

# Onondaga County Planning Board

## GML Referral Submission Form



J. Ryan McMahon, II  
County Executive

Referral Contact: CHARNLEY ABBOTT  
Job Title/Office: VILLAGE CLERK  
Phone #: 315-673-3112  
Email: CLERK@VILLAGEOFMARCELLUSNY.GOV

Municipality: VILLAGE OF MARCELLUS

Referring Board(s):  Municipal Board  
 Planning Board  
 Zoning Board of Appeals

### Project is within 500 feet of (specify facility):

- State Road: \_\_\_\_\_
- County Road: \_\_\_\_\_
- County/State Property: \_\_\_\_\_  
(parkland, drainage channel or public buildings)
- Municipal Boundary with: \_\_\_\_\_
- Farm Operation in an Agricultural District (include Ag Data Statement)

### Type of Review (\*See website or call SOCPA for guidance):

- OCPB Full Review
- Administrative Review
- Informal Review  
(for exempt or non-referrable actions)

### Project Information:

Project Applicant Name: VILLAGE OF MARCELLUS  
Project Address: 6 SLOCOMBE AVE  
Total Acres: \_\_\_\_\_  
Current Zoning: VILLAGE CENTER  
Current Land Use: \_\_\_\_\_  
Tax ID Number(s): \_\_\_\_\_

### Drinking Water Service:

Existing	Proposed
<input type="checkbox"/> Municipal/OCWA	<input type="checkbox"/> New Municipal/OCWA
<input type="checkbox"/> Well	<input type="checkbox"/> New Well
<input type="checkbox"/> None	<input type="checkbox"/> Increase Existing Service
	<input type="checkbox"/> No Change

### Wastewater / Sewer Service:

Existing	Proposed
<input type="checkbox"/> Municipal	<input type="checkbox"/> New Sewer Service
<input type="checkbox"/> Septic System	<input type="checkbox"/> New Septic System
<input type="checkbox"/> None	<input type="checkbox"/> Increase Existing Service
	<input type="checkbox"/> No Change

SEQR Type of Action (Required): \_\_\_\_\_

**Project Description:** Please provide adequate detail of the proposed action, including any future planned development

*Local Law 1 of 2025 to amend Chapter 250 (Zoning) of the Code to add Village Center Design Requirements*

**Status of Local Review / Related Actions / Notes:** Please also attach any meeting minutes that would assist in OCPB review

*Approved and Endorsed by the Village Planning Board (Meeting minutes 7/19/23, 5/17/23, 2/15/23, 11/16/22)  
Approved and Endorsed by Village Board of Trustees (Resolutions- 8/28/23)*

**Referred Action(s):**

**Site Plan** Describe proposed project

**Special Use Permit** Describe proposed project and relevant trigger(s) to require a Special Permit

**Zone Change / Zoning Map Amendment** Describe proposed zoning district and purpose for the zone change/amendment

**Adoption / Amendments to Zoning Ordinances, Subdivision Regulations, Comprehensive Plans, and Related Local Laws** Describe changes here and attach a document with track changes OR existing/proposed text with summary of changes

*see attached*

**Subdivision / Resubdivision / Lot Line Amendments:**

Preliminary or Final Subdivision: \_\_\_\_\_ Name of Subdivision: \_\_\_\_\_  
Is this a Cluster Subdivision (Sec. 278 of NYS Town Law)? \_\_\_\_\_ Number of Proposed Lots: \_\_\_\_\_  
Proposed Land Uses / Other Details:

**Use Variance** Describe how the proposed project varies from local code requirements

**Area Variance** Describe how the proposed project varies from local code requirements

**Other Authorization** Indicate the referable action and provide any other applicable details

**A Reminder:**

This referral, as required by NYS GML §239 l, m & n, must be accompanied by all materials required by and submitted to the referring body as an application on the proposed action, including all materials required by the referring body in order to make its determination of significance pursuant to SEQRA.

**Did You Include:**

Short or Long EAF/ (**At least Part 1 required**) or EIS  
Local Application Forms  
Surveys / Site Plans / Subdivision Plans  
Text Amendments with Track Changes  
Local Minutes and Other Materials to Assist in Review

## CHAPTER X. VILLAGE CENTER DESIGN REGULATIONS

### Section 1. Intent

The intent of this chapter is to aid in the protection of the Village's "small town" character through physical design. Further, it is the Village's intent to:

- clarify the Village's community design goals and objectives
- illustrate the physical and visual intent of existing development ordinances
- encourage innovation and improve quality in architectural and site design

This section is intended to govern design forms and character that are desired.

### Section 2. Applicability

This chapter shall apply to all buildings, structures, outbuildings, walls, fences, steps and signs within the Village Center District, as outlined in the official zoning map of the Village of Marcellus. No changes in any exterior architectural feature, including but not limited to construction, reconstructions, alteration, restoration, removal, demolition, or painting, shall be made except as hereinafter provided.

### Section 3. Definitions

**Accessory use:** a use incidental to, and on the same lot as, a principal use, such as a detached garage apartment on a residential lot.

**Alteration:** Any change to the physical appearance of a building or site in the Village Center District

**Amenity:** design features which are valued by the users of a building, public space, or community. Examples of amenities include open space, landscaping, etc.

**Arcade:** an architectural feature consisting of an overhanging roof extending from the facade of a building, supported by columns or cantilever, and usually found along downtown retail streets, similar to a colonnade.

**Axis:** a real or imaginary straight line around which the parts of a structure or plan are symmetrically or evenly arranged or composed.

**Buffer:** a strip of land identified on a site plan or by a zoning ordinance, established to protect one type of land use that is incompatible with another adjacent use or occupant, or to mitigate concerns of density. Normally, the area is planted and/or left natural and kept in open space.

**Hierarchy:** the establishment of a system of relative importance or prominence (often in sequence from lesser to greater or vice-versa) of a series of spaces or design elements.

**Infill:** housing or other development that is designed to fill a spatial void left by demolished structures or vacant property.

**Infrastructure:** public utilities, roads, and physical or social support systems in a community including water, gas, electricity, schools, etc.

**Linkage:** tying one sort of development to related services, i.e., requiring office space developers to provide a certain number of housing units or adjunct services like child care.

**Mass:** a term used to describe architectural forms or other objects, combining all three dimensions (length, height, and depth). A building is often composed of many masses, hence the term massing, which is often used to describe the form or shape of structures.

**Mixed-use:** a project or limited area of development which combines different uses, such as housing, retail, and offices, within one building, project, or site.

**Ordinance:** a legally codified mechanism for regulating the actions of the public, i.e. a zoning "ordinance" or a subdivision "ordinance."

**Open space:** a variety of types of developed recreational or civic spaces, i.e. parks or squares; or undeveloped natural lands.

**Pedestrian flow:** the direction, rate, and frequency of pedestrian movement in an area.

**Proportion:** the ratio or relative size of two or more dimensions in a design element or between elements (i.e. columns, windows, etc.). The term can be used to refer to the ratio of the height and width of a building facade or the space between buildings, or to the relative size of a human figure (see scale).

