

**Minutes of the Parish Town & Village Planning Board
And Conservation Advisory Council
Parish Village Gym
December 17, 2012 at 7 PM**

Public Hearing-Village of Parish Zoning Change

Chairman Scriber opened the public hearing at 7 pm. The purpose of the public hearing was to receive input from the public on a recommendation for a proposed amendment to the Village of Parish Zoning Law, Local Law No. 2 of the year 2011. Matt Johnson provided the proposed zoning map with overlay and a new definition of light industrial usage. Chairman Scriber asked for comments. Hearing no comments, the public hearing was closed at 7:02 pm.

Regular meeting was called to order by Chairman Scriber at 7:02 pm.

Roll Call was called:

Present:	Paul Gage	Kevin Dwyer (arrived at 7:07 pm)
	Fred Swartz	Linda Paul, clerk
	Bill Scriber	
	Clara Sterio	
Absent:	Bob Chambers	

Reading of the Minutes

Minutes for Regular Meeting on November 26, 2012

A motion was made by Clara Sterio and seconded by Fred Swartz to accept the minutes. Motion carried.

Communications

- Letter from the New York Planning Federation providing information on the annual conference in Saratoga Springs, April 21-23, 2013

Reports of Committees

Bob Chambers—Absent

Paul Baxter—Paul reported that the Local Government Conference will be held on March 28, 2013. Board members will be receiving mailings.

Codes Enforcement Officer—Absent. No report was received by the Planning Board. A report was submitted at the Joint Town and Village meeting. Chairman Scriber will ask the CEO to email a report for the Planning Board each month.

Unfinished Business

None

New Business

- **Village of Parish Zoning Change, Vote**
Matt Johnson explained the map showing the enlarged core zone with the light manufacturing overlay zone. He stated that the new definition for light manufacturing will allow more flexibility. The proposed new Section 315 defines the purpose,

delineation, and permitted uses for the overlay zone. The proposed new Section 630 lists uses prohibited in all zoning districts. Kevin Dwyer made a motion to make a recommendation to the Village of Parish Board that the proposed amendment to the Village of Parish Zoning Law, Local Law No. 2 of the year 2011 be adopted. Fred Swartz seconded the motion. Motion carried. Matt Johnson outlined the next steps that would be necessary in the amendment process.

- **Special Use Permit Request-Pontello/Higgins (Tax #173.00-01-03.000)**
Jason Higgins and Amy Pontello were present to apply for the special use permit. A motion was made by Paul Gage and seconded by Clara Sterio to grant a special use permit for January 1-June 30, 2013 with the conditions that no permanent utilities are affixed to the unit and that the property is subject to inspection by the CEO at reasonable times. Motion carried. Clerk will send a decision letter.
- **Election of Officers**
Paul Gage made a motion to leave the slate of officers as is for 2013. Clara Sterio seconded. Motion carried. Officers for 2013 will be: Chairperson, Bill Scriber; Vice Chairperson, Fred Swartz; Secretary, Clara Sterio.
- **2013 Meeting Schedule**
Meetings will be held at 7 pm the 4th Monday of each month except May and December when the meeting will be held on the 3rd Monday. Dates are:

January 28	May 20 (3 rd Monday)	September 23
February 25	June 24	October 28
March 25	July 22	November 25
April 22	August 26	December 16 (3 rd Monday)

A motion was made by Paul Gage to accept the meeting schedule. Fred Swartz seconded. Motion carried.
- **Full Document Grant for Planning Board Files**
Chairman Scriber reported that he had attended a grant seminar, NYS Archives-Local Government Grants. He is pursuing a grant to digitize planning board records including minute indexing. Chairman Scriber stated that the Town of Parish would be the applicant, the Village of Parish would be the co-applicant, and Chairman Scriber would be the Project Manager. He has contacted the Tug Hill Commission and Karla will write the joint grant. He is planning to meet with Karla, Kelly, and a village representative to begin the process.

Agenda for January 28, 2013

New Business—Review Comprehensive Plan, Discussion

Adjournment

A motion was made by Paul Gage to adjourn the meeting. Kevin Dwyer seconded. Motion carried. Meeting was adjourned at 7:35 pm.

Respectfully submitted,

Linda A. Paul, clerk