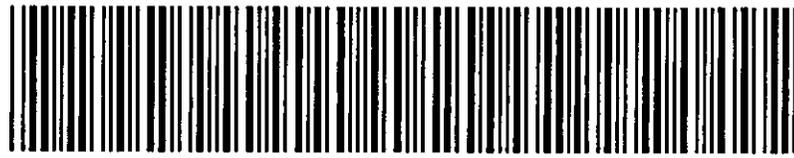


# Planning Board



1990



TOWN OF URBANA PLANNING BOARD MEETING: December 13, 1990

PRESENT: William Venema - Chairman  
Robert Magee - Member  
Margaret Doherty - Member  
Myrna Marshall - Member  
Brian C. Flynn, Esq., Attorney  
Arthur Chapman, Code Enforcement Officer  
Roberta L. Sparling - Secretary

ABSENT: Clarence Van Scoter - Member

OTHERS PRESENT: Dr. Bourke  
Farnham Shaw  
Virginia Holmes  
Robert Bussmann  
John Jensen - Village Planning Board  
Al Clark - Village Planning Board  
Ed Vought - Village Planning Board  
John (Sandy) Hosier - Village Planning Board

The Public Hearing regarding Keuka Haven was opened at 7:03 P.M.E.S.T. by Chairman Venema. Virginia Holmes, a neighbor of the property stated that the well for their property was on the 29 acre parcel, and she identified it on the survey map which the Planning Board had. Dr. Bourke stated that he was not aware of this, and at the present time, that piece had not been purchased, although Dr. Bourke stated he was acquiring an option for it. Robert Bussmann asked exactly where this Sub-division was going to be as he resides in the area. His question was answered by the Planning Board. There being no further questions or discussion this Public Hearing was closed at 7:15 P.M.E.S.T.

Chairman Venema opened the Regular Meeting at 7:16 P.M.E.S.T. The Board then had a discussion regarding the Keuka Haven Sub-division. Upon review of the Environmental Assessment Form it was determined that a Negative Declaration would be prepared. A Roll Call vote was taken on this application: Robert Magee - Aye  
Margaret Doherty - Aye  
Myrna Marshall - Aye  
William Venema - Aye

Myrna Marshall made motion to accept the minutes of the last meeting and this was seconded by Margaret Doherty. All voted Aye.

A discussion was held on a Preliminary Application from Robert Crooks regarding his Major Subdivision along the Van Amburg Road. Chairman Venema advised the Board Members that 4 of the 11 lots had been previously approved and that there are no roads required and they are not building on lots at this time. The Board has requested that Mr. Crooks provide an updated survey, one that will show who owns the lots already sold; that he be sent an Environmental Assessment Form to fill out and return; that the information regarding a Major Subdivision be sent to him and upon receipt of all the information requested, the Board will review same and if in order will schedule a Public Hearing thereon.

Robert Magee made motion that the Town Attorney draft a Moratorium Law for the Town of Urbana. In the meantime the Planning Board will advise the Town Board that it will be submitting and recommending the enactment of such legislation the operative effect of which will give the Planning Board adequate time to review all subdivision applications as well as to update and revise certain elements of the municipality's Master Plan. This was seconded by Margaret Doherty. All members voted Aye.

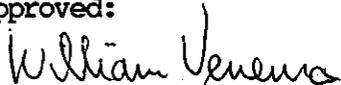
The Village Planning Board was introduced by Attorney Flynn. An informal discussion was held regarding matters that affect both Boards. Some of the concerns are: Entrance to Village; Lake Shoreline; Stan Clark Railroad train; condominiums; DEC - Boat Launch; water quality; sub-division; wet lands and defining re-zoning. These are only a few of the matters with which both Planning bodies are now or will soon be concerned.

The Village Planning Board would like to update the Brown and Anthony Comprehensive Plan for the Village and they would like the Town Planning Board to do the same for the Town. Al Clark will get copies of the Village Comprehensive Study for the Town Planning Board and the Town Planning Board will try to locate copies of the Town's Comprehensive Study for its members and, if possible, for the Village Planning Board. The Board would like to meet several times a year and render advisory assistance and opinions to each other. Both Chairmen agree that they should now and then discuss matters that are pending before them.

The next meeting of the Town of Urbana Planning Board will be on January 16, 1991 at 7:00 P.M.E.S.T. which there will be a Public Hearing held on the Farris Minor Sub-division Application.

Motion made by Margaret Doherty to adjourn meeting at 9:00 P.M.E.S.T and this was seconded by Robert Magee. All voted Aye.

Approved:

  
WILLIAM VENEMA, CHAIRMAN

TOWN OF URBANA PLANNING BOARD MEETING November 28, 1990

PRESENT: William Venema - Chairman  
Robert Magee - Member  
Margaret Doherty - Member  
Myrna Marshall - Member  
Brian C. Flynn, Attorney  
Arthur Chapman - Code Enforcement Officer  
Roberta Sparling - Secretary

ABSENT: Clarence Van Scoter - Member

OTHERS PRESENT: Dr. Bourke  
Joe & Lucille Farris  
Lucy Knapp  
David Pearce  
Robert Pearce  
William Coppard

The meeting was called to Order by Chairman Venema at 7:00 P.M. E.S.T.