**Public space:** a type of open space within a village or urbanized area used by local residents and visitors and maintained as a public facility, i.e. parks or squares; also "public realm."

**Rehabilitation:** the act or process of returning a property to a state of utility through repair or alteration which makes possible an efficient contemporary use while preserving those portions or features of the property which are significant to its historical, architectural, and cultural values.

**Typology:** a distinct physical classification of design types or forms, such as a particular building type, or a particular building element --, i.e. roof typologies may include: side gable, front gable, cross-gable, hipped, mansard, flat, or combinations of each.

**Unity:** the establishment of a conceptual relationship of all elements in a design to form a greater whole.

**Vernacular:** a type or tradition of design which is generally indigenous to a local region and/or culture..

**Viewshed:** the area of land visible from a stationary viewpoint.

**Zero-lot-line:** placement of exterior building walls directly adjacent to the lot-line.

#### **Section 4. Character Types and Zones**

Within the Village Center there are four distinct character zones, each of which forms the basis for a design typology. The four zones - Primary Commercial Blocks, Secondary Commercial/Mixed-Use Properties, Residential Properties, and Civic Properties each are identified on Chapter X, Map 1.

##### *Section 4.1 General District Guidelines*

The following standards shall apply to the entire Village Center district:

##### *4.1.a General Design Issues:*

1. All activity shall conform to the requirements of the Americans with Disabilities Act (ADA) in force at the time of application, and any applicable accessibility sections or references in the New York State building code.
2. Paint and Color: The Planning Board shall designate a color palette, from which owners may select colors appropriate to their building. Any deviation from the approved palette will require explicit approval by the Planning Board.

##### *Section 4.2 Primary Commercial Regulations.*

- a. Building Siting & Massing: New buildings shall be rectangular, multistory, flat-roofed buildings of a minimum of two stories, not to exceed three stories or thirty-five feet, whichever is lowest, occupying the entire width of the lot and sharing or abutting the wall of neighboring buildings, unless

### *Section 4.3 Secondary Commercial Regulations.*

- a. **Building Siting & Massing:** For new construction or additions to existing structures, building siting and massing must follow patterns established in Section 4.2. Secondary commercial buildings that are freestanding rectangular form buildings with drives or alleys adjacent to each structure must be continued if access cannot be provided to link on-site parking at the rear of lots. Common access to rear parking lots shall be provided, designs for new structures must utilize as close as 100% of lot frontage as is feasible, except as required by local, state, or federal statute. Structures shall maintain a zero-lot-line front setback. Buildings shall establish visual variety such as numbers of floors, width of building facade, and overall building height. Buildings shall not have major departures from traditional main street patterns, such as building locations setback from the sidewalk, on-site parking in front of buildings, single story front facades, and frequent large spaces or access drives between buildings.
- b. **Architectural Detail & Façade Design:** Upper stories of buildings shall incorporate windows and other facade fenestration with elements of a size, spacing and proportion appropriate to the building and its period or style. The top of buildings shall incorporate a more "residential" roofline such as gables or hipped roof with a less prominent cornice and frieze.
- c. **Building Additions or Modifications:** The design of a new addition to an existing building shall utilize the style, proportions, scale and detailing of the existing building. Datum lines, materials and openings shall be of a scale and proportion that draws directly from the existing structure. Modifications to existing buildings shall also directly reference the existing building design and proportion.
- d. **Site Planning & Streetscape Design:** Parking shall be accommodated both on street in the form of parallel parking and off-street in common access lots at the rear of properties. No minimum parking allocation is required unless explicitly stated by the Planning Board. A physical and visual buffer shall be provided at edges of properties abutting those of residential use. These shall take the form of walls or fences. Other related facilities, such as trash dumpsters or compacters, must be enclosed or screened with walls and/or fences and provided with a secured gate in the front. In addition, the height of the walls and/or fencing shall be one foot higher than the

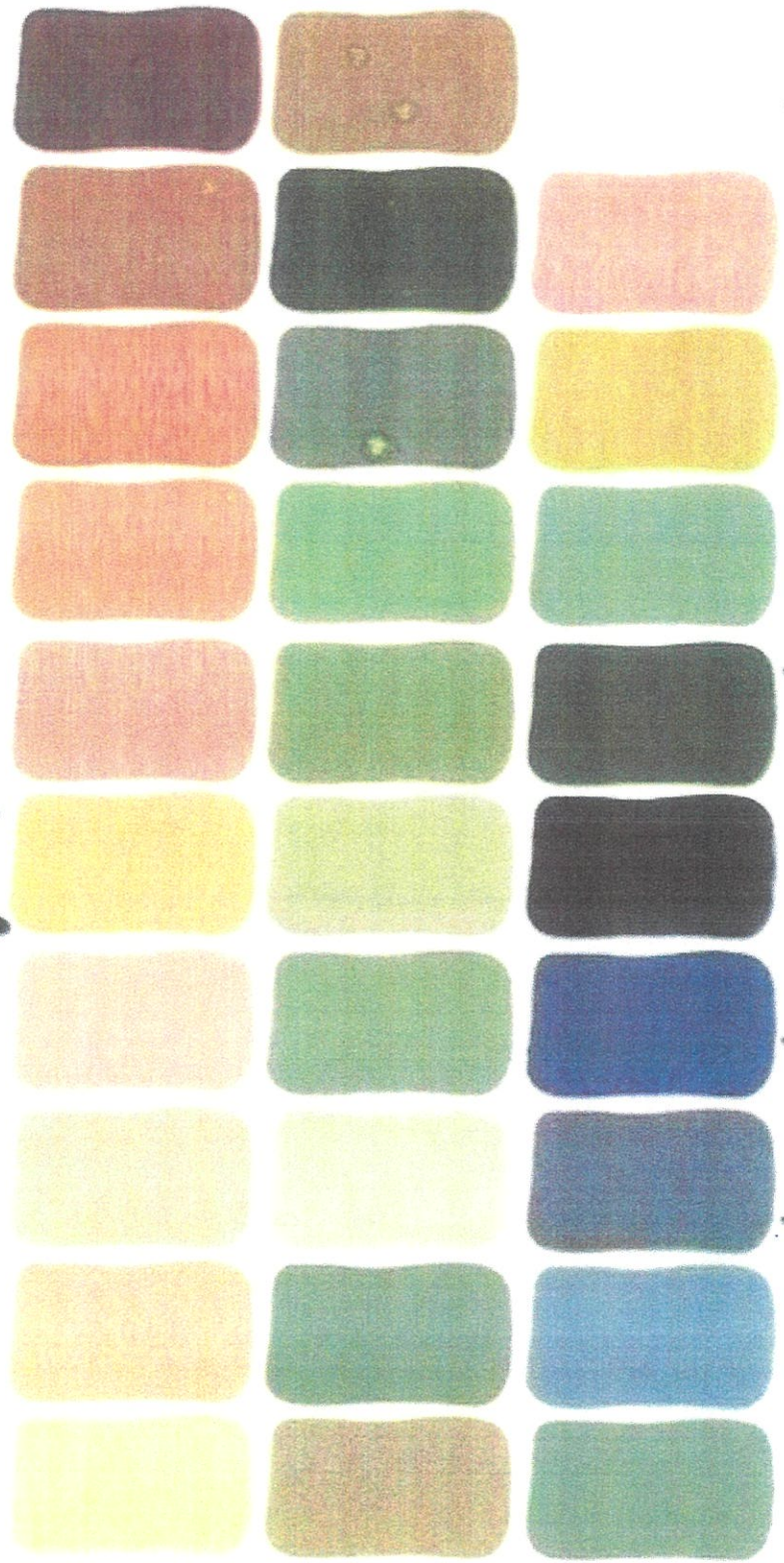
height, and must not encroach onto any public sidewalk. Chain link fencing is expressly prohibited.

