

Town/Village of Lowville Planning Board
Regular Meeting
Wednesday, February 26, 2020
7:00 P.M.

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The meeting was called to order by Chairperson Dan O'Brien at 7:00 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:
Suzanne Peters Daniel O'Brien Jeff Sauter Rebecca Kelly
Henry Avallone

Absent: Lisa Hetzner, Alt.; Donald Cooke, Alt.

Others present: Dorothy Wolff, Applicant Representative; Tim Malmin, Applicant Representative; Ruth Larabee, Town Council Member; Kathy Manning, Administrative Assistant/Town Zoning Officer

2. Reading and Approval of Minutes
January 22, 2020
Henry indicated there was an error on page 2, first sentence of the third paragraph where the individual making the motion was not mentioned. The first sentence of the third paragraph should read, "A MOTION was made by Suzanne to approve Resolution SP2019-5..."
A MOTION was made by Rebecca to approve the minutes as corrected. The motion was seconded by Jeff. All members in favor. Motion carried.
3. Communications and reports.
The following item was postponed until after the unfinished business:
 - a. Corrected draft "Rules of Conduct" – Tabled
4. Unfinished Business:
None
5. New Business:
 - a. **Application SPA2020-1**, submitted by **PHZ Architects, PLLC on behalf of Northern 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 Credit Union, located at 5801 Number Four Road, Town of Lowville, New York, tax parcel number 213.00-01-39.140.

Kathy introduced the applicant representatives. Kathy explained to the board the changes from the previously approved application in August 2019.

The board reviewed the application and its contents. There are only minor changes from the originally approved application (SPA2019-3).

The SEQR short form was reviewed by the board. A MOTION was made by Rebecca to deem Application SD2019-5 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 in favor. Motion carried.

The Site Plan Review form was reviewed and completed by the board up to and including page 4 which is part of the original record.

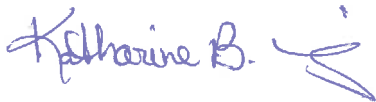
A MOTION was made by Jeff to deem Application SPA2020-1, complete, forward the application to the County Planning Department in accordance with General Municipal Law, 239-m and schedule the public hearing for March 25, 2020. All members in favor. Motion carried.

The proposed Rules of Conduct were reviewed by the board. A vote was taken with those present to adopt the rules. All members in favor. The rules are adopted and Kathy will prepare larger print posters for future board meetings.

6. Adjournment

A MOTION was made by Jeff to adjourn the meeting. The motion was seconded by Suzanne. All members in favor. Motion carried. The meeting adjourned at 7:24 p.m.

Submitted by,



Katharine B. Manning
February 27, 2020

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.