



TOWN OF SOUTHPORT

1139 Pennsylvania Avenue • Elmira New York 14904

PLANNING BOARD

Meeting Minutes

Monday, October 6, 2025
7:00 pm

Board Members Present:	Jackie French John Hastings Penny Page Chris Parsons Trish Peterson, Chairperson Rick Petzke Tracy Warner, Vice Chairperson
Board Members Absent:	Liv Lovejoy, Alternate
Others Present:	Peter Rocchi, Code Enforcement Officer Marianne Schrom, Deputy Town Clerk Megan Dorritie, Esq., Harter Secrest & Emery LLP, Attorney for the Planning Board Jennifer Vaughn, LaBella Associates, Engineer for the Planning Board

Chairperson Peterson called the meeting to order at or about 7:00 pm. She asked if the Board Members had any comments, questions, concerns, or corrections about the September 2, 2025 meeting minutes. Hearing no comments, Board Member French made a motion to accept the minutes of September 2, 2025 as presented; Board Member Parsons seconded the motion. All were in favor. The Board accepted the minutes as presented.

AYES: French, Hastings, Page, Parsons, Peterson, Petzke, Warner
NOES: None
MOTION CARRIED.

The Chairwoman read a statement about the Planning Board process generally and rules for the evening's public hearing.

Continued

Public Hearing -

Amended Site Plan of Arbor Housing and Development to develop 60 units of senior apartments located at 1205 Plymouth Avenue, Elmira, New York, tax map #109.08-2-51, zoned Commercial Regional

Jamie Gensel, with Fagan Engineers presented the timeline of the proposed project and discussed the amended site plan with the Board. The original plan was to have 60 units comprised of traditional apartments and five townhomes. The amended plan has eliminated the five townhomes and will have one building with 60 units. Mr. Gensel stated estimated total construction completion is one year, with the main site work component, the exterior to be a 3-4 month period. Mr. Gensel also presented a photograph of the site in its previous condition as a mobile home community (now demolished).

Chairperson Peterson opened the public hearing for comment at 7:15 p.m. and the following comments were received:

Ira Manhoff from Dutch Hill Road presented a petition with 40 signatures from residents against the proposed project known as "Southport Corners". He then spoke to objections, including Increased traffic and congestion; out of character with existing neighborhood; removal of mature trees; noise and disruption during construction; stress on local infrastructure; loss of privacy and overlooking; lack of on-site supervision and oversight; insufficient parking; and loss of quiet, park-like lot.

Regina Farmer from Pennsylvania Avenue in Pine City stated she lives near Park Terrace senior apartments and has had no problems. She also stated her grandmother owned a trailer park on the site of the proposed project years ago that also catered to seniors.

Robert Wilson from Woodbine Avenue commented on his FOIL request he received regarding the project. He also is concerned about the street drains near the project and water laying in the roadway, as well as traffic congestion. He is concerned his property value will decrease if the project moves forward, as well as increased noise that these types of "high rises" produce.

Dan Williams from Mt. View Drive thanked the members of the Planning Board for serving on this Board. He stated that the Comprehensive Plan Committee held four Visioning Sessions at all four local Fire Departments to include each neighborhood, where they met with the community to get feedback from the public on what they would like to see for our Town. At all four sessions, they were asked to provide affordable senior housing.

Mr. Williams also stated we need to bring residents to the Town due to the fact sales tax revenue the Town receives from the County is based on population.

Ira Manhoff from Dutch Hill Road spoke once again and commented on the Environmental Form which states there are Hazardous Waste Sites that are within 2000 feet from the project and that he is still waiting on results of the soil samples that were taken. He also commented that on the same Environmental Form it was marked yes that the site is adjacent to sensitive archaeological sites and on a later form the answer was changed to no. Finally, he would like to know how much Arbor Housing is paying the IDA for the property.

Chairwoman Peterson made a motion to close public hearing, Board Member Page seconded, and all voted in favor. It was turned over to the Planning Board at 7:26 p.m.

RESOLUTION NO. 007-2025 PB

**ARBOR HOUSING – SOUTHPORT APARTMENTS
SEQRA RESOLUTION
AND NEGATIVE DECLARATION**

At the meeting of the Town of Southport Planning Board held on October 6, 2025, Chairwoman Peterson moved adoption of the following resolution; Member Parsons seconded the motion, and the motion was passed by a unanimous vote.