#### *Section 4.5 Civic Properties*

- a. **Applicability:** These provisions shall apply to any building or lot listed on the Village's Civic Space Registry.
- b. **Building Siting & Massing:** In the event of new construction or significant additions to existing structures, building siting and massing shall continue to follow patterns established in existing local and regional civic structures. Structures shall be rectangular in form, and sited at the approximate center of the lot; with axial symmetry. Front facades of structures shall be setback significantly farther from the street than adjacent structures. Massing shall include a visually prominent design element or accent.
- c. **Architectural Detail & Facade Design:** Architectural detailing and facade articulation shall remain compatible with past civic design philosophy, while including current day design vocabulary, detailing, and materials. Design, detailing and materials shall be of the highest affordable quality. Small facilities of a temporary or impermanent nature, such as the incorporation of civic offices and meeting space in prefabricated/manufactured structures, is prohibited.
- d. **Site Planning:** Although not required, any off-street parking shall be accommodated at the rear of properties. Shared parking facilities with adjacent properties is permitted and strongly preferred. Where on-site parking abuts residential properties, a permanent, physical and visual buffer in the form of a wall or solid fence of not more than 5 feet, but not less than 3 feet is required. Other related facilities, such as trash dumpsters or compactors, must be enclosed or screened with walls and/or fences and provided with a secured gate in the front. In addition, the height of the walls and/or fencing shall be one foot higher than the height of the dumpster. The use of chain link fencing is expressly prohibited for any purpose.

Front and side building façade materials shall be of subtle colors and low reflectance to prevent glare. Colors that are classic and traditional in appearance, neutral, timeless, and of earthen tones shall be encouraged over non-traditional, bright or neon colors.

# Earth Tones





# Short Environmental Assessment Form

## Part 1 - Project Information


### Instructions for Completing

**Part 1 – Project Information.** The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

<b>Part 1 – Project and Sponsor Information</b>			
Village of Marcellus			
Name of Action or Project: Village Center Design Requirements			
Project Location (describe, and attach a location map): Village Center			
Brief Description of Proposed Action: The intent of this section is to aid in the protection of the Village's "small town" character through physical design. Further, it is the Village's intent to: - clarify the Village's community design goals and objectives - illustrate the physical and visual intent of existing development ordinances - encourage innovation and improve quality in architectural and site design  This section is intended to govern design forms and character that are desired.			
Name of Applicant or Sponsor: Village of Marcellus		Telephone: 315-673-3112 E-Mail: clerk@villageofmarcellusny.gov	
Address: 6 Slocombe Avenue			
City/PO: Marcellus		State: NY	Zip Code: 13108
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			NO <input type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other government Agency? If Yes, list agency(s) name and permit or approval:			YES <input checked="" type="checkbox"/>
3. a. Total acreage of the site of the proposed action? _____ acres b. Total acreage to be physically disturbed? _____ acres c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ acres			YES <input type="checkbox"/>
4. Check all land uses that occur on, are adjoining or near the proposed action: <input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban) <input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other(Specify): <input type="checkbox"/> Parkland			

<p>5. Is the proposed action,</p> <p>a. A permitted use under the zoning regulations?</p> <p>b. Consistent with the adopted comprehensive plan?</p>	<p>NO</p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p>	<p>YES</p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p>	<p>N/A</p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p>
<p>6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?</p>	<p>NO</p> <p><input type="checkbox"/></p>	<p>YES</p> <p><input type="checkbox"/></p>	
<p>7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area?</p> <p>If Yes, identify: _____</p>	<p>NO</p> <p><input type="checkbox"/></p>	<p>YES</p> <p><input type="checkbox"/></p>	
<p>8. a. Will the proposed action result in a substantial increase in traffic above present levels?</p> <p>b. Are public transportation services available at or near the site of the proposed action?</p> <p>c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?</p>	<p>NO</p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p>	<p>YES</p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p>	
<p>9. Does the proposed action meet or exceed the state energy code requirements?</p> <p>If the proposed action will exceed requirements, describe design features and technologies:</p> <p>_____</p> <p>_____</p>	<p>NO</p> <p><input type="checkbox"/></p>	<p>YES</p> <p><input type="checkbox"/></p>	
<p>10. Will the proposed action connect to an existing public/private water supply?</p> <p>If No, describe method for providing potable water: _____</p> <p>_____</p>	<p>NO</p> <p><input type="checkbox"/></p>	<p>YES</p> <p><input type="checkbox"/></p>	
<p>11. Will the proposed action connect to existing wastewater utilities?</p> <p>If No, describe method for providing wastewater treatment: _____</p> <p>_____</p>	<p>NO</p> <p><input type="checkbox"/></p>	<p>YES</p> <p><input type="checkbox"/></p>	
<p>12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?</p> <p>b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?</p>	<p>NO</p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p>	<p>YES</p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p>	
<p>13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?</p> <p>b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody?</p> <p>If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____</p> <p>_____</p> <p>_____</p>	<p>NO</p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p>	<p>YES</p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p>	

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply:		
<input type="checkbox"/> Shoreline	<input type="checkbox"/> Forest	<input type="checkbox"/> Agricultural/grasslands
<input type="checkbox"/> Wetland	<input type="checkbox"/> Urban	<input type="checkbox"/> Suburban
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?		NO YES
		<input type="checkbox"/> <input type="checkbox"/>
16. Is the project site located in the 100-year flood plan?		NO YES
		<input type="checkbox"/> <input type="checkbox"/>
17. Will the proposed action create storm water discharge, either from point or non-point sources?		NO YES
If Yes,		<input type="checkbox"/> <input type="checkbox"/>
a. Will storm water discharges flow to adjacent properties?		<input type="checkbox"/> <input type="checkbox"/>
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)?		<input type="checkbox"/> <input type="checkbox"/>
If Yes, briefly describe: _____ _____		
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)?		NO YES
If Yes, explain the purpose and size of the impoundment: _____ _____		<input type="checkbox"/> <input type="checkbox"/>
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility?		NO YES
If Yes, describe: _____ _____		<input type="checkbox"/> <input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste?		NO YES
If Yes, describe: _____ _____		<input type="checkbox"/> <input type="checkbox"/>
<b>I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</b>		
Applicant/sponsor/name: Village of Marcellus		Date: 12/30/24
Signature: 		Title: Village Clerk

Project: Date: 

***Short Environmental Assessment Form  
Part 2 - Impact Assessment***

**Part 2 is to be completed by the Lead Agency.**

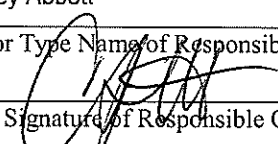
Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have my responses been reasonable considering the scale and context of the proposed action?"

