

**Minutes of the Parish Town & Village Planning Board  
And Conservation Advisory Council  
Parish Village Gym  
August 24, 2015 at 7 PM**

**Regular meeting was called to order by Bill Scriber at 7:00 pm.**

**Roll Call was called:**

<b>Present:</b>	Bill Scriber, Chairman	Kevin Dwyer
	Paul Gage	Paul Baxter
	Jennifer Reeher	Lynn Wood, Clerk
	Doug Jordan	
	Ben McDonald	

Matt Johnson was also in attendance

**Minutes for July 27, 2015 meeting.**

Bill Scriber asked for a correction to be made and resent. Motion to accept the minutes was made by Paul Gage and Ben McDonald second.

All in favor.

Motion carried.

**Report of Committees**

- Jen Reeher had nothing to report – Jen stated that information on the new park section was sent to Matt Johnson.

**Communications**

- CEO/ZEO report was passed around for all to view.

**New Business**

- There was no new business to discuss.
- There will be a Site Plan workshop in Central Square on September 10, 2015 from 7-9 p.m. The information is listed in the Tug Hill Times per Kevin Dwyer and Paul Baxter confirmed. Paul Baxter also mentioned there is another meeting at the Tug Hill Commission on September 21, 2015 at 4:00 – 6:00 p.m. at Amboy Town Hall.

## Unfinished Business

- Matt handed out information on fence section that was decided to be used. All fences required zoning permits. The top portion will be for the Town and the bottom portion will be for the village zone. Kevin Dwyer asked why a zoning permit will be required and not a building permit. Matt explained so the zoning officer will know to measure the setbacks. It also could be done without a zoning permit but it would make the zoning officer more aware that a fence is going in. Paul Gage feels a fence zoning printout is good and what the Planning Board is looking for. This will need to go in front of the Town Board and Village Board. Matt will send a corrected copy to Bill Scriber which will in turn be forwarded to the Mayor and the Supervisor that the Planning Board has this recommendation to be reviewed. Doug Jordan made a motion to accept and Kevin Dwyer seconded.

All in Favor.

Motion Carried.

- Matt Johnson has more on the Comprehensive Plan on parts two and three and asked if anyone had comments or corrections or omissions. Kevin Dwyer was re-reading under Village events, the Chamber of Commerce has disappeared, we do not have it anymore and proposed to amend the statement to state “a number of special events are held in Parish”. It will be changed to “Community Holds Special Events”. Jen Reeher stated she has one more updated text for the Parks and Recreation Section which is 23 and 24 which was emailed to Matt Johnson by Jen just prior to the Board meeting. Matt explained that he will leave the notes in red so the Town Board and Village Board knows what the new information will be. Bill Scriber asked Matt Johnson for the first of the final draft which Matt is still working on the first part of it. Matt is in the process of updating all the charts and grafts. The first part per Matt was the land use and census data which updating is almost complete, Matt also has most of the tables, charts and grafts. Matt had a discussion with the Board on demographics, ie: population, household size, age, income, employment and transportation to work. Matt will do the finishing touches to update the texts that go with the grafts and should have a final draft. Bill Scriber asked if the Planning Board has a public hearing and then the Town Board has a hearing on the Comprehensive Plan and Matt stated that is how it should go. The Planning Board will have a Comprehensive Plan information session/public hearing then refer to the Town Board which will do a 239M review to County per Matt. At that time the Town and Village will hold their public meeting. Matt Johnson stated that at next month’s meeting he will try to have everything done for the Board. Bill Scriber will email the update to the Supervisor and the Mayor to put on their agenda for review. If any changes are needed they can contact Matt Johnson.

## Agenda

Comprehensive Final Review

**Adjournment**

Motion to adjourn – Doug Jordan motioned to adjourn, Kevin Dwyer second.  
Adjourn 7:45 p.m.

All in Favor.  
Motion Carried.

Respectfully submitted,

Lynn Wood, Clerk