Motion was made by Robert Magee to accept the minutes of October 3, 1990 and it was seconded by Margaret Doherty. All voted aye.

Under "New Business" Joe & Lucille Farris were present for a Preliminary Hearing regarding their application for a minor sub-division. They wish to divide their land into 3 lots: 2-2 acre lots and 1-8 acre lot. After discussion by the Board Members and Mr. and Mrs. Farris, it was requested that they correct the survey map to show only the 3 parcels and the Planning Board will schedule a Public Hearing in January, 1991.

The Second Preliminary Hearing was called at 7:20 P.M.E.S.T. Present to represent this Preliminary Application were David Pearce, Robert Pearce and William Coppard. They wish to subdivide 180 acres and, at the present, they only wish to address 5 lots: 2, 7, 8, 9 and the remainder. They stated to the Planning Board that they are going to be putting in the deeds some restrictions and they will advise the Board as to exactly what these restrictions will be. The Planning Board requested 4 more copies of the maps and David Pearce said he would get them to them as soon as possible. For the time being the 4 lots will be known as "First Phase of the Major Subdivision". Attorney Flynn is to forward to Mr. Pearce an Environmental Assessment Form.

Upon receipt of the additional requested information the Planning Board will hold a preliminary meeting - work session and if the information meets the requirements in the Law, it would be scheduled for a Public Hearing in January.

At 7:50 P.M.E.S.T the Preliminary Hearing regarding Dr. Bourke's project, Keuka Haven, was opened. This is an application for a minor sub-division of 69 acres into a lot 40 acres and one 29 acres. The entire 40 acre lot will be used for the building site of Keuka Haven. Dr. Bourke stated that they would have their own sewage plant and that it will be installed as required and approved by the

State. Dr. Bourke stated to the board that he was running under a time frame. He felt he would run into problems if he did not have the approval by December 20th, 1990, and it would delay the matter for 3 months. Dr. Bourke asked the Board if he purchased all the land would it move along faster, and the board stated that he would not have to come before them, and could go directly to the Zoning Board of Appeals for his Variance. He will notify the Board if he decides to do this.

After much discussion the Board decided to hold a Public Hearing on this matter on December 13, 1990 and directed the Secretary to Contact the Town Clerk to schedule a Zoning Board of Appeals meeting as soon after the 13th as possible. Attorney Flynn presented Dr. Bourke with an Environmental Assessment Form which must be completed and returned to the Board.

Chairman Venema advised the Board Members that the Village of Hammondsport Planning Board has asked to hold a Joint Meeting with them. It was scheduled for December 13, 1990 at 7:00P.M.E.S.T. The Public Hearings on the Farris Minor Sub-division Application and the Pearce, Pearce and Coppard Major Sub-Division Application will be held on January 16, 1991.

A discussion was held regarding the Timber Harvest Law and Attorney Flynn will review same and have it ready for the January 16th, 1991 meeting.

Robert Magee presented information he had obtained and organized regarding Camping Trailers. It was asked that the Town Clerk make copies of it and send copies to all Planning Board Members.

Robert Magee Made motion to adjourn at 9:30 P.M.E.S.T. and this was seconded by Margaret Doherty. All members voted aye.

APPROVED:

William Venema

WILLIAM VENEMA, CHAIRMAN

TOWN OF URBANA PLANNING BOARD MEETING October 3, 1990

PRESENT: William Venema - Chairman  
Robert Magee - Member  
Margaret Doherty - Member  
Brian C. Flynn - Attorney  
Arthur Chapman - Code Enforcement Officer  
Roberta L. Sparling - Secretary

ABSENT: Myrna Marshall - Member  
Clarence Van Scoter - Member

OTHERS PRESENT: David Pearce

Meeting was called to Order by Chairman Venema at 7:00 P.M.E.D.T.

Margaret Doherty made a motion to accept the minutes of the September 5, 1990 meeting and it was seconded by Robert Magee. All voted Aye.

Under "New Business" David Pearce was present for a preliminary hearing. Mr. Pearce advised the board that he and two others purchased approximately 180 acres from Michael Doyle and that they were seeking approval to subdivide this acreage. Member Magee asked Mr. Pearce "Where is this headed?" Mr. Pearce stated that they wanted to sell some of the land to ease the mortgage payments. They are going to set deed restrictions and that there will only be 5 acre lots.

After a lengthy discussion Mr. Pearce stated that he was withdrawing his preliminary application and would resubmit it together with a sketch of the future lots at next months meeting. This preliminary hearing was closed at 7:45 P.M.E.D.T.

The members then reviewed the proposed Timber Harvest Law. After concluding such review the Board requested that Attorney Flynn review it and, if deemed appropriate, submit comments thereon.

Robert Magee Made motion to adjourn at 9:25 P.M.E.D.T and this was seconded by M.Doherty.  
All members voted Aye.