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Will the proposed action result in a change in the use or intensity of use of land?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Will the proposed action impair the character or quality of the existing community?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Will the proposed action impact existing:		
a. public / private water supplies?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. public / private wastewater treatment utilities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11. Will the proposed action create a hazard to environmental resources or human health?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Project: \_\_\_\_\_  
 Date: \_\_\_\_\_

**Short Environmental Assessment Form  
 Part 3 Determination of Significance**

For every question in Part 2 that was answered “moderate to large impact may occur”, or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

<input type="checkbox"/>	Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.
<input checked="" type="checkbox"/>	Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.
Village of Marcellus	12/30/24
Name of Lead Agency	Date
Charnley Abbott	Village Clerk
Print or Type Name of Responsible Officer in Lead Agency	Title of Responsible Officer
 Signature of Responsible Officer in Lead Agency	Signature of Preparer (if different from Responsible Officer)

**PRINT FORM**

**RESOLUTION**  
**ESTABLISHING CIVIC PROPERTIES REGISTRY**  
**IN ACCORDANCE WITH VILLAGE CODE**  
**VILLAGE CENTER DESIGN REGULATIONS**

At a meeting of the Board of Trustees of the Village of Marcellus, Onondaga County, New York, held at the Village Hall, 6 Slocombe Avenue, Marcellus, New York, on the 28<sup>th</sup> day of August 2023, at 7:00 p.m., Eastern Standard Time.

The meeting was called to order by Mayor John P. Curtin, and upon roll being called, the following were present:

John P. Curtin, Mayor  
Timothy P. Manahan, Trustee

The following resolution was offered by Mayor Curtin, who moved its adoption, seconded by Trustee Manahan, to wit:

**WHEREAS**, the Village has fostered a unique and vibrant Village Center through careful preservation of historic resources, reinforcement of streetscapes and other infrastructure, and the cultivation of a strong set of civic assets; and

**WHEREAS**, in 1998, Village leadership partnered with the State University of New York, College of Environmental Science and Forestry to develop a set of design guidelines, intended to provide property owners and investors, as well as future Planning Boards and other regulatory bodies with a tool to assist in the reinforcement of the Village Center built environment; and

**WHEREAS**, the design guidelines have served as an excellent tool for communication Village preferences in development of the Village Center; and

**WHEREAS**, the Village leadership seeks to strengthen the guidelines into an enforceable, binding set of standards, so as to ensure that the future development in the Village Center aligns with the priorities and design elements communicated in the original guidelines; and

**WHEREAS**, in 2023, the Village Board engaged MRB Group to transform the existing guidelines into a set of codes to be enforced by the Planning Board, Village Board, and other regulatory elements of Village operations; and

**WHEREAS**, the Planning Board, elected officials, and Village staff guided MRB Group in the formalization of the new codes, which have been refined and presented for our consideration; and

**WHEREAS**, when adopted, Village Code (Section TBD) establishes regulations for properties identified as Civic Properties; and charges the Village Board with creation of a Civic Properties Registry.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of the Village of Marcellus, New York hereby, and in due form, does establish the Civic Properties Registry, inclusive of the following properties:

- 1 Slocombe Avenue (United Methodist Church)
- 1 West Main Street (St. Francis Xavier Church and Rectory)
- 22 East Main Street (Marcellus Town Hall)
- 24 East Main Street (First National Bank Building)
- 46 East Main Street (Masonic Temple)
- 13 East Main Street (American Legion)
- 1 East Main Street (First Presbyterian Church)
- 6 Slocombe Avenue (Marcellus Village Hall)
- North Street (Village Cemetery)

**BE IT FURTHER RESOLVED** that the above referenced properties shall be subject to the requirements set forth in Village Code.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

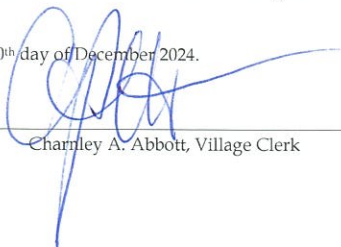
Mayor John P. Curtin	Voting Aye
Trustee Timothy P. Manahan	Voting Aye

\*\*\*\*\*

STATE OF NEW YORK)  
COUNTY OF ONONDAGA)  
VILLAGE OF MARCELLUS) SS:

I hereby certify that I have compared the foregoing copy of resolution with the original thereof now in my possession and that the same is a true and complete transcript thereof and of the whole thereof and I further certify that said resolution was duly adopted at a meeting of the Board of Trustees of the Village of Marcellus held on the 28<sup>th</sup> day of August 2023.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the Village of Marcellus this 30<sup>th</sup> day of December 2024.

  
\_\_\_\_\_  
Charley A. Abbott, Village Clerk

**RESOLUTION  
ENDORISING CODIFICATION OF  
VILLAGE CENTER DESIGN GUIDELINES**

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The following resolution was offered by Mayor Curtin who moved its adoption, seconded by Trustee Manahan, to wit:

**WHEREAS**, the Village of Marcellus has fostered a unique and vibrant Village Center through careful preservation of historic resources, reinforcement of streetscapes and other infrastructure, and the cultivation of a strong set of civic assets; and

**WHEREAS**, in 1998, Village leadership partnered with the State University of New York, College of Environmental Science and Forestry to develop a set of design guidelines, intended to provide property owners and investors, as well as future Planning Boards and other regulatory bodies with a tool to assist in the reinforcement of the Village Center built environment; and

**WHEREAS**, the design guidelines have served as an excellent tool for communication Village preferences in development of the Village Center; and

**WHEREAS**, the Village leadership seeks to strengthen the guidelines into an enforceable, binding set of standards, so as to ensure that the future development in the Village Center aligns with the priorities and design elements communicated in the original guidelines; and

**WHEREAS**, in 2023, the Village Board engaged MRB Group to transform the existing guidelines into a set of codes to be enforced by the Planning Board, Village Board, and other regulatory elements of Village operations; and

**WHEREAS**, the Planning Board, elected officials, and Village staff guided MRB Group in the formalization of the new codes, which have been refined and presented for our consideration.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of the Village of Marcellus does hereby accept and endorse the attached code sections, and encourages the Planning Board to endorse these standards as part of the Village Code.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

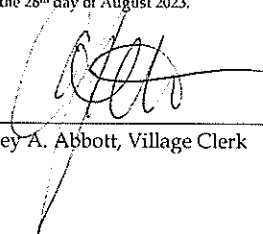
Mayor John P. Curtin    Voting Aye  
Trustee Timothy P. Manahan    Voting Aye

\*\*\*\*\*

STATE OF NEW YORK    )  
COUNTY OF ONONDAGA )  
VILLAGE OF MARCELLUS ) SS:

I hereby certify that I have compared the foregoing copy of resolution with the original thereof now in my possession and that the same is a true and complete transcript thereof and of the whole thereof and I further certify that said resolution was duly adopted at a meeting of the Board of Trustees of the Village of Marcellus held on the 28<sup>th</sup> day of August 2023.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the Village of Marcellus this 30<sup>th</sup> day of December 2024.

