

Town/Village of Lowville Planning Board
Regular Meeting
Wednesday, August 28, 2019
7:00 P.M.

RECEIVED
AUG 29 2019

The meeting was called to order by Chairperson Dan O'Brien at 7:02 p.m.

BY:

1. The Town/Village of Lowville Planning Board met on this date and a roll call of attendance showed the following members present:

Henry Avallone Suzanne Peters Daniel O'Brien Jeff Sauter
Lisa Hetzner

Absent: Rebecca Kelly; Donald Cooke

Others present: Kevin Bamann, Applicant Representative; Joseph Beagle, Applicant, Village of Lowville, Mayor; Ed Murphy, Village of Lowville Trustee; Kathy Manning, Administrative Assistant/Town Zoning Officer

2. Reading and Approval of Minutes
July 24, 2019

A MOTION was made by Dan to approve the minutes as written. The motion was seconded by Henry. Jeff and Lisa recused themselves from voting on this item as they were absent from the meeting. All other members present in favor. Motion carried.

3. Communications and reports.

- a. Corrected draft "Rules of Conduct" are attached. Item 15 corrected and only page 2 is supplied.

It was decided that Kathy would supply a complete copy for approval at the September meeting.

- b. Tim Widrick, Village of Lowville Trustee, has offered to speak to the board regarding the temporary uses/tents in the e-mail previously supplied.

There was discussion between the Board and the Mayor. It was determined Kathy will contact Tim Widrick and ask him to attend a future meeting as the agenda allows to discuss this a potential solution.

There was discussion regarding changing the schedule of the agenda for new business due to certain applicants attendance at the meeting. It was agreed that the Village minor subdivision application would be adjusted to appear before the public hearing for Northern Credit Union.

4. ~~5.~~ New Business:

- a. **Application SD2019-9**, submitted by **GYMO on behalf of the Village of Lowville**, requesting minor subdivision approval to allow conveyance of 0.21 +/- acres from 0.64 +/- acres in accordance with Village of Lowville, Chapter 165, in a R Zone. The parcel is owned by the Village of Lowville, located at 7519 East State Street, Village of Lowville, New York, tax parcel number 212.12-06-16.000.

6. ~~5~~ a. ~~b~~ **Application SD2019-10**, submitted by **Kovach Land Surveying on behalf of Thomas Eaves, et al**, requesting minor subdivision approval to allow conveyance of 5.0 +/- acres from 340.6 +/- acres in accordance with Town of Lowville, Chapter 240, in an AG Zone. The parcel is owned by Thomas Eaves, et al, located on Delles and Number Three Roads, Town of Lowville, New York, tax parcel number 159.00-02-04.100.

The applicant has requested a waiver in accordance with §240-11.

There was general discussion regarding the location of this parcel.

The application and its contents were reviewed by the board.

The SEQR short form was reviewed with Parts 2 and 3 completed by the board. A MOTION was made by Lisa to deem Application SD2019-10 an unlisted action in accordance with NYCRR Part 617 and issue a negative declaration for environmental significance. The motion was seconded by Henry. All members present in favor. Motion carried.

There was discussion if the public hearing for this application could be waived. All members felt it meets the criteria for a waiver.

A MOTION was made by Henry to deem Application SD2019-10 complete and waive the public hearing. The motion was seconded by Lisa. All members present. Motion carried.

A MOTION was made by Jeff to approve Resolution SD2019-10. The motion was seconded by Suzanne. All members present in favor. Motion carried.

7. ~~6~~ Adjournment

A MOTION was made by Suzanne to adjourn the meeting. The motion was seconded by Lisa. All members in favor. Motion carried. The meeting adjourned at 8:19 p.m.

Submitted by,



Katharine B. Manning
August 29, 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.

COPY

At a Regular Meeting on August 28, 2019/September 25, 2019, the Town/Village of Lowville held a public hearing in reference to the following application at the Town Offices, 5533 Bostwick Street, Lowville, New York

The public hearing was ~~opened~~/waived on August 28, 2019/September 25, 2019 at _____ and closed at _____

A **MOTION** was made by Sue Peters to ~~Approve/Disapprove~~/Approve with conditions Application SD2019-9.

BE IT RESOLVED, the Town/Village of Lowville Planning Board ~~Approves/Disapproves/Approves with the following conditions~~ Application **SD2019-9**, submitted by **GYMO on behalf of the Village of Lowville**, requesting minor subdivision approval to allow conveyance of 0.21 +/- acres from 0.64 +/- acres in accordance with Village of Lowville, Chapter 165, in a R Zone. The parcel is owned by the Village of Lowville, located at 7519 East State Street, Village of Lowville, New York, tax parcel number 212.12-06-16.000

Conditions are as follows:

- The site plan as previously Approved by the Planning Board must be achieved
- _____

Further, the Town/Village of Lowville Planning Board has reviewed all items in accordance with zoning and general municipal requirements. These requirements are reflected in the minutes of the August 28, 2019 planning board meeting. A public hearing was held/waived on August 28, 2019/September 25, 2019, the application was deemed complete on August 28, 2019 in accordance with general municipal law.

