Agenda
Town Board Meeting
February 8, 2023
6:30 PM

1. Virtual Meeting Instructions - February 8, 2023

   Documents:

   2-8-23 TOWN BOARD MEETING INSTRUCTIONS.PDF

2. Pledge Of Allegiance
3. Open Podium
4. Planning Board Response To Local Law Amendment To RM Zone
5. Public Hearing - To Amend The Local Law For Residential Multiple Use Districts (RM) To Allow For Mixed Use

   Documents:

   ONONDAGA COUNTY PLANNING BOARD Z-23-22.PDF
   LOCAL LAW 2023 - ___ AMENDING RM ZONE FOR MIXED-USE RETAIL ENACTING.PDF

6. Zone Change Request - 4600 Enders Rd. Tax Map # 117.2-01-04.0 - Request CA To RM

   Documents:

   ENDERS ZONE CHANGE REQUEST UPDATED 22 OCT 27.PDF
   UPDATED - 4600 ENDERS ROAD - SURVEY.PDF
   LOCAL LAW 2023 - ___ ZAZZARA - EASTERN HILLS CHURCH ZONE CHANGE ENACTING.PDF
   Z-22-313.PDF

7. Motion Regarding Summer Show - Recreation Department
   A motion to delegate authority to the Town Supervisor to sign all contracts for the 2023 summer show contingent upon attorney review and upon the dollar amounts remaining within the budget.

8. Engineering RFP

   Documents:

   REQUEST FOR ENGINEERING PLANNING LETTERS OF INTEREST V 7.PDF

9. Motion To Hire Administrative Assistant To The Town Supervisor
   Motion to hire Miranda Lent to the position of Administrative Assistant to the Town Supervisor at an annual rate of $33,280 effective February 7, 2023.

10. Approval Of Minutes - January 25, 2023

    Documents:

1-25-23 DRAFT.PDF

11. Approval Of Abstract # 3

    Documents:

    ABSTRACT 3.PDF

12. Adjournment

This meeting is being recorded and live streamed. The recording will be broadcast live and will be posted to the town website at www.townofmanlius.org

Town of
MANLIUS
New York

February 8, 2023

6:30 PM

Town Board Meeting Instructions

The easiest way to participate in the meeting is to use the link provided below. The meeting will be conducted on the ZOOM platform as a webinar. Please make sure that when you complete your attendee registration you enter your full name.

Click on the link or enter the meeting URL web address as listed below.

https://us02web.zoom.us/j/86458688556?pwd=NWY3VmZMTkJic3JKTXJ2TThlQmtrQT09

Password to join when prompted:

Password: **223572**

Enter your email address and name and join the meeting.

Join by telephone by dialing the number below:

(929) 436-2866

When prompted to enter the Webinar ID, use the number below followed by #

Webinar ID: 864 5868 8556

Press # again to skip the personal id and enter the password below followed by #

Password: **223572**

If this is your first time joining a ZOOM meeting, you may practice using ZOOM meeting platform at https://zoom.us/test.

J.Ryan McMahon, II
County Executive

Onondaga County Planning Board

RESOLUTION OF THE
ONONDAGA COUNTY PLANNING BOARD
Meeting Date: February 01, 2023
OCPB Case # Z-23-22

WHEREAS, the Onondaga County Planning Board, pursuant to General Municipal Law, Section 239 l, m and n, has considered and reviewed the referral for a LOCAL LAW from the Town of Manlius Town Board at the request of Town of Manlius for the property located ; and

WHEREAS, General Municipal Law Section 239-m allows the County Planning Board to review the adoption or amendment of a zoning ordinance or local law; and

WHEREAS, the applicant is proposing to amend Chapter 155 of the Town Code, Section 155-20, Residential Multiple Use Development (RM) District to allow for minor changes and clarifications to the language of the mixed-use development district; and

WHEREAS, in September 2022, the Board offered No Position on a referral (Z-22-272) to amend the same chapter to allow for expanded mixed-use development within the RM district and to eliminate the Residential Transitional (RT) district; the Board also offered No Position on a concurrent referral (Z-22-274) for a zone change on four parcels from RT to RM; and; and

WHEREAS, per the language in the resolution for proposed local law, the RM zoning district as amended in September 2022 increased opportunities for mixed-use in the RM zone, and allowed retail use under the same restrictions that had been in place prior to the law, namely that existing structures continue to maintain a residential character; and

WHEREAS, the resolution notes the Planning Board has raised concerns and made recommendations on limiting retail use in the RM zone to ensure that all existing structures and any new structures maintain a residential feel and look so that the RM zone would continue to be a transition zone from residential to commercial; the Town Board also desires to limit retail uses in the RM zone to small scale, personal service type of business that can maintain the residential character of a neighborhood; and

WHEREAS, mark-up changes to the RM zone include added language referring to the repurposing of existing structures, clarifying Planning Board determination of appropriate uses, and clarifying retail to mean small scale retail limited to 50% of the square footage of any building and adaptive reuse; and

WHEREAS, the purpose and intent of the Residential Multiple-Use Districts (RM) is to retain the existing residential character of established neighborhoods while allowing for regulated commercial development, to provide a transition between residential areas and nonresidential areas, and to encourage the preservation of historical structures; the proposed local law adds to the purpose statement, to encourage “mixed-use opportunities
in the RM zone that will promote walkability, re-use and re-purposing of existing structures in the RM zone”; and

WHEREAS, per a 2022 zoning map, areas zoned for RM include just over 9 acres along East Genesee Street west of the Fayetteville Towne Center, and over 13 acres along

Washington Street/Cazenovia Road southeast of the Village of Manlius; four additional parcels have since been added along Seneca Turnpike; and

NOW THEREFORE BE IT RESOLVED, that the Onondaga County Planning Board has determined that said referral will have no significant adverse inter-community or county-wide implications and may consequently be acted on solely by the referring board.

Martin E. Voss, Chairman
Onondaga County Planning Board

1100 Civic Center, 421 Montgomery Street, Syracuse, NY 13202 (315) 435-2611, Fax (315) 435-2439

E-mail Address: countyplanning@ongov.ne

GML 239 Report of Final Action

NYS GML § 239-m.6. and n.6. require the referring body to file a report of the final action it has taken on a referred matter with the county planning agency within 30 days after the final action (separate from the minutes taken at the meeting). A referring body which acts contrary to a County Planning Board recommendation of MODIFICATION or DISAPPROVAL of a referred matter shall also set forth the reasons for the contrary action in such report.

This section to be completed by the Syracuse-Onondaga County Planning Agency

To: Onondaga County Planning Board **From:** Town of Manlius Town Board

Fax: 435-2439 **Phone:** 435-2611

Re:

Applicant:	Town of Manlius
Address:	
Referral Type:	LOCAL LAW
OCPB Date:	February 01, 2023
OCPB Action:	No Position
OCPB Case #:	Z-23-22

The local board took the following action regarding the above referenced referral (Check one box. If checking Other, please specify the final action taken. Use the space at the bottom of the report to identify reasons if acting contrary to the OCPB recommendation.):

☐ Approved the proposed action with regard to the OCPB's No Position or No Position with Comment.
☐ Approved the proposed action as modified by the OCPB.
☐ Approved the proposed action contrary to some of the modifications recommended by the OCPB.*
☐ Approved the proposed action contrary to all of the modifications recommended by the OCPB.*
☐ Approved the proposed action contrary to the disapproval recommended by the OCPB.*

☐ Disapproved the proposed action with regard to the OCPB's no position or no position with comment.
☐ Disapproved the proposed action with regard to the recommended modification(s) by the OCPB.
☐ Disapproved the proposed action as recommended and for reasons set forth by the OCPB.
☐ Disapproved the proposed action as recommended but for reasons other than those set forth by the OCPB. (Please list reasons below for local disapproval.)

☐ Other _____

Local Board Date: _____

*List reasons for acting contrary to the OCPB recommendation and include a copy of the local board resolution. Attach additional reasons on a separate sheet of paper as necessary.

_____

_____

_____

_____

1100 Civic Center, 421 Montgomery Street, Syracuse, NY 13202 (315) 435-2611, Fax (315) 435-2439

E-mail Address: countyplanning@ongov.ne

IN THE MATTER

Of

LOCAL LAW 2023-___ AMENDING CHAPTER 155 OF THE TOWN CODE SECTION 155-20 RESIDENTIAL MULTIPLE-USE (RM) DISTRICTS TO ALLOW FOR MIXED-USE DEVELOPMENT AND MAKING TECHNICAL CHANGES

RESOLUTION ADOPTING LOCAL LAW

The **TOWN BOARD OF THE TOWN OF MANLIUS**, in the County of Onondaga, State of New York, met in regular session at the Town Hall in the Town of Manlius, located at 301 Brooklea Drive in the Village of Fayetteville, County of Onondaga, State of New York, and virtually on the platform commonly referred to as Zoom which was broadcast on the Town Facebook page and YouTube on the 8th of February 2023, at 6:30 p.m.