  
\_\_\_\_\_  
Charnley A. Abbott, Village Clerk

# VILLAGE OF MARCELLUS PLANNING BOARD

Peter Chapman, Chair  
Theresa LaMarre  
Gabriel Lutwin  
Richelle Schettine  
Jill Bristol  
Percy Clarke

6 Slocombe Ave.  
Marcellus, NY 13108

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codes@villageofmarcellus.com

www.villageofmarcellus.com

Mayor: John Curtin  
Village Clerk: Charnley Abbott  
Code Official: Bill Reagan

July 19, 2023

**PRESENT:** Chair Peter Chapman, Planning Board Members Theresa LaMarre, Richelle Schettine, and Jill Bristol, Code Officials Bill Reagan and Paul Stacey, Mayor John Curtin, Trustee Jack Murphy, Village Clerk Charnley Abbott, MRB Director of Planning Lance Brabant, Baltimore Ridge Developer Paul Cappuccilli

See List.

**Absent:** Gabe Lutwin, Percy Clarke

## Pledge of Allegiance

Chairman Chapman called the meeting of the Village of Marcellus Planning Board to order at 7:03 pm and began with introductions.

Chairman Chapman made a motion to approve the minutes from May 17, 2023 meeting of the Village of Marcellus Planning Board. The motion was seconded by Jill Bristol. All members voted aye and the motion carried.

Chairman Chapman turned the floor over to Mayor Curtin, who updated the Board on the resignation of Hugh White and the appointment of Percy Clarke as an alternate for the Planning Board.

Chairman Chapman then turned the floor over to Lance Brabant from MRB. Mr. Brabant stated that MRB submitted a revised copy of the Design Guidelines to the Village prior to the meeting which was reviewed by the Planning Board, Board of Trustees, Village Attorney and Code Officials. He asked if there was any additional feedback from the Village in regards to the revision at this time. There was none. Mr. Brabant stated that the MRB team is compiling graphics to be used in the document and will present those to the Village for approval prior to adoption, and presented resolutions related to the adoption of the guidelines, which will take place when the Village codification project is complete and is duly adopted by the Board of Trustees. Chairman Chapman asked if there was any more discussion on the resolutions, there was none.

The following Resolution was offered by Chairman Chapman, who moved for its adoption, seconded by Richelle Schettine, to wit:

**WHEREAS**, the Village of Marcellus has fostered a unique and vibrant Village Center through careful preservation of historic resources, reinforcement of streetscapes and other infrastructure, and the cultivation of a strong set of civic assets; and

**WHEREAS**, in 1998, Village leadership partnered with the State University of New York, College of Environmental Science and Forestry to develop a set of design guidelines, intended to provide property owners and investors, as well as future Planning Boards and other regulatory bodies with a tool to assist in the reinforcement of the Village Center built environment; and

**WHEREAS**, the design guidelines have served as an excellent tool for communicating Village preferences in development of the Village Center; and



**WHEREAS**, Village leadership seeks to strengthen the guidelines into an enforceable, binding set of standards, so as to ensure that future development in the Village Center aligns with the priorities and design elements communicated in the original guidelines; and

**WHEREAS**, in 2023, the Village Board engaged MRB Group to transform the existing guidelines into a set of codes to be enforced by the Planning Board, Village Board, and other regulatory elements of Village operations; and

**WHEREAS**, the Planning Board, elected officials, and Village staff guided MRB Group in the formalization of the new codes, which have been refined and presented for our consideration.

**NOW, THEREFORE BE IT RESOLVED** that the Planning Board for the Village of Marcellus does hereby accept and endorse the attached code sections, and encourages the Village Board to adopt these standards as part of the Village Code.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

Pete Chapman	Voting Aye
Theresa Lamarre	Voting Aye
Richelle Schettine	Voting Aye
Jill Bristol	Voting Aye

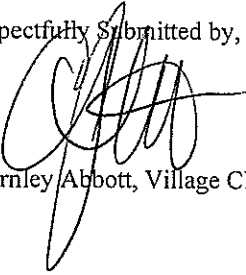
Chairman Chapman then opened the floor to Paul Cappuccilli, owner of Camex Realty and Baltimore Ridge developer, who stated that his company has interest in the 8 Paul St. property and possibilities of development. Mr. Cappuccilli stated that they are in the investigative stage and are working with engineers from the recently abandoned Tefft Meadows project to utilize the approved site plan, and will be determining if the project is financially feasible either as market rate dwellings with no age restrictions or as an independent senior living facility similar to the one that they currently own and operate in Baldwinsville. Mr. Cappuccilli also stated that the studies are being conducted this summer and he hopes to have more information to present to the Board in the coming weeks, if the project is feasible.

At the conclusion of the discussion, Chairman Chapman announced that the next meeting of the Planning Board will be held on August 16, 2023 at the Village Hall.

Chairman Chapman then turned the floor over to Mayor Curtin, who provided some updates on happenings in the Village, including the Main Street Grant projects, Coon's Pond, and other Village projects among other things.

Chairman Chapman asked if there were any other items from the floor. Hearing none, Chairman Chapman made a motion to close the meeting. The motion was seconded by Theresa Lamarre. All members voted aye, and the meeting was closed at 7:44pm.

Respectfully Submitted by,

  
Charnley Abbott, Village Clerk



# VILLAGE OF MARCELLUS PLANNING BOARD

Peter Chapman, Chair  
Theresa LaMarre  
Gabriel Lutwin  
Richelle Schettine  
Jill Bristol  
Percy Clarke

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Mayor: John Curtin  
Village Clerk: Charnley Abbott  
Code Officials: Bill Reagan  
Paul Stacey

## RESOLUTION ENDORING CODIFICATION OF VILLAGE CENTER DESIGN GUIDELINES

PLANNING BOARD  
VILLAGE OF MARCELLUS  
July 19, 2023

At a regular meeting of the Planning Board of the Village of Marcellus, Onondaga County, New York held at the Village Hall, 6 Slocombe Avenue, Marcellus, New York, on July 19, 2023, at 7:00 p.m. prevailing time:

The meeting was called to order by Chairman Peter Chapman, and upon roll call, the following were present:

Pete Chapman	Planning Board Chair
Theresa Lamarre	Planning Board Member
Richelle Schettine	Planning Board Member
Jill Bristol	Planning Board Member

