

**VILLAGE OF PAINTED POST  
PLANNING BOARD  
MEETING MINUTES  
WEDNESDAY, AUGUST 7, 2019**



**ATTENDANCE:**

**Planning Board Members Present:**

Martha Tober, Moira French, Vickie Button, Kathleen Scalaro (alternate), Art Stilwell (alternate)

**Planning Board Members Absent:**

Marcia Weber, Vincent Krystof (chair)

**Planning Consultant:**

Stephanie Yezzi

**Village Board Liaison:**

Bill Scheidweiler

**Village Clerk:**

Anne Names

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**1. CALL TO ORDER:**

Meeting was called to order at 5:16 PM by Moira French, Planning Board Member.

**2. APPROVAL OF THE MINUTES FROM JULY 3, 2019:**

**Motion:** *To approve the minutes from 7/3/2019 as circulated.*

**Motion by:** Art Stilwell

**Seconded by:** Martha Tober

*Carried.*

**3. NEW BUSINESS:**

**A. Site Plan/ Special Use Permit Review: Processes and Packets:**

Stephanie Yezzi, Planning Consultant, reviewed the finalized application packets. The packets were discussed at a previous meeting; however, the new packets include a calendar of due dates and Planning Board meetings. The packets also contain a new site plan/ special use permit application form to be completed by all applicants. Stephanie told the group that, if adopted at the August 12<sup>th</sup> meeting, the new Zoning Law would only require full packets for special use permits.

All packets will now be submitted to Anne Names, Village Clerk, who will scan the documents and distribute to both Bryan Hallgren, Code Enforcement Officer, and Stephanie Yezzi. Packets will be located at both the code office in the Town of Erwin and at Village Hall. All applicants will fill out the attached site plan/ special use permit form as well as a short EAF for SEQR review.

At this time, Art Stilwell requested a **motion to adopt the new application packets and processes** as discussed.

**Motion by:** Vickie Button

**Seconded by:** Martha Tober

*Carried.*

**4. OLD BUSINESS:**

**A. Zoning Law Update:**

The Zoning Law is up for adoption at the August 12<sup>th</sup> meeting. The Village Board of Trustees must hold a public hearing as well as make a motion and take a formal vote for adoption. Anne stated that the public hearing will be held at 6:45 pm prior to the 7:00 pm board meeting.

**5. CORRESPONDENCE:**

**A. Planning Board Members:**

Stephanie talked about Marcia Weber stepping out of her position as Planning Board Member when she returns from her trip at the end of August. Once Marcia writes a letter stating her intention, Kathleen Scalaro has agreed to become a full Planning Board Member. There will then be one alternate spot open. Chelsea Robertson has spoken to a couple people about the position and will continue to try and fill the spot. Stephanie suggested that all actions be completed by the Board of Trustees at the same time. If anyone has any suggestions for who may be interested, they are urged to let the planning consultants know.

**6. NEXT MEETING:**

Wednesday, September 4, 2019

**Applications Due:** Tuesday, August 20, 2019

**7. ADJOURNMENT:**

**Motion:** *To adjourn the meeting*

**Motion by:** Art Stilwell

**Seconded by:** Kathleen Scalaro

*Carried.*

Meeting was adjourned at 5:45 PM by Martha Tober.

*Minutes taken by Stephanie Yezzi, Planning Consultant.*