The meeting was called to order by John T. Deer, Supervisor, and the following were present, namely:

John T. Deer	Supervisor
Sara Bollinger	Councilor
Elaine Denton	Councilor
Alissa Italiano	Councilor
Katelyn M. Kriesel	Councilor
William Nicholson	Councilor
Heather Allison Waters	Councilor

The following resolution was moved, seconded and adopted:

WHEREAS, the Town Board adopted changes to the RM zone on September 28, 2022 that increased the opportunities for mixed-use development in the RM zone;

WHEREAS, the RM zone was also amended to allow retail use under the same restrictions that had been in place before Local Law 2022-__ was passed – namely that the existing structures continue to maintain a residential character;

WHEREAS, the Planning Board has raised concerns and made recommendations on limiting the retail use in the RM zone to ensure that all existing structures and any new structures maintain a residential feel and look so that the RM zone would continue to be a transition zone from residential to commercial

WHEREAS, the Town Board desires to follow the recommendations of the Planning Board and limit the retail uses in the RM zone to small scale, personal service type of business that can maintain the residential character of a neighborhood;

WHEREAS, a Local Law has been introduced before the Board, to wit: Local Law No. 2023-___, further amending Chapter 155 of the Town Code entitled "Zoning" as follows:

LOCAL LAW 2023-___, A LOCAL LAW AMENDING CHAPTER 155 ENTITELD "ZONING" TO INCLUDE MIXED-USE DEVELOPMENT IN THE RESIDENTIAL MIXED-USE ZONING DISTRICT AND MAKING ADDITIONAL CLARICATIONS RELATED TO RETAIL USES:

Be it enacted by the Town Board of the Town of Manlius, Onondaga County, New York as follows:

Section 1. Article III of Chapter 155 of the Town Code (District Regulations) shall be amended as follows:

§ 155-20 **Residential Multiple-Use Districts R-M.**

A. Purpose and intent. This district is designed to retain the existing residential character of established neighborhoods while permitting unobtrusive uses of a commercial nature which are to be regulated in such a manner as to maintain and preserve the residential character of adjacent areas as well as to provide a transition between residential areas and nonresidential areas. It is

also the general purpose and intent of this zoning classification to encourage the preservation of historical structures and the re-purposing of existing structures while also encouraging mixed-use opportunities in the RM zone that will promote walkability, re-use and re-purposing of existing structures in the RM zone.

B. The following uses shall be permitted in a Residential Multiple-Use District R-M, provided that no major alterations in the exterior appearance of existing buildings shall be allowed, except in conformity with Subsection **H** hereof:

(1) Any use permitted in a Residential District R-1 and subject to the same restrictions.

(2) Uses as set forth below and other uses of a substantially similar kind, upon approval of a combined site plan and accessory use permit (requiring the fee for site plan only) pursuant to Article **IV**, §§ **155-28** and **155-29**, provided that such uses, or mixed uses, are confined to buildings existing on the effective date of this amendment:

(a) Artisan, maker.
(b) Congregate-care services.
(c) Farmer's market.
(d) Gathering places.
(e) Professional offices.
(f) Personal services establishments.
~~(g) Retail sales.~~
(g) Apartments for residential use.

(3) Uses as set forth below and other uses of a substantially similar kind, upon approval of a combined site plan and Special Permit (requiring the fee for site plan only) pursuant to Article **IV**, §§ **155-27** and **155-28**, provided that such uses, or mixed uses, are confined to buildings existing on the effective date of this amendment:

(a) Restaurants, including coffee houses, fast casual and fine dining but not including fast food, as determined by the Planning Board.
(b) Bakery.
(c) Indoor entertainment facilities.
(d) Notwithstanding the definition of "Retail Sales" in Section 155-3B, only small-scale retail, with a maximus retail use of 50% of an existing building.

C. Uses involving drive-throughs are expressly excluded from the Residential Multiple-Use District R-M.

D. Area and dimensional requirements. All buildings, structures or uses properly permitted at the time this amendment is effective shall be deemed legal nonconforming structures and uses as set forth in Article **V** of this chapter. All buildings or structures hereafter erected or structurally altered shall meet the following area and dimensional requirements:

(1) The front yard shall have a minimum depth of 40 feet, side yards of 20 feet and rear yard depth of 40 feet. No portion of any building shall be located on any front, side or rear yard.

(2) The minimum road frontage requirement is 150 feet, and the minimum lot size is 40,000 square feet.

(3) Public sanitary sewer service is required.

(4**)** For vacant lots with less than 150 feet in frontage on the effective date of this amendment, the twenty-foot minimum required for each side yard shall be reduced one foot for each 10 feet by which the lot fails to meet the minimum frontage requirement. No side yard shall be less than 10 feet.

E. Maximum lot coverage. For the purposes of this district, lot coverage shall include the service area of a lot used for parking or access to parking, such as driveways or aisles, sidewalks as well as buildings and structures. The maximum permitted coverage on a lot used as a single-family dwelling shall be 30%. For all other permitted uses, the maximum permitted coverage shall be 50%.

F. Parking. All uses permitted herein upon receipt of a combined site plan and accessory use permit shall provide parking spaces in accordance with §155-31 except apartments, which require two parking spaces for each apartment. Except for all legal nonconforming uses existing at the time this amendment is effective; parking shall be prohibited in the front yard.

G. The Town Planning Board, when reviewing an application for a combined site plan and accessory use permit or site plan and special permit approval in a Residential Multiple-Use District R-M, may permit signs in accordance with § **155-25** of this chapter.

H. All structures built subsequent to the effective date of this amendment and any major alterations in the exterior appearance of structures already in existence on the effective date of

this amendment shall be subject to site plan review by the Town of Manlius Planning Board and shall be of a design and style that is compatible with the style and type of structures in the neighborhood. It is the intention of the Town Board to allow the uses set forth 155-20B for new structures or buildings built in the RM zone with the same restrictions set forth therein.

I. Except for any legal nonconforming uses or buildings existing on the effective date of this amendment, no more than two permitted uses, as set forth in § **155-20B(2)** of this chapter, shall be allowed to occupy any structure or building of 1,000 square feet or less. In any structure or building of more than 1,000 square feet, the Planning Board is hereby authorized to grant permission to approve more than two allowed uses upon the granting of a combined site plan and accessory use permit for each additional new or different use proposed. It is the intention of the Town Board to require a combined accessory use and site plan permit approval for any new business, even if it is similar to the business it is replacing. In granting or denying such combined site plan and accessory use approval, the Planning Board shall first consider the purpose and intent, as set forth in § **155-20A** of this chapter, and then determine and find the following:

(1) Whether multiple businesses will change the character of the area.
(2) Intensity of use for each additional business in a structure or building will not adversely affect the operation of other businesses in the structure or building.
(3) Whether one freestanding sign with multiple tenants displayed will adversely affect aesthetics or cause confusion to the public.
(4) Whether the location and capacity for parking will accommodate any new or different use;
(5) Whether the new or additional use will adversely affect ingress and egress;
(6) Whether any aesthetic changes to the building or structure fit within the purpose and intent as described in § **155-20A** of this chapter.

Section 2. Effective Date

This local law shall take effect immediately upon filing with the Secretary of State.

WHEREAS, the Planning Board has reviewed the proposed changes and has voted on a positive recommendation to the Town Board at their January 23, 2023 meeting, indicating its support of the Local Law;

WHEREAS, the Syracuse Onondaga County Planning Agency has reviewed the proposed changes and has indicated, by letter dated February 1, 2023, that there will be no county-wide impact related to Local Law 2023-____;

WHEREAS, on February 8, 2023, the Town Board held a public hearing on Local Law 2023-___ at which time the public was given an opportunity to speak for, or against Local Law 2023-___;

NOW, THEREFORE, BE IT RESOLVED, that for the reason stated above, the Town Board of the Town of Manlius, County of Onondaga, State of New York, hereby adopts Local Law 2023-___ as set forth in this resolution; and be it

FURTHER RESOLVED, that the Town Clerk is hereby directed to file Local Law 2023-___ with the Secretary of State within 20 days of its adoption by the Town Board, pursuant to Municipal Home Rule Law.