The following Resolution was offered by Chairman Chapman, who moved for its adoption, seconded by Richelle Schettine, to wit:

**WHEREAS**, the Village of Marcellus has fostered a unique and vibrant Village Center through careful preservation of historic resources, reinforcement of streetscapes and other infrastructure, and the cultivation of a strong set of civic assets; and

**WHEREAS**, in 1998, Village leadership partnered with the State University of New York, College of Environmental Science and Forestry to develop a set of design guidelines, intended to provide property owners and investors, as well as future Planning Boards and other regulatory bodies with a tool to assist in the reinforcement of the Village Center built environment; and

**WHEREAS**, the design guidelines have served as an excellent tool for communicating Village preferences in development of the Village Center; and

**WHEREAS**, Village leadership seeks to strengthen the guidelines into an enforceable, binding set of standards, so as to ensure that future development in the Village Center aligns with the priorities and design elements communicated in the original guidelines; and

**WHEREAS**, in 2023, the Village Board engaged MRB Group to transform the existing guidelines into a set of codes to be enforced by the Planning Board, Village Board, and other regulatory elements of Village operations; and

**WHEREAS**, the Planning Board, elected officials, and Village staff guided MRB Group in the formalization of the new codes, which have been refined and presented for our consideration.

NOW, THEREFORE BE IT RESOLVED that the Planning Board for the Village of Marcellus does hereby accept and endorse the revised Design Guidelines, and encourages the Village Board to adopt these standards as part of the Village Code.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

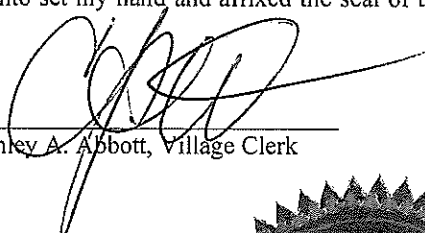
Pete Chapman	Voting Aye
Theresa Lamarre	Voting Aye
Richelle Schettine	Voting Aye
Jill Bristol	Voting Aye

The resolution was thereupon declared duly adopted.

STATE OF NEW YORK )  
COUNTY OF ONONDAGA )  
VILLAGE OF MARCELLUS )

I, the undersigned Clerk of the Village of Marcellus, Onondaga County, New York, do hereby certify, that I have compared the above extract of the minutes of the meeting of the Planning Board of said Village, including the resolution contained therein with the original thereof filed in my office at Marcellus, Onondaga County, New York, and that the same is a true and correct copy of said original and the whole thereof.

I FURTHER CERTIFY that all members of the Planning Board had due notice of the meeting at which said resolution was adopted. IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of the Village of Marcellus this 19<sup>th</sup> day of July, 2023.

  
\_\_\_\_\_  
Charnley A. Abbott, Village Clerk



# VILLAGE OF MARCELLUS PLANNING BOARD

**Peter Chapman, Chair**  
**Theresa LaMarre**  
**Gabriel Lutwin**  
**Richelle Schettine**  
**Jill Bristol**  
**Hugh White**

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Mayor: John Curtin  
Village Clerk: Charnley Abbott  
Code Official: Bill Reagan

May 17, 2023

**PRESENT:** Chair Peter Chapman, Planning Board Members Theresa LaMarre, Gabe Lutwin, Richelle Schettine, Code Officials Bill Reagan and Paul Stacey, Mayor John Curtin, Trustees Tim Manahan and Jack Murphy, Village Clerk Charnley Abbott, MRB Representatives Jim Oberst and Matt Horn

See List.

**Absent:** Jill Bristol, Hugh White

## Pledge of Allegiance

Chairman Chapman called the meeting of the Village of Marcellus Planning Board to order at 7:00 pm and began with introductions.

Chairman Chapman made a motion to approve the minutes from February 15, 2023 meeting of the Village of Marcellus Planning Board. The motion was seconded by Richelle Schettine. All members voted aye and the motion carried.

Chairman Chapman turned the floor over to Mayor Curtin, who introduced the new Deputy Code Official, Paul Stacey to the Planning Board members. Mayor Curtin also announced the resignation of Planning Board member Hugh White, due to conflicts with his full-time employment, and intent to appoint a new alternate, Percy Clarke, to the Planning Board at the May meeting of the Board of Trustees.

Chairman Chapman then turned the floor over to Scott McClurg and Andy Tidd to discuss relocation of Riseform Brewery. Mr. McClurg and Mr. Tidd stated that Riseform is looking for a space to relocate and presented concept drawings to the Board for renovations to a space at 19 North to house the brewery. The intent of this presentation was to see if there are any concerns from the Planning Board regarding this concept before going further with plans. The Board did not have objections at this time but informed Mr. McClurg and Mr. Tidd that they must follow all building permit and code enforcement requirements. Chairman Chapman asked if there was any more discussion on the matter, there was none, and thanked them for their time.

Chairman Chapman stated that the Village has retained the services of MRB Group to assist with a revision and update of the VOM Design Guidelines, which were adopted in 2009. The intent is to make the guidelines into "standards" that will be legally binding and enforceable and stated that the

purpose of the meeting was to discuss the ongoing revision of the Village of Marcellus Design Guidelines, and to present an opportunity for the Planning board and Village Board and others to comment on the most recent draft provided by MRB.

Chairman Chapman opened the floor to the representatives from MRB. Matt Horn presented a draft of the revision and discussed the content of each section with the Board. The discussion included the language used, the changes made, organization of sections, and the how the document will fit into the Code. The Planning Board, Village Board members and Village officials provided feedback and Mr. Horn stated that he would utilize that feedback to submit a revised draft to the Board in preparation for the next meeting.

Chairman Chapman then turned the floor over to Bill Reagan, who began a follow up discussion regarding air B&B short term rentals and again suggested that the Village review the current code regarding this matter and revise it to meet the needs of the community. Mr. Reagan stated that many municipalities are encountering issues regarding the conditions and use of short-term rentals and the inspection requirements that should be established to ensure the safety and security of tenants and residents of the community. Mr. Reagan suggested at the last meeting that the Village consider the impact of short-term rentals and again reiterated the importance of this matter to the residents of the Village.

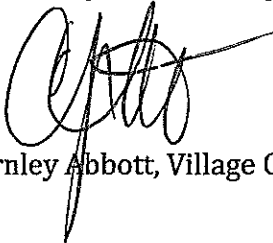
At the conclusion of the discussion, Chairman Chapman announced that the next meeting of the Planning Board will be held on June 21, 2023 at the Village Hall.

Chairman Chapman then turned the floor over to Mayor Curtin, who provided an update on happenings in the Village, including the Main Street Grant projects, Coon's Pond, and Village Hall signage among other things.

Chairman Chapman asked if there were any other items from the floor. Hearing none, Chairman Chapman stated that the next meeting of the Planning Board would be tentatively scheduled for June 21, 2023, at which time MRB will have submitted another draft for review.

Chairman Chapman made a motion to close the meeting. The motion was seconded by Richelle Schettine. All members voted aye, and the meeting was closed at 8:50 pm.

