



City of Johnstown

Meeting: Planning Board Meeting
 Date: Tuesday, August 6, 2024
 Time: 4:00 p.m.
 Location: Conference Room, City Hall
 Presiding Officer: Peter Smith, Chairman

Meetings are broadcast using Facebook Live. The public is able to view the meeting from the official City of Johnstown Facebook page: [City of Johnstown, New York](#)

The proceedings of meetings are taped for the benefit of the City Clerk; the minutes are not a verbatim record of the proceedings; therefore, the minutes are not a word-for-word transcript.

Meeting Minutes

- **CALL MEETING TO ORDER**
- **MEMBERS IN ATTENDANCE**

| | | PRESENT | ABSENT / EXCUSED | LATE |
|---------------------|-----------------------------|---------|------------------|------|
| Peter Smith | Board Member, Chairman | X | | |
| Chandra Cotter | Board Member | X | | |
| Terri Easterly | Board Member | X | | |
| Betsy Camarra | Board Member | X | | |
| Roberta Thomas | Board Member | X | | |
| Michael M. Albanese | Board Member, City Attorney | | X - Excused | |
| Christopher J. Vose | Board Member, City Engineer | X | | |
| Larry O'Regan | Fire Chief | X | | |
| Carrie M. Allen | City Clerk | X | | |
| Scott Jeffers | Council Liaison | X | | |

- **APPROVE MINUTES**

1. Meeting – June 4, 2024

Action Taken

| | | | | | |
|-------------|-----------------------|-------|---|----------|--------------|
| Motion: | Board Member Camarra | Ayes: | 6 | Absent: | 1 (Albanese) |
| Seconded: | Board Member Easterly | Noes: | 0 | Abstain: | 0 |
| Discussion: | None | | | | |

- **ITEM #1: Foothills Worship Center @ 305 Jansen Avenue; Head Start Classroom**

SITE PLAN REVIEW

Would like permission to lease space to Fulmont Community Actiion Agency, Inc. to operate a Head Start classroom in the building.

- 1 classroom, 16 children
- employ one full time teacher, one full time teacher assistant, one full time cook and on part time aid
- required to comply with all NYS Office of Children and Family Services Day Care regulations as well as all Head Start performance standards required by US Dept. of Health and Human Services

SITE PLAN APPROVAL

Action Taken

| | | | | | |
|-------------|--|-------|---|----------|--------------|
| Motion: | Board Member Cotter | Ayes: | 6 | Absent: | 1 (Albanese) |
| Seconded: | Board Member Camarra | Noes: | 0 | Abstain: | 0 |
| Discussion: | Required to complete permit and inspection process with Code Enforcement | | | | |

- **ITEM #2: Johnstown Public Library @ 38 S. Market Street; landscape renovation & reduction of off-street parking**

SITE PLAN REVIEW

Dave D'Amore, Managing Architect for CT Male Associates prepared a presentation of the proposed landscape changes of the Johnstown Public Library.

Mr. D'Amore provided an initial demonstration to the Board and recapped the communication provided and noted highlights of the project.

- Feel they are underutilizing the site
- This will be a learning landscape, not a playground; learning opportunities, family activities, music space
- Feel this project will enhance the city for the vitality of downtown
- Passive space as an open area for public to use
- Landscape – Current landscape is overgrown and difficult to manage. Will replace with plantings that support a small eco system and will be a component of learning experience.
- The front entrance will be for exit only, stairs no longer useful
- Lighting – accent to outside of building, up light landscaping, not obstructive to neighbors and provide directional lighting to parking lot. Staff will be encouraged to use public city parking lot. Off street parking still available.
- Parking – 21 spots to 11 including; 2 accessible parking spots (11 spots is the average used at the library, special events increase parking usage). Current code requires 28 parking spaces be made available, which means that are currently not in compliance.
- Zoning – Would like to be rezoned to CB-3 (Central Business District) like surrounding properties, they believe they are zoned Public Use. Vose stated that Public Use was omitted in 2015 zoning amendments; Clerk will clarify.
- Drainage – need further engineering upon approval of site plan. There is surface runoff in front of building. Will keep most runoff on site w/ the additional green space and retaining wall.
- Erica Wing stated the outdoor landscaping would be a multipurpose space and could provide a space to provide activities such as yoga, painting, story time, music performances
- D’Amore stated there are 3 zones to the project:
 1. Market Street to be developed into a passive seating for reading and games. Construction of retaining wall to separate sidewalk from elevated seating, pathway to connect Clinton Street or ingress and egress to library, led lighting, landscaping to southwest corner.
 2. Clinton Street to be developed into an active play and learning area. Canopy over Clinton St. entrance, pavilion, walkway, sidewalk, accent lighting, retaining wall on north edge of lot, condensing units on Clinton St relocated to northeast corner away from street.
 3. Smaller off-street parking lot, sidewalk to connect zone 2 to provide safer access for visitors, lighting, retaining wall extended along north edge
- Project will be in 2 phases in order to better leverage grant funding. Phase 1; Zone 1 (spring 2025) and Phase 2; Zone 2 & 3 (late 2025 or spring 2026)
- D’Amore stated a variance would be needed for the parking.

O’Regan – issue with reduction of parking spaces and travel distance (75 ft) for handicap parking spaces. Site currently doesn’t and can’t meet the requirements for parking.

Vose – need to clarify zoning and decide on what variances may be required.

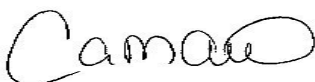
D’Amore would like to come back before the Board with a more formal proposal for Phase 1 of project. He was informed that submission to be heard at the September 3rd will need to be submitted within 5 days of meeting.

• **ADJOURN**

Time: 4:54 pm

| | | | | | | |
|-----------|--------------|--------|-------|---|----------|--------------|
| Motion: | Board Member | Cotter | Ayes: | 6 | Absent: | 1 (Albanese) |
| Seconded: | Board Member | Vose | Noes: | 0 | Abstain: | 0 |

Respectfully Submitted,



Carrie M. Allen, City Clerk