

**PLANNING BOARD
VILLAGE OF SOUTHAMPTON
MARCH 14, 2022
SPECIAL MEETING**

Due notice having been given, the Planning Board special meeting held via Zoom videoconferencing on March 14, 2022 at 5:30 pm. Due to public health and safety concerns related to COVID-19 and in accordance with Governor Cuomo's Executive Order 202.1 adopted on March 12, 2020, Article 7 of the Public Officers Law (Open Meetings Law), is suspended "to the extent necessary to permit any public body to meet and take such actions authorized by the law without permitting in public in-person access to meeting and authorizing such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding and that such meeting are recorded and later transcribed."

Board members Anthony Piazza, Lisa Cowell, Jayne Clare, Alan McFarland and Willa Bernstein were present.

Environmental Planning Consultant Kathy Eiseman as well as counsel for the Board Alice Cooley were present. Planner for the Village Alex Wallach was present as well.

MOTION by Chair, seconded by L. Cowell
To open tonight's meeting.
On Vote: Chair, J. Clare, L. Cowell, W. Bernstein

The Planning Board was requested to provide a recommendation to the Board of Trustees on the application of **THE HEART OF THE HAMPTONS**, 44 Meeting House Lane, for consideration of granting a Special Exception use. The BOT will be hearing this on March 29, 2022, and this will be a public hearing. There will be no public comment taken tonight. Section 116-1 of the zoning code needs to be met.

Alex Wallach stated that a new law was adopted to allow food pantry use as a Special Exception for consideration by the Village Board and that the purpose of tonight's meeting is to make a recommendation to the Trustees regarding the Special Exception use. There is a series of general criteria in the code that needs to be examined, and a set of separate criteria for food pantry that will be reviewed as well. Linda Riley is here to represent the applicant and reviewed the criteria under consideration by the BOT.. The emphasis is on the community as a whole. This is a residential district but it abuts the Village Business District. This building was developed as an Ambulance garage originally. It is small in scale and it is a brick building. The intent is to use the lot and the building for a food pantry use. No variances will be needed. It will be similar to its historic use at the Sacred Hearts church. That church needs the space now used, and therefore has asked the food pantry to find another location. It will act in the same manner it has at its current location. There will be more square footage and a walk in refrigerator. There will not be any food service or food prep on site. It will not be open except for limited hours and not used at night or weekends. The historical nature of the Ambulance building will be preserved. There will be one bathroom for the workers only. There will be no traffic impact on the lot. No undue concentrations of people will exist. This is to serve an existing community. The site has been

**PLANNING BOARD
VILLAGE OF SOUTHAMPTON
MARCH 14, 2022
SPECIAL MEETING**

used for a municipal purpose. There will be no significant impact on the value of the neighbor's land. This is a Type II action. This site is busier in the winter as opposed to the summer due to the fact that employment is easier to find in the summer. Food trips will be reduced in the summer months, when the traffic is the greatest. All food pickup traffic will be screened. One line of dormers will be added, which will be below the line of the adjacent house and will be used for office space. This conforms with a special exception use that was adopted by the BOT and it is consistent with what was adopted. Access, parking spaces and truck spaces are adequate, existing curb cuts will be used. A drive thru delivery service will come through the adjacent church parking lot where space is adequate. The building footprint will remain the same. No displays are to be used. Plans show where a dumpster will be located and the amount of waste will not change from what it was at Sacred Hearts Church and does not include food waste. Sewage requirements will be met. The area of the lot will not be less than 10,000 sq. ft., the area proposed is about 15,000 sq. ft. Since it is less than 100' from the Business district this special exception criteria has been met. DOT map was attached to the plans to show that they are not more than 500' ft from a collector street. The lot containing the food pantry is in an institutional use and it does share road frontage with the church. Food pantries shall not exceed 2, and this is the only one, once this is operational; the one at the Sacred Hearts Church will cease to exist.

Chair is concerned about any expansion to the building, Ms. Riley stated that the only planned expansion is the dormer on the second floor. The building is sufficient to meet the demands. There is no limit on clients. It is about 60 weekly clients in the summer months and closer to 200 in the winter. They are not parking. They are lined up at pre-appointed times. It is for 2 days a week. Conditions could be made by the BOT on operations of the food pantry. The food pantry will be the sole occupant. Recently the parking lot has been used for COVID testing, with people in their cars. Access worked for the COVID test site. However Ms. Clare noted that with the COVID testing it was for scheduled appointment times. Molly Bishop spoke to the schedule which is now Wednesdays and Fridays from 11-3, normally 3-4 cars are waiting when they open and it continues a steady line, but not heavy throughout the opening. Families car pool, or neighbors pick up for one another. In the winter it is 150 families, not 200. A. McFarland concern is that there be an agreement with the church for the lot and coordination between them. He has witnessed 20-25 cars waiting along Hill Street in the winter, lining up on Hill Street. The traffic on Meeting House Lane is a concern for him. Ms. Bishop disagrees with the count in the winter. She did mention March 2020 and that they served a greater number of families then, but it hasn't been the same since then. Ms. Bishop also commented that the Police have offered assistance if needed and she has never been in need of this. There also has never been a complaint from anyone on Hill St. A traffic study had been submitted. Ms. Eiseman suggested that a plan for how people will line up to be served food and then exit be submitted to help the Board understand the concept at the time of Site Plan review. Ms. Bishop stated that all food pick up cars will be accommodated in the Presbyterian Church parking lot. Chair feels that this is a needed service in the community. Ms. Bishop stated that there is staff

**PLANNING BOARD
VILLAGE OF SOUTHAMPTON
MARCH 14, 2022
SPECIAL MEETING**

all through the drive-thru process to keep it moving., There will be no on street stopping or waiting or parking. There are 5 parking spots on site as per the code. Chair reviewed the screening, and noted that it looks adequate to him. There is no opposition to adding more on the applicant's side. The east line in greater height was suggested to be added. There will be a second line of arborvitae added and it was suggested to add height to the second line of arborvitae. W. Bernstein questioned the trips on dumpster pick up and asked what nonorganic meant. Also if the dumpster will be opened or not. Ms. Bishop stated that it is picked up once a week, the majority is cardboard or paper from the offices. The schedule will be set along with the same Norsic pick up as Sacred Hearts Church. All the food is given away so there is no organic waste. One of the garage doors will be closed in with brick. It needs to be climate control for the food.

A draft letter to include potential scheduling and regarding traffic circulation concerns will be drafted by Ms. Cooley and Ms. Eiseman. A. McFarland would like municipality regulation restrictions added to the draft.

MOTION by Chair, seconded by A. McFarland
To close tonight's meeting.
On Vote: A. McFarland, Chair, L. Cowell, J. Clare, W. Bernstein

Respectfully submitted by: Antoinette Edwards

MOTION by Chair, seconded J. Clare
To close tonight's meeting.
On Vote: Chair
March 14, 2022