

VILLAGE OF FREEVILLE PLANNING BOARD MEETING

Minutes

November 23, 2021

A meeting was held by the Village of Freeville Planning Board at the Village Hall, 5 Factory Street, Freeville, NY on Tuesday, November 23, 2021.

Present were: Chairman Justin DiMatteo, Vice Chairman Brian Buttner, Member Stephanie Ortolano, and Village Deputy Clerk Deborah Rude. Member Melanie Allen was absent. Present from the community were Tom Cavataio, Polly Cator and Ron Syzmanski.

The meeting was called to order at 7:01 p.m. by Chairman DiMatteo.

The meeting began with Privilege of the Floor, at which time Ms Cator and Mr Syzmanski (hereafter referred to as the "Applicants") shared information regarding the Sketch Plat for their proposed Subdivision Application, for their property at 13 TanBark Circle (and abutting Johnson Road). The application was received by the Clerk's office in February, and delayed at the request of the Applicants until now.

Following the information provided by the Applicants, the Planning Board members voted on whether the proposed subdivision should be classified as a Major or Minor Subdivision, based on the regulations of the Land Use and Development Code, Section 603. They determined that based on size alone, it does not fall under Minor Subdivision, and therefore will be considered a Major Subdivision and applicants will have to meet all requirements of such.

A motion was made by Vice Chairman Buttner to classify the application as a Major Subdivision; Member Ortolano seconded the motion, all Members present voted aye.

The Planning Board then worked to clarify the next steps for the Applicants, as laid out in the Land Use and Development Code for the Village.

Following this, the Applicants left and the Planning Board moved on to their regular agenda.

Vice Chairman Buttner moved to approve the Planning Board Minutes from September, Member Stephanie Ortolano seconded the motion, all Members present voted aye.

Chairman DiMatteo moved to approve the Planning Board Minutes from October, Member Stephanie Ortolano seconded the motion, all Members present voted aye.

Chairman DiMatteo brought up the Municipal Planning Assistance Program that was offered through the Department of Planning and Sustainability. Although the deadline has passed, he

will reach out to them to see if they can assist the Planning Board in preparing the Comprehensive Plan for the Village.

Further regarding the Comprehensive Plan, the Planning Board discussed drafting recommendations based on the 2013 Plan. Each Member will work on a section of the Plan, making suggestions regarding updates and incorporating data from the 2021 Survey, and then will bring those suggestions to the next Planning Board meeting to discuss. This will be done as work-sessions, in lieu of a regular meeting for December.

The next Planning Board Meeting will be held on Tuesday, January 25 at 7pm.

Chairman DiMatteo made a motion to adjourn, seconded by Member Ortolano. All Members present voted aye. The meeting was adjourned at 8:28pm.

Respectfully submitted,

Deborah Rude
Village Deputy Clerk