

ITEM # 1:

The meeting was called to order by Planning Board Chairman Lawrence J. Kelly, Jr., at 6:55 p.m.

ITEM #2: Roll Call

Present:

Lawrence J. Kelly, Jr., Chairman
George Donhauser
James Jozwiak
Joseph Edbauer
Karl R. Lux

Also Present:

Darlene Schweikert
Clyde Drake, Supervisor

Not Present:

Bruce Luno
Julie Zybert

ITEM #3: Citizen Participation

There was no one for Citizen Participation.

Chairman Kelly advised the members that he would like to discuss **Item #8: Photo ID Update** at the beginning of the meeting since Supervisor Drake has another meeting to attend tonight and may have to leave our meeting early.

Chairman Kelly had been in contact with Congressman Chris Collins' Office regarding Photo ID equipment. Grant money may be available for this purpose. Chairman Kelly had discussed this matter with Supervisor Drake to see if the Town could proceed with a grant application. Supervisor Drake will look into this. There was discussion as to what other Towns/Villages/Schools use for ID and whether equipment is owned or if ID is produced by an outside company. Possibly Anything Printed or the Print Shop could produce ID. Chairman Kelly believes all Town employees should have ID. Solicitor Permit Applicants should also have ID to verification purposes that the Town has approved their Permit. It may be best if the Town wanted to have ID produced that an outside company be contacted. The use of the equipment may not warrant the equipment cost and/or grant writer fees and maintenance for the few IDs that the Town may need. K. Lux made the motion, seconded by J. Edbauer, to recommend to the Town Board that all Town employees be provided with Photo ID. All in favor. Carried.

ITEM #4: Approval of Minutes

a) December 4, 2018 – J. Jozwiak made the motion, seconded by J. Edbauer, to approve the Minutes as presented. All in favor. Carried.

January 1, 2019 Meeting was cancelled.

ITEM #5: Mining Permits

- a) McEwan
- b) Cold Spring-Hofmann South Pit (reclaimed)
- c) Cold Spring-Sharp Street Pit
- d) McCarthy Gravel Mine
- e) Gernatt Pits: Middle Road-Vaughn/Gentner; Middle Road-Dewald; Zylinski Clay Mine; Waterman Pit; Wendel Pit.
- f) D&H Materials, Inc. (formerly Hannon-Sarcon Farms Pit)
- g) Russo-Triple R. Properties Pit
- h) Schreiber & Winkleman

Hannon Pit was transferred to D&H Materials, Inc. The DEC transfer documentation is in the Town Clerk's file. Chairman Kelly asked if there were any comments or questions regarding the Mining Permits (a-h above). J. Jozwiak made the motion, seconded by K. Lux, to recommend to the Town Board to approve the renewal of the mining permits, a-h, as presented. All in favor. Carried.

ITEM #6: Junkyard Permits

- a) Jordan's Salvage
- b) Southern Tier Auto Center Inc.
- c) Arthur P. King
- d) Ronald Miller

Chairman Kelly asked for comments or questions regarding the Junkyard Permits. J. Jozwiak made the motion, seconded by J. Edbauer, to recommend to the Town Board to approve the renewal of the junkyard permits, a-d above. J. Edbauer abstained from voting with respect to the Jordan's Salvage (Item a) permit. All in favor. Carried.

ITEM #7: Kevin Thie-10257 Emerling Road Firewood Discussion

Mr. Thie addressed the Board at the August 7, 2018 meeting and the Board also discussed his matter at their September 5, 2018 meeting. The Board's determination at both of these meetings was that Mr. Thie was conducting a commercial business in a R-Ag District and that he was not allowed to continue his business in his current zoning district. Mr. Thie met with CEO Singleton recently and provided him with a copy of information on a kiln that he would like to purchase to do his firewood. CEO Singleton discussed this matter with Supervisor Drake. Discussion was also held with Chairman Kelly. K. Lux noted that he believed the Planning Board has already made their decision that Mr. Thie was conducting a business in a non-commercial zone and the Board did not approve. Supervisor Drake will discuss this matter with CEO

Singleton to advise Mr. Thie that he is conducting a business in an R-Ag district and it is not allowed by the Town. The members feel that this is a business that he is still operating and that it is not approved. G. Donhauser does not want the Town to spend a lot of taxpayer's monies fighting Mr. Thie on this matter. Supervisor Drake noted that possibly the DEC could get involved because of the scrap wood material/bark on premises.

ITEM #8: Photo ID Update

This matter was discussed at the beginning of the meeting.

