

Town/Village of Lowville Planning Board
Regular Meeting
Wednesday, September 25, 2019
7:00 P.M.

RECEIVED
SEP 26 2019

BY:

The meeting was called to order by Chairperson Dan O'Brien at 7:04 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:

| | | | |
|----------------|----------------|----------------|-------------|
| Henry Avallone | Suzanne Peters | Daniel O'Brien | Jeff Sauter |
| Rebecca Kelly | Lisa Hetzner | | |

Absent: Donald Cooke

Others present: Rick Nortz, Applicant; Kathy Manning, Administrative Assistant/Town Zoning Officer

2. Reading and Approval of Minutes
August 28, 2019

A MOTION was made by Jeff to approve the minutes as written. The motion was seconded by Henry. Rebecca recused herself from voting on this item as she was absent from the meeting. All other members present in favor. Motion carried.

3. Communications and reports.

- a. Corrected draft "Rules of Conduct" are attached.
This item was tabled for further review by the board members.

- 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.
This item was tabled until a future date.

4. Unfinished Business:
None

5. New Business:

- a. **Application SD2019-11**, submitted by **VPJ Properties, Inc.** requesting minor subdivision approval to allow conveyance of 0.268 +/- acres; 1.608 +/- acres and 0.329 +/- acres from 68.2 +/- acres in accordance with Village of Lowville, Chapter 165, in an R Zone. The parcel is owned by VPJ Properties, Inc., located on Campbell Street, Village of Lowville, New York, tax parcel number 212.15-01-33.120.

There was discussion regarding the location of the parcel and future development plans by the applicant.

There was discussion regarding the answers to questions 12. a. and 20 by the applicant on the SEQR short form versus answers as indicated by the NYS DEC website. Kathy indicated she was unable to discern the DEC's indications that the parcel included a structure listed on either the State or National Register of Historic Places or that the proposed action or an adjoining property had been subject to remediation for hazardous

waste. Kathy supplied the board with information from the Register of Historic Places and the Environmental Site Remediation Database.

The SEQR short form was reviewed with Parts 2 and 3 completed by the board. A MOTION was made by Rebecca to deem Application SD2019-11 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 in accordance with Village of Lowville Subdivision Law, 165-5.


A MOTION was made by Jeff to deem Application SD2019-11 complete and waive the public hearing. The motion was seconded by Suzanne. All members present. Motion carried.

A MOTION was made by Suzanne to approve Resolution SD2019-11. The motion was seconded by Rebecca. All members present in favor. Motion carried.

6. Adjournment

A MOTION was made by Henry to adjourn the meeting. The motion was seconded by Jeff. All members present in favor. Motion carried. The meeting adjourned at 7:35 p.m.

Submitted by,



Katharine B. Manning
September 26, 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.

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RESOLUTION Number SD2019-11

At a Regular Meeting on September 25, 2019/~~October 23, 2019~~, the Town/Village of Lowville held/waived 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 September 25, 2019/~~October 23, 2019~~ at _____ and closed at _____

A **MOTION** was made by Suzanne Peters to Approve/Disapprove/Approve with conditions Application SD2019-11.

BE IT RESOLVED, the Town/Village of Lowville Planning Board Approves/Disapproves/Approves with the following conditions Application **SD2019-11**, submitted by **VPJ Properties, Inc.** requesting minor subdivision approval to allow conveyance of 0.268 +/- acres; 1.608 +/- acres and 0.329 +/- acres from 68.2 +/- acres in accordance with Village of Lowville, Chapter 165, in an R Zone. The parcel is owned by VPJ Properties, Inc., located on Campbell Street, Village of Lowville, New York, tax parcel number 212.15-01-33.120.

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 September 25, 2019 planning board meeting. A public hearing was held/waived on September 25, 2019/~~October 23, 2019~~, the application was deemed complete on September 25, 2019 in accordance with general municipal law.

The motion was seconded by Rebecca Kelly. 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 | <u>Y</u> | N | R | A |
| Jeffrey Sauter | <u>Y</u> | N | R | A | Alt. Donald Cooke | Y | N | R | A |
| | | | | | Alt. Lisa Hetzner | Y | N | R | A |

Motion Carried.

R. O'Neil
Signature of Planning Board Chair

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