The motion was seconded by Henry Avallone. A roll call vote showed the following:

Suzanne Peters	<u>(Y)</u>	N	R	A	Daniel O'Brien	<u>(Y)</u>	N	R	A
Henry Avallone	<u>(Y)</u>	N	R	A	Rebecca Kelly	Y	N	R	<u>(A)</u>
Jeffrey Sauter	<u>(Y)</u>	N	R	A	Alt. Donald Cooke	Y	N	R	<u>(A)</u>
					Alt. Lisa Hetzner	<u>(Y)</u>	N	R	A

Motion Carried.

[Signature]
Signature of Planning Board Chair

Y - Yea N - Nay R - Recusal Absent - A

At a Regular Meeting on August 28, 2019, the Town/Village of Lowville held a public hearing in reference to the following application at the Town Offices, 5533 Bostwick Street, Lowville, New York

The public hearing was opened on August 28, 2019 at _____ and closed at _____

A **MOTION** was made by Jeff Sauter to Approve/Disapprove/Approve with conditions Application SPA2019-3.

BE IT RESOLVED, the Town/Village of Lowville Planning Board Approves/Disapproves/Approves with the following conditions Application SPA2019-3, submitted by PHZ Architects, PLLC on behalf of Northern Federal Credit Union, requesting site plan review to allow the expansion of a retail business in accordance with Town of Lowville, Chapter 250, Article X, Site Plan Review in an I-3 Zone. The parcel is owned by Northern Federal Credit Union, located at 5801 Number Four Road, Town of Lowville, New York, tax parcel number 213.00-01-39.140. In accordance with General Municipal Law, 239-m, this application was forwarded to the Lewis County Planning Department for their recommendation. A copy of their recommendation is included with the original record.

Conditions are as follows:

- Trees and shrubs need to be maintained as per Chapter 250
- _____

Further, the Town/Village of Lowville Planning Board has reviewed all items in accordance with zoning and general municipal requirements. These requirements are reflected in the minutes of the July 24, 2019 planning board meeting. A public hearing was held on August 28, 2019, the application was deemed complete on July 24, 2019 in accordance with general municipal law.

The motion was seconded by Sue Peters. A roll call vote showed the following:

Suzanne Peters	<u>Y</u>	N	R	A	Daniel O'Brien	<u>Y</u>	N	R	A
Henry Avallone	<u>Y</u>	N	R	A	Rebecca Kelly	Y	N	R	<u>A</u>
Jeffrey Sauter	<u>Y</u>	N	R	A	Alt. Donald Cooke	Y	N	R	<u>A</u>
					Alt. Lisa Hetzner	<u>Y</u>	N	R	A

Motion Carried.

[Signature]
Signature of Planning Board Chair

At a *Regular Meeting* on August 28, 2019/September 25, 2019, the Town/Village of Lowville held a public hearing in reference to the following application at the Town Offices, 5533 Bostwick Street, Lowville, New York

The public hearing was ~~opened~~ waived on August 28, 2019/September 25, 2019 at _____ and closed at _____

A **MOTION** was made by Jeff Sauter to Approve/Disapprove/Approve with conditions Application SD2019-10.

BE IT RESOLVED, the Town/Village of Lowville Planning Board Approves/Disapproves/Approves with the following conditions Application **SD2019-10**, submitted by **Kovach Land Surveying on behalf of Thomas Eaves, et al**, requesting minor subdivision approval to allow conveyance of 5.0 +/- acres from 340.6 +/- acres in accordance with Town of Lowville, Chapter 240, in an AG Zone. The parcel is owned by Thomas Eaves, et al, located on Delles and Number Three Roads, Town of Lowville, New York, tax parcel number 159.00-02-04.100.

Conditions are as follows:

1. _____
2. _____

Further, the Town/Village of Lowville Planning Board has reviewed all items in accordance with zoning and general municipal requirements. These requirements are reflected in the minutes of the August 28, 2019 planning board meeting. A public hearing was held waived on August 28, 2019/September 25, 2019, the application was deemed complete on August 28, 2019 in accordance with general municipal law.

The motion was seconded by Sue Peters. A roll call vote showed the following:

Suzanne Peters	<u>Y</u>	N	R	A	Daniel O'Brien	<u>Y</u>	N	R	A
Henry Avallone	<u>Y</u>	N	R	A	Rebecca Kelly	Y	N	R	<u>A</u>
Jeffrey Sauter	<u>Y</u>	N	R	A	Alt. Donald Cooke	Y	N	R	<u>A</u>
					Alt. Lisa Hetzner	<u>Y</u>	N	R	A

Motion Carried.

[Signature]
Signature of Planning Board Chair

Y – Yea N – Nay R – Recusal Absent - A