APPROVED:



WILLIAM VENEMA, Chairman

TOWN OF URBANA PLANNING BOARD MEETING SEPTEMBER 5, 1990

PRESENT: William Venema, Chairman  
Clarence VanScoter, Member  
Robert Magee, Member  
Margaret Doherty, Member  
Myrna Marshall, Member  
Arthur Chapman, Code Enforcement Officer  
Carol G. Jenkins, Acting Secretary

LINWOOD HOUGH, public hearing was called to order, as advertised, at 7:06 p.m. E. D. T. Atty. Robert Cole, Jr. spoke on behalf of his client, Linwood Hough (also attending). The Board had previously received copies of a survey map of the part of the property that will be used for developing. Chairman Venema asked why the whole parcel wasn't surveyed. Atty. Cole stated that the rest of the parcel was on a side hill, and not accessible for development. He proposed that the Board consider that there would be considerable hardship in conforming with the ordinance and surveying the whole parcel at Mr. Hough's expense. The parcel for development is bounded on two sides by highways and two sides by Mr. Hough's property. Chairman Venema closed the Public Hearing at 7:18 p.m. E. D. T.

The Regular Meeting of the Planning Board was opened by Chairman Venema at 7:21 p. m. E. D. T. Motion was made by Robert Magee to accept the minutes of the August 1, 1990 meeting, and this motion was seconded by Clarence VanScoter. Motion was carried and approved by all.

There was a lengthy discussion of the Linwood Hough Subdivision. The Board decided to speak to the Town Board about an amendment to the Zoning Law to take care of this type of situation. Motion made by Clarence VanScoter, seconded by Margaret Doherty was to approve Linwood Hough's Subdivision as submitted, subject to counsel's approval.

ROLL CALL VOTE:	Clarence VanScoter	Aye
	Margaret Doherty	Aye
	Myrna Marshall	Aye
	Robert Magee	Aye
	William Venema	Aye

All voting aye considering the uniqueness of the situation.

The Board then discussed the Clair Smith Minor Subdivision application and a motion was made by Myrna Marshall to approve Mr. Smith's application. The motion was made and seconded by Robert Magee. The motion was carried unanimously.

There was a discussion of the Miller Subdivision violation. It was finally decided that the Code Enforcement Officer should proceed to carry out his duties in the issues of enforcing Local Law #3 of the year 1985. Once the CEO has filed proper charges in the Town of Urbana Justice Court this would then be adjudicated by the Town Justice.

Robert Magee passed copies of a proposed timber harvesting law to each Board member. Discussion ensued. Mr. Magee suggests each member read the proposed law and in subsequent meetings, the Board and Atty. Flynn may add or delete sections.

The next meeting will be October 3, 1990.

Motion to adjourn the meeting at 9:25 p.m., E. D. T., by Myrna Marshall, seconded by Clarence VanScoter. Motion was carried and approved by all.

MINUTES APPROVED

*William Venema*

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William Venema

TOWN OF URBANA PLANNING BOARD MEETING AUGUST 1, 1990

PRESENT: William Venema, Chairman  
Clarence Van Scoter, Member  
Robert Magee, Member  
Margaret Doherty, Member  
Brian C. Flynn, Attorney  
Arthur Chapman, Code Enforcement Officer  
Roberta L. Sparling, Secretary

ABSENT: Myrna Marshall, member

The meeting was called to order by Chairman Venema at 7:00 P.M. E.D.T. Clarence Van Scoter made a motion to approve the minutes of the July 18, 1990, meeting, seconded by Margaret Doherty. Motion was carried and approved by all.

Lengthy discussions were held regarding the subdivision applications of Wm. Garrison; Claire Smith and Linwood Hough.

Attorney Baker had contacted Attorney Flynn to ask if a Tape Location Map would be acceptable on the Garrison matter. After much discussion it was the consensus of the board that the Chairman send a letter to Mr. Garrison advising him that his application had been denied pursuant to Article V, Section 2 subsection 2 of the Local Law 3 of year 1985 and to suggest that he might consider submitting an application for a subdivision embracing his lands on the upper side of Swamp Road, together with a Survey of that entire land area.

Chairman Venema is to contact Paul Wood to see if he could see his copy of the survey of the Claire Smith property and then present same to board for its review.

The board is waiting for a submission from Attorney Cole regarding the Linwood Hough subdivision application.

The Board held a discussion on the Miller Sub-division violation, including the Memo presented by the Code Enforcement Officer as to his findings herein. The CEO is to charge Mr. Miller with the two (2) violations and to give the citations to the Judge who in turn will issue a Summons and a copy of the citations are to be given to Attorney Flynn.

The Board was presented with two Variance applications to review and furnish any appropriate recommendations to the Zoning Board of Appeals. On the Ray Keefer application it was noted that there was not a copy of the ZBA Variance application attached to the papers. Upon review of the official ZBA file the application was also missing from this file. Regarding the Holmes application the board members are going to go and look over the situation and return a call to Chairman Venema by July 10th as to their findings.

The Timber Harvest matter was adjourned until next meeting so that each member could review the local laws given them by Attorney Flynn which he obtained from the Chemung County Environmental Management Counsel.

The next meeting of the Planning Board will be held on September 5, 1990, at 7:00 p.m. E.D.T.

Motion to adjourn the meeting at 10:15 p.m. E.D.T was made by Margaret Doherty and seconded by Robert Magee. Motion was carried and approved by all.