I, ALLISON WEBER, Town Clerk of the Town of Manlius, **DO HEREBY CERTIFY** that the preceding Resolution was duly adopted by the Town Board of the Town of Manlius at a regular meeting of the Board duly called and held on the 8th day of February 2023; that said Resolution was entered in the minutes of said meeting; that I have compared the foregoing copy with the original thereof now on file in my office; and that the same is a true and correct transcript of said Resolution and of the whole thereof.

I FURTHER CERTIFY that all members of said Board had due notice of said meeting.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Town of Manlius, this 8 th day of February ,2023.

DATED: February 8, 2023
Fayetteville, New York

Allison Weber
Town Clerk of the Town of Manlius
Onondaga County, New York

Graziano Zazzara Jr
Icon Companies
344 S. Warren Street, Suite 202
Syracuse, New York 13202

October 27, 2022

Town of Manlius
301 Brooklea Drive
Fayetteville, NY 13066

Re: Zone Change Request for 4600 Enders Road, Manlius New York (tax map number 117.2-01-04.0)

Dear Sir/Madam:

We are currently under contract to purchase the property located at 4600 Enders Road, Town of Manlius, tax map number 117.2-01-04.0 (the "Property") from Eastern Hills Bible Church ("Seller").

We have been active in the real estate development in the Central New York area for many years. We have a history of taking vacant under-utilized properties and redeveloping them to allow them to become areas that benefit the surrounding community and add to the tax base. We believe the Property, which is now mostly vacant and unused, can be updated and put back into productive use for the community.

The Property is currently zoned as RA Restricted Agricultural District. This zoning classification was appropriate prior to the commercialization of the surrounding area on Enders Road and Cazenovia Road, which is now a vibrant district.

With the Eastern Hills Bible Church moving to their new location, the previous church structure will remain vacant on the Property. It would benefit the community and Town to have the Property re-zoned as RM. The Seller is fully in agreement with the request for the zone change and we have submitted signed documentation to that end.

The Applicant proposes to use the Property as a mixed use property consisting of a very light office use, and, the balance to be market rate apartments. This would be a much lighter parking use and traffic generator than it had previously as a church, and, lighter than would be under some uses permitted under current RA Zoning

We look forward to discussing this request with the Town and the Planning Board.

Best regards,

Graziano Zazzara
President
Icon Companies

TOWN OF MANLIUS
ZONE CHANGE APPLICATION

1. Name of Person applying for Zone Change Grazi Zazzara Jr
   Address of person applying 344 S Warren Street. Syracuse NY 13202
   Cell Number _____ Phone Number 315 299 6292
2. Name: (owner of record) of land where Zone Change would occur Eastern Hills Bible Church
   Address (owner of record) 4600 Enders Road
   Cell Number (owner of record) _____ Phone Number _____
3. Tax Map Number of property where Zone Change would occur 117.2-61-04.6
4. Is this property located in a flood hazard area? NO
   If so, what flood area is the property in it in?
   _____
5. Present zoning classification of property RA
6. Desired zoning classification RM
   Reason for Change of Zone (use additional sheets if necessary) See cover Letter.
   _____
   _____
7. What is lot size? _____
8. If the Zone Change is granted, will the use of the property conform to the District regulations as stated in Chapter 155 Article III of the Town of Manlius Municipal Code? YES
9. Is the property within the protectively zoned area of a housing project authorized under the public housing law? NO
10. Is the property within five hundred (500) feet of the boundaries of any city, village, town, county, state park or parkway? NO
    If yes, please specify _____
11. Is the property within five hundred (500) feet from the boundary of any existing or proposed County or State park or other recreation area, or from the right-of-way of any existing or proposed county or state parkway, thruway, expressway, road or highway, or from the existing or proposed right-of-way of any stream or drainage channel owned by the county or for which the county has established channel lines, or from the existing or proposed boundary of any county or state owned land on which a public building or institution is situated? _____

If yes, please specify _____

_____

12. List the uses of all abutting property Residential, Commercial

_____

_____

13. The following must be included with your 12 application packets unless otherwise specified and/or specifically waived by the Town Board:

- An environmental assessment form which can be obtained from the Town Clerk, or an environmental impact statement.
- Copy of a survey of the premises certified by a New York State licensed surveyor.
- Legal description of the premises.
- This application must be signed by both the owner of record of the property and the applicant.

The failure to answer any question on this application, the failure to submit any item as specified or the failure to execute this application will result in a delay in the processing of the application.

Date 10/27/22 _____

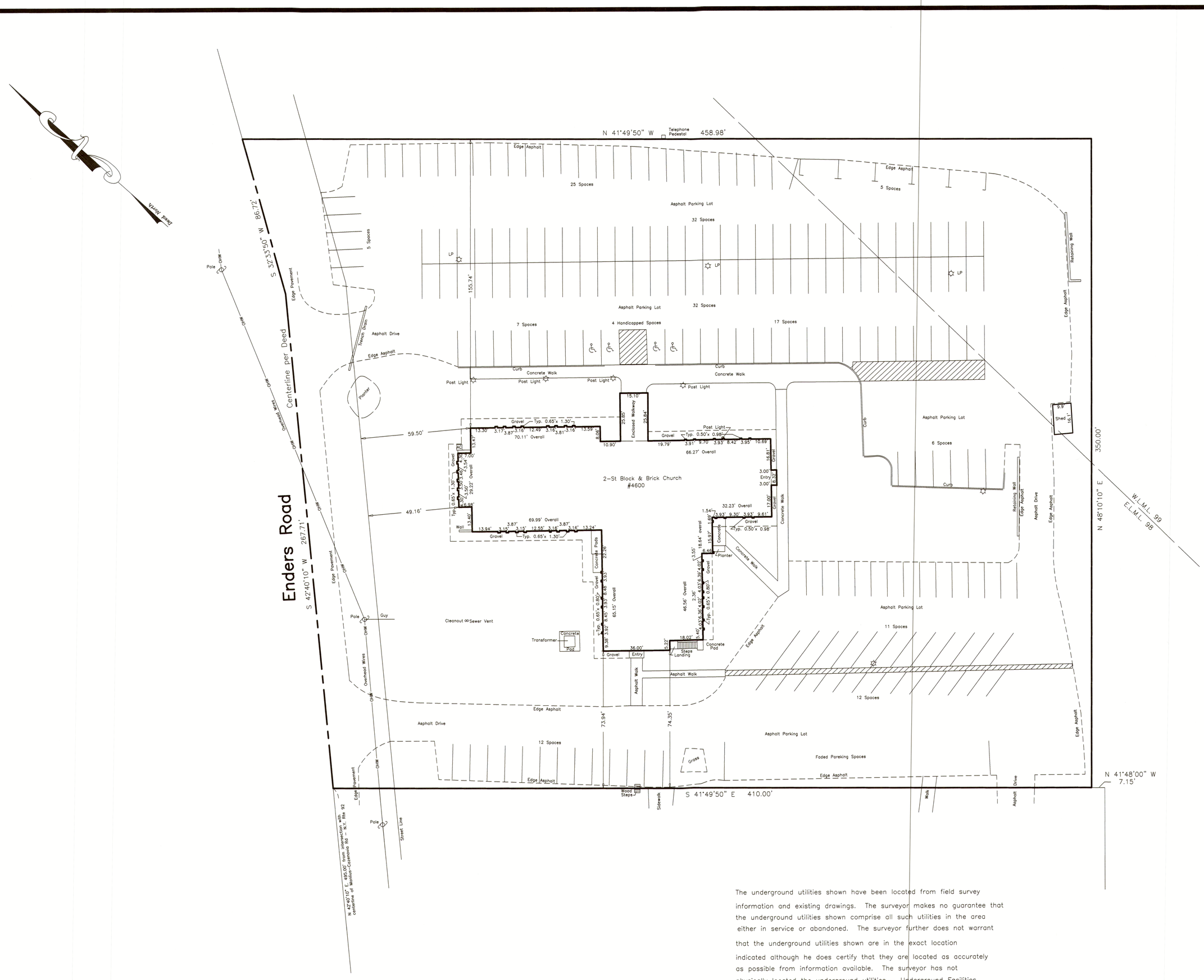
Applicant 1

Date 10/27/2022 Michael P. Lauer

Applicant 2

Date _____ _____

Applicant



The underground utilities shown have been located from field survey information and existing drawings. The surveyor makes no guarantee that the underground utilities shown comprise all such utilities in the area either in service or abandoned. The surveyor further does not warrant that the underground utilities shown are in the exact location indicated although he does certify that they are located as accurately as possible from information available. The surveyor has not physically located the underground utilities – Underground Facilities Protective Organization (315) 437-7333.

Pt of Lots 98 & 99. Town of Manlius Onondaga Co., N.Y.