Respectfully Submitted by,



Charnley Abbott, Village Clerk



# VILLAGE OF MARCELLUS PLANNING BOARD

**Peter Chapman, Chair**  
**Theresa LaMarre**  
**Gabriel Lutwin**  
**Richelle Schettine**  
**Jill Bristol**  
**Hugh White**

Mayor: John Curtin  
Village Clerk: Charnley Abbott  
Code Official: Bill Reagan

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February 15, 2023

**PRESENT:** Chair Peter Chapman, Planning Board Members Theresa LaMarre, Gabe Lutwin, Richelle Schettine, Jill Bristol and Hugh White, Code Official Bill Reagan, Mayor John Curtin, Trustees Tim Manahan and Jack Murphy, Village Clerk Charnley Abbott, MRB Group Representatives Jim Oberst and Matt Horn

See List.

**Absent:** None

**Pledge of Allegiance**

Chairman Chapman called the meeting of the Village of Marcellus Planning Board to order at 7:00 pm and began with introductions.

Chairman Chapman made a motion to approve the minutes from November 16, 2022 meeting of the Village of Marcellus Planning Board. The motion was seconded by Gabe Lutwin. All members voted aye and the motion carried.

Chairman Chapman gave the floor to Mayor Curtin, who stated that the Board of Trustees is in receipt of a letter from Justin Rudgick, of Christopher Community, Inc, requesting a letter of support from the Village to include with an application to be submitted to Onondaga County for additional funding to support the Tefft Meadows project. Mayor Curtin stated that there have been no changes to the project narrative that was previously approved and will be included in the submission. Chairman Chapman asked if there was any discussion on the matter, there was none. Chairman Chapman stated that since there have been no changes to the narrative the Planning Board has no objection.

Chairman Chapman stated that the purpose of the meeting was to discuss revision of the Village of Marcellus Design Guidelines, and to present an opportunity for the Planning board, Village Board and others to comment and provide feedback.

Chairman Chapman stated that the Village has retained the services of MRB Group to assist with the revision of the VOM Design Guidelines, which were adopted in 2009. The intent is to make the guidelines into "standards" that will be legally binding and enforceable.

Chairman Chapman opened the floor to the MRB group. Jim Oberst began, and stated that himself and Matt Horn would like to get ideas and opinions from the Planning Board and the Village Board

that will provide guidance for updating the guidelines, which will become standards and eventually be adopted into Code. All in attendance participated in a discussion on the matter, which included topics such as paint color palettes for properties located in the Village Center, lighting and materials to be used, signage, awnings, intentions and expectations. CEO Reagan discussed the projects that should be subject to Site Plan approval and which should be approved via a building permit application. Mayor Curtin suggested revision of the language used to make the standards enforceable. The discussion also included possible penalties and courses of action should a property owner be in violation of these standards. At the conclusion of the discussion, Jim Oberst stated that MRB would begin work on the revision based on the feedback received and submit a draft for review and discussion at a later meeting.

CEO Reagan mentioned concerns about Air B&B type short term rentals and suggested that the Village review and revise the current Code to meet the needs of the community. CEO Reagan stated that several municipalities have encountered problems regarding regulation of short-term rentals, and that inspection requirements and standards should be included in the Code to ensure the safety of tenants and the community.

Mayor Curtin provided an update on the Main Street Grant projects. There were 17 projects submitted to Onondaga County Community Development Division and 11 of the 17 were approved for funding. The Village is awaiting the necessary contracts to be executed and work is expected to begin this spring. Applications and project descriptions were given to the Planning Board members for their review.

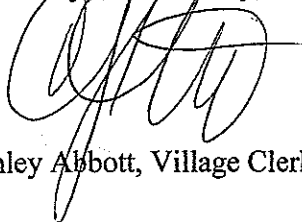
CEO Reagan then discussed enacting a moratorium on changes to exterior facades of buildings in the Village Center without approval from the Planning Board while the revision is taking place. The Planning Board was in support of the moratorium and the Village Clerk was instructed to prepare the necessary documents. Mayor Curtin stated that the Village Attorney and the Village Board will add this item to the February meeting of the Board of Trustees agenda.

Mayor Curtin provided the Planning Board members with recent news articles regarding proposed housing laws in New York that would have a significant impact on small municipalities such as Marcellus. Mayor Curtin and Chairman Chapman asked the Planning Board members to familiarize themselves with these proposals and advised that they stay alert for other proposed changes and laws that the State may impose that will harm our Village.

Chairman Chapman asked if there were any other items from the floor. Hearing none, Chairman Chapman stated that the next meeting of the Planning Board would be tentatively scheduled for April 19, 2023, at which time MRB will have submitted a draft for review.

Chairman Chapman made a motion to close the meeting. The motion was seconded by Gabe Lutwin. All members voted aye, and the meeting was closed at 8:19 pm.

Respectfully Submitted by,



Charnley Abbott, Village Clerk



# VILLAGE OF MARCELLUS PLANNING BOARD

**Peter Chapman, Chair**  
**Theresa LaMarre**  
**Gabriel Lutwin**  
**Richelle Schettine**  
**Jill Bristol**  
**Hugh White**

Mayor: John Curtin  
Village Clerk: Charnley Abbott  
Code Official: Bill Reagan

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November 16, 2022

**PRESENT:** Chair Peter Chapman, Planning Board Members Theresa LaMarre, Gabe Lutwin, Richelle Schettine, Jill Bristol and Hugh White, Code Official Bill Reagan, Mayor John Curtin, Trustees Tim Manahan and Jack Murphy, Village Clerk Charnley Abbott, ZBA Members Maribeth Rayfield, Chad Clark and Kay Kershaw

See List.

**Absent:** None

Pledge of Allegiance

Chairman Chapman called the meeting of the Village of Marcellus Planning Board to order at 7:00 pm and began with introductions.

Chairman Chapman asked for a motion to approve the minutes from the April 20, 2022 meeting of the Village of Marcellus Planning Board. The motion was made by Hugh White, seconded by Richelle Schettine. All members voted aye and the meeting was opened.

Chairman Chapman stated that the purpose of the meeting was to discuss the controversy surrounding the color selection of the building at 14-18 West Main Street, owned by Kay Kershaw, and to present an opportunity for the Planning board and Village Board and others to comment and provide feedback on the concern.

Chairman Chapman stated that on Thursday, November 10<sup>th</sup>, Theresa LaMarre and himself were able to sit down and have a conversation with Kay. They expressed their disappointment in the color choice and let her know that there had been a fair amount of public outcry, from residents and business owners alike. Chairman Chapman stated that they did not meet to discuss what is "pretty" but rather what "fits" with our small downtown. Chairman Chapman noted that there are guidelines included in the Code of the Village of Marcellus regarding the aesthetic of Main Street. They also discussed the objective of the Main Street Grant Project, which is to improve Village aesthetic and to improve the community as a whole, and that it is hard to see how her color choice does any of these things. Ms. Kershaw expressed her difference of opinion during the conversation, believing the building stands



out and will add to the Village's beauty once the job is completed. Chairman Chapman stated that the conversation was constructive and respectful.

