

Town of Urbana Planning Board
Public / Regular Meeting
April 4, 2023
Minutes

The Town of Urbana Planning Board held a Public / Regular Meeting on April 4, 2023 at 6:00 p.m. in the Urbana Town Hall, located at 8014 Pleasant Valley Road, Bath, New York.

Board Present:	Julie Vargo	Chairperson
	Theresa Stopka	Vice Chairperson
	Richard Niles	Board Member
	Steve Jones	Board Member
	Heidi Lowenstein	Board Member – Absent
	Barb Fries	Alternate Board Member

Public Present: Shelly Fisher

Meeting was called to order at 6:00 pm by Chairperson Julie Vargo

Pledge of Allegiance

Motion to accept minutes from February 7, 2023 made by Steve Jones and seconded by Richard Niles.

Carried – ALL AYE

Motion to accept minutes from March 7, 2023 Work Session made by Theresa Stopka and seconded by Richard Niles.

Carried – ALL AYE

Old Business – NONE

New Business –

2023-014 – Edward P. and Delia Stull - 9028 West Lake Rd, Town of Urbana

Special Use Permit and Site Plan Review for a Short-Term Rental that already is in existence and operational at 9028 West Lake Rd.

Owners are on site and live there. County Tax Certificate on file. Plot drawing showing the location of buildings and waste water system.

Concept Review is complete and the existing site is compliant with the current zoning as it was created before the existing zoning.

Board Comment - Board discussion of Special Use Permit, which does not transfer with the property by code. Must be in compliance with all codes and policies, including County's regarding short term rental and fees.

Motion to approve Special Use Permit and Site Plan to the following conditions: made by Steve Jones and seconded by Theresa Stopka.

Carried – ALL AYE

- Applicant must submit a copy of registration and proof of taxes paid to municipal entities (County, State, Town) as applicable within 20 days of receiving certificate from the municipal entities.
- Provide any property management renter agreements to the code officer of the Town of Urbana. If the management company changes, the owners must notify the Town Code Officer immediately with a copy of the new renter agreement.

Meeting Closed at 6:30 PM

Next Meeting scheduled for May 2, 2023 at 6 PM.

Penny Wells
Planning board Secretary