



Planning Board

Chair: Robert C. Seem
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Seneca Falls, NY 13148-9751
Phone: 315-568-5637

Vice Chair: Alan Smith
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Secretary: Lawrence J. Kesel
1234 Middle Black Brook Rd.
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Minutes of the meeting held: October 22, 2019 held at the Town of Tyre Municipal Building
Members in attendance: Robert Seem, Alan Smith, Lawrence Kesel, Henry Bickel, Deborah Geary, Kenneth Hauenstein, Karen Thomson
Representing the Town of Tyre: Thomas Blair, Esq., Finger Lakes Law
Michael Simon, CPESC, CPMSM, LaBella
Craig Reynolds, Tyre Zoning Enforcement Officer
Karen Birch, Administrative Assistant
Guests: Jim Rogers, Tyre Councilman
Mark Travis, Tyre Zoning Advisory Committee
Jason McCormick, McCormick Engineering
Chester Burkholder, Tyre

Open Town of Tyre Planning Board

Chairman Seem called the meeting to order at 6:30 P.M.

Attendance Recording

Seven Members in attendance, full board present.

Public Comment Period

Chester Burkholder and Jason McCormick
Jason McCormick provided an update to SWPPP discussions, additional field work was completed. He thought everything was addressed & covered certified map was revised. Mike Simon, Town Engineer indicated that eight items remained to be addressed by LaBella Engineering. He also requested that Mr. McCormick document the number of subdivisions requested removal of the new resident to be built. Atty. Blair requested that Jason put this change in writing regarding their current plan being discussed. They requested one residential building lot be removed as the applicant has purchased another house elsewhere. Chester Burkholder had nothing further to add.

Approval of the September 24, 2019 minutes as presented

Motion was made by Alan Smith, seconded by Karen Thomson, oral vote unanimous; to approve the minutes after referenced documented changes had been made.

Zoning Enforcement Officer Report

Workload in the Zoning office remains heavy, conducting several site inspections and follow-ups on zoning questions. A period correct Sunoco sign was installed at Custom Auto located on State Route 318 which was recently recognized in the local newspaper. Also met with three more developers interested in coming to the Town. Interest continues with potential developers in the Town. An individual slotted pick up mailbox labeled for each PB member has been installed in the Zoning Planning Office. Members had agreed unanimously to stop by the TMB and secure their document packets required for upcoming meetings cutting back on delivery trips by the Chairman & Secretary to distribute. Atty. Blair advised the Board that there are only 2 individuals from the Town who can negotiate with developers and those are the Planning Board Chairman and the Town Supervisor.

Zoning Office has issued three (3) Zoning Permits as follows;

<u>Permit</u>	<u>Issued</u>	<u>Applicant</u>	<u>At Location</u>	<u>Description of Work</u>
19-21	09/21/19	Greg Fishel	1255 State Route 414	Replace business sign
19-22	10/07/19	Al Ritz	2166 State Route 318	Antique Business sign

Old Business

Consideration of updates to the Burkholder Project

The required documents needed to proceed were not received earlier tonight. The Planning Board cannot continue due to this material missing. Atty. Blair indicated that the applicant and his Engineer have been asking for extensions on their application and it has taken much time with no fault on the Planning Board.

Further consideration of potential regulations for abandoned and abandoned-looking properties in the 414 & 318 corridor.

Chairman Seem stated that more discussion needs to occur regarding the abandoned properties in the commercial corridor following the September PB meeting.. Atty. Blair stated there should be clarification from the Town Board as to what exactly the Planning Board should be looking at regarding this abandoned property situation and there seems to have been some misunderstanding of what was asked of the Planning Board. He further stated he has not invested any further time into this topic due to confusion as to what is being discussed on this topic. Furthermore, suggested that the County of Seneca may be a help regarding this situation if they are reached out to. Chairman Seem will pass this along to the next Town Board meeting.

Further discussion to clarify or simplify permitting process for simple applications.

Chairman Seem discussed the simplicity of the permit process and how to get this process across to residents in a non-intimidating way but felt the flow chart offered by LaBella was very detailed.

Mike Simon handed out this chart and related documents to the Board for their review. Chairman Seem was concerned about a resident looking at this process the flow chart and deciding to walk away from the application due to the confusion of how it would work. It was recommended that packets be developed for both minor and major subdivisions available to the public.

NEW BUSINESS

More detailed discussion of Zoning Enforcement Officer activities

Chairman Seem asked ZEO Reynolds to provide to the Planning Board members information as to his job duties regarding this application process. His commitment and various skillset in attending to the many duties of his position. Following paper review ZEO may even go out measuring and counts parking spaces taking photos in addition to talking with applicants at various project sites. He provides other duties as well to help the Town along with trainings as well. He indicated the use of the resources of Mike Simon and Tom Blair as they are excellent in helping him with various issues and they are all on the same page moving the Town forward.

Chairman Seem discussed there being monies put in the 2020 budget for a records management system. He also indicated that he would like to move forward with grant applications for farmland and is hoping the vacancy that exists for the alternate Planning Board member would draw someone from the agriculture community here in Tyre, NY.

Change PB meeting date in December

A request was made to change the meeting date scheduled on the 24th. to the 17th. Motion by Alan Smith and seconded by Henry Bickel, oral vote unanimous.

Correspondence

Nothing new to report.

Planning/Training/Website

Planning Board

Team activity remains very busy regarding the review of Applicant submittals. Special request such as the abandon structures in the Town and trying to streamline the permitting process adding to the workload month after month. A requisition for an Alternate Planning Board member has been approved, Notice has been posted for a qualified individual interested in joining the Planning Board with the understanding that monthly meeting attendance and fulfilment of annual New York State mandated training requirements must be met.

Training

No change from last month's report. Every Planning Board and Zoning Board of Appeals member has completed 2019 requirements.

Website

Finger Lakes 1 is working on the redevelopment of the website implementing WordPress fundamentals. The entire website is under construction as we are addressing various issues currently. Many more hours of work will be required to integrate the old information with WordPress on the site as we uncover discrepancies and pass them on.

Motion to Adjourn

@ 8:56 P.M.

Motion by Henry Bickel

Seconded by Alan Smith

Oral vote was Unanimous.

Respectfully submitted,

Larry

Next meeting November 26, 2019, 6:30 P.M. Municipal Building.