Scale 1"= 30'

July 12, 2022

D. W. HANNIG L.S., P.C.
SURVEYORS - PLANNERS - CONSULTANTS
THE MARKET PLACE, BUILDING #1
MANLIUS, NEW YORK 13104
PHONE: (315) 682-5225 - FAX: (315) 682-7774

Projects/J82841A/base plan/dwg/ Final Map 4600 enders rd Church

Subject to a Current Abstract of Title

In my professional opinion, and based on my observations and/or scope of service, I hereby certify this map was made from an actual survey on 7/12/2022, and this map is correct.

This certification is void unless signed in RED ink.

DAVID WILLIAM HANNIG, P.L.S., - N.Y.S. LIC. NO. 47411

STATE OF NEW YORK
DAVID WILLIAM HANNIG
OFFICIAL SEAL
NO. 047411
LICENSED LAND SURVEYOR

IN THE MATTER

Of

LOCAL LAW 2023 -___ THE APPLICATION OF GRAZIANO ZAZZARA JR. FOR A CHANGE OF ZONE FROM RESTRICTED AGRICULTURAL (RA) TO RESIDENTIAL MULTIPLE USE (RM)

RESOLUTION ENACTING LOCAL LAW

The **TOWN BOARD OF THE TOWN OF MANLIUS**, in the County of Onondaga, State of New York, met in regular session at the Town Hall in the Town of Manlius, located at 301 Brooklea Drive in the Village of Fayetteville, County of Onondaga, State of New York, and virtually on the platform commonly referred to as Zoom, the Town Facebook page and YouTube on the 8th of February, 2023, at 6:30 p.m.

The meeting was called to order by John T. Deer, Supervisor, and the following were present, namely:

John T. Deer	Supervisor
Sara Bollinger	Councilor
Elaine Denton	Councilor
Alissa Italiano	Councilor
Katelyn M. Kriesel	Councilor
William Nicholson	Councilor
Heather Allison Waters	Councilor

The following resolution was moved, seconded and adopted:

WHEREAS, an application has been made to the Town Board GRAZIANO ZAZZARA, JR. (the "Applicant") for approval of a zone change from Restricted Agricultural (RA) to Residential Mixed-Use (RM) (the "Application") for the property located at 4600 Enders

Road (tax map number 117.2-01-04.0) consisting of a 2.83 acre parcel, improved by a 15,144 sq. ft. structure, previously used as a church;

WHEREAS, the Town Board is considering this zone change under Local Law 2023 -___, as set forth below:

LOCAL LAW 2023 -_____, A LOCAL LAW AMENDING THE ZONING MAP OF THE TOWN OF MANLIUS:

Be it enacted by the Town Board of the Town of Manlius, Onondaga County, New York as follows:

Section 1. That "The Revised Zoning Ordinance of the Town of Manlius", as amended, and the "Zoning Map of the Town of Manlius", which by provisions of said Zoning Ordinance shall be, and the same hereby are, amended to change the zoning for the 2.83 acre parcel improved by a 15,144 sq. ft. structure and identified as tax map no. 117-.2-01.04.0 from Restricted Agricultural (RA) to Residential Multi-Use (RM), which new RM zoning is set forth on that Areal Depiction entitled 4600 Enders Road, Manlius, New York 13104, dated July 18,2 2022, identified as the existing Site Plan, Sheet number A101and as set forth more particularly on Exhibit A:

See Exhibit A, Legal Description

Section 2. This law shall take effect upon filing with the New York State Department of State.

WHEREAS, the Town Board, on February 8, 2023, amended the RM Zoning District to address concerns raised by the Planning Board about the residential character of buildings in the RM Zone and restricting the allowance of retail facilities in the RM Zone;

WHEREAS, the amendments adopted by the Town Board on February 8, 2023 make the zone change re quest under this Local Law 2023-___ more appropriate since it is using an existing structure and re-purposing it for residential use, which is a desired result of the Town Board;

WHEREAS, by correspondence, dated January 27, 2023, the Chairman of the Planning Board provided his thoughts and opinions on the zone change contemplated under Local Law

2023-___, which were helpful to the Town Board and assisted it in its determinations set forth herein;

WHEREAS, by letter dated November 9, 2023, the Syracuse Onondaga County Planning Agency indicated that Local Law 2023-___ would not have a countywide impact;

WHEREAS, the Town Board held a public hearing on Local Law 2023-___ at which time the public was provided an opportunity to speak for or against Local Law 2023-___;

WHEREAS, it is the intention of the Town Board that the amendments of Local Law 2023-____ to the RM zone shall apply to this Local Law;

NOW, THEREFORE, BE IT RESOLVED, that for the reason stated above, the Town Board of the Town of Manlius, County of Onondaga, State of New York, hereby adopts Local Law 2023-___ as set forth in this resolution; and be it

FURTHER RESOLVED, that the Town Clerk is hereby directed to file Local Law 2023-___ with the Secretary of State within 20 days of its adoption by the Town Board, pursuant to Municipal Home Rule Law.

I, ALLISON WEBER, Town Clerk of the Town of Manlius, **DO HEREBY CERTIFY** that the preceding Resolution was duly adopted by the Town Board of the Town of Manlius at a regular meeting of the Board duly called and held on the 8th day of February, 2023; that said Resolution was entered in the minutes of said meeting; that I have compared the foregoing copy with the original thereof now on file in my office; and that the same is a true and correct transcript of said Resolution and of the whole thereof.

I FURTHER CERTIFY that all members of said Board had due notice of said meeting.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Town of Manlius, this 8 th day of February, 2023.

DATED: February 8, 2023
Fayetteville, New York

_____

Allison Weber
Town Clerk of the Town of Manlius
Onondaga County, New York

Joanne M. Mahoney
County Executive

Onondaga County Planning Board

RESOLUTION OF THE
ONONDAGA COUNTY PLANNING BOARD
Meeting Date: November 09, 2022
OCPB Case # Z-22-313

WHEREAS, the Onondaga County Planning Board, pursuant to General Municipal Law, Section 239 l, m and n, has considered and reviewed the referral for a ZONE CHANGE from the Town of Manlius Town Board at the request of Grazi Zazzara, Jr. / Icon Companies for the property located at 4600 Enders Road; and

WHEREAS, General Municipal Law Section 239-m allows the County Planning Board to review the adoption or amendment of a zoning ordinance or local law and the site is located within 500 feet of Cazenovia Road (Route 92), a state highway; and

WHEREAS, the applicant is requesting a zone change on a 2.83-acre parcel from Restricted Agricultural (RA) to Residential Multi-Use (RM) convert a vacant church facility for use as apartments and office spaces; and

WHEREAS, the site is located near the corner of Enders Road and NYS Route 92 in a suburban area of the Town of Manlius; surrounding land uses are commercial office, retail and childcare and residential (Mallard's Landing); and

WHEREAS, the existing site plan dated July 18, 2022 shows the former single-story Eastern Hills Bible Church building (5,144 sf) and 178 parking spaces, with two driveways onto Enders Road, a local road; and

WHEREAS, per a letter from the applicant dated October 27, 2022, the applicant proposes to change the zoning on the parcel from Restricted Agriculture (RA) to Residential Multi-Use (RM) to "use the property as a mixed-use property consisting of very light office use, and, the balance to be market rate apartments"; the OCPB referral form and Environmental Assessment Form both indicate the proposed use to be an "events venue"; municipal staff has since clarified the most current proposed uses is apartments and office as indicated in the applicant letter; and

WHEREAS, per the letter, use of the building for apartments and limited office space "would be a much lighter parking use and traffic generator than it had previously as a church, and, lighter than would be under some uses permitted under current RA zoning."; and

WHEREAS, the purpose and intent of the RM zoning district is to retain the residential character of established neighborhoods while permitting unobtrusive uses of a commercial, non-retail, nature, which are to be regulated to preserve residential transitional character; apartments and office space are among allowable uses; it is unclear whether an "events venue" would be an allowable use per the proposed zoning; and

WHEREAS, no site plans or floor plans were submitted with the zone change materials, and the EAF did not indicate any land disturbance or potential impacts to the site; and

WHEREAS, the site is to be served by municipal drinking water (OCWA);
ADVISORY NOTE: The applicant is advised to contact OCWA's Engineering Department to determine the activities and structures permitted within OCWA easements/right-of-ways, water availability and service options, obtain hydrant flow test information, evaluate backflow prevention requirements, and/or request that the Authority conduct hydrant flow testing to assess fire flow availability; and

WHEREAS, the site is to be served by municipal wastewater service; the site is located in the Meadowbrook-Limestone Wastewater Treatment Plant service area, an area designated as
flow constrained and impacted by excessive wet weather flow;
ADVISORY NOTE: Capacity assurance approval from the Onondaga County Department of Water Environment Protection (OCDWEP) is required in advance of issuance of a plumbing permit from the County's Plumbing Control Division in order to connect into the public sewer system; the Capacity Assurance Form and approval process can now be found online:
http://www.ongov.net/wep/CapacityAssuranceReviews.html; and

WHEREAS, the site may contain the Northern Long-Eared Bat, or its associated habitat, which has been listed by the state or federal government as a threatened or endangered animal species (per EAF Mapper); impacts to bat species are often associated with tree clearing and from the plans it appears that no trees will be removed as part of the proposed project; and

NOW THEREFORE BE IT RESOLVED, that the Onondaga County Planning Board has determined that said referral will have no significant adverse inter-community or county-wide implications. The Board has offered the following COMMENT(S) in regards to the above referral:

1. The submitted referral references differing plans for the site, with differing zoning implications and impacts. The Town is encouraged to clarify proposed uses, documentation (including SEQR) and potential impacts prior to rezoning.