MINUTES APPROVED

William Venema

WILLIAM VENEMA

TOWN OF URBANA PLANNING BOARD MEETING JULY 18, 1990

PRESENT: William Venema, Chairman  
Clarence Van Scoter, Member  
Robert Magee, Member  
Myrna Marshall, Member  
Margaret Doherty, Member  
Brian C. Flynn, Attorney  
Roberta Sparling, Secretary

WILLIAM GARRISON, public hearing was called to order by Chairman Venema at 7:00 P.M. E.D.T. Mr. Garrison spoke on his own behalf and wishes to subdivide his land to sell 2 acres to Kathy Collmer to build a house on. Mr. Garrison informed the Board that the Percolation test had been done and that the survey was finished. He referenced the fact his Attorney Peter Baker has filed an Plea for a Variance, in the form of a letter, asking that the Planning Board waive the requirement of a survey of all of his land as it was a hardship on Mr. Garrison and further requesting that the Planning Board use the Tax Map in place of the survey requirement. Mr. Garrison further stated to the Board that he is not interested in a larger development at all. He only wants to sell the 2 acres to Kathy because of their friendship. If in the future he wished to sell some other land, then he would sell enough to warrant a survey and he would have the survey done first.

Attorney Flynn asked if there was a Purchase Offer on this matter and Kathy showed her Purchase Offer to Attorney Flynn. Attorney Flynn asked Mr. Garrison if Attorney Baker was his attorney and Mr. Garrison responded "No" but that he had conferred with him from time to time on this matter.

Attorney Flynn advised the board that there was no contingency in the Purchase Offer regarding subdivision approval by the Planning Board nor survey requirement. Mr. Garrison further stated that the survey had cost \$400.00 and that he and Kathy each paid 1/2 of it. Mr. Garrison asked the Planning Board to accept his amended application comprised of 2 parcels of land - his 97 acres less 2 acres for Kathy.

Mr. Garrison stated that he never contacted any surveyor to find out the cost to survey his land. He acknowledged that he was fully aware of the requirements to furnish such a survey but, based upon the costs associated with surveys for other people he simply concluded that a survey for his lands would be too costly. However, he advised that Attorney Baker suggested he appeal to the Planning Board on the basis that any such survey cost would be a hardship on him.

Attorney Flynn further informed the Planning Board that there were not a contingency on the Purchase Offer regarding any Survey and that the Purchase Offer was Dated May 2, 1990 and accepted on that date.

Kathy Collmer spoke on her own behalf and stated that she had retained Attorney Baker and then went to the bank and borrowed \$15,000.00. When she visited the Town Office to see Mr. Perkins she then learned of the Subdivision Law in the Town of Urbana. She then went back to Attorney Baker and he said for her to go find out about the Subdivision Regulations in the Town of Urbana.

Attorney Flynn then advised Ms. Collmer that she should go back to her attorney and discuss this matter with him again. Ms. Collmer further told the Board that the reason that she was using Attorney Baker was that Mr. Garrison informed her it would cut the costs down for both of them to use the same attorney.

Chairman Venema asked if there was anyone else who desired to speak regarding this matter and noone present desired to do so and thus he closed the Public Hearing at 7:21 P.M. E.D.T.

Chairman Venema opened the Public Hearing on Harris and Vicke Trimble at 7:22 P.M. E.D.T. Upon review of the matter it was found that all required papers had been timely submitted to the Planning Board. Mrs. Trimble was there to answer any questions which the Planning Board or the public might have and Richard Falvey was there and he stated that he had no problem with the Trimbles subdividing their land, they were very good neighbors. Chairman Venema asked if there was anyone else who desired to speak regarding this matter. There being none, he closed this Public Hearing at 7:27 P.M. E.D.T

The Regular Meeting of the Town of Urbana Planning Board was opened by Chairman Venema at 7:28 P.M. E.D.T. A motion was made by Clarence Van Scoter to approve the minutes of the June 27th, 1990 meeting and this motion was seconded by Myrna Marshall. Motion carried and approved by all.

It was suggested that some sort of letter should be drafted wherein new property owners are informed where to go to get information on the laws, rules and regulations of the Town of Urbana.

Claire Smith produced certain deeds and Abstract of Title to the Planning Board, together with a very large pencil drawing of his property.

A Preliminary Hearing was held regarding the Linwood Hough application for a lot which he is purchasing from Rouins. Attorney Robert Cole, Jr., was there and explained the situation of the property and the land surrounding the property on which Mr. Hough wants to place additional storage buildings. The property in question is presently being leased to Steuben County and this lease terminates April, 1991. Attorney Cole has asked the Planning Board to issue a variance and, if possible, to waive the requirement of a survey. He is to look up some law for a quasi-certification of a sub-division. There will be no well, no septic and the fire control is nearby. There will be some obvious increase in traffic because of people using the storage building and the roadways.

The Planning Board will advise the parties as to its decision in each application.

There was a discussion on how to let people know who are coming into the Town of Urbana as to just exactly what rules and regulations the Town has regarding the use of land. It was suggested that possibly additional signs could be placed at the entrances into the Town of Urbana.

Myrna Marshall made motion to accept the application of Harris and Vickie Trimble for a Minor Subdivision and this was seconded by Margaret Doherty.

