

**Town of Urbana
Planning Board Minutes
September 12, 2011**

Board Present	Randy Robinson	Chairman
	Betty Fitzpatrick	Board Member
	Jim Mitchell	Board Member
	Norm Hann	Board Member
	Tom Marshall	Alternate Board Member
	Carly McConnell	Recording Secretary
Public Present	Ian Wydra	Brent Hill
	Kathryn Powell	

Regular Meeting: Opened 7:00PM

A. Minutes:

- a. Minutes from the regular meeting on August 1 and the special meeting on August 17 will be reviewed at the next regular meeting.

B. Old Business:

- a. Ian Wydra/Zamiara – Chairman Robinson spoke with ZBA Chairman, Rick Watson regarding this project. The ZBA is waiting for DOT approval before they can move forward. Mr. Mitchell has abstained from any decisions regarding this project; due to a conflict of interest. The Board reviewed CEO, Magee’s written decision.

- i. Findings:

1. The project has been reviewed under Concept Review provisions of Chapter 88-Town of Urbana Code. The current proposal does not alter the original intended use of the property.
 2. The applicants have dimensional relief pending from the Town’s Zoning Board of Appeals.
 3. The application is complete and the applicant has agreed to supply architectural structural plans upon favorable approval from the ZBA.
 4. The project has been subject to a public hearing with the Zoning Board of Appeals, neighbors were present with no objections.
 5. No negative environmental impacts found-SEQR, unlisted classification.
 6. Application complete
 7. No encroachments or conflicts with the NYSDOT or private rights-of-way.

- ii. Mr. Hann made a motion to approve the findings. Seconded by Mrs. Fitzpatrick. Roll Call Vote: Hann-aye, Marshall-aye, Mitchell-aye, Fitzpatrick-aye, Robinson-aye.

1. SEQR Short Form Part II Completed

- ii. Mrs. Fitzpatrick made a motion based on the information and analysis and supporting documentation, that the proposed action will not result in any significant adverse environmental impacts and provide attachments as necessary, the reasons supporting this determination. Unlisted

classification. Seconded by Mr. Hann. Roll Call Vote: Hann-aye, Mitchell-aye, Marshall –aye, Fitzpatrick-aye, Robinson-aye.

iii. Chairman, Robinson made a motion to waive any further review based upon the completed file and submissions. Seconded by Mrs. Fitzpatrick. Roll Call Vote: Hann-aye, Marshall-aye, Mitchell-aye, Fitzpatrick-aye, Robinson-aye.

b. Subdivision:

i. Roland Baird – The Board reviewed CEO, Magee’s written report. The applicant made need a variance for a side yard set back. The Board can not move forward until a determination regarding the need for a variance and/or the variance is approved. The Board requested the applicant to submit a survey map with the septic system on it and notation of the distance from the property lines. Applicant needs to submit payment for the application to the Clerk; along with a copy of the deed.

B.

C. New Business:

a. Roland Grap / Kathryn Powell – Board reviewed written decision from CEO, Magee. Chairman, Robinson reviewed the background of the this project with the Board. CEO, Magee issued a permit for the fence; before the Board approved the application. Chairman, Robinson spoke to surveyors McConnell & Muller regarding the NYS right of way. The applicants have applied to open a retail shop for the sale of furnishings, consignments & woodtex products. The Board advised the Ms. Powell that if she would like to run a business from this location that the building and grounds needs to be in compliance with the Town of Urbana Codes. Also, the Board advised Ms. Powell not to operate anymore barn sales at this location until proper approvals have been received. Ms. Powell feels like she has been singled out. Board suggested that she speak with CEO Magee regarding this. Mrs. Fitzpatrick made a motion to move to full site plan review. Seconded by Mr. Mitchell. Roll Call Vote: Hann-aye. Marshall-aye. Mitchell-aye, Fitzpatrick-aye, Robinson-aye.

D. CEO Concerns:

a. The sale of tractors at the car wash on Route 54. The Board believes that it is being run as a business.

b. Take a look a the other “barn/yard sales” in the town; that are being run as a business with out permits.

E. Public:

a. Brent Hill – Mr. Hill was concerned with the Town’s lack of communication and suggested notifying neighbors of public hearings via emails. Chairman, Robinson will forward his suggestions to the Clerk and CEO, Magee.

F. Motion to Adjourn:

b. Mrs. Fitzpatrick made a motion to adjourn the meeting. Seconded by Mr. Mitchell

c. Meeting adjourned at 8:25PM

Respectfully Submitted,

Carly McConnell
Recording Secretary

DRAFT