

**VILLAGE OF SOUTH GLENS FALLS
PLANNING BOARD
PRESENTATION OF MINUTES
Wednesday March 9, 2016 pdf**

MEMBERS IN ATTENDANCE OTHERS IN ATTENDANCE

David Linehan, Chairman Trustee Tony Girard
Nick Bodkin
Debbie Fitzgibbon
Gayle Osborn
Thomas Wade Jr. [TJ]

MEMBERS ABSENT or Recused

None

ALTERNATE IN ATTENDANCE

Kim Wilson

- I. **The MEETING was CALLED TO ORDER by Chairman Linehan at 7:00 P.M. The chair introduced and** all in attendance / presenting written agenda.
- II. The Chair asked for a review and approval of (**February 10, 2016**) meeting AND hearing minutes. **Debbie Fitzgibbon moved** to approve the **February 10, 2016 T.J Wade seconded** and the motion to approve the minutes passed unanimously.
- III. **SITE PLAN (S) REVIEW (S) [pursuant to – code Ch. 119 OR SUBDIVISION REVIEW [pursuant to – code Ch. 153-41] & OTHER REVIEWS IN PROGRESS:**

Matters regarding the comprehensive plan:	SEE: OLD BUSINESS
Matters regarding capital improvements to: <u>Commercial Use Property</u> Dwelling, Multiple Family /Residential Use Property Industrial Use Property	
Matters regarding subdivision of land:	
Matters regarding zoning of land:	
Matters regarding other reviews or actions:	2016 DRAFT AMENDMENTS TO PB BY-LAWS. <u>Comprehensive Plan WORKSHOP WITH VILLAGE BOARD AND OTHER INVOLVED PERSONNEL RESCHEDULE?</u>

IV. APPLICATIONS and /or Pre-Submissions FOR SITE PLAN REVIEW

APPLICATION(S) FOR SITE PLAN REVIEW [pursuant to – Chapter 119] or SUBDIVISION REVIEW [pursuant to 153-41 Village Code.] &/or OTHER Reviews: (Application(s) reviewed by Zoning Administrator and payments received by Clerk /Treas. on or before application SUBMITTAL DEADLINES FOR THE CALENDAR YEAR 2016).

Chair Opened Meeting and presenting agenda

February meeting minutes approved unanimously

Matters regarding the comprehensive plan:	SEE: OLD BUSINESS / Matters regarding other reviews
Matters regarding capital improvements to: <u>Commercial Use Property</u>	Opinion from the planning board as to the need for parking lot review for him and 51 Saratoga Ave.
Dwelling, Multiple Family /Residential Use Property Industrial Use Property	
Matters regarding subdivision of land:	
Matters regarding zoning of land:	
Matters regarding other reviews or actions:	Update of comprehensive plan

The chair reported that the village board is holding a budget workshop on Monday March 14th and trustee Tony Girard confirmed the time of the meeting to be 6 PM. The chair thought it best to wait on any further discussions to consider consultants for the effort to update the comprehensive plan until the village board tackles all of the village’s budget issues. The chair stated that since it had been eight years of change since the village board approved the comprehensive plan - any additional delay for “comprehensive” plans wouldn’t make any significant difference in its situation.

The chair then turned to the evenings agenda [#2 under OLD BUSINESS] - review of the planning board’s bylaws. The chair provided the planning board current bylaws found on the village website first adopted on December 10, 2003.

The chair stated that since we just completed a subdivision and a lengthy site plan review that the board could best reflect upon and consider protocols for future reviews for example;

- a roll call vote of members to determine completeness of applications
- review of written decisions of code enforcement officer regarding the need or no need for a review
- allowable or not allowable uses, special uses for the district of the proposed project
- updating the bylaws to reflect an application submission deadline (currently three weeks in advance as per the 2016 meeting schedule
- prior to any classification of a project pursuant to SEQRA a board review of Part I
- discuss preparation of written minutes (who may /should)
- also review check list(s)

The board together read through and considered language for amendment in areas its bylaws.

V. OLD BUSINESS

1. Village ASH Tree Survey **FOR EAB (Agrilus planipennis or Agrilus marcopoli) using NYS Heritage Program iMapInvasives** Request for supply of 2 Garmin eTrex Venture HC GPS Receiver units made] **Chair to attempt to consider recommendations of (1/7/15) CAPMO PRISM Task Force** where local governments are now encouraged to conduct surveys of their Ash trees and alerting landowners to the threat of Emerald Ash Borer. **DEC placed and collected trap(s) in Village in 2015. [A special report on EAB in Albany this past week 11/9/15 on Channel 13](http://wnvt.com/article/stories/s3954174.shtml)**

2. **Review/ Update Planning Board Bylaws**

VI. NEW BUSINESS

1. Respond to the Village Board's [Trustee Bill Hayes] request of to **UPDATE PLANNING AND ZONING WEBSITE in 2015(?).** Update Village Zoning Codes and Planning Policy pursuant to the most recent comprehensive plan.

VII. CHAIR's REVIEW OF CORRESPONDANCE / Resources

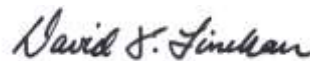
1. Various E-Mails, Calls
2. Planning Commissioner's Journal
All content on PlannersWeb.com is now free membership is no longer required. Check out the hundreds of articles on a wide range of planning topics -- especially aimed at the citizen planner.
3. DFL_in receipt of Village Board Meeting Minutes
4. Internet Resources:
[DOS Opinion-explanation on Alternates](#)
[Guide to Planning and Zoning Laws of New York State](#) [p.91-140]
South Glens Falls [Village Code Chapters \[153-35 Amendments authorized](#)
Saratoga County Map-Viewer <http://www.maphost.com/saratoga/>
NYS Local Gov. Handbook [NYS Local Government Handbook](#)
Site Plan Reviews Pursuant to sections 7-718 of the Village Law
Local Gov. and School Accountability [Local Accountability / Gov. & Schools](#)
Governor's Initiative <http://cutpropertytaxes.ny.gov/>

VIII. REVIEW FUTURE AGENDA ITEMS - ANNOUNCEMENT for next Planning Board scheduled for **Wednesday April 13th, 2016.** Submittal Deadline is **Wednesday March 20th, 2016.**

IX. REQUEST OF CHAIR FOR MOTION TO ADJOURN

Debbie Fizgibbon moved to adjourn the meeting **Gayle Osborn seconded** and the motion passed unanimously. The meeting was adjourned at **7:30 P.M.**

Meeting was adjourned at 7:30 P.M.



David F. Linehan, Chairman
For: SGF Village Planning Board