

Town/Village of Lowville Planning Board
Regular Meeting
Wednesday, April 24, 2019
7:00 P.M.

RECEIVED
APR 25 2019

BY:

The meeting was called to order by Chairperson Dan O'Brien at 7:05 p.m.

1. The Town/Village of Lowville Planning Board met on this date and a roll call of attendance showed the following members present:
Jeff Sauter Rebecca Kelly Henry Avallone Suzanne Peters
Daniel O'Brien Lisa Hetzner Donald Cooke

Others present: Ed McMahon, Applicant Representative; Kathy Manning, Administrative Assistant/Town Zoning Officer

2. Reading and Approval of Minutes
March 27, 2019
A MOTION was made by Rebecca to approve the minutes as written. The motion was seconded by Henry. Suzanne and Dan abstained from voting as they were absent from the meeting. All other members present in favor. Motion carried.
3. Communications and reports.
I have copies of updates to the Village Code Book. The combined pages weigh several ounces so I will not be mailing them. Please stop by the office to pick them up or I will supply them at the meeting. The ecode360 website will always be the most up-to-date.
4. Unfinished Business
None
5. New Business:
 - a. **Application SPA2019-2**, submitted by **Keystone Novelties**, requesting site plan review to allow installation of a temporary tent (201-1315), in accordance with Village of Lowville Law, Chapter 201, Article IX, Site Plan Review, in an AC Zone. The parcel is owned by Lowville Producers Dairy Co-Op, located at 7396 Utica Blvd, Town of Lowville, New York, tax parcel number 212.16-01-27.100.

There was discussion regarding the necessity to review applications of this type and the rationale by the Village to require such reviews. Kathy commented that the application will also need to be forwarded to the county Planning Department for their review.

The application and its contents were reviewed by the board. Items A-Y were reviewed by the board. Mr. McMahon introduced the project and answered a few questions by the board.

The SEQR short form was reviewed by the board. There was discussion regarding the "yes" answers to questions 13a, 15 and 20. Kathy had supplied the board with a copy of the remediation information from the DEC indicating that this parcel is not affected.

A MOTION was made by Suzanne to deem Application SPA2019-2 an Unlisted Action and issue a Negative Declaration in accordance with 6 NYCRR Part 617. The motion was seconded by Rebecca. All members in favor. Motion carried.

The Site Plan Review form pages 1 through 4 were completed by the board.

A MOTION was made by Jeff to deem Application SPA2019-2 complete, schedule the public hearing for May 22, 2019 and forward the application to the County Planning Board in accordance with General Municipal Law 239-m. The motion was seconded by Suzanne. All members in favor. Motion carried.

6. Adjournment

A MOTION was made by Henry to adjourn the meeting. The motion was seconded by Jeff. All members in favor. Motion carried. The meeting adjourned at 7:37 p.m.

Submitted by,

A handwritten signature in blue ink that reads "Katharine B." followed by a stylized flourish.

Katharine B. Manning
April 25, 2019

Note: These minutes have been transcribed from a recording. The minutes are not a verbatim or quoted version; they are rather a documentation of the meeting with motions and resolutions included.