Roll Call vote taken: William Venema - Aye  
Myrna Marshall - Aye  
Margaret Doherty - Aye  
Clarence Van Scoter - Aye  
Robert Magee recused himself from this vote

With regards to Claire Smith's matter, Attorney Flynn identified that Mr. Moretti had been in to see him to represent him on this transfer and Attorney Flynn makes no plea on Mr. Moretti's behalf regarding this matter.

July 18, 1990 Planning Board Minutes Continued

Lengthy discussions were held regarding the Garrison, Hough and Smith applications and the Board requested that the survey maps, as requested by the Town Law, be furnished in each case.

The Code Enforcement Officer, Arthur Chapman, reported on his investigation of the Smith from Miller possible subdivision violation and presented a letter to the Members that he received from Attorney Plaskov regarding this matter. The CEO is to cite them for a Violation of Subdivision Law and for a Violation of Zoning Law, because they have an undersize lot. The CEO is to present a written memo to the Board detailing his findings/investigation report on this violation as well as his proposed cause of action herein.

The next meeting will be held August 1, 1990 at 7:00 P.M. E.D.T. At that time the members will review the Timber Law.

Myrna Marshall made motion to adjourn the meeting at 9:30 P.M. E.D.T. and this was seconded by Clarence Van Scoter. All members were in favor.

MINUTES APPROVED

William Venema  
WILLIAM VENEMA, Chairman

TOWN OF URBANA PLANNING BOARD MEETING JUNE 26, 1990

PRESENT: William Venema, Chairman  
Margaret Doherty, Member  
Myrna Marshall, Member  
Clarence Van Scoter, Member  
Brian C. Flynn, Attorney  
Arthur Chapman, Code Enforcement Officer  
Roberta Sparling, Secretary

ABSENT: Robert Magee, Member

The meeting was called to order at 7:00 P.M. E.D.T, by Chairman Venema. A motion was made by Clarence VanScoter to approve the minutes of June 6, 1990 and this motion was seconded by Myrna Marshall - Vote 4-0 to approve minutes.

Attorney Flynn will add to the subdivision application, stating the applicants are to submit a copy of their deed and paid tax receipts.

Upon examination of the Deed submitted by Clair Smith it was noted that the real property description was on another deed. The Town Clerk is to advise Mr. Smith that the Planning Board wants to see a copy of the deed from the Estate of LaVern Terwilliger to Clair Smith and Oliver Smith, Jr., and a copy of the deed wherein Mr. Smith received the title in his name alone. This matter was marked "incomplete" and will be discussed at the next meeting when all the requested information is made available to the Planning Board. Mr. Smith is also to furnish the Board with a copy of his paid tax receipts.

Regarding the William Garrison matter it was noted that there is not a copy of the survey map nor copies of paid tax receipts. The Town Clerk is to request these items from Mr. Garrison, and, if received, this matter will be discussed at the next meeting.

With regard to the James Stratton Matter, Myrna Marshall, recused herself from this proceeding as she and her husband are purchasing the land from Mr. Stratton. Mr. Marshall stated that, at some point in time, it will be possible that they will build a house on the road frontage area and they will have to get a Variance from the Zoning Board of Appeals. Their concern was that there would possibly be new members on both Boards and possibly a new Code Enforcement Officer. For the record, the Code Enforcement Officer, Arthur Chapman, stated that he could foresee no problem with issuing a Building Permit to the Marshalls if they were granted a Variance to build a single family residence on the road frontage area. An informal poll was taken of the Board Members present: Clarence VanScoter stated that he would have no objection; Margaret Doherty stated she would have no objection and William Venema stated that he would have no objection to this Variance.

A motion was made by Clarence VanScoter to approve the application for the Minor Subdivision of Strattons and this motion was seconded by Margaret Doherty. A Roll Call Vote was taken: William Venema - Aye  
Clarence VanScoter - Aye  
Margaret Doherty - Aye  
Myrna Marshall - recused herself from  
this proceeding

A Preliminary Hearing was held regarding the Application for a Minor Subdivision submitted by Mrs. Trimble. Attorney Flynn asked Mrs. Trimble if she had received the Subdivision Application Preliminary Procedures sheet and the Minor Subdivision Application Procedure and she stated that she had. The Board Members reviewed the Survey Map with Mrs. Trimble and they asked the Code Enforcement Officer, Arthur Chapman, about accessibility should any fire occur. He said that school buses travel the road and he felt that there would be no problem. Attorney Flynn advised Mrs. Trimble that if someone buys the property and wants to put a manufactured home on the lot he should contact the Town Clerk to review the law as to sizes, etc., that can be put on the land. Mrs. Trimble will bring a copy of her paid tax receipts. She left three (3) additional copies of her survey map with the Board. The Board is to advise the Town Clerk to schedule a Public Hearing for the Trimble Application.