2. The Board encourages the applicant and Town to consider a reduction in paved surfaces as part of the conversion project, to improve screening and aesthetics, and improve stormwater management.

Martin E. Voss, Chairman
Onondaga County Planning Board

1100 Civic Center, 421 Montgomery Street, Syracuse, NY 13202 (315) 435-2611, Fax (315) 435-2439

E-mail Address: countyplanning@ongov.ne

GML 239 Report of Final Action

NYS GML § 239-m.6. and n.6. require the referring body to file a report of the final action it has taken on a referred matter with the county planning agency within 30 days after the final action (separate from the minutes taken at the meeting). A referring body which acts contrary to a County Planning Board recommendation of MODIFICATION or DISAPPROVAL of a referred matter shall also set forth the reasons for the contrary action in such report.

This section to be completed by the Syracuse-Onondaga County Planning Agency

To: Onondaga County Planning Board **From:** Town of Manlius Town Board

Fax: 435-2439 **Phone:** 435-2611

Re:

Applicant:	Grazi Zazzara, Jr. / Icon Companies
Address:	at 4600 Enders Road
Referral Type:	ZONE CHANGE
OCPB Date:	November 09, 2022
OCPB Action:	No Position With Comment
OCPB Case #:	Z-22-313

The local board took the following action regarding the above referenced referral (Check one box. If checking Other, please specify the final action taken. Use the space at the bottom of the report to identify reasons if acting contrary to the OCPB recommendation.):

☐ Approved the proposed action with regard to the OCPB's No Position or No Position with Comment.
☐ Approved the proposed action as modified by the OCPB.
☐ Approved the proposed action contrary to some of the modifications recommended by the OCPB.*
☐ Approved the proposed action contrary to all of the modifications recommended by the OCPB.*
☐ Approved the proposed action contrary to the disapproval recommended by the OCPB.*

☐ Disapproved the proposed action with regard to the OCPB's no position or no position with comment.
☐ Disapproved the proposed action with regard to the recommended modification(s) by the OCPB.
☐ Disapproved the proposed action as recommended and for reasons set forth by the OCPB.
☐ Disapproved the proposed action as recommended but for reasons other than those set forth by the OCPB. (Please list reasons below for local disapproval.)

☐ Other _____

Local Board Date: _____

*List reasons for acting contrary to the OCPB recommendation and include a copy of the local board resolution. Attach additional reasons on a separate sheet of paper as necessary.

_____

_____

_____

_____

1100 Civic Center, 421 Montgomery Street, Syracuse, NY 13202 (315) 435-2611, Fax (315) 435-2439

E-mail Address: countyplanning@ongov.ne

Request for Letters of Interest

Town Planning, Engineering & Municipal Support Services

The Town of Manlius has established a procedure to periodically solicit proposals for professional services under contract with the Town in order to ensure that residents are getting high quality services at a competitive price.

The Town is seeking firms to provide a team of professionals to assist with a number of roles in the fields of land use planning, sustainability, landscape architecture, hydrology, civil engineering, grant writing and grant management. This request is designed to give firms the option to express interest in all, or only in the areas for which they have expertise and capacity. The Town does not expect to select a single firm to do everything outlined below, but does expect the firms engaged to coordinate their work to avoid duplication and gaps in effort.

The team members assigned to the Town of Manlius are expected to maintain frequent communication with the municipal personnel involved with their work and provide regular update reports to the Town Board.

SCOPE OF WORK OPTIONS

1. **Highway**

    a. Work with the Highway Superintendent to select, design, and prepare specifications for and review proposals for two to six repair and/or re-pavement projects annually that will be funded by the NYS Consolidated Local Street and Highway Improvement Program [CHIPS], Extreme Winter Recovery [EWR], PAVE-NY and/or the annual budget appropriation.
    b. Prepare bid documents in accordance with Town policies and provide construction management support to ensure that work is performed according to the specifications.
    c. Promptly evaluate incidents and locations of roadway concerns [potholes, erosion, cracks, collapsing culverts etc.] and provide engineering recommendations to the Highway Superintendent.
    d. Assist with writing funding proposals for larger projects when needed.

e. Prepare required documentation of Salt Storage, Oil/Water Separator and Spill Protection environmental compliance.
f. Review subdivision and commercial development plans; meet with Developers as appropriate and monitor drainage and pavement during construction
g. Stay up to date on NYS Highway law and Highway funding
h. Be available to the Highway Superintendent for general planning advice
i. Provide periodic training to Highway personnel as needed.
j. Prepare communication to property owners impacted by Highway projects regarding regulatory requirements
k. Explore opportunities to video and GIS map Highway infrastructure solutions over the course of several years
l. Same day response to Highway Superintendent calls/texts/emails is expected.

2. **Stormwater Management**

a. Evaluate incidents and locations of stormwater concerns [resident complaints, washouts, flooding, debris build-up, poor drainage, invasive species etc.] and provide engineering recommendations where public infrastructure is involved.
b. Work with the Highway Superintendent, Town Manager and Board Liaison to select, design, prepare specifications for and review proposals for stormwater projects that will be funded by one or more of the Town Drainage Districts.
c. Review Flood Insurance Risk Maps [FIRM], previous flooding, stormwater management studies and best practices in other municipalities to recommend stormwater mitigation strategies, such as
    - Additional standards for builders in certain areas
    - Retention basins and wetlands
    - Reduction of inflow to combined sewer
    - Tributary studies
d. Produce NYS Department of Environmental Conservation [DEC] Annual and Semi-Annual Reports.
e. Produce US Environmental Protection Agency [EPA] Storm Water Management Plan.
f. Produce Municipal Separate Storm Sewer System [MS4] Plan & Reports in collaboration with Onondaga County.
g. Participate in the National Pollutant Discharge Elimination System [NPDES].
h. Participate in the CNY Stormwater Coalition Compliance Assistance Program.
i. Coordinate with the Onondaga County Department of Transportation.
j. Coordinate with the US Corps of Engineers regarding permits to work in creeks and streambeds.
k. Coordinate with the US Department of Agriculture [USDA] Natural Resources Conservation Service [NRCS] for watershed projects.

l. In the event of a declared disaster, coordinate with the Federal Emergency Management Agency [FEMA] and the NYS Division of Homeland Security and Emergency Services [DHSES] in conjunction with the Board Liaison.
m. Prepare communication to property owners impacted by Stormwater projects regarding regulatory requirements
n. Evaluate requests from property owners to tie into municipal infrastructure
    - Usually, sump pump discharge
o. Address property owners who express Stormwater concerns
    - Meet with property owners in a manner that they feel that their concerns are respected and taken seriously
    - Evaluate the situation brought to the attention of the Town
    - Prepare a response to the concern for the Town Board
    - Write a letter that can be shared with the property owners
p. Assist the Town with a systematic plan to replace/line/remove single wall metal stormwater infrastructure from the 1980's that has reached the end of its effectiveness
q. Develop periodic educational materials regarding for Town newsletters, website and social media

3. **Stormwater Analysis Project**

The Town of Manlius has applied for funding from Department of Homeland Security and Emergency Services [DHSES] - decision anticipated June 2023 - and allocated funds from the American Rescue Plan [available 2023-2026] for a comprehensive analysis of flood mitigation options for the Limestone Creek watershed inclusive of the East and West Branches, Bishops Brook, Crane Brook, and the tributary from Three Falls Woods.

The Town conducted a study several years ago. New analysis should build upon and not duplicate those findings. The findings from these studies will be used as justification for applications to fund significant [expensive] mitigation projects [2025-2030]. The Town seeks a long-term strategy and coordination with surrounding Towns, especially the Town of Pompey.

