

**Minutes of the Parish Town & Village Planning Board
And Conservation Advisory Council
Parish Village Gym
February 23, 2014 at 7 PM**

Regular meeting was called to order by Bill Scriber at 7:01 pm.

Roll Call was called:

Present:	Bill Scriber, Chairman	Kevin Dwyer
	Paul Gage	Paul Baxter - excused
	Doug Jordan	Lynn Wood, Clerk
	Jennifer Reeher	

Minutes for January 26, 2015 meeting.

Paul Gage stated there are a couple corrections to the minutes. Those corrections will be made and the minutes will be resubmitted.

Paul Gage motioned to accept the minutes, second by Doug Jordan.

All in favor.

Motion carried.

Communications

Bill Scriber, Chairman, passed out communications for Board members to view. Bill also gave a reminder about the Tug Hill Conference to be held on March 26, 2015 and hoped all were able to attend. Jen Reeher stated she will not be able to attend because of a conflict with her job.

Report of Committees

- Bill Scriber, Chairman, read a report from Paul Baxter who was unable to attend the meeting as he was attending another meeting. Paul Baxter's report stated the minutes and agenda were posted on the website. Paul also reported a reminder of the Tug Hill Conference on March 26, 2015. Paul is also in the process of setting up a ZBA training session in March which will be held in West Monroe and will give an update in upcoming weeks.
- Codes Report – The report was sent around to the Board members
- Jen Reeher – Lake Ontario Fishery's Unit has a series of annual meetings. There is one coming up in Pulaski being held on Tuesday March 10 from 6:30-9:00 and they will be discussing different topics. If anyone is interested they can sign up for a New York alert system to let you know when there are sewage overflows or other public alerts. The

DEC is revising the list of species and Greatest Conservation News and will be taking comments on that until March 9, 2015.

Unfinished Business

- Bill Scriber stated that we will get back to The Comprehensive Plan as soon as Matt gets back to Bill with the updates. Bill Scriber asked Jen Reeher if she was able to take care of the digital copy and she will check on that. Jen recalls working on this and will check into it.

New Business

- Mr. Brownell cancelled. Bill Scriber asked if Mr. Brownell had emailed the information that was requested. Lynn Wood, Clerk stated that she had not received an email Mr. Brownell as of yet and Bill Scriber also has not received an email. Mr. Brownell was given both Lynn Wood's email address along with Bill Scriber. Bill will give him a call.
- West Site Plan – Bill Scriber asked Mr. West to approach the Board. Bill then asked Kevin Dwyer to review the paperwork to be sure Mr. West has everything that is needed if done. The 239 L&M and would also like to do the SEQOR. Mr. West stated he has the "Open Sign" paperwork. At this time Kevin Dwyer reviewed the paperwork from Leonard West to be sure it was correctly completed. This questionnaire will be attached to the minutes. Bill Scriber asked Kevin Dwyer to place an asterisk and state that an "Area variance granted by ZBA – Use Variance" – for the question on – "Will the proposed action create a material conflict with an adoptive man use plan for zoning regulations".
- A motion was made to accept the Negative Declaration. Paul Gage made the motion and Doug Jordan seconded.

All in Favor

Motion Carried

The Application – Questions 1-5

Maps of the property were given to the Planning Board so that they can be given to the County. Mr. West will also bring in to the Town Clerk an extra copy for the Planning Board for their files. Mr. West discussed the map with the Board. A deed also has been recorded at the County.

Kevin Dwyer and Jen Reeher looked over the map with the questionnaire.

Mr. West gave his application for the Site Plan to Bill Scriber.

- 6. Location of all zoning district boundaries. **N/A**
- 7. Location, name, jurisdiction and width of adjacent roads.

- 8. Location, width, and purpose of all existing and proposed easements, setbacks, reservations, and areas dedicated to public use or adjoining the property; **N/A**
- 9. Complete outline of “existing” or proposed deed restrictions or covenants applying to the property; **N/A**
- 10. Existing hydrologic features together with a grading and drainage plan showing existing and proposed contours at a maximum of “five foot intervals”; **Waive * The board agreed to waive the five foot requirement to allow for ten feet for the purpose of the Site Plan.**
- 11. Location of any archeological resources; **No**
- 12. Location, proposed use, and height and dimensions of all buildings... services, office, other commercial activities. **Need Building Permit. (requested)**
- 13. Location and design of all parking and loading areas, access and egress drives, fire lanes and emergency access areas; **Maps fill requirements**
- 14. Provision for pedestrian access; **N/A**
- 15. Location of outdoor storage; **N/A (there is no outdoor storage except for cars)**
- 16. Location and design of all existing or proposed site improvements, including drains, culverts, retaining walls, and fences. **Maps will cover this.**
- 17. Description of the method of securing water supply and disposing of sewage, and the location and design of such facilities. **Maps will cover this. The large map shows the well and the septic which were drawn in by Mr. West and initialed. A circle represents the well and a square represents the septic.**
- 18. Location and design of all energy distribution facilities, including electrical, gas, and solar energy; **A separate power box was installed inside the garage. * see below**
- 19. Location, size and design of all proposed signs. **There is a 2x3 sign. It will be four foot off the ground, no larger than 32 sq. ft. and set back at least ten feet.**
- 20. Location and design of outdoor lighting facilities; **There is no additional lighting other than the light on the garage.**
- 21. General landscaping plan and planting schedule, including the location and proposed development of all buffer areas; **N/A**

- 22. Erosion and sediment control plan conforming to the standards and practices contained in the USDA Soil Conservation Service Engineering Field Manual and New York Guidelines for Urban Erosion and Sediment Control, or other erosion and sediment control manuals recognized by the planning board; **Waived**
- 23. An agricultural data statement pursuant to Town Law Section 283-a., when applicable; **N/A not an AG district**
- 24. A statement of the nature and extent of the interest of any state employee, or officer or employee of the town in the applicant pursuant to General Municipal La Section 809, when applicable; **N/A**
- 25. An environmental assessment form (EAF) and, when applicable, a draft environmental impact statement (EIS) pursuant to 6 NYCRR Part 617; **Being Done**

*Paul Gage asked if there will be a separate power box and Mr. West replied that there was one in the garage and that an inspection was done and has all the paperwork on it.

Bill Scriber asked for any and all paperwork that Mr. West may have and to bring the package to the Town Clerk by Friday, February 27, 2015.

The minutes will need to be sent to the County.

A vote will be scheduled and made at the next meeting. Mr. West asked if he should pay fee and Bill Scriber stated it could be paid at the next meeting. It was realized that there was not a secretary and one was needed on the Planning Board, Paul Gage offered to take the position and Bill Scriber agreed.

Agenda

West Site Plan- vote

Mr. Brownell- finish

Comprehensive Plan will be tabled until Matt can get back with the Board

Adjournment

Motion to adjourn – Paul Gage motioned and Kevin Dwyer second.

Adjourn 7:50 p.m.

All in Favor.

Motion Carried.

Respectfully submitted,

Lynn Wood, Clerk