarded to the applicant:

- Details on proposed office staff and occupancy
 - Parking spaces existing and required
 - Brookhaven easement to be shown on site plan
 - Half circles above windows to be clearly described
 - Juliet balcony with window boxes on the south side to be shown
 - Landscape plan needed
 - Brookhaven terminal progress status due to COVID-19
 - Color renderings and sample materials needed
 - Refer to ARC
-

**170 North Country Rd. (LR)
Site Plan Amendment**

Application: #0596-19

Location: Corner of North Country Road and Columbia Avenue

SCTM: Sec.22, Blk.1, Lot 2

Zoning: P-O Professional Office

Applicant: Sal Capitano, Pres. c/o Columbia North Development Corp.

Property Owner: Sal Capitano, Pres. c/o Columbia North Development Corp

Contact: Sal Capitano, Pres. c/o Columbia North Development Corp

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Description: Proposed addition of 26 parking spaces.

Action: Staff update

Applicant proposed expansion of parking lot from 42 spaces to 68 spaces, land banking five spaces to keep existing landscaping.

Applicant first submitted site plan amendment application March 1, 2019. Application was placed on hold waiting for a zone change to allow the existing medical use.

September 6, 2020 The zone change from R-O to P-O became officially accepted by the state.

September 28, 2020 Revised site plan submitted.

October 8, 2020 LR staff report distributed and discussed.

The site now requires additional parking for the 3,800 sf of existing medical office space.

The Board reviewed the proposed site plan with the following questions/comments to be forwarded to the applicant:

- Property screening on south side of property to be shown
 - Clarification of lower lot dimensions and sidewalks needed
 - Parking calculations to be shown (19 ft. aisles to be revised to 24 ft.)
 - ADA/Handicap spaces to be confirmed. Parking spaces could be added near the southwest building corners to replace those in undesirable locations.
 - Dumpster location and enclosure to be shown in detail (color rendering)
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216B Main St (LR)

Change of Use/Conditional Use Permit

Application: #0609-20

Location: (formerly C'est Cheese)

SCTM: Sec.12, Blk.7, Lot 35

Zoning: C-1 Commercial

Applicant: Richard Orlandi c/o Natural Hounds LLC

Property Owner: 210-302 Parillo LLC

Contact: Heather Brinn Architect

Description: Proposed cooking/preparation of dog food / Artisanal Manufacturing

Action: Introduce application

Applicant requests change of use from conditional use of "Restaurant Standard" to the conditional use of "Artisan" which requires a public hearing. (The retail space formerly Craft is not part of this project).

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October 8, 2020 LR staff report distributed and discussed.

The proposed use involves preparing custom human grade food for dogs on a made to order basis. There will be some retail sales. No seating to be provided.

The proposed demolition plan was displayed.

The Board reviewed the proposed site plan with the following questions/comments to be forwarded to the applicant:

- SCDPW confirmation of grease trap requirement -verify that no outdoor trap is needed
- Proposed plans to provide parking calculations (15 spaces going down to 3 spaces)
- Number of staff/employees
- Adequate means of egress requirement
- Front door swing

Public Hearing scheduled for November 5, 2020 at 6:30PM. Revised later to 6:00PM.

GA moved to adjourn the meeting at 6:25PM, TV second, vote 5-0, unan.

Meeting ended 6:25 PM

Respectively submitted, Cindy Suarez, Secretary Planning/Zoning