

**Town of Smithville
Planning Board Meeting Minutes
Wednesday, October 7, 2015**

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

Planning Board Members in Attendance: Chairperson, Jackie Centerwall, Shane Butler, Robert Brooks, Adam Whitbeck, and Suzette Valachovic.

Planning Board Members Absent/Excused: None

Others in Attendance: Alison Owens

Jackie Centerwall called the Planning Board Meeting to order at 6:58.

1. Review and Approval of Minutes.

September 2, 2015, minutes were presented for approval. Chairperson Jackie Centerwall asked for a motion to approve the September 7, 2015 meeting minutes; motion made by Shane Butler, to approve the minutes, 2nd by Adam Whitbeck, vote unanimous, motion approved and accepted.

2. New Business.

- Chairperson Jackie Centerwall received a telephone call from resident, Walter Kaminsky, inquiring about subdivision rules. He has a large parcel which he sectioned a piece off a few years back, and now wants to section another piece off for his son. He was inquiring if a site plan approval is necessary. Chairperson Jackie Centerwall advised that he review the Site Plan Review Law, he can get a copy from the town website or from the town clerk. According to the Site Plan Review law the project would require a site plan review.
- At the last Town Board Meeting, it was mentioned that a review of the current Town Refuse Law may be necessary in the near future.
- Town Clerk, Alison Owens received a permit application from Carolyn Heaton today which she emailed to the board members. The resident lives on Echo Lake Road and wants to erect 2 storage buildings. The application was incomplete, as no sketch or site plan was attached setting forth the location of the buildings. Based on what the Planning Board received, no determination can be made at this time. A sketch or site plan must be presented to ensure the set back rules are complied with. It was suggested to Alison Owens to advise the resident to review the Site Plan Review Law, particularly Section 2.11.

3. Old Business.

- Planning Board Vouchers should be submitted before December Town Board Meeting.
- Metal Round Building – It was discussed at the Town Board meeting that a building permit had been given late last year from the County.
- Chairperson Jackie Centerwall received notification from the County that Monolith Solar Associates, LLC site plan was filed in the County Clerk's office.

4. Adjournment. Jackie Centerwall asked for a motion to adjourn; motion made by Robert Brooks, 2nd by Shane Butler. Vote unanimous, motion approved.

Meeting adjourned at 7:27

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

Next Planning Board Meeting is Wednesday, November 4, 2015 at 7:00 p.m.

PLANNING BOARD 2015 SCHEDULE:

January 12th	February 9th
March 9th	April 13th
May 11th	June 8th
July 13th	August 5th
September 2nd	October 7th
November 4th	December 2th

Respectfully submitted,
Suzette Valachovic
Planning Board Clerk.