WHEREAS, Arbor Housing and Development (the “Applicant”) submitted a site plan application on or about April 1, 2024, last supplemented on or about August 21, 2024, (the “2024 Application”), and submitted a revised application on or about July 26, 2025, last supplemented on or about September 11, 2025, (the “Amended Application”), together, the 2024 Application and Amended Application are collectively referred to herein as the “Application,” which proposes development of an approximate 2.5-acre parcel located at 1205 Plymouth Avenue, Tax Map Number 109.08-2-51, Town of Southport, Chemung County, New York (the “Property”); and

WHEREAS, the Application proposes development of the Property with a single 2-story multi-family building containing 60 units (the “Project”). Other site improvements associated with the Project include but are not limited to 60 parking spaces, site lighting, utilities, stormwater management, landscaping, and new sidewalk along Plymouth Avenue as more fully depicted and described within the Applicant’s submission materials including, but not limited to site plan drawings prepared by Fagan Engineers dated March 13, 2024, last revised July 31, 2025, Fagan Engineers Letter of Intent dated August 26, 2025,

Fagan Engineers request for a reduction in the number of required parking spaces dated August 21, 2025, Engineers Report dated August 5, 2024, and last revised August 25, 2025, and Part I Short Environmental Assessment Form dated March 15, 2024, last revised August 21, 2025; and, Fagan Engineers Comment Response letter dated September 11, 2025, Site Plan Drawings prepared by Fagan Engineers, dated March 13, 2024, last revised September 11, 2025; and

WHEREAS, the Applicant has prepared Part 1 of the Short Environmental Assessment Form (SEAF) for the Project in accordance with 6 NYCRR 617.6(a)(3) for Unlisted Actions; and

WHEREAS, the Town has acknowledged receipt of the Application Materials and has deemed them sufficient to initiate review of the proposed Project in accordance with the Town Code; and

WHEREAS, the Town Planning Board has jurisdiction over the Application as the Project requires site plan approval; and

WHEREAS, the Town Planning Board has determined, in accordance with 6 NYCRR 617.6 that: (i) the proposed Project appears to be an Unlisted Action under SEQRA; (ii) uncoordinated SEQRA review shall be undertaken in accordance with 6 NYCRR 617.6(b)(4); and (iii) the Town Planning Board announces its intent to serve as lead agency with respect to the site plan application submitted on behalf of the Applicant; and

WHEREAS, the Application was referred to the Chemung County Planning Board under General Municipal Law, Section 239-m, and the Chemung County Planning Board ("CCPB") responded to the Town of Southport referral on August 28, 2025, and the Chemung County Planning Board provided Approval with no conditions stated; and

WHEREAS, the Town of Southport Planning Board (the "Planning Board") opened a public hearing for the Application on July 1, 2024, as required by Section 525-57, Paragraph D of the Southport Town Code, affording the public an opportunity to comment on the proposed Project, and the public hearing was closed on August 5, 2024. The public was afforded a second opportunity to comment on the proposed project as the public hearing was opened on September 2, 2025, and closed on October 6, 2025, and included an opportunity to provide written comment; and

WHEREAS, the Planning Board considered all public input on the Application and finds that the comments either: (1) address considerations outside the site plan approval process (that the project would be for low-income housing, possible noise and disruption during construction, the loss of privacy because the units contemplated by the Application are two-story units

and nearby homes are single-story, and that local residents prefer that the lot that is the subject of the Application be used as a town park rather than developed); or (2) have been satisfied through the site plan review process (parking concerns [resolved by parking study], traffic concerns [resolved by proposed action is less than DEC SEAF Q. 8 Threshold], compatibility with the character of the existing neighborhood [Application consistent with nearby commercial properties], and stress on local infrastructure [correspondence from relevant utility providers]); and

WHEREAS, with the assistance of its consultants, including the consulting Engineer (LaBella Associates), the Town Attorney, as well as Town staff, the Planning Board has carefully examined the SEAF, the Application, all materials accompanying the Amended Application, and all other materials related thereto, including information and comments offered at its meetings.

NOW THEREFORE BE IT RESOLVED, that in accordance with the SEQRA Regulations, the Town of Southport Planning Board hereby affirms its status as Lead Agency, and affirms classification of the Project as an Unlisted Action; and

BE IT FURTHER RESOLVED, the Town of Southport Planning Board, as Lead Agency, has reviewed and considered Part 1 of the SEAF, Amended Application materials, public comments and environmental record concerning the Project, and has carefully reviewed and considered Part 2 of the SEAF and finds that although potential environmental impacts were identified, none of the impacts were found to be significant; and

BE IT FURTHER RESOLVED, that in using the criteria for determining significance identified in 6 NYCRR § 617.7(c)(1) and in accordance with 6 NYCRR § 617.7(c)(2) and (3), the Planning Board finds that the Amended Application and related Project will not cause a significant adverse environmental impact that would otherwise necessitate the preparation of an environmental impact statement, and the Town of Southport Planning Board hereby issues a Negative Declaration of Environmental Significance, as indicated in the attached SEAF Part 3 – Evaluation of the Magnitude and Importance of Project Impacts and Determination of Significance; and

BE IT FURTHER RESOLVED, that the Planning Board's adoption of the Negative Declaration has been prepared in accordance with Article 8 of the Environmental Conservation Law of the State of New York and implemented under 6 N.Y.C.R.R. Part 617; and

BE IT FURTHER RESOLVED, that notice of this resolution and the Notice of Negative Declaration shall be filed to the extent required by the applicable regulations under SEQRA and/or any other relevant statute or regulation; and

BE IT FURTHER RESOLVED, the Chair of the Planning Board be and hereby is authorized to execute further documents that may be required to complete the issuance of the Negative Declaration authorized herein.

