

**Minutes of the Parish Town & Village Planning Board
And Conservation Advisory Council
Parish Village Gym
January 26, 2014 at 7 PM**

Regular meeting was called to order by Bill Scriber at 7:01 pm.

Roll Call was called:

Present:	Paul Gage	Kevin Dwyer - excused
	Pat French	Paul Baxter
	Bill Scriber, Chairman	Doug Jordan
	Jennifer Reher	Lynn Wood, Clerk

Bill Scriber stated that there will be an executive session prior to the start of the meeting. Bill asked for motion to go into executive session. Paul Gage made the motion and Kevin Dwyer second the motion.

All in Favor.

The Planning Board meeting resumed at 7:18 following executive session.

Minutes for November 24, 2014 meeting are approved.

Paul Gage motioned to accept the minutes, second by Pat French.

All in favor.

Motion carried.

Communications

Bill Scriber passed out communications. Discussed the Tug Hill conference. Bill asked everyone if they received their application to attend. Nothing more on communications.

At this time Bill Scriber stated we will do the reading of the minutes. Everyone received and asked if motion to accept. There was one correction on the spelling of a name for Mr. Brownell.

Minutes for December 22, 2014 meeting are approved.

Paul Gage motioned to accept the minutes, second by Pat French.

All in favor.

Motion carried.

Report of Committees

- Paul Baxter - Handed out the schedule to the Planning Board for upcoming meetings. Paul also gave out reminder for the Tug Hill. Bill Scriber stated how the SEQOR seminar and would like to see more of those. Paul Baxter stated that if there are any topics anyone would like covered to let him know. Bill Scriber passed out codes report.
- Jen Reher – No report.

Unfinished Business

- The Comprehensive Plan will be tabled until the January 26, 2015 meeting as we celebrated the retirement of Fred Swartz.

New Business

- Mr. Brownell – Brought in maps and Bill Scriber asked if he had brought information on the meets and bounds. Mr. Brownell did not have those available. Bill explained a resolution could not be made without them. Mr. Brownell was asked to email this information to the Clerk (Lynn) to be printed out and added to the minutes. He will also have to give a copy of the recorded deed with tax number. Kevin Dwyer stated that the Planning Board will need ownership and also the amended tax map number, book and page of 1058/235. There are no objections to moving the lines. At the next meeting when the transfer is done the Board will amend tax map number to reflect it. Pat French asked if there was a tax map available but only the book and page. Bill Scriber stated that Mr. Brownell will have to come back to the next meeting with the meets and bound, boundry line change and legal description including a copy of the map. Bill let Mr. Brownell know that he will not have to attend the meeting if the package is sent. Bill let Mr. Brownell know he will need to have two copies. One for the Clerk and one for himself (Bill Scriber).

Unfinished Business

- Mr. West was asked to approach the Board. Bill Scriber explained that they would like to go over what is required for a site plan. Mr. West was given a copy of what is needed. Bill asked Paul Gage to explain the rules to Mr. West. Paul went over all requirements needed for the site plan. Bill Scriber explained that they will have to check if it is still in an Agricultural district. Mr. West stated that it was no longer agricultural. Bill explained that it will go to the County and they will review and if it is it will be kicked back for review. Bill believes it is not. It was also explained that Mr. West will have to fill out the form and must be specific for the site plan. The SEQOR must be done for the site plan. Mr. West explained he has this information at home. The environmental will have to be done again per Paul Gage. This will be reviewed at the next Planning Board meeting. The public hearing will be waived with completed site plan. A package must be put together because the Board cannot act on this for the County has 30 days to review and come back with comments to the Board. This is the preliminary review of the site plan.

The Board will schedule the official review at the next Planning Board meeting, review all documents and make the package, at that time submit the application and fee of \$200 to the Planning Board. A meeting will be planned to review SEQOR and put the package together for the 239L & M. Bill asked Mr. West if he was given all the paperwork and he replied yes. He will be first on next meeting agenda.

- Comprehensive Plan Review. Matt Johnson was asked to come up and sit with the Planning Board. Anything that needs changing was discussed with Matt. Bill explained to Matt that he was brought in to help with any changes. Jen Reher will send Matt a digital copy. Kevin Dwyer will update public sewer information. After page 37 there were no changes that needed to be made. A timeline of a couple months to have a draft sent to be reviewed by the end of the year. There will be a public set on the draft and at the end of the public hearing with comments it will be recommended and submit to the Village and Town Board. A large map was given to the Board and Kevin will keep it in the Town and Village office to have available if needed.

Agenda

West Site Plan

SEQOR

239 L&M – waive public hearing

New Business-Brownella – boundry changes

Finish Comprehensive Review

It was mentioned that Pat French will be leaving the Planning Board as she is moving.

Adjournment

Motion to adjourn – Paul Gage motioned and Pat French second.

Adjourn 8:39 p.m.

All in Favor.

Motion Carried.

Respectfully submitted,

Lynn Wood, Clerk