

**TOWN OF URBANA
REGULAR BOARD MEETING
December 3, 2013**

The Urbana Town Board held its Regular Meeting Tuesday, December 3, 2013 at 6:30 p.m. in the Town Hall, 8014 Pleasant Valley Road, Bath, New York.

PRESENT:	John Webster	Supervisor
	John Jensen	Councilman
	Jim Presley	Councilman
	Tom Chadwick	Councilman
	Christine Kolo	Councilwoman
	Mary Farmer	Town Clerk

OTHERS PRESENT: John Frey, Jim Commisso, Jack Young and Anne Green

Supervisor Webster opened the meeting at 6:30 and Public Hearing for a Moratorium on Fracking. There were no comments.

On motion by Councilwoman Kolo, seconded by Councilman Chadwick and carried, all voting Aye to close the Public Hearing.

Abstracts

On motion by Councilman Presley, seconded by Councilman Jensen and carried, all voting Aye to approve the December 3rd 2013 Abstracts.

Old Business

Wine Country Boat Show Park Use Application

The Board asked representatives from the Boat Show to attend the meeting to discuss the show. Jim Commisso, Jack Young and John Frey were here and talked with the Board about the shows needs and the concerns of the Town. The Town supports the show but wanted to talk about safety concerns, the beach being closed, dates when docks can be put in, times that the beach will be closed, and when vendors are allowed to set up. They also discussed leaving the boat launch open for part of the show. Trustee Anne Green cited the Village will have one side parking on William, Shethar and Lake Streets due to summer traffic. The application will be revised and will be resubmitted with changes to be reviewed at the December 27th meeting. It was also noted that the fire was not being properly extinguished and someone was burned.

New Business

Appoint Bill Fries to ZBA and Steve Catherman as ZBA Alternate

On motion by Councilman Jensen, seconded by Councilman Presley and carried, all voting Aye to Appoint Bill Fries to the ZBA and Steve Catherman as ZBA Alternate 12/4/13 – 12/31/17.

Approve Conference Attendance for John Webster and Jim Presley

On motion by Councilman Chadwick, seconded by Councilwoman Kolo and carried, all voting Aye to approve Supervisory Webster and Councilman Presley's attendance at the Association of Towns Conference in February.

Fee Structure Changes

Supervisor Webster told the Board that he has increased 20% across the board and he would like them to go into effect January 1, 2014 with the possibility of another 20% next year.

On motion by Councilman Presley, seconded by Councilman Jensen and carried, all voting Aye to approve the Fee Structure increase effective January 1, 2014.

**Town of Urbana
Building Department Fee Schedule**

Project Cost	Fee	Allotted hours*
\$1.00 - \$2,500	\$45.00	3
\$2,501- \$25,000	\$60.00	4.5
\$25,001 - \$50,000	\$90.00	7
\$50,001 - \$75,000	\$120.00	9
\$75,001 - \$100,000	\$150.00	11
\$100,001 - \$150,000	\$180.00	14
\$150,001 - \$250,000	\$300.00	23
\$250,001 - \$500,000	\$540.00	41
\$500,001 - \$1,000,000	\$990.00	75
\$1,000,001 - \$5,000,000	\$3,000.00	227
\$5,000,001 - \$25,000,000	\$9,000.00	682
In Excess of \$25,000,000	To be negotiated	

Plan Review and Inspections during Construction

Any project exceeding the allotted hours will be billed at a rate of \$15.00 per hour. To be paid in full prior to issue of C of O.

Late Filing Fee

Any project that is started prior to the issuance of the required permit or inspection report will be charged a late filing fee in the amount of \$60.00 or an amount equal to the permit fee whichever is greater.