AYES: **French, Hastings, Page, Parsons, Peterson, Petzke, Warner**

NOES: **None**

MOTION CARRIED.

Jennifer Vaughn from Labella Associates went through the LaBella letter dated September 12, 2025, and Parts 2 and 3 of the SEAF.

Member Parsons stated as a condition of the site plan approval, any changes to the site plan, including without limitation, development of current green space, must be brought to the Planning Board for approval.

RESOLUTION NO. 008-2025 PB
TOWN OF SOUTHPORT

ARBOR HOUSING – SOUTHPORT APARTMENTS
PRELIMINARY AND FINAL SITE PLAN

At the meeting of the Town of Southport Planning Board held on October 6, 2025, Chairwoman Peterson moved adoption of the following resolution; Member Petzke seconded the motion, and the motion was passed by a unanimous vote.

WHEREAS, Arbor Housing and Development (the “Applicant”) submitted a site plan application on or about April 1, 2024, last supplemented on or about August 21, 2024 (the “2024 Application”), and submitted a revised application on or about July 26, 2025, last supplemented on or about September 11, 2025 (the “Amended Application”), together, the 2024 Application and Amended Application are collectively referred to herein as the “Application”, which proposes development of an approximate 2.5-acre parcel located at 1205 Plymouth Avenue, Tax Map Number 109.08-2-51, Town of Southport, Chemung County, New York (the “Property”); and

WHEREAS, the Town of Southport Zoning Map depicts the subject Property as being within the CR (Commercial Regional) Zoning District, and Attachment 1, Use Table, of Chapter 525 of the Southport Town Code identifies that a Multi-unit dwelling is a permitted use within the Commercial Regional Zoning District, subject to site plan review; and

WHEREAS, the Application proposes development of the Property with a single 2-story multi-family building containing 60 units (the “Project”). Other site improvements associated with the Project include but are not limited to 60 parking spaces, site lighting, utilities, stormwater management, landscaping, and new sidewalk along Plymouth Avenue as more fully depicted and described within the Applicant’s submission materials including, but not limited to site plan drawings prepared by Fagan Engineers dated March 13, 2024, last revised July 31, 2025, Fagan Engineers Letter of Intent dated August 26, 2025, Fagan Engineers request for a reduction in the number of required parking spaces dated August 21, 2025, Engineers Report dated August 5, 2024 and last revised August 25, 2025, and Part I Short Environmental Assessment Form dated March 15, 2024, last revised August 21, 2025; and, Fagan Engineers Comment Response letter dated September 11, 2025, Site Plan Drawings prepared by Fagan Engineers, dated March 13, 2024, last revised September 11, 2025; and

WHEREAS, Section 525-78 of the Southport Town Code authorizes the Planning Board to, waive off-road parking in whole or in part upon findings noted in subparagraphs A, B or C; and

WHEREAS, the Town of Southport Planning Board (the “Planning Board”) opened a public hearing for the Application on July 1, 2024, as required by Section 525-57, Paragraph D of the Southport Town Code, affording the public an opportunity to comment on the proposed Project, and the public hearing was closed on August 5, 2024. The public was afforded a second opportunity to comment on the proposed project as the public hearing was opened on September 2, 2025, and closed on October 6, 2025; and

WHEREAS, the 2024 Application was referred to the Chemung County Planning Board under General Municipal Law, Section 239-m, and the Chemung County Planning Board (“CCPB”) responded to the Town of Southport referral on April 30, 2024, indicating “On 04/25/24 the Chemung County Planning Board reviewed the following proposal from the Town of Southport concerning the Plymouth Apartments Site Plan and CCPB gave the following recommendation on the proposal: Approval” and provided the reasoning and additional comments: “Work on Cedar will require a DOT Permit. SWPPP will be needed. A Landscaping plan and EV charging or capacity should be considered. It is good to see new senior housing projects.” The 2025 Amended Application was referred to the Chemung County Planning Board under General Municipal Law, Section 239-m, and the CCPB responded to the Town of Southport referral on August 28, 2025, and gave the following recommendation on the proposal: Approval; and