One objective of this analysis is to evaluate opportunities to redesign the current three Drainage Districts to better reflect actual stormwater conditions

Please see the reports/videos of the 2022 Stormwater Study Group:

- February Stormwater: https://www.youtube.com/live/QZkRE96SkLU?feature=share&t=91

- March Stormwater https://www.youtube.com/live/U_O2wpsd3Bc?feature=share&t=87

- April Stormwater: https://www.youtube.com/live/jfWdcAMLmKo?feature=share&t=127

- May Stormwater: https://youtu.be/Jg7s2oAXkbs

4. **Utility Compliance**

The firm engaged will have pre-existing established contacts with representatives of utility companies that interface with municipalities in order to ensure that Town residents receive prompt and effective service. The Town will foster 'Dig Once' planning for utility work under Town roads.

a. Onondaga County Water Environmental Protection [WEP] - sanitary sewers and wastewater treatment
b. Onondaga County Water Authority [OCWA] - drinking water & hydrants
c. National Grid - right of way, poles, buried gas & electric
d. Underground Facilities Protection Organization/Dig Safely New York [UFPO/DSNY]
e. Public Service Commission/Internet/Fiber/5G
f. Onondaga County Department of Transportation [OCDOT]

5. **Landfill**

a. Prepare Landfill monitoring reports to NYS DEC. Assist with environmental sampling as needed.
    - The Town of Manlius contracts with Alpha Analytical for the inspections.
    - The Towns of Manlius and Dewitt coordinate quarterly so that inspections of both landfills are done on the same day.

6. **Planning & Development**

a. Collaborate with the Town Board, Economic Development Committee and Onondaga County to facilitate sustainably designed commercial development that will provide jobs and enhance economic vitality without reducing resident quality of life.
b. Meet with Developers and the Director of Planning & Development to review proposals for significant new development early in the application process *[+/- 6 per year]* and remain engaged during Planning Board review.
c. Maintain communication among other Departments such as Highway, Town Manager, Attorney, Assessment, Planning Board and Zoning Board of Appeals.

d. Provide expertise and best practice advice to enhance the Town of Manlius GIS resources
    - Keep the interactive zoning map current as zoning changes are approved during the year
    - Provide video and location information for Town infrastructure such as roads and drainage; coordinate storm sewers with WEP
e. Coordinate with third-party energy efficiency engineers
f. Interface with GIS system to update maps as needed.

7. **Sustainable Manlius**

a. Participate with the Sustainable Manlius community group [*meets monthly]*.
b. Facilitate implementation and record keeping for Climate Smart Community [DEC] and Clean Energy Community [NYSERDA] requirements.
    - Assist Town of Manlius to continue to be an Environmental Champion
c. Facilitate implementation of the Neighborhood Sidewalk Program.
    - When a neighborhood successfully completes the pre-petition process, prepare the Map, Plan and Report for a Sidewalk District
    - Assist the Town to apply for funding to construct the sidewalks
    - Oversee construction of sidewalks so approved
d. Stay up to date with NYSERDA, the NYS Environmental Bond Act and the federal Inflation Reduction Act programs to ensure that the Town is in compliance and takes advantage of appropriate opportunities.
e. Provide planning support to the Tree Commission.
    - Assist with Tree Inventory and GIS mapping of Town trees

7. **Codes Enforcement**

a. Assist the Codes Enforcement Officer [CEO] to evaluate properties with engineering code compliance issues as requested *[+/- 4 per year]*.
b. Assist the CEO to evaluate large commercial projects *[+/- 4 per year]* for code compliance. Provide advice/calculations about:
    - Mechanicals/HVAC
    - Life Safety
    - Energy Code/LEED
    - Floodplain/Floodway
c. Assist the CEO with site inspections upon request *[+/- 4 per year]*.
d. Assist the Town to enhance environmental sustainability through the adoption of building codes [such as the NY Stretch Code].
e. Same day response to Code Compliance Officer calls/texts/emails is expected.

8. **Comprehensive Plan Implementation**

The Town of Manlius has been working on a Comprehensive Plan since 2020. The Comprehensive Plan is expected to be adopted during Spring 2023. We are seeking a Municipal Planner to operationalize the recommendations described in the Comprehensive Plan.

a. Design and set up a Comprehensive Plan Community Implementation Advisory Committee.
b. Organize the Action Steps in the Comprehensive Plan with implementation targets.
    i. Clarify resources needed
    ii. Estimate realistic timelines
    iii. Identify agencies, approvals or permits required
c. Identify potential funding resources and assist with applications.

9. **Grant Funding**

a. Maintain general awareness of grant funding sources, timelines and expectations so that the Town may prepare for applications prior to the announcement of funds available.
b. Serve as lead writer for applications, in consultation with Town personnel
c. Coordinate grant applications with the goals of Town of Manlius Comprehensive Plan, Plan Onondaga, OCIDA and the Regional Economic Development Council
d. When grants are awarded, set up reporting mechanisms based on the Work Plan to ensure that the project stays on schedule and provides deliverables to the funder as expected.
e. Assist the Town to prepare community communications regarding grant projects including a final report upon completion.

10. **Engineer for the Planning Board**

a. Participate in Planning Board agenda meetings *[+/- 20 per year]*
b. Review all Planning Board submissions in detail
c. Participate in Planning Board meetings *[+/- 20 per year]*
d. Coordinate highway permitting with County and NYS DOT
e. Review proposals before the Planning Board and provide analysis related to:
    - Utility access
    - Soil types and geology
    - Density and siting
    - Stormwater prevention plan

f. When construction is in process, provide on-site inspections for:
    - Road construction
    - Cut and fill management
    - SWPPP compliance

Town of Manlius Work Session

The Town Board hosted a Work Session on January 11, 2023. Firms interested in submitting a Letter of Interest are strongly encouraged to view this recording: https://www.youtube.com/watch?v=7XnshVdoRhg

Letter of Interest Requirements

1. Provide a brief history of your firm and its areas of expertise.
2. Describe your firm's experience facilitating outreach and meaningful resident engagement.
3. Describe how your firm has incorporated principles of complete streets, smart growth, environmental sustainability, age-friendly design and livability into its work with municipalities.
4. Identify grant funding sources that may be appropriate to fund municipal projects and your firm's experience in securing this funding for other municipalities.
5. List any potential conflicts your firm might have due to work being done for other parties. This should include, but is not limited to, other work being done by your firm in the Town of Manlius.

Scope of Work

6. Identify the component(s) of work for which you are submitting. Provide a narrative outlining your firm's capabilities, resources and strategies related to the areas of interest identified.
7. Based on the portion of the Scope of Work that your firm is interested in providing, please provide a non-binding estimate of fees.
    a. Contracts and fee agreements will be negotiated after interviews.

Attachments

8. Resume of principal(s) to be assigned. Other resumes may be submitted at applicant's option.
9. Rate sheet showing payment rates for planners, engineers and other personnel likely to be assigned to the Town of Manlius
10. Three Municipal references.

THIS IS NOT A REQUEST FOR PROPOSAL. THE TOWN OF MANLIUS IS GAUGING THE INTEREST OF PLANNERS AND ENGINEERS TO PROVIDE PROFESSIONAL SERVICES TO THE TOWN. UPON RECIEPT OF THE INTEREST PROPOSALS, THE TOWN RESERVES THE RIGHT TO DETERMINE WHAT, IF ANY ACTION, IT IS IN THE BEST INTEREST. NOTHING CONTAINED IN ANY APPLICATION OF INTEREST SHALL BIND THE PARTIES TO ANY BENEFITS OR OBLIGATIONS. A PROFESSIONAL SERVICE CONTRACT WILL BE ENTERED INTO BY THE TOWN AND THE CHOOSEN PLANNING OR ENGINEERING FIRMS THAT WILL DETAIL THE SCOPE OF WORK AND THE BENEFITS AND OBLIGATIONS OF THE PARTIES.

Submission Process

Letters of Interest must be emailed to Ann Oot, Town Manager aoot@townofmanlius.org by 4pm on February 28, 2023 **and** one paper copy must be mailed [postmarked by February 28, 2023] to John Deer, Town Supervisor, 301 Brooklea Drive, Fayetteville, NY 13066.