Chairman Chapman opened the floor to the Planning Board. Jill Bristol stated that she has read through the Code and agrees that the color does not fit with the other buildings in the Village and would like to see a more neutral color that fits better with the surroundings.

Chairman Chapman then opened the floor to public comment. Ken Tyminski, owner of Senshi Martial Arts Academy voiced his opinion in favor of the color, stating that other buildings have had bad paint colors in the past and over time they fade and blend in. Mr. Tyminski asked what kind of precedent will be set if business owners complain about a color, and does that mean that business owners will dictate what other business owners can do.

Lisa Bardou, Senshi Martial Arts, stated that their business is located in the building, and they do not have signage. Ms. Bardou stated that she personally likes the color, feels that Main Street needed to be brightened up, and that 14-18 West Main isn't done yet and will look attractive when it is complete. Ms. Bardou also stated that in her opinion, a neutral color palette is boring and the bright color was needed. Ms. Bardou also questioned what precedent would be set if other people get to decide what is done with buildings just because some are unhappy with it.

Chairman Chapman noted that the Village of Marcellus has never intended to have a tight grip on what people can and can not do with their property. He stated that in the past, Main Street property owners have worked with the Planning Board regarding paint colors and changes to property located in the Village Center to ensure that they will fit in with the aesthetic of the Village. Chairman Chapman stated that the Village Board and the Planning Board will begin the process to amend the Code to require that the Planning Board has approval of paint colors and façade changes to commercial properties in the Village center in the future.

Chairman Chapman opened the floor to those not in favor of the paint color. Excerpts from emails received from members of the community were read aloud.

Theresa Greenfield, 4 First St, presented photographs to the Board taken from inside her home of her view of the building. She stated that it does not fit in with the Village, and she feels that it was a selfish choice of color and not in the best interest of the community.

Maribeth Rayfield, 3 First St, added that color choice is subjective, yet property owners have a responsibility to the community to make choices that are beneficial to the Village as a whole to maintain the environment that has taken a lot of hard work to achieve and maintain. Ms. Rayfield felt that the color choice for this high-profile building located in the heart of town is not in harmony with the Village. Ms. Rayfield stated that as a member of the Zoning Board of Appeals, decisions are made based on what is best for the entire community as well as how other residents and business owners may be negatively impacted. Ms. Rayfield

feels that the same consideration should be taken in regards to paint colors of buildings that can have an impact on the community as a whole.

Anne Temple, owner of Annabelle Design Company, stated that she paints for a living, and she loves fun colors on small pieces of furniture. When painting a large item, Ms. Temple stated that bold bright colors are not chosen because those items do not appeal to the general customer and are hard to sell. She stated that she commends Ms. Kershaw's love of color, however, in her opinion 14-18 West Main is too big of a building for such a bright color and does not fit in with the buildings next to it.

Lisa Mayers, 1 First St, stated that she is not in favor of the color and does not feel that it fits in well with the aesthetic of the Village.

Chairman Chapman then turned the floor over to the Village Clerk to read an email in support of the choice of color and Ms. Kershaw. At that time in the meeting, there was no knowledge of other emails in favor of the color choice.

Chairman Chapman opened the floor to Ms. Kershaw. Ms. Kershaw stated that the building is not done and will look better when it is complete in the Spring.

Chairman Chapman opened the floor to the Village Board. Mayor Curtin explained that the "Design Guidelines" were added to the Village Code and intended to provide an example of the types of design and character that were desired for the Village under the existing code. In particular, the guidelines were intended to increase the village center appearance and visual quality as well as preserve the historic character and design patterns of the Village Center. The Board thought that appropriate design elements and materials would improve the streetscape in the Village Center and the Board did not want to be too restrictive as is the case in other communities. It felt that property owners in the Village Center would agree that appearance and visual quality, as well as historic character and design patterns mattered, and that they would help to maintain Marcellus' visual character and promote compatibility with their neighbors as well as continuity with the past.

Mayor Curtin stated that such is not the case with the property at 14-18 West Main, the color of which building is not subtle, but intense, glaring and loud rather than unobtrusive and soft in appearance. The building is now very conspicuous, exposed, and noticeable. As one person noted, it looks like the bottom of a swimming pool, and it does not fit in at all with its neighbors. Other comments received at the Village Hall call the color an embarrassment and completely out of place, that it makes the Village look like a joke, a laughing stock, an eyesore, that it is perfect for Latin America or Cuba.

Mayor Curtin stated that what should be encouraged in the Village Center are colors that are classic and traditional in appearance, ones that are neutral, timeless, of earth tones, over non-traditional, bright or neon colors. Mayor Curtin stated that because there is no such requirement in the Village Code at present, the Board of Trustees, in conjunction with the Village Planning Board, will begin to resolve the situation so that similar controversies do not occur in the future.

Mayor Curtin also noted that the property owner, as part of the Main Street Grant project, made application to have the building painted. A cost estimate was submitted for \$15,680.87, 75% of which was understood to be reimbursed to the property owner, provided the project was completed to the satisfaction of the Village. For the Village to reimburse the property owner for a project that is clearly not in the interest of the Village, is like getting slapped in the face and then paying for having it done, turning the other cheek, and waiting for another slap.

CEO Reagan stated that at the present time the design guidelines that are included in the code are not legally enforceable, therefore there the Code Official could not issue a stop work order before the painting was finished. He also stated that this situation is not unique to the Village of Marcellus, that the Village of Liverpool had a situation very similar to this one and since has made their design guidelines mandatory and an enforceable part of their code.

Chairman Chapman stated that the Village Planning Board and the Village Board of Trustees will begin to draft an amendment to the Code which will make design guidelines for properties located in the Village Center mandatory.

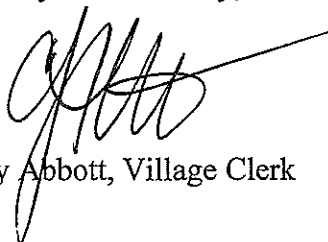
Sondra Bromka, 36 South Street, stated that she is both an artist and a historian. She stated that historically, colors were chosen from what can be made from the earth, and that bright blue is not a color that can be made naturally, therefore, does not fit in with a historical, natural aesthetic.

Chairman Chapman stated that the Planning Board will continue discussion regarding the paint color choices in the Village Center. He also stated that everyone in the room that is passionate about this issue is here because they all love Marcellus and want to find a solution for the greater good.

Chairman Chapman then announced to those in attendance that there will be a discussion meeting held at the Marcellus Free Library on November 30, 2022 regarding proposed changes to the project narrative for the Tefft Meadows development located at 8 Paul St.

Chairman Chapman asked for a motion to close the meeting The motion made by Richelle Schettine and was seconded by Hugh White. All members voted aye, and the meeting was closed at 7:42 pm.

Respectfully Submitted by,



Charnley Abbott, Village Clerk