Other Permits

Zoning Permit & Certificate of Zoning Compliance	\$15.00
Floodplain Development	\$30.00
Demolition Permits	\$45.00
Septic Tank Replacement	\$30.00
Property Transfer (Septic Inspection)	\$60.00
Area Variances	\$90.00
Use Variances	\$90.00
Special Use Permit	\$90.00
Subdivisions	\$45.00 per lot created
Camper Permit	\$15.00
Building Permit Renewal	\$45.00 (½ original fee, minimum \$45.00)
Sign Permit	\$30.00
Excavation Permit	\$45.00
Site Plan Review (concept)	\$15.00
Site Plan Review (hearing)	\$45.00

* Allotted Hours = All administrative functions including but not limited to: plan review, meetings with contractors, engineers, architects and required inspections.

Adopted 12/3/13

Zoning Law Changes

The first in a series of proposed amendments to the Town Code:

ARTICLE III: Area and Bulk Regulations

(There are a few problems, mostly in the Residential District along the lake, that are constant problems. For example, anyone building or replacing steps to a structure is required to seek a variance. This adds

up to three months to the permitting process. A simple change exempting stairs and landings not to exceed a specific size would solve this problem. In addition, the setback from the road is 20 feet on one side and 30 feet on the other which also results in a variance requirement. 20 feet on both sides would be a good compromise).

~ 105-16. R Districts. C. For all uses:

(1) Yard depth:

- (a) Front yard depth shall be a minimum of 40 feet. Change to "20 feet."
- (b) Side yard depth shall be a minimum of 10 feet.
- (c) Rear yard depth shall be a minimum of 30 feet.
- (d) On Keuka Lake shoreline lots:
 - [1] Front yard depth shall be a minimum of 15 feet.
 - [2] Rear yard depth shall be a minimum of 20 feet.
 - (2) Lot coverage shall be a maximum of 25%.
 - (3) Building height shall be a maximum of:
 - (a) Two and one-half stories.
 - (b) Thirty-five feet.

D. Exemptions.

One landing and/or stairway is permitted for the purpose of providing access to a residence or property where a conforming method of access is not available due to steep slope or terrain. The following standards must be met:

- (1) The landing shall not exceed forty (40) inches in width or depth.
- (2) The stairway structure shall not exceed forty (40) inches in width.
- (3) Both the stairway and landing shall meet the NYS Uniform Fire and Building Code standards for such construction, regardless of whether or not it is connected to a residence or any structure.
- (4) Encroachment into the existing roadside setback shall be the minimum distance required that will allow access while adhering to the aforementioned construction standards.
- (5) No portion of the landing or stairway shall protrude into or cause the reduction of any existing off-street parking. The applicant must provide documentation that this requirement has been met.
- (6) No portion of the landing or stairway shall encroach upon any required side yard setback.

Councilman Jensen had some concerns with the wording "For all uses". Mr. Jensen will talk to Code Officer Magee. Mr. Magee will be bringing more recommendations to the December 27th meeting for review.

Highway/CINTAS

Supervisor Webster said the highway employees have an opportunity to contract with a company that provides clothing for employees. The highway employees have to commit to a three year contract which will guarantee the price and save them money.

Chamber Donation

On motion by Councilman Presley, seconded by Councilman Chadwick and carried, all voting Aye to approve a \$100.00 donation to the Chamber for Christmas in the Park.

Other

Councilman Presley brought up the cleaning position at the Town Hall and complaints he has received about the work being done and time being spent on the job. The Board discussed the issue and concerns and agreed it would be better to put the position out for bid.

On motion by Councilwoman Kolo, seconded by Councilman Presley and carried, all voting Aye to put the cleaning position out to bid and asked Supervisor Webster to make a list of job responsibilities. ARC was suggested as a possibility. Supervisor Webster asked what will they do on January 1st and it was suggested they appoint the current cleaner as a temporary cleaner until a new one can be hired.

Thank you to Councilman Jensen

Supervisor Webster expresses his gratitude for Councilman Jensen's service to the Town and the work he has done on the Town Board.

With no further business, on a motion by Councilman Chadwick, seconded by Councilman Presley, the meeting was adjourned at 7:23 p.m. Carried unanimously by all present.

Respectfully submitted,

Mary M. Farmer
Town Clerk