MINUTES
TOWN BOARD
January 25, 2023

The Town of Manlius Town Board held a hybrid meeting with in-person attendees and virtual attendees. The meeting was live streamed on the Town Facebook page and the Town YouTube Channel. The recording of the meeting can be viewed here;
https://www.youtube.com/channel/UC3pS9-uTiX4l7aEgciGEVSA

Supervisor John Deer presided, and the following Board members were present:

	Sara Bollinger, Councilor
	Elaine Denton, Councilor
Attended Virtual	Heather Waters, Councilor
	Katelyn M. Kriesel, Councilor
	Alissa Italiano, Councilor
	William Nicholson, Councilor

The following Town Officers were present:

Anthony Frateschi, Attorney for the Town	Debi Witzel, Deputy Town Clerk
Ann Oot, Town Manager	Kay Blythe, Deputy Town Manager

The following Town Officers Attending Virtually: Police Chief, Michael Crowell. Highway Superintendent, Rob Cushing, Tom Poitras, Town Code Officer.

1. Attendees

In-Person Meeting Attendees: Ed Smith, Chittenango. Cheryl & Chris Demmers, Chittenango. Mark Matt, Fayetteville. Vicki & Rusty Robinson.

Virtual Meeting Attendees: John Gaffney, Warren Linhart, Casey Cleary.

2. The Pledge of Allegiance

Supervisor Deer, called the meeting to order at 6:30 PM. Councilor Nicholson led the Pledge of Allegiance. Supervisor Deer welcomed everyone and thanked all for attending.

3. Open Podium - None

4. Annexations to the Village of Minoa

Supervisor Deer stated there are two parcels in the town that the owners have requested would be annexed to the Village of Minoa. The Town Board held a public hearing at the last meeting with the applicant and representatives from the Village of Minoa in attendance, there were not public comments. The Village of Minoa completed the SEQRA process at the January 23, 2023, Village Board Meeting and declared the Village lead agency. The annexations come back to the Town for approval.

DRAFT

Caron Annexation

Councilor Nicholson made a motion, seconded by Councilor Italiano, to approve the annexation of a 3.79-acre parcel of land located 7235 North Central Avenue Minoa NY as outlined in the resolution prepared by the attorney for the town.

Ayes: Supervisor Deer, Councilor Nicholson, Councilor Bollinger, Councilor Denton, Councilor Italiano, Councilor Waters.

Nayes: 0 All in Favor. Motion Carries.

Greiner Annexation

Councilor Nicholson made a motion, seconded by Councilor Italiano, to approve the annexation of a 4.572-acre parcel of land located on Kirkville Road Minoa NY as outlined in the resolution prepared by the attorney for the town.

Ayes: Supervisor Deer, Councilor Nicholson, Councilor Bollinger, Councilor Denton, Councilor Italiano, Councilor Waters.

Nayes: 0 All in Favor. Motion Carries.

5. Proposed Local Law – Cannabis Regulations

Supervisor Deer stated the Board is presenting the resolution to the public for their review and to email the board with questions at townboard@townofmanlius.org before a public hearing is held.

The board continued with a discussion of some of the items to consider for Town Cannabis regulations, such as: Zoning, Creating a District, Where the Dispensaries and Retail locations might be placed, should a Special Use Permit be issued.

6.Brolex – Negative Recommendation from Planning Board

Supervisor Deer stated the Planning Board recommended that the Town Board not re-zone the properties located on Route 5, Chittenango (082.2-01-02.0 and 082.2-01-03.0) as requested by the applicants. The Town Board accepted this recommendation, and the zoning of the property will not change.

7. Changing Seasons – OCWA Hydrant and 8" Water Main Extension

Councilor Bollinger made a motion, seconded by Councilor Denton, to authorize the Highway Superintendent and Town Supervisor to sign the Highway Permit to authorize OCWA to install an 8" Main extension in the Changing Seasons Tract as described in the permit.

Ayes: Supervisor Deer, Councilor Nicholson, Councilor Bollinger, Councilor Denton, Councilor Italiano, Councilor Waters.

Nayes: 0 All in Favor. Motion Carries.

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8. Kayak Floating Dock Bid – Adjustment

NYS Canal System Tourism Infrastructure & Event Grant

	Grant Funding	September Proposal	October Proposal	December Proposal
Purchase of Floating Launch	$ 24,000.00	$ 52,139.00	$ 36,236.00	$ 40,135.00
Shipping		$ 3,093.00	$ 3,093.00	$ 3,093.00
Installation Labor		$ 2,612.00		
Cash Match	$ 10,000.00			
In-Kind Match	$ 14,000.00			
Concrete Anchor		$ 1,000.00	$ 1,000.00	$1,000
Highway Team & Equipment		$ 7,000.00	$ 7,000.00	$ 3,200.00
Permits		$ 500.00	$ 500.00	$ 500.00
Total Project Cost	$ 48,000.00	$ 66,344.00	$ 47,829.00	$ 47,928.00

Councilor Bollinger made a motion, seconded by Councilor Nicholson, to authorize the purchase of a floating launch kayak dock from BoardSafe in the amount of $43,228 as written in the December proposal and this will supersede any other previous resolution.

Ayes: Supervisor Deer, Councilor Nicholson, Councilor Bollinger, Councilor Denton, Councilor Italiano, Councilor Waters.

Nayes: 0 All in Favor. Motion Carries.

9. Appraisal Request for Proposal (RFP)

Councilor Bollinger stated the Town is issuing an RFP for a properly licensed appraiser to look at the property on N. Burdick St., Fayetteville NY. Councilor Bollinger stated the RFP will be available on our website and any appraisal company that meets criteria is welcome to apply.

10. Recreation Event Update

Councilor Italiano gave a report of the Recreation Departments event "Frosty Forest" held this past weekend, stating it was a very successful event.

Councilor Kriesel entered the meeting at 6:52 PM.

11. Approval of Minutes – January 4, 2023, and January 11, 2023

Councilor Italiano made a motion, seconded by Councilor Denton, to approve the minutes of January 4, 2023, as submitted by Town Clerk Weber.

Ayes: Supervisor Deer, Councilor Nicholson, Councilor Bollinger, Councilor Denton, Councilor Italiano, Councilor Waters, Councilor Kriesel

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Nayes: 0 All in Favor. Motion Carries.

Councilor Bollinger made a motion, seconded by Councilor Denton, to approve the minutes of January 11, 2023, as submitted by Town Clerk Weber.

Ayes: Supervisor Deer, Councilor Nicholson, Councilor Bollinger, Councilor Denton, Councilor Italiano, Councilor Waters, Councilor Kriesel

Nayes: 0 All in Favor. Motion Carries.

12. 7:50 PM Approval of Abstract # 26

Councilor Bollinger made a motion, seconded by Councilor Kriesel, to approve Abstract # 26 in the amount of $39,986.82 as submitted by Town Clerk Weber.

TOWN OF MANLIUS
Fund Summary
Abstract # 26 2022

CODE	FUND	TOTALS
A	General Fund Townwide	$33,569.74
B	General Fund Town	$1,260.22
DA	Highway Fund Townwide	$26,732.50

Ayes: Supervisor Deer, Councilor Nicholson, Councilor Bollinger, Councilor Denton, Councilor Italiano, Councilor Waters, Councilor Kriesel

Nayes: 0 All in Favor. Motion Carries.

Councilor Bollinger made a motion, seconded by Councilor Kriesel, to approve Abstract # 2 in the amount of $ 278,231.06 as submitted by Town Clerk Weber.

TOWN OF MANLIUS
Fund Summary
Abstract # 2 2023

CODE	FUND	TOTALS
A	General Fund Townwide	$37,742.42
B	General Fund Town	$4,000.74
DA	Highway Fund Townwide	$5,718.90
SR1	Overhead Lighting District	205,581.50
SR2	Underground Lighting District	25,187.50

Ayes: Supervisor Deer, Councilor Nicholson, Councilor Bollinger, Councilor Denton, Councilor Italiano, Councilor Waters, Councilor Kriesel

Nayes: 0 All in Favor. Motion Carries.

13. Adjournment

DRAFT

There being no further business to come before the Board, upon a motion duly made by Councilor Kriesel and seconded by Councilor Bollinger the Board voted unanimously to adjourn regular session at 6:54 PM.

Ayes: Supervisor Deer, Councilor Nicholson, Councilor Bollinger, Councilor Denton, Councilor Italiano, Councilor Waters, Councilor Kriesel

Nayes: 0 All in Favor. Motion Carries.

