

**DRAFT**

**Planning Board August 28, 2019 Meeting Minutes**

The meeting was held at the Aurora Firehouse meeting room at 6:30 pm

**Present:** Chairperson Pat Bianconi, Pat Foser, Michele Murphy, Pam Sheradin and Frank Zimdahl

**Others Present**

**Village Officials:** Clerk Ann Balloni, Attorney Tom Blair, ZBA member Laura Holland, and Planning Board Alternate Thea Miller

**Inns of Aurora Representatives:** Chief Operating Officer Sue Edinger, Project Manager Ted Kinder and Attorney Wendy Marsh

**Members of the Public:** G. Alan Clugston

**Call to Order:** Ms. Bianconi called the meeting to order at 6:30 p.m.

**Changes to the Agenda:** No changes

**Approval of Minutes:** On motion by Mr. Zimdahl, seconded by Ms. Foser, the Planning Board voted to approve the August 13, 2019 minutes.

AYES: Bianconi, Foser, Murphy, Sheradin and Zimdahl

NAYS: None

Motion carried unanimously.

**Announcements:** No announcements

**Visitor Welcome:** Ms. Bianconi welcomed all visitors and there were no comments.

**Old Business**

**Application #17-43 from the Inns of Aurora to amend the Zabriskie House site plan to include a fence (Tax Map #181.12-1-13)**

Mr. Kinder described a 37' long fence, 4' high along the west side of the parking lot to prevent headlights from shining onto the patio.

On motion by Ms. Foser, seconded by Mr. Zimdahl, the Planning Board voted to approve the amended site plan to include a fence for Application #17-43.

AYES: Bianconi, Foser, Murphy, Sheradin and Zimdahl

NAYS: None

Motion carried unanimously.

**New Business**

**Application #19-10 from the Inns of Aurora to convert Taylor House to a conference center at 396 Main St (Tax Map #181.16-1-7.1)**

The Inns of Aurora are working with the Board of Trustees to amend the Memorandum of Understanding (MOU) signed in April 2019. The MOU allowed the Inns of Aurora to convert Taylor House to a conference center as the catalyst for a Generic Environmental Impact Statement (GEIS) of all their properties. The Inns of Aurora have requested a decoupling of the Taylor House Project from the GEIS to move the project forward immediately and submit a different project to initiate the GEIS process.

The Inns of Aurora submitted a Short Environmental Assessment Form (SEAF) and re-introduced the project to the Planning Board and updated them on changes made since they first presented the project in 2017. The plans include:

- Maximum of 50 attendees
- 18 space parking lot with cedar fence for screening
- Expansion of the south patio
- No outdoor music
- No commercial kitchen
- Minimal changes to the first floor beyond code/ADA requirements
- 1 large conference room on the 2<sup>nd</sup> floor with additional break out rooms for smaller gatherings
- Installation of ADA bathroom and elevator
- Replacement windows
- Return of the garden house
- Revised drainage plan to include an innovative system of basins under the parking lot with attached pipes leading to lawn sprinklers

Ms. Bianconi questioned if the State Historic Preservation Office (SHPO) was consulted as Taylor House is a designated, local landmark and a contributing structure to the National Historic District. Ms. Marsh replied that SHPO is not an involved agency as no public funds are being used for the renovation but agreed to contact them for their input.

Ms. Foser questioned why there is extensive renovation of the second floor, noting irreplaceable features such as the plaster and crown molding. Mr. Kinder replied that the plaster and crown molding will be preserved and reused. Ms. Edinger added that they are creating and repurposing the space as a functioning meeting room.

Ms. Foser questioned if there will be air conditioning from a geothermal source, similar to the other Inns properties. Mr. Kinder replied that they are reevaluating the HVAC plan due to their reluctance to remove trees on the property to install the piping system for geothermal.

The Planning Board reviewed the SEAF and discussed the following:

Questions #17 & #18: Mr. Blair noted that the revised drainage plan should be explained on the SEAF. Mr. Blair added that he will consult with the Village Engineer and they will give their recommendations. Mr. Blair also advised updating the Cayuga County 239 committee on the drainage plan as drainage was their only concern in their review. The applicant is also required to submit an updated site plan that includes the drainage system.

Ms. Bianconi suggested a tentative schedule for the project, all contingent upon the Inns of Aurora and the Village Board signing an amended MOU.

- September 4: Inns of Aurora consultation with the Community Preservation Panel
- September 25: Planning Board SEQR Parts 2 & 3
- October 2: Community Preservation Panel determination
- October 23: Planning Board Site Plan Review and Special Use Permit (for excavation) Public Hearing

Ms. Marsh questioned why the Planning Board isn't doing the Site Plan Review and Special Use Permit Public Hearing at the September 25 meeting. Ms. Bianconi replied that she does not want the Planning Board to conduct their final review until they have received the determination from the Community Preservation Panel.

Ms. Edinger added that despite the Inns of Aurora request to decouple the Taylor House project from the GEIS, they are fully committed to the GEIS process.

**Adjournment:** On motion by Ms. Murphy, seconded by Ms. Sheradin, the Planning Board voted to adjourn the meeting at 7:15 p.m.

AYES: Bianconi, Foser, Murphy, Sheradin and Zimdahl

NAYS: None

Motion carried unanimously.

Respectfully submitted,

Ann Balloni  
Village Clerk