

Village of Penn Yan Planning Board
Meeting Minutes July 2, 2018
111 Elm Street ROOM 202
7:00PM

Present: Cliff Orr – Chairman, Brent Bodine, Jean D’Abbracci, Ray Spencer – VB Liaison, Bruce Lyon - Code Officer, Lynn Duryea- Secy.

ABSENT: Sarah Vestal, Stan Olevnik

PUBLIC PRESENT: Steve Knapp, Garrett Hilton, Joe Carpenter.

NEWS MEDIA PRESENT: None.

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A MOTION by Brent Bodine and a **SECOND** from Jean D’Abbracci to approve the June 4, 2018 minutes. Cliff Orr–aye. Brent Bodine–aye. Jean D’Abbracci–aye. **Motion carried.**

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FIRST ITEM: PUBLIC HEARING – Review of Master Plan draft - Parks & Recreation.

Chairman Orr called for a motion to open the public hearing and asked if there were comments from the public.

A MOTION by Jean D’Abbracci and a **SECOND** from Brent Bodine to open the public hearing. Cliff Orr–aye. Brent Bodine–aye. Jean D’Abbracci–aye. **Motion carried.**

Mr. Knapp addressed the board and distributed 3 copies of a printed version of a power-point presentation labelled *Restoring and Placing the Historic Empire State Winery CUPOLA*. He mentioned copies were available on *Dropbox* to download and print at the link:

<https://www.dropbox.com/s/ttwsbosjwf7evy4/Saving%20Placing%20Historic%20Cupola%20Rev%203%207-3-18.pptx?dl=0>

He then conveyed a synopsis of the LLC committee which planned to restore and place the cupola. He talked about the transfer of ownership from Christopher Iversen who owned the land where it used to be; the on-going fundraising efforts to attain the expected \$75,000.00 the project would need as well as for expenses thereafter for upkeep and maintenance; the copious amount of time and research to find a permanent site which he expected would become a favorite spot for photographers and weddings, and he said the committee had employed an architect and an attorney so all efforts related to the cupola were done on a professional level. He said his request was to have the cupola restoration project added to the Parks and Recreation Master Plan as a recommended project sited at Indian Pines Park.

Chairman Orr opened the floor for comments and questions. Joe Carpenter introduced himself saying he attended the meeting to show support for the cupola project. There were no other comments from the public. The board asked Mr. Knapp who would accept responsibility for the cupola after it was dedicated to the village. Mr. Knapp stated the committee planned to have their attorney draft a contract with the village stating the LLC would have that obligation. The board recalled they had formally endorsed the project at a previous meeting and had subsequently sent a letter to the committee showing their support. The board had no objections to recommending the project for inclusion.

Board member Bodine pointed out the project should be assigned parameters like the others in the Parks draft. The board with the assistance of Mr. Knapp assigned the following: *Small Scale* project, with a cost estimate of \$75,000.00, and funding source(s) projected to be *Private and/or grant*.

A MOTION by Brent Bodine and a **SECOND** from Jean D’Abbracci to recommend adding the cupola restoration project sited at Indian Pines Park to the Parks and Recreation Master Plan with the aforementioned parameters.

Cliff Orr–aye. Brent Bodine–aye. Jean D’Abbracci–aye. **Motion carried.**

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A **MOTION** by Jean D'Abbracci and a **SECOND** from Brent Bodine to close the public hearing. Cliff Orr–aye. Brent Bodine–aye. Jean D'Abbracci–aye. **Motion carried.**

Chairman Orr opened the floor for comments on the Parks draft from the board members. The board had only a factual correction on page 10 to recommend to the Village Board. There was a brief discussion to confirm the YCRR was not, in fact, 'county operated' as stated in the Parks draft.

WHEREAS, the Planning Board of the Village of Penn Yan was previously authorized by Resolution duly adopted by the Board of Trustees of the Village of Penn Yan to review the proposed Village "Parks and Recreation Master Plan" to determine whether modification thereof is appropriate and if so formulate such amendment(s); and

WHEREAS, the Planning Board of the Village of Penn Yan has reviewed the proposed Parks and Recreational Master Plan"; and

WHEREAS, the Planning Board has held a public hearing with respect thereto the proposed amendments as required by §7-722 of the Village Law of the State of New York.

NOW THEREFORE BE IT RESOLVED:

As a result of this hearing the Planning Board formally recommends the following;

- 1.) **Add the Empire State Winery cupola restoration project sited for Indian Pines Park classified as a small-scale project to be privately, and/or grant funded with a cost estimate of \$75,000.00.**
- 2.) **Factual correction:**
Page 10 under the heading *OTHER PARK FACILITIES Yates Community Center*; "The Yates Community Center is county-operated ..." The underlined should be changed/corrected since the facility is not county-operated.
- 3.) **Along with number 1 and number 2 recommendations above, The Planning Board fully endorses this draft for inclusion in our Village Master Plan.**

The proposed Parks and Recreation Master Plan, along with our recommendations, is hereby referred back to the Board of Trustees of the Village of Penn Yan for further action.

A **MOTION** by Brent Bodine and a **SECOND** from Jean D'Abbracci to refer resolution # 1-2018 back to Village Board of Trustees. Cliff Orr–aye. Brent Bodine–aye. Jean D'Abbracci–aye. **Motion carried.**



OTHER BUSINESS:

- ✓ Review of village procedures flow chart.
This item was tabled until Stan Olevnik had a flow chart prepared for review.
- ✓ Planning & Development Committee meeting minutes.
Chairman Orr said he would like copies of these minutes distributed to the board members in the future to keep the members up-to-date on their topics.

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✓ Design & Construction Standards follow-up discussion.

Board member Bodine indicated there was a minor change in the document. He asked the planning board to express their opinion on its contents with the change. He explained the document would become the form letter forwarded to all project managers when infrastructure was dedicated to the village.

A MOTION by Jean D’Abbracci and a **SECOND** from Cliff Orr to support the letter as written.

Cliff Orr–aye. Brent Bodine–aye. Jean D’Abbracci–aye. **Motion carried.**

✓ Conditional approvals.

Code Officer, Bruce Lyon, informed the board various projects given conditional approval by the planning board were going months and occasionally over a year without finalizing their site plan approval. He said projects in limbo for that long have caused departmental confusion and some mistakes. He asked if the board would assign a time limit for all conditional approvals or simply eliminate the use of the words *conditional approval*. He said it gives certain applicants a sense they have completed the process. He suggested just noting *changes required for approval*. The board asked the secretary to send a letter to the village attorney asking if it was OK to assign an expiration date for conditional approvals since the code book currently had no provision for that.

✓ Updates.

Board member D’Abbracci about any progress related to Keuka Taxi, the flooded out Marchionda Trucking business on Champlin and the NYSEG cleanup. Bruce Lyon said he had a court date scheduled with the taxi owners because they refused to remove gasoline tanks on the property. Board member D’Abbracci suggested the former trucking property on Champlin as a good location for the taxi business. Bruce was not sure how that property was zoned. He then commented on NYSEG saying they were near the end of the cleanup endeavor and would next mobilize once they returned from other projects.

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A MOTION by Jean D’Abbracci and a **SECOND** from Brent Bodine to adjourn the meeting at 8:25PM.

Cliff Orr–aye. Brent Bodine–aye. Jean D’Abbracci–aye. **Motion carried.**

Submitted by Secretary:

Lynn Duryea