

## **VILLAGE OF FREEVILLE PLANNING BOARD MEETING**

### **Minutes**

**March 22, 2022**

A meeting was held by the Village of Freeville Planning Board at the Village Hall, 5 Factory Street, Freeville, NY on Tuesday, March 22, 2022.

Present were: Chairman Justin DiMatteo, Vice Chairman Brian Buttner, Member Melanie Allen, Member Tom Cavataio, Member Stephanie Ortolano, Deputy Clerk Deborah Rude, Mayor David Fogel, Trustee Miles McCarty, and public attendant Stephen Dans.

The meeting was called to order at 7:00 p.m. by Chairman DiMatteo.

Stephen Dans was in attendance for a scheduled Sketch Plat Review. Mr Dans went over his application with the Planning Board, explaining his desire to use his father's house at 36 Main Street in the Village as a business, selling handmade gifts and framed photographs. Discussion took place regarding hours of operation, location within a residential zone, parking. If the applicant chooses to move forward with the project, they will need to notify the Planning Board/Deputy Clerk so that we can schedule a Site Plan Review with Public Hearing.

There was a question regarding the Subdivision Application from a prior meeting, for 13 TanBark Circle. There have been no new developments regarding this application.

Mayor Fogel and Trustee McCarty were in attendance to discuss FEMA's proposed changes to the Tompkins County Floodplain Maps, which were shared through a recent email from Scott Doyle, Associate Planner at Tompkins County Department of Planning & Sustainability. The proposed changes may affect several properties in the Village, including ongoing projects. Chairman DiMatteo will reach out to the ongoing projects to notify them of the proposals.

Vice Chairman Buttner made a motion to approve the minutes from the February Planning Board meeting, Member Ortolano seconded the motion; all Members voted aye.

Members then discussed holding meetings on a different day of the month, to accommodate the schedules of all Members, as a new Member is being appointed. Members agreed that moving the meeting to the fourth Thursday of every month would accommodate everyone. Member Ortolano made a motion to accept this change,

Member Cavataio seconded the motion; all Members voted aye. Member Ortolano will be appointed to the Board of Trustees at their April meeting, and Ryan Maher will be appointed to take over her term on the Planning Board.

Discussion took place regarding the need to vote on a Chairperson and Vice Chairperson, as those positions end May 31st, 2022. Voting will take place at an upcoming meeting, prior to June 1st.

Chairman DiMatteo has submitted a budget proposal to the Village Treasurer, which included estimates for training and assistance with the Comprehensive Plan. The Village Budget Hearing will take place in April.

The next Planning Board Meeting will be held on Thursday, April 28th at 7pm.

Member Ortolano made a motion to adjourn, seconded by Vice Chairman Buttner. All Members present voted aye. The meeting was adjourned at 8:56pm.

Respectfully submitted,

Deborah Rude  
Village Deputy Clerk