

**VILLAGE OF MANCHESTER  
REGULAR PLANNING BOARD MEETING  
8 CLIFTON STREET  
APRIL 01, 2014**

Present: Michael Chase, Chairman  
Sean Schumacher  
Judy Robinson  
Laurent Gurewitch

Absent: Vincent DelGatto, Jr.

Others Attending: Bob Tolpa, Steve Parks

Recording: Rita J. Gurewitch, Clerk

Chairman Chase called the meeting to order at 7:02 pm.

**OATH OF OFFICE**

Laurent Gurewitch took the Oath of Office as a Planning Board Member for the term of 5 years to 3/31/2019.

The minutes from the March meeting were approved upon motion from Sean Schumacher, including a date correction, seconded by Laurent Gurewitch, unanimously carried.

**2 N MAIN STREET – PARKS AND TOLPA CONSTRUCTION CORPORATION**

Mr. Robert Tolpa and Mr. Steve Parks addressed the Board with a request for a Mixed Use Permit for 2 North Main Street which is located in a Commercial – 1 district. They would like to have a commercial office on the first floor and three apartments on the second floor. The total site area is 6,216 square feet, 2 floors.

Mr. Tolpa explained that he and Mr. Parks run a construction company, would like to purchase this building and have their office there and have the apartments for additional income.

Chairman Chase stated that mixed use approvals are subject to Village Board approval. He also informed the Board that this location has received mixed use approval on March 6, 2006 with contingencies. Those contingencies are: stamped architectural drawings and legal documentation, which includes a deed and map showing the proper agreements between property owners for easements concerning parking, ingress and egress. The approval included that the Code Enforcement Officer review such documents.

After a brief discussion, a motion was made by Sean Schumacher that the Planning Board utilizes the 2006 Mixed Use approval from the Village Board, seconded by Laurent Gurewitch, unanimously carried.

The property currently has one commercial shop and one apartment on the first floor. The second floor is vacant. Parks and Tolpa Construction will use the same layout on the first floor and would like to renovate and put three apartments on the second floor making a total of four apartments in the building.

A discussion proceeded on the following: parking and screening, easements, garbage containers, signs, ingress/egress, codes, and safety.

Presently all parking spaces (9) are shown within the boundaries of the property. Due to needing an enclosed container for refuse cans, an updated plan showing this change will be provided, along with a barrier to the north and a possible fencing to the east that will screen some parking from view.

**RESOLUTION – FINAL SITE PLAN – PARKS AND TOLPA CONSTRUCTION CORPORATION**

WHEREAS, the planning board has considered the application of Parks and Tolpa Construction Corporation in detail; and

WHEREAS, the building use is basically the same with no expansion of the building and such applications present little potential for Village, County or Intermunicipal impact, and

WHEREAS, the applicant will be required to contain all parking necessary within their own boundaries; and

WHEREAS, the granting of this application will not be detrimental to the public good and will have no significant environmental impact; so

THEREFORE, LET IT BE RESOLVED, that Parks and Tolpa Construction be granted final site plan approval with the conditions set forth above and hereafter.

BE IT FURTHER RESOLVED, that renovation will not begin until permits (if applicable) have been issued by all governmental agencies involved (State, Federal & Local), and fees paid.

The above resolution was offered by Sean Schumacher, seconded by Laurent Gurewitch, and put to a roll call vote as follows:

Michael Chase	Voting	“AYE”
Judy Robinson	Voting	“AYE”
Vincent DelGatto	Absent	
Laurent Gurewitch	Voting	‘AYE”
Sean Schumacher	Voting	“AYE”

The resolution was then duly declared adopted.

Code Enforcement Officer Steve DeHond will meet with them in regard to a building permit. When signage is finalized they will submit a sign application at that time.

The meeting was adjourned upon motion at 7:50 pm. The next Regular Planning Board meeting will be Tuesday, May 6, 2014 at 7:00 pm.

Submitted by,

Rita J. Gurewitch  
Village Clerk/Treasurer