

**VILLAGE OF PAINTED POST  
PLANNING BOARD  
MEETING MINUTES  
WEDNESDAY, MARCH 6, 2019**



**ATTENDANCE:**

**Planning Board Members Present:**

Vincent Krystof, Vickie Button, Martha Tober, Kathleen Scalaro (alternate)

**Planning Board Members Absent:**

Marcia Weber, Moira French, Art Stilwell (alternate)

**Planning Consultant:**

Stephanie Yezzi

**Village Board Liaison:**

Bill Scheidweiler (absent)

**Village Clerk:**

Anne Names

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**1. CALL TO ORDER:**

Meeting was called to order at 5:25 PM by Vincent Krystof, Planning Board Chair.

**2. APPROVAL OF THE MINUTES FROM FEBRUARY 6, 2018:**

**Motion:** *To approve the minutes from 2/6/2019 as circulated.*

**Motion by:** Vickie Button

**Seconded by:** Martha Tober

*Carried.*

**3. NEW BUSINESS:**

**I. Discussion of Planning & Zoning Packets for New Development:**

Stephanie Yezzi discussed the idea of providing a “new development” packet to applicants that includes all required paperwork. Anne Names, Village Clerk, and Bryan Hallgren, Code Enforcement Officer, will meet with Stephanie to discuss processes and the types of information needed for each application. This will help eliminate confusion for applicants, and consistently provide good information that will speed up the application process.

The cover page of the packet was reviewed and included key contact information for the Village Clerk, Anne Names, Code Enforcement Officer, Bryan Hallgren, and Planning Consultant, Stephanie Yezzi. The page described processes for Site Plan Approval and obtaining Special Use Permits. Some information on the State Environmental Quality Review Act (SEQRA) was also included. Once updated with Planning Board suggestions, Stephanie will meet with the other contacts to review processes and implement use of the packets.

**II. Kathleen Scalaro to be sworn in as a new alternate Planning Board Member:**

Anne Names asked Kathleen Scalaro to repeat the oath and stated the term of 5 years as Planning Board Member. Kathleen repeated oath and was sworn in as official Planning Board Member.

**III. New Zoning Law Impacts on Planning Board Processes:**

Stephanie stated that the processes will change once the new Zoning Law is adopted. The Planning Board will no longer approve Site Plans and will only be responsible for uses listed as Special Uses. Previous uses requiring a Site Plan were either changed to Permitted Uses or Special Uses.

**4. OLD BUSINESS:**

**I. Discussion of ZBA Meeting Held**

The ZBA met at 5:00 PM to discuss the variance application for parking at 126 W Chemung Street. The ZBA approved the variance application for D & R Cleaning to maintain parking for 5 vehicles instead of 26 required by the Zoning Law. As a condition, D & R Cleaning shall come before the Planning Board and ZBA when leasing space or creating new parking. D & R Cleaning also stated that the shed is being removed from the property and offered to house on the corner. The shed may not fit on the property.

**5. CORRESPONDENCE:**

**I. Dr. Marzo's Property Sold**

Anne stated that Dr. Marzo's property was recently sold as a residence. The new owners plan to add a kitchen and any additional work to convert the property back to a residential space.

**6. NEXT MEETING:**

Wednesday, April 3, 2019

**Applications Due:** Tuesday, March 19, 2019

**7. ADJOURNMENT:**

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

**Motion by:** Vickie Button

**Seconded by:** Martha Tober

*Carried.*

Meeting was adjourned at 6:00 PM by Vincent Krystof.

*Minutes taken by Stephanie Yezzi, Planning Consultant.*