Regarding old business, the Code Enforcement Officer gave a report on the Ray Keefer Deck. He has spoken with Mr. Keefer and Joe Littleton regarding the confusion as to the size of this Deck. Mr. Keefer applied for a Building Permit and this was rejected by the CEO on the grounds that the deck would be too close to the water. Then Mr. Keefer applied for a Variance and a Public Hearing was held on July 27, 1989. A Variance was granted by the Zoning Board of Appeals, provided that Mr. Keefer kept it 3' from the boundary line. On August 10, 1989, Mr. Keefer was impatient because he had not received his Building Permit from CEO Chapman, so he sent him a note with a sketch of a smaller deck. On August 16, 1989, the Code Enforcement Officer issued Mr. Keefer a Building Permit on the spot. The Deck was built according to the Zoning Board of Appeals Variance Standards. Mr. Keefer is not in violation on his Deck. Mr. Keefer has applied for a new Variance to put a roof on the Deck and this will be put on the Zoning Board of Appeals agenda.

The Code Enforcement Officer reported that he needs more time to investigate the possible sub-division violations and that he will report on these at the next meeting.

Regarding the Camper the Code Enforcement Officer spoke about at last month's meeting, he has not heard anything from this gentleman since then. He will keep a watch on this matter and will report to the Board if there are any further developments. There was a lengthy discussion regarding the issue of Campers in the Town of Urbana.

Regarding the Timber Harvesting Law, it was requested that Attorney Flynn try to get a copy of the Chemung County Timber Harvesting Law and send copies to each Board Member. This matter will be discussed at the Board Meeting of August 1, 1990.

The Planning Board is to recommend to the Town Board that they get some assistance for the Town of Urbana Code Enforcement Officer.

Motion was made by Myrna Marshall to adjourn the meeting at 8:30 P.M. E.D.T and this motion was seconded by Margaret Doherty. All members were in favor of this motion.

Approved:

William Venema  
WILLIAM VENEMA, Chairman

TOWN OF URBANA PLANNING BOARD MEETING JUNE 6, 1990

PRESENT: Chairman William Venema  
Myrna Marshall, Member  
Clarence VanScoter, Member  
Robert Magee, Member  
Attorney Brian C. Flynn  
Robertta L. Sparling, Secretary

ABSENT: Margaret Doherty, Member

The public hearing for the Claire Smith Minor Subdivision Application was opened at 7:00 P.M. EDT by Chairman Venema. The affidavit of publication received from the Leader for the Claire Smith and James Stratton Matters was duly noted and filed herein.

Mr. Smith presented his application and was asked by Attorney Flynn if he ever received a 2 page attachment ( Subdivision Application giving Preliminary Procedures and Minor Subdivision Application Procedure) with his application. He stated that he did not receive the attachments with his application. Chairman Venema stated that he had received no objection from Vinters International to this subdivision. There was no one else present to speak for or against this subdivision. Mr. Smith was asked to bring in a copy of his Deed so that the Board could see if there were any restrictions, easements covenants or land use district lines on it. He will bring his deed to Clerk Para and she will make copies of same and forward them to the Board Members and Attorney Flynn before the next meeting.

Smith public hearing was declared closed at 7:00 P.M. EDT.

The Public Hearing for James Stratton Subdivision was opened at 7:12 P.M. EDT by Chairman Venema. The Affidavit of publication received from the Leader was duly noted and filed herein.

Mr. Stratton and Mr. Marshall brought in a map to show the location of the property so that the Board could see exactly what was going to be sub-divided. Mr. Flynn asked Mr. Stratton if he had received the 2 page attachment (Subdivision Application giving Preliminary Procedures and Minor Subdivision Application Procedure) with his application. He stated that he did not receive these attachments. Mr. Stratton was asked to bring in a copy of his deed so that the Board could see if there were any

He will bring it to Clerk Para and she will make copies of same and forward them to the Board Members and Attorney Flynn before the next meeting. There was no one present to speak for or against said subdivision.

Stratton Public Hearing was declared closed at 7:23 P.M. EDT.

The regular monthly meeting of the Town of Urbana Planning Board was called to order at 7:25 P.M. EDT by Chairman Venema. Clarence VanScoter made the motion to approve the minutes of April 4, 1990 and it was seconded by Robert Magee. Vote taken: all voted "AYE".

Myrna Marshall made the motion to approve the minutes of the joint meeting with the Town of Urbana held on April 24, 1990 as well as the minutes of the regular meeting held on May 2, 1990.

Clarence Van Scoter seconded same. Vote taken: all voted "AYE".

Mr. William Garrison presented his application for a subdivision. He stated that he would like to increase the size of the lot being sold to Ms. Collmer from 2 acres to 5 acres. Attorney Flynn advised him that if he did this he would have to complete a new application and present it. Mr. Garrison decided to leave it at 2 acres as originally filed. Attorney Flynn asked Mr. Garrison if he had been furnished with the 2 page attachment (Subdivision Application giving Preliminary Procedures & Minor Subdivision Application Procedures) with the application. He stated that he had not seen those pages and was not aware of them. He further stated that had he been furnished with them he would have come with all of the required information.

Mr. Garrison was instructed to bring in a copy of his deed and give it to Clerk Para who would make copies and forward them to the Board and a copy to Attorney Flynn so that it can be checked to be sure that there were no restrictions, easements, covenants or land use district lines on it.

Upon receipt of the deeds and the required information as requested of the applicants the Board will make its decisions regarding the subdivision applications which were presented this evening.

It was suggested that on the application or the attachments, language should be added directing the applicant to bring in a copy of his deed and tax statements.