Respectfully Submitted by:

Debi Witzel
Deputy Town Clerk

DRAFT

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=========LINE ITEM========= ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	=======GROUP BUDGET======= ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
2023	A00-2.690	Overpayments and Clearing	11,483.00						
	A00-5.1220.400	Supervisor - Contractual	3,333.00	40,000	33,324.10		89,790	77,730.36	
	A00-5.1220.405	Supervisor - Information T	262.50	7,700	7,437.50		89,790	80,800.86	
	A00-5.1420.481	Attorney - Litigation	2,652.00	25,000	20,342.00		116,000	105,842.00	
	A00-5.1420.483	Attorney - Town Board	7,030.00	66,000	53,470.00		116,000	101,464.00	
	A00-5.1620.420	Buildings - Gas/Electric	3,834.51	30,000	26,104.27		314,865	267,440.27	
	A00-5.1620.424	Buildings - Internet	119.00	1,470	1,115.03		314,865	271,155.78	
	A00-5.1620.430	Buildings - Cleaning	1,316.25	24,283	21,136.56		314,865	269,958.53	
	A00-5.1620.450	Buildings - Pest Control	115.54	650	534.46		314,865	271,159.24	
	A00-5.1640.410	Central Garage - Gasoline	2,907.20	85,000	78,321.75		88,500	79,735.18	
	A00-5.1670.407	Central Printing - Copier	643.84	6,800	5,604.16		45,600	34,831.79	
	A00-5.3120.461	Police - Accreditation	2,660.00	39,837	32,507.00		738,141	661,777.84	
	A00-5.3120.465	Police - Forensic	1,544.00	44,486	40,737.32		738,141	662,893.84	
	A00-5.3310.400	Traffic Control - Contract	21.54	2,300	2,240.09		2,300	2,240.09	
	A00-5.5132.420	Garage - Gas/Electric	2,849.35	35,000	30,076.84		73,738	59,960.84	
	A00-5.5182.400	Street Lighting - Contract	450.51	6,000	5,117.78		6,000	5,117.78	
	A00-5.9055.800	Disability Insurance	494.87	6,000	6,449.91		6,000	6,449.91	
	A00-5.9060.800	Health Insurance	109,276.78	2,117,519	1821,643.72		2,117,519	1,821,643.72	
	B00-5.3620.400	P & D - Contractual	9,117.68	100,035	87,849.38		123,948	100,263.71	
	B00-5.3620.462	P & D - Community Relation	3,600.00	3,600	0.00		123,948	105,781.39	
	B00-5.8010.450	Zoning - Attorney	221.00	4,000	3,439.00		5,350	4,576.65	
	B00-5.8020.450	Planning - Attorney	970.70	20,000	18,213.30		21,600	19,702.04	
	B00-5.9055.800	P & D - Disability Insuran	20.91	250	208.67		250	208.67	
	B00-5.9060.800	P & D - Hospital & Medical	4,816.61	55,670	46,036.78		55,670	46,036.78	
	DA0-5.9060.800	Hospital & Medical Insuran	30,172.62	180,087	119,741.76		180,087	119,741.76	
	DB0-5.9055.800	Disability Insurance	181.22	1,100	918.78		1,100	918.78	
	SF1-5.3410.400	Fire Protection - Contract	1994,075.00	1,845,448	148,627.00-	Y	1,845,448	148,627.00-	
	SF2-5.3410.400	Fire Protection - Contract	1582,416.55	1,473,284	109,132.55-	Y	1,473,284	109,132.55-	
	SF3-5.3410.400	Fire Protection - Contract	1241,693.00	1,208,378	33,315.00-	Y	1,208,378	33,315.00-	
	SF4-5.3410.400	Kirkville Fire - Contractu	238,807.00	230,025	8,782.00-	Y	230,025	8,782.00-	
	SL1-5.5182.400	Street Lighting - Contract	1,834.66	20,000	16,375.66		20,000	16,375.66	
	SL2-5.5182.400	Street Lighting - Contract	2,506.24	26,000	21,044.99		26,000	21,044.99	
	SL3-5.5182.400	Street Lighting - Contract	121.68	1,200	959.89		1,200	959.89	
	SL4-5.5182.400	Street Lighting - Contract	707.56	7,500	6,089.60		7,500	6,089.60	
	SL5-5.5182.400	Street Lighting - Contract	2,758.20	30,000	24,546.53		30,000	24,546.53	
	SR1-5.9060.800	Hospital & Medical Insuran	185.87	2,644	2,272.26		2,644	2,272.26	
	SR2-5.9060.800	Hospital & Medical Insuran	185.87	2,644	2,272.26		2,644	2,272.26	
	TA2-2.851	Engineering Deposits	2,148.00						
		** 2023 YEAR TOTALS	5267,534.26						

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	LINE ITEM ANNUAL BUDGET	LINE ITEM BUDGET OVER AVAILABLE BUDG		GROUP BUDGET ANNUAL BUDGET	GROUP BUDGET OVER AVAILABLE BUDG
2022-2023	DA0-5.5142.447	Snow Removal - Shop Suppli	901.46	37,891	22,635.27		628,891	346,243.72
	DA0-5.5142.470	Snow Removal - Materials	3,044.25	420,570	265,171.78		628,891	346,243.72
	DA0-5.5142.471	Snow Removal - Repairs	9,670.53	36,375	9,771.36-	Y	628,891	346,243.72
	DB0-5.5110.475	General Repairs - Road Rep	1,908.68	799,843	549,981.23		1,322,153	353,224.25
	** 2022-2023 YEAR TOTALS **		15,524.92					
2023-2024	A00-2.700	Rec Dept Clearing Acct	79.20					
	A00-5.1010.400	Town Board - Contractual	12.93	47,500	45,337.07		53,000	50,212.07
	A00-5.1110.401	Justices - Office Supplies	485.88	2,800	1,906.34		29,265	27,586.34
	A00-5.1220.400	Supervisor - Contractual	9.90	40,000	36,657.10		89,790	81,063.36
	A00-5.1220.401	Supervisor - Office Suppli	132.48	3,000	2,017.96		89,790	81,063.36
	A00-5.1330.401	Receiver of Taxes -Office	136.27	2,755	2,280.53		7,185	5,117.73
	A00-5.1330.408	Receiver of Taxes- Print/A	15.00	110	57.20		7,185	5,117.73
	A00-5.1355.400	Assessors - Contractual	247.24	1,100	654.76		38,320	34,587.25
	A00-5.1355.401	Assessors - Office Supplie	11.58	1,500	1,203.49		38,320	34,587.25
	A00-5.1355.403	Assessors - Associations/D	240.00	720	221.00-	Y	38,320	34,587.25
	A00-5.1410.401	Town Clerk - Office Suppli	22.16	2,200	1,985.86		8,495	6,892.44
	A00-5.1620.200	Buildings - Equipment	240.00	27,948	25,807.94		27,948	25,807.94
	A00-5.1620.400	Buildings - Contractual	234.84	5,600	2,724.76		314,865	271,274.78
	A00-5.1620.405	Buildings - Information Te	769.00	229,852	193,257.52		314,865	271,274.78
	A00-5.1620.424	Buildings - Internet	115.15	1,470	1,234.03		314,865	271,274.78
	A00-5.1640.411	Central Garage - Town Veh	450.21	3,000	913.43		88,500	82,642.38
	A00-5.1670.401	Central Printing - Office	1,176.45	3,000	1,805.56		45,600	35,475.63
	A00-5.1670.409	Central Printing - Postage	377.93	32,000	23,622.07		45,600	35,475.63
	A00-5.3120.400	Police - Contractual	832.22	220,739	214,388.70		738,141	664,437.84
	A00-5.3120.401	Police - Office Supplies	971.22	15,285	13,108.44		738,141	664,437.84
	A00-5.3120.402	Police - Seminars/Conferen	4,103.93	26,725	20,672.07		738,141	664,437.84
	A00-5.3120.403	Police - Associations/Dues	200.00	2,260	1,690.00		738,141	664,437.84
	A00-5.3120.405	Police - Info Tech/Electro	102.85	10,250	9,971.25		738,141	664,437.84
	A00-5.3120.412	Police - Vehicle Repair	2,876.82	90,560	73,693.83		738,141	664,437.84
	A00-5.3120.421	Police - Phone	1,116.80	28,500	23,817.05		738,141	664,437.84
	A00-5.3120.423	Police - Security Service	30.00	420	300.10		738,141	664,437.84
	A00-5.3120.446	Police - Maintenance Contr	939.36	51,126	42,735.45		738,141	664,437.84
	A00-5.3120.447	Police - Vehicle Lighting	5,040.00	0	6,969.58-	Y	738,141	664,437.84
	A00-5.3120.448	Police - Uniforms & Cleani	604.06	49,374	40,047.80		738,141	664,437.84
	A00-5.3120.464	Police - Protection Gear	533.96	28,458	28,413.17		738,141	664,437.84
	A00-5.3120.465	Police - Forensic	50.68	44,486	42,281.32		738,141	664,437.84
	A00-5.3310.400	Traffic Control - Contract	16.99	2,300	2,261.63		2,300	2,261.63