

**Village of Penn Yan Planning Board
Meeting Minutes April 1, 2019
111 Elm Street ROOM 202
7:00PM**

Present: Stan Olevnik- Chairman, Austin Lapp, Mike Willis-alt., Michael Clancy-alt., Ray Spencer – VB Liaison, Bruce Lyon - Code Officer, Ed Brockman-Attorney, Lynn Duryea- Secy.

ABSENT: Brent Bodine, Jean D’Abbracci, Sarah Vestal

PUBLIC PRESENT: Penn Clark, John Bonistall, Stephanie Lapp, Phil Riehl

NEWS MEDIA PRESENT: None

////////////////////////////////////

Chairman Olevnik announced alternate members Clancy and Willis would be voting members since board members Bodine, D’Abbracci, and Vestal were not in attendance.

////////////////////////////////////

A MOTION by Austin Lapp and a **SECOND** from Mike Willis to approve the March 4, 2019 minutes. Austin Lapp-aye. Mike Clancy-aye. Mike Willis-aye. **Motion carried.**

////////////////////////////////////

FIRST ITEM OF BUSINESS

Letter from Austin Lapp requesting determination of site plan application requirement for new business with no exterior changes.

Board member Lapp recused himself from the proceedings due to conflict of interest.

Chairman Olevnik explained he, Bruce Lyon, Mr. Lapp and a man named Phil assembled for a sketch plan meeting a few weeks back. At that meeting Mr. Lapp explained the project plans for Wellspring Fellowship.

Chairman Olevnik said it was apparent all changes at the location would be interior with the exception of a lighting fixture and sign on the outside. Bruce Lyon said signage could be done through his office and with no other exterior changes Mr. Lapp qualified for an application waiver that only the planning board was able to approve. Chairman Olevnik asked the board members for their input. There were no objections.

A MOTION by Mike Clancy and a **SECOND** from Mike Willis to allow a waiver of the site plan application requirement for the business at 465 North Main Street.

Stan Olevnik – aye. Mike Clancy-aye. Mike Willis-aye. **Motion carried.**

////////////////////////////////////

OTHER BUSINESS:

- Discussion: Blanket waiver RE site plan application for new businesses with no exterior alterations.

Chairman Olevnik said there was a blanket waiver suggestion. He said it was for any new businesses with no exterior site changes that would ordinarily trigger the site plan application requirement due to a change of use. After discussion the board found it was important to review each case on an individual basis therefore they would not be in support of a blanket waiver. Attorney Brockman pointed it was also important to have a written record that a new business use was evaluated by the planning board.

- Food Trucks

Chairman Olevnik explained the Planning Board historically referred in-depth review on any subject to other committees such as the Planning & Development Committee. He thanked the board for their email input on this

**Village of Penn Yan Planning Board
Meeting Minutes April 1, 2019**

matter then indicated it would be referred to the Planning & Development Committee to draft language for a code amendment. He asked the secretary to provide attorney Brockman with copies of the food truck comments emailed by the board members.

- Application requirement for 13 copies of plans & paperwork

Chairman Olevnik explained the current applications for site plans and subdivisions require 13 copies of drawings and related material. He suggested that was costly for applicants and there might be a way to reduce that burden. He read a list from the secretary that showed what the plans were used for. The board concluded the number of copies could be reduced by reusing the ones sent to the department heads. The board decided 9 copies submitted with site plan and subdivision applications would be sufficient.

- Site plan application submission for Genecco project

Chairman Olevnik recued himself from the proceedings due to conflict of interest. The secretary explained the site plan application had been submitted for planning board review at their February 4, 2019 meeting. Angelo Licciardello called the planning board office that day asking to have the application review postponed saying he was not ready for review. Subsequently, Mr. Licciardello's son called the planning board office on April 4, 2019 asking to have the review postponed further. In light of this the board decided the appropriate course would be to consider the application withdrawn until further notice. The secretary was asked to inform the applicant.

A MOTION by Austin Lapp and a **SECOND** from Mike Willis to consider the site plan application from Angelo Licciardello for a roadway off of Hillcrest Drive to be withdrawn at this time.

Austin Lapp-aye. Mike Clancy-aye. Mike Willis-aye. **Motion carried.**

- Scoping

Attorney Brockman had the new scoping law distributed to the board then reviewed the DEC requirement with them by reading it in its entirety.

- Parking requirement from another municipality

Board member Clancy mentioned he had submitted printed pages to the secretary showing how parking regs were handled in another town. He said it was available for review to anyone who wanted to see it. Attorney Brockman indicated he had reviewed the parking waiver with Brent Bodine and decided it should only be a variance issue.

////////////////////////////////////
A MOTION by Mike Willis and a **SECOND** from Mike Clancy to adjourn the meeting at 8:00PM.

Austin Lapp-aye. Mike Clancy-aye. Mike Willis-aye. **Motion carried.**

Motion carried.

////////////////////////////////////
A MOTION by Mike Willis and a **SECOND** from Austin Lapp to return to session at 8:05PM.

Austin Lapp-aye. Mike Clancy-aye. Mike Willis-aye. **Motion carried.**

Motion carried.

