

**VILLAGE OF SOUTH GLENS FALLS
PLANNING BOARD
DRAFT PRESENTATION OF MINUTES
Wednesday **October 12th, 2016****

<u>MEMBERS IN ATTENDANCE</u>	<u>OTHERS IN ATTENDANCE</u>
David Linehan, Chairman	Trustee Tony Girard
Debbie Fitzgibbon	Bridget Martin
Gayle Osborn	
Nick Bodkin	
Thomas Wade Jr. [TJ]	

MEMBERS ABSENT or Recused
ALTERNATE IN ATTENDANCE and /or
Activated
Kim Wilson (in attendance / participating)

- I. **The MEETING was CALLED TO ORDER by Chairman Linehan at 7:00 P.M. The chair introduced** all in attendance / presenting written agenda. The chair noting that there was not a tape for the recorder decided it would not be a problem. The only business to be addressed tonight would be a review and action on the September meeting minutes and review of an “October 2016 Version” of the Planning Board bylaws.
- II. The Chair asked for a review and approval of (**September 14th**) meeting minutes. **TJ Wade moved** to approve **September 14th, 2016** **Debbie Fitzgibbon seconded** and approval of 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	Stewart's 202 sq. ft. addition to tax parcel 37.62-1-39
Matters regarding subdivision of land:	
Matters regarding zoning of land:	
Matters regarding other reviews or actions:	2016 DRAFT AMENDMENTS TO PB BY-LAWS. Comprehensive Plan UPDATE WORKSHOP WITH VILLAGE BOARD AND OTHER INVOLVED PERSONNEL SCHEDULE?

Chair Opened Meeting and presenting agenda Noting there would be no recording

September meeting minutes approved unanimously

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).

Matters regarding the comprehensive plan:	SEE: OLD BUSINESS / Matters regarding other reviews
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:	Update of comprehensive plan Update of Planning Board's Bylaw status

The chair turned to the agenda and a status report of the planning board’s bylaw review of the October ‘16 version. Copies were made available to all those present.

All present participated in a page by page review. Omissions were addressed edits where made. Questions of the designation and implementation of an “outreach coordinator” (formerly referred to as a “social chairperson”) would be researched as to its intent and selective use by the Chair, member(s) or / vs a public advocate’s alert. Record keeping policy / suggestions should be reviewed and include staff in responsibilities.

The Chair would make edits discussed and forward to Gayle O who volunteered to continue to review October Draft.

Kim W. would review footnotes.

A copy of a post meeting revised October version would be forwarded to the Village Attorney prior to setting a Public hearing and action to adopt.

Bylaw status – ongoing review page by page

A copy would be forwarded to the Village Attorney prior to the scheduling of a Public Hearing

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. [www.emerald-ash-borer-confirmed in SARATOGA Co 6.16](http://www.emerald-ash-borer-confirmed-in-SARATOGA-Co-6.16)

VI. NEW BUSINESS

1. **Update Planning board Bylaws**
2. Respond to the Village Board's [Trustee Bill Hayes] request in 2016 to UPDATE – 2016?
 - UPDATE WEBSITE
 - Update 2008 Comprehensive Plan Village describing changes in the village since 2008
[March 2008 DRAFT S.G.F. Comprehensive plan on-line](#)
[NYS Citizens Guide to Local Budgets](#)
 - https://en.wikipedia.org/wiki/South_Glens_Falls,_New_York
 - Edit- by priority - detailed list - Goals / objectives / Tasks of the Matrix [use of Survey Monkey?]
 - Amend PLANNING AND ZONING codes.
 - Amend P.B. Policy/By-laws – set public hearing date

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 PLANNED Planning Board is scheduled for Wednesday November 9th, 2016. Submittal Deadline is Wednesday October 19th, 2016.

IX. REQUEST OF CHAIR FOR MOTION TO ADJOURN

Debbie Fitzgibbons moved to adjourn the meeting Nick Bodkin seconded and the motion passed unanimously. The meeting was adjourned at **8:00 P.M.**

David F. Linehan

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

Meeting
adjourned at
8:00 P.M.