Ray and Mary Keefer have requested a Variance from the Zoning Board of Appeals. The Planning Board was asked to review said application. This variance is to put a roof over the deck that he erected last year. Upon reviewing the file and after a very lengthy discussion, it was noted that possibly Mr. Keefer had not erected a deck conforming in size with the limits imposed thereon by the Zoning Board of Appeals. The Code Enforcement Officer, Arthur Chapman, was asked to investigate the size of the deck to see if it conformed to the sketch of August 10, 1989 which represents the dimensions for which the variance was granted by the Zoning Board of Appeals.

CEO Chapman will report his findings to the chairman of the Zoning Board of Appeals; to the Chairman of the Planning Board and to Attorney Flynn.

Attorney Flynn asked that Clerk Para be notified to cancel the publication of the public hearing regarding Keefer's application.

In regards to the Keefer deck it was noted subsequent to the July 27, 1989 meeting of the ZBA, Mr. Keefer had filed on August 10, 1989 a scaled down version of the deck.

Clerk Para is to be notified that she is to date and stamp each application which is filed with her, including those which are filed with her by the Code Enforcement Officer.

Regarding New Business Attorney Flynn stated that he had received information that there were 2 possible subdivision violations. He filed a copy with the Planning Board and a copy with the CEO.

CEO Chapman is to investigate these 2 matters and report his findings to Chairman Venema and Attorney Flynn.

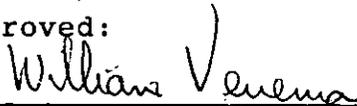
CEO Chapman stated that he had been contacted by someone from Bath about putting a camper at 172 E. Lake Road. He is to send a scenario to Attorney Flynn for his review.

Robert Magee, member gave to each board member a copy of the proposed Timber Harvesting Law. This was presented in rough draft and they are to review same before the next meeting.

Next meeting of the Planning Board will be held on June 26, 1990.

Meeting adjourned at 10:00 P.M. EDT

Approved:

  
\_\_\_\_\_  
WILLIAM VENEMA, Chairman

TOWN OF URBANA PLANNING BOARD MEETING MAY 2, 1990

MEMBERS PRESENT: William Venema, Chairman  
M. Doherty  
C. VanScoter  
M. Marshall  
R. Magee

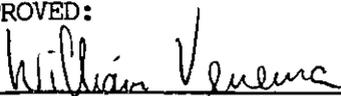
Meeting called to order by Chairman Venema at 7:00 P.M. A subdivision application was presented by James Stratton and it was okay in principal and the Town Clerk will be advised to schedule a public hearing at the June Meeting and that Mr. Stratton will need to provide a clean survey map by that date.

A subdivision application from Claire Smith was presented and the Town Clerk will be advised to schedule a public hearing at the June Meeting.

An extensive discussion was held on the proposed Commercial Timber Harvesting Local Law. Bob Magee will construct a preliminary format to be presented to each member at the next meeting to use as a working copy.

Meeting was adjourned at 9:30.

APPROVED:

  
\_\_\_\_\_  
WILLIAM VENEMA, Chairman

A Joint Meeting of the Town of Urbana Town Board and the Town of Urbana Planning Board was held on April 24, 1990 to review the proposed Mobile Home and Mobile Home Park Law.

PRESENT WERE: Supervisor Moorehouse  
L. John Webster, Councilman  
William Venema, Chairman Planning Board  
Myrna Marshall, Member Planning Board  
Margaret Doherty, Member Planning Board  
Robert Magee, Member Planning Board  
Arthur Chapman, Code Enforcement Officer  
Roberta L. Sparling, Recording Secretary to Planning Board

ABSENT: Richard McCandless, Councilmen  
Donald Green, Councilmen  
Erwin J. Robinson, Councilmen  
Shirley J. Para, Town Clerk

The meeting was opened at 7:06 P.M. by the Town Supervisor Moorehouse and the proposed Mobile Home and Mobile Home Park Local Law was reviewed and discussed page by page.

There were several changes made to said proposed law and it was asked that the Attorney for the Town of Urbana review the changes and resubmit the proposed Local Law to the Town Board at their regular meeting in May.

Meeting was adjourned at 9:15 P.M. by Supervisor Moorehouse.

Respectfully submitted

*Roberta L. Sparling*

ROBERTA L. SPARLING  
Recording Secretary to Planning  
Board

*William Venema*

April 4, 1990, Town of Urbana Planning Board Meeting

PRESENT: Myrna Marshall - Member  
Clarence Van Scoter, Member  
Robert Magee, Jr. Member  
William Venema, Chairman

Meeting was called to order at 7:06 by Chairman Venema. The minutes of the last meeting were approved, motion made by Robert Magee to approve them, seconded by Myrna Marshall. All approved.

Chairman Venema informed the board that a meeting will be set up with the Town Board to go over the proposed Mobile Home Law. Chairman Venema will ask the Town Supervisor exactly what material they were questioning and will advise the Board Members when the meeting is and what the questions are.

Chairman Venema will ask the Town Clerk for more copies of the Zoning Map.

Robert Magee reported that Mr. Falvy had called him to come up and see the damage the logging was doing to his land. He went up and took pictures of the area.

Chairman Venema showed the members copies of material he had received from DEC regarding Urbana and Pigtail Hollow State Forrests. Copies were made for each member.