WHEREAS, the Planning Board retained an independent Professional Engineer, LaBella Associates, to assist with the review of the Amended Application, and LaBella Associates provided a comment letter dated August 19, 2025, last updated on September 12, 2025, that provided technical expertise to assist the Planning Board and comments to be addressed by the Applicant; and

WHEREAS, the Chemung County Stormwater Coalition was provided the amended stormwater design and Stormwater Pollution Prevention Plan on August 21, 2025, for review and comment. Response from the Chemung County Stormwater Coalition is pending; and

WHEREAS, the Application was considered under the State Environmental Quality Review Act ("SEQRA"), and was classified by the Planning Board as an Unlisted Action, and the Planning Board conducted an uncoordinated review of the project, and found that environmental impacts from the Project do not rise to a level of being large or significant, as more fully described in Part 2, Part 3 of the Short Environmental Assessment Form, and as the impacts were not found to rise to a level of having the potential to be significant adverse environmental impacts, the Planning Board issued a Negative Declaration on October 6, 2025; and

WHEREAS, the Planning Board considered all public input on the Application and finds that the comments either: (1) address considerations outside the site plan approval process (that the project would be for low-income housing, possible noise and disruption during construction, the loss of privacy because the units contemplated by the Application are two-story units and nearby homes are single-story, and that local residents prefer that the lot that is the subject of the Application be used as a town park rather than developed); or (2) have been satisfied through the site plan review process (parking concerns [resolved by parking study], traffic concerns [resolved by proposed action is less than DEC SEAF Q.8 Threshold], compatibility with the character of the existing neighborhood [Application consistent with nearby commercial properties], and stress on local infrastructure [correspondence from relevant utility providers]).

NOW THEREFORE BE IT RESOLVED, that although the Southport Town Code would require a total of 90 off-street parking spaces (1.5 spaces per unit) the Planning Board waives this requirement, in part, to allow the site to contain no less than 60 parking spaces. The Applicant and its representative have provided sufficient evidence in their July 1, 2024, revised August 21, 2025, letter and attachment that indicates that parking spaces for senior housing uses is less than the need for parking spaces in traditional multi-family housing projects; and

BE IT FURTHER RESOLVED, that the Site Plan Application by Arbor Housing and Development for the proposed 60-unit multi-family senior housing project at 1205 Plymouth Avenue, site plan set drawn by Fagan Engineers, last revised September 11, 2025, be CONDITIONALLY APPROVED, and

BE IT FURTHER RESOLVED, the Town of Southport Planning Board hereby requires, as a condition of the site plan approval, the following:

1. Pending Comments from the Chemung County Stormwater Coalition be addressed and that the site plan drawings and SWPPP be updated to reflect any design changes associated with any Chemung County Stormwater Coalition comments; and
2. Any changes to the site plan, including without limitation, development of current green space, must be brought to the Planning Board for approval.

AYES: **French, Hastings, Page, Parsons, Peterson, Petzke, Warner**

NOES: **None**

MOTION CARRIED.

Next was the referral from Town Board, a Six-Month Extension of the Moratorium on commercial solar Energy Systems and Commercial Energy Storage Systems within the Town of Southport.

Board Member French made a motion for a positive referral that the Town Board again extend the Moratorium on Commercial Solar Energy Systems and Commercial Energy Storage Systems within the Town of Southport. Chairwoman Peterson seconded the motion. Discussion on the motion was had and it was noted that the Planning Board previously provided a positive referral for this matter. All voted in favor.

AYES: **French, Hastings, Page, Parsons, Peterson, Petzke, Warner**

ABSENT: **None**

NOES: **None**

MOTION CARRIED.

Lastly was the referral from the Town Board, a Six-Month Extension of the Temporary 12-month Moratorium for Operating Unlicensed Retail Businesses involving the Transfer, Distribution, or Sale of Cannabis within the Town of Southport.

Board Member French made a motion for a positive referral that the Town Board again extend the Temporary 12-month Moratorium for Operating Unlicensed Retail Businesses Involving the Transfer, Distribution, or Sale of Cannabis within the Town of Southport. Board Member Petske seconded the motion. Discussion on the motion was had and it was noted that the Planning Board previously provided a positive referral for this matter. All voted in favor.

AYES: **French, Hastings, Page, Parsons, Peterson, Petzke, Warner**
ABSENT: **None**
NOES: **None**
MOTION CARRIED.

No other business to come before the Board. Chairwoman Peterson made a motion to adjourn the meeting; Board Member Page seconded the motion. All were in favor. The meeting was adjourned at 8:19 p.m.

Respectfully submitted,

Marianne Schrom
Deputy Town Clerk

Original on file with Town Clerk

cc: Planning Board
Town Board
Town Clerk
Town Attorney