ITEM #9: Business from the Members

1. J. Edbauer asked if the Board was going to re-visit Code Changes. The Board had previously discussed some possible changes and these were forwarded to the Town Board for review once the Comprehensive Plan was completed. Supervisor Drake advised that the Comprehensive Plan was now approved by the Town Board. Secretary Schweikert will attach a copy of the changes previously discussed to these Minutes.

ITEM #10: Motion of Adjourn

J. Jozwiak made the motion, seconded by K. Lux, to adjourn the meeting at approximately 7:35 p.m. All in favor. Carried.



Darlene G. Schweikert
Planning Board Secretary



POSSIBLE CODE CHANGES TO BE DISCUSSED:

1. Farm buildings. Are they exempt from building permits? Paying the permit fee: Section 68:4 and 68:5. **Yes, file permit and charge fee \$.02/sq foot or \$50 minimum.**
2. Clarify Zoning Codes. Is Agriculture allowed in C1, C2 or C? **All set in current Code.**
3. Mining Permits/Junkyard Permits. Include a penalty if not filed on time and make due by January 31st of the year. **Fee should be doubled if not completely filled in and filed on time. That fee would then be \$400 for mining permit" \$100 for junkyards.**
4. Minimum Lot Size: Change back from 1 ½ to 3 acres? **Change to 3 acres.**
5. Mining Permits are controlled by NYS so should they not be doing Special Use Permits and pay a \$200 renewal fee? Make sure Tax Map # included on Application. Renew with the Town of Concord as long as a DEC permit is required (i.e. reclamation process). **Leave as is.**
6. Fee Schedule. Make sure all fees are listed including co-locate fee on same schedule. Do we want to get rid of the fee for a demolition permit? **Combine all on one page including telecommunication fees, farm buildings as discussed above #1 and #7 below.**
7. Application fees Letters G & H don't make sense in our Code. **Delete G and increase the fee at H to \$100.**
8. How many little sheds should be allowed on any parcel? Should a limit be in our Code? Condition of the sheds? **Leave as is.**
9. Sign Code. Difference between Pedestal and Freestanding sign. Add that site plan should be included with application? Wording regarding farm sign regulation should be looked into. **All set in current Code.**
10. Clarify double-wide manufactured homes vs. trailers on foundations. **Replace the definition of a mobile home with new one prepared by J. Edbauer.**
11. Off premises sign. Review language. **All set in current Code.**
12. Home Occupations. Businesses in homes. Retail? Process to start a business in home. Include language. **Leave as it but the Town should encourage small businesses.**
13. Review Code 72-7 Building Permit. 144 sq feet now requires a permit. **Fee for first time renewal would remain ½ of the original fee charged but any subsequent renewals would be charged the full original fee. Include language on the building permit application that drainage from landscaping and/or gutters should comply with NYS requirements.**
14. Building Permit for Roofs. **Require a building permit for a re-roof with proof of insurance for a contractor. Fee of \$50.**
15. Building Permit for permanent generator and what constitutes a permanent generator. **Require a building permit and a fee of \$50 for any stationary generator which would require an inspection by an electrical inspection agency (ie Commonwealth).**
16. General appearance of a home as far as how far the Town can go to have the property cleaned up. **Leave as is.**

17. Roadside vegetable stands and where they can be placed. **Leave as is.**
18. Permits for pools and fences around pools. **Leave as is.**
19. Grandfathered lots? Sub-standard sizes. **Leave as is.**
20. Solicitor License/Application. **Leave as is.**
21. Telecommunications Law. Is a building permit required as well as a Special Use Permit? Is any additional fee to be charged? **A building permit will be required for a new tower or for any modification of an existing tower which is for a building and the applicable building permit fee from our fee schedule should be collected.**
22. What is the front of a house? Is there a description in the State Code? **Require 50 foot from road right of way on front/back/side.**
23. Review set back requirements. You cannot subdivide and create a non-conforming lot. **See #22 above.**
24. Storage Pods. Allowed under which circumstances and for what length of time. **File a permit with CEO, \$25 fee for a sixth month period; renewable one time for a second six-month period.**
25. Solar Energy/photo-voltaic permit fees. CEO requested this change/addition. **Inspection fee of \$50 to be charged.**
26. Building Permits and Sign Permits to be filed with Town Clerk but records to be held by CEO office. **Leave as is.**
27. Signs in residential/agricultural districts. Permit required? All permitted uses or just farms? CEO requested this change/clarification. **Leave as is.**
28. Garage Sale/Yard Sale Ordinance. **No Action. Leave it alone.**
29. Noise Ordinance. **Leave as is.**