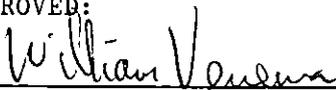
The board further reviewed information they received at last months meeting from Vestal and Big Flats regarding Timber cutting.

Lengthly discussion was held regarding the subject of logging and timber cutting in the area.

Myrna Marshall and Robert Magee will review the Local Law from Vestal and Chairman Venema and Clarence Van Scoter will review the Local Law from Big Flats and will come prepared to the next meeting to give the good points and the suggested ones from each Local Law so that the Planning Board can begin to put together a Local Law for the Town of Urbana.

Meeting was adjourned at 9:00 P.M.

APPROVED:

  
\_\_\_\_\_  
William Venema, Chairman  
Town of Urbana Planning Board

March 7, 1990 Meeting of the Town of Urbana Planning Board

PRESENT: William Venema, Chairman  
Clarence VanScoter, Member  
Robert Magee, Jr. Member  
Myrna Marshall Member  
Arthur Chapman, Code Officer  
Brian C. Flynn, Attorney  
Carol Jenkins, Acting Recording Secretary

ABSENT: Margaret Doherty

The meeting was called to order by Chairman Venema at 7:00 p.m.

A Timber Management Ordinance was discussed. Robert Magee met with a forester who explained the procedures to harvest timber on private property. The property owner would call him and he would point out what should be cut. He makes up a prospectus and puts it out to bid. He has a set contract for the bidder to sign which protects the property owners. The forester is compensated by a percentage of the lumber removed. If the Board wants to implement an ordinance, he suggests a forester and the DEC be contacted for input. The request for licenses should come before the Planning Board. Member Myrna Marshall expressed concern as to the size of the bond required to be posted for land reclamation. There will be further discussion next month, and the Board members will try to come up with an outline of essential things they would want in the ordinance.

Attorney Flynn is in the process of drawing up a local law to spell out fees for the Planning Board to charge persons for the expense of using an engineer or other professional in connection with any decisions they must make. Attorney Flynn should have the tentative law available for Board review by April.

There was discussion of the storage of old trailers on a number of properties in the Town. Most cannot be moved, but are lived in once or twice a year.

Chairman Venema called Code Officer Chapman's attention to Cook's sign at the end of Main Street on Route 54. Mr. Chapman will check on it.

The Board would like to have the Town provide them with small copies of the final copy of the Zoning Map. They also requested that the large copy be prominently displayed.

Atty. Flynn asked Code Officer Chapman to have a stamp made up to indicate the date of his refusal of a building permit and the date the refusal was turned over to the Town

Clerk. There must be a paper trail. Along these lines, Atty Flynn also told the Board that the Affidavit of Publication of a Public Hearing must be entered into the minutes of such hearing.

The minutes of the February 7, 1990 meeting were approved on motion of Member Clarence VanScoter and seconded by Member Myrna Marshall, all voting aye.

The meeting was adjourned at 8:30 p.m on motion of Member Robert Magee, Jr. and seconded by Clarence VanScoter. All voting aye.

Respectfully submitted:

*Carol Jenkins*

Acting Recording Secretary

MINUTES APPROVED

BY: *William Venema*  
William Venema, Chairman

February 7, 1990 Meeting of the Town of Urbana Planning Board

PRESENT: William Venema, Chairman  
Clarence Van Scoter, Member  
Margaret Doherty, Member  
Robert Magee, Jr., Member  
Myrna Marshall, Member  
Roberta Sparling, Recording Secretary

ABSENT: NONE

FIRST MATTER: Application of Robert & Edna Dorsey, Variance pursuant to Section 4.2.2 of Local Law I of year 1988

No member of the committee was familiar with this area and they were going to go and look the site over and contact the Chairman as to their findings and how it would affect neighbors.

SECOND MATTER: Mobile Home and Mobile Home Park Law

This proposed Local Law was reviewed page by page and the following are concerns that the Planning Board had:

1. There was no specific reference made to Campers being parked for a long length of time (i.e. ones being used for hunting camps).
2. Does the Grandfathering of mobile homes, pertain to the whole law or only the part addressed in 2-2.
3. Lengthly discussion had on section 4-2-Prohibited Vehicles, some concern about people being able to park boats and boat trailers near their mobile home - safety of boat and trailer.
4. As concerning Section 5-6, why is ~~October 1~~ of each year date for license fee?
5. Possibly have to Amend Zoning Law to cover campers and people parking campers, etc., at lake properties visiting friends for long periods of time, squatters.

Chairman Venema stated he has been asked by Town Supervisor, Constance Moorehosue to come up with a Local Law regarding the harvesting of trees in the Town of Urbana. He further stated that in the original draft of the Zoning Law this was covered at length but that at the Public Hearing regarding this law it was taken out. Member Robert McGee is going to contact a gentleman from Waverly that he knows who cuts trees and works with people who contract to cut them to see what information he can get for the board to review. They are also going to try and find a copy of the original draft of the Zoning Law to see what was stated therein and possible edit it to make Local Law.

Meeting was adjourned at 9:30.

MINUTES APPROVED

BY: William Venema  
WILLIAM VENEMA, CHAIRMAN