

**Town of Smithville
Planning Board Meeting Minutes
Monday, December 8, 2014**

Planning Board Members: Chairperson, Jackie Centerwall, Shane Butler, Robert Brooks and Tim Hanna; Clerk, Suzette Valachovic

Planning Board Members in Attendance: Chairperson, Jackie Centerwall, Shane Butler, Robert Brooks and Tim Hanna, Clerk, Suzette Valachovic

Planning Board Members Absent/Excused: Doug Garner

Others in Attendance: Cindy Mullenax

Jackie Centerwall called the December 8, 2014 Planning Board Meeting to order at 7:04.

1. Public Hearing.

Jackie Centerwall asked for a motion to open the Public Hearing for the Gerst Subdivision. Motion was made by Bob Brooks and 2nd by Shane Butler; Public Hearing was opened at 7:08.

Chairperson Jackie Centerwall noted that the Public Hearing notice was posted on the Town website and published in the Chenango American newspaper. Newspaper notice was presented. No public/community members were in attendance.

Chairperson Jackie Centerwall asked for a motion to close the Public Hearing; motion to close the Public Hearing was made by Robert Brooks; motion was seconded by Shane Butler, vote unanimous, motion to close the Public Hearing was approved. Meeting was closed at 7:10.

2. New Business.

- Gerst Subdivision. Chairperson Jackie Centerwall met with Cindy Mullenax prior to the start of the meeting and reviewed the changes noted on the agenda. Chairperson Jackie Centerwall asked for a Negative Declaration for the Short Environmental Assessment Form. Motion was made by Robert Brooks, 2nd by Shane Butler, vote unanimous, motion for a Negative Declaration for the Short Environmental Assessment Form was approved. Chairperson Jackie Centerwall asked for a motion to approve the Gerst Subdivision. Motion was made by Robert Brooks, 2nd by Shane Butler, vote was unanimous; motion to approve the Gerst Subdivision was approved. Chairperson Jackie Centerwall collected a \$600.00 check from Cynthia Mullenax on behalf of Marion Gerst. Map and Surveys were signed for submission and filing with Chenango County Clerk and Town of Smithville Town Clerk.

- Town Vouchers were completed and submitted to Town Clerk.
- 2015 Planning Board Meeting Calendar was reviewed and agreed by Board members to remain the second Monday of each month for 2015.

3. Review and Approval of Minutes.

November 10, 2014 minutes were presented for approval. Chairperson Jackie Centerwall asked for a motion to approve the November 10, 2014 meeting minutes, motion made by Shane Butler, 2nd by Robert Brooks, Vote unanimous, motion approved.

4. Old Business.

- Community Survey update. Shane Butler merged electronic tax roll list and voter registration list to create a mailing list for Community Survey. Chairperson Jackie Centerwall has been working with Town Clerk Alison Owens to get a quote from DMCO BOCE for printing, folding, labeling and postage for the Community Survey. The total costs is between \$800 and \$900, this includes layout, printing and postage. Those households within the 130-139 zip code the postage cost is .34, all other zip codes the postage cost is .48. Should be ready for mailing early this week or may have been mailed on Friday.
- Site Plan Review Law update. Changes were made to the Law based on the meeting from November 10, 2014 and Chairperson Jackie Centerwall submitted the Proposed Site Plan Review Law to the Town Board at the November meeting. Board will need to call for a public hearing.
- Road Preservation Law Review. Planning Board Members received a copy via email for review prior to meeting. Discussion was had and corrections to be made are as follows:
 1. Page 1, "Index". Previous Town Laws do not have an index. Suggested that this be removed to be consistent with Town Laws.
 2. Page 2, Section III: Definitions, paragraph 1, second line, the word "that" should be removed. After the word "could" the word "potentially" to be inserted. The paragraph would then read: Commercially contracted activities between Town landowners and commercial contractors could potentially impact Town road right-of-ways.
 3. Page 2, Section IV: General Provisions: the last sentence the word "town" should be "Town"; and at the end of the sentence, add: "shall be submitted to the Highway Superintendent".
 4. Page 3, Section VI: Appeals. The word "the" should be inserted before Smithville.
 5. Page 5, Attachment A. Shane Butler suggested that the number of trips a

vehicle would anticipate be added. Under "Expected maximum gross vehicle weight", another line to be added: "Anticipated number of vehicle trips."

- **Fee Schedule.** Robert Brooks received the updated proposed fee schedule from Town Clerk Alison Owens. Robert will review and revise and provide an electronic draft for January meeting.
- Discussion was had on reviewing a copy of the Stueben County Road Preservation Law, which is extensive. Chairperson Jackie Centerwall will provide an electronic copy to members to review and possibly incorporate some pieces into the proposed Town of Smithville Road Use Law. Of particular interest is the repair agreement should road damage occur. Members were asked to review and consider such an addition.
- Proposed Town of Smithville Hazard Mitigation Initiatives, Section 9.22. Shane Butler presented a copy and advised that the County Planning and Development has or will be sending information to Town.

Tim Hanna's term will end December 31, 2014. Thank you for all of your input and support.

5. Adjournment. Jackie Centerwall asked for a motion to adjourn; motion made by Shane Butler, 2nd by Tim Hanna. Vote unanimous, motion to adjourn approved.

Meeting adjourned at 7:59

Planning Board meetings are scheduled for the second Monday of every month, at 7:00 p.m. at the Smithville Community Center.

Next Planning Board Meeting is Monday, January 12, 2015 @ 7:00 PM

PLANNING BOARD 2015 SCHEDULE:

**January 12th
March 9th
May 11th
July 13th
September 14th
November 9th**

**February 9th
April 13th
June 8th
August 10th
October 12th
December 14th**

Respectfully submitted,
Suzette Valachovic
Planning Board Clerk