

**VILLAGE OF FREEVILLE**  
**PLANNING BOARD MEETING MINUTES**  
**May 26, 2022**

A Public Meeting and a Regular Planning Board Meeting were held by the Village of Freeville Planning Board at the Village Hall, 5 Factory Street, Freeville, NY on Thursday, May 26, 2022.

Present were: Chairman Justin DiMatteo, Vice Chairman Brian Buttner, Member Melanie Allen, Member Tom Cavataio and Member Ryan Maher.

The Public Meeting was called to order at 7:10 p.m. by Chairman DiMatteo, for a Site Plan Review of 36 Main Street. Applicants were not present, and there were no members of the public. Meeting was adjourned at 7:12pm, with a motion from Member Cavataio, seconded by Member Maher. All Members in favor.

The Regular Meeting of the Planning Board was called to order at 7:12pm, by Chairman DiMatteo.

There was discussion of possibly tabling the Site Plan Review, as the applicant was not present. The applicant then arrived.

Vice Chairman Buttner made a motion to adjourn the Regular Meeting and reopen the Public Meeting, Member Maher seconded, all Members voted Aye.

The Public Meeting for the Site Plan Review of 36 Main Street was called to order at 7:15pm by Chairman DiMatteo. Applicant Stephen Dans was present.

Mr. Dans was given the opportunity to share the details of the property at 36 Main Street, which is owned by his father, Clayton Dans, but is in his care. The home is unoccupied at present. The applicant wishes to sell wares from the home.

There was discussion regarding the parking requirements and the possibility of a Special Permit which would meet said requirements. This Special Permit would apply only to this specific Site Plan, and would not convey to any other uses or owners.

Member Cavataio made a motion to adjourn the Public Meeting, seconded by Vice Chairman Buttner, all Members voted Aye. The Public Meeting was adjourned at 7:45pm.

The Regular Meeting of the Planning Board was called to order at 7:47pm by Chairman DiMatteo.

Discussion took place regarding the Special Permit and Site Plan. Vice Chairman Buttner offered to work with the applicant and Code Official to find a workable solution for accessibility.

Vice Chairman Buttner made a motion to approve the Special Use Permit contingent upon approval of the Site Plan Review. Member Allen seconded the motion, and all Members voted Aye.

Vice Chairman Buttner noted that it would be helpful to have drawings in reference to the parking facilities, as parking will be so close to the property line. The topic will be followed up upon at a future Planning Board Meeting.

The Planning Board went over the SEQR Short Form. A motion was made by Member Cavataio to approve the Site Plan as discussed; motion was seconded by Member Allen, and all Members voted Aye. The Site Plan for 36 Main Street was approved.

No members of the Public were present for Privilege of the Floor.

Member Cavataio made a motion to approve the 4/28/2022 Planning Board Minutes; Vice Chairman Buttner seconded the motion, all voted Aye.

The Planning Board Members then discussed updates to the Land Use Development Code from 2018. The Members agreed to move forward with the updates made in 2018 (but not submitted to the State), with a few corrections. A motion was made by Vice Chairman Buttner to approve the changes, seconded by Member Cavataio; all Members voted Aye.

The next Planning Board Meeting will be held on Thursday, June 23rd at 7pm. Agenda items will include the Village Comprehensive Plan.

Vice Chairman Buttner made a motion to adjourn, seconded by Member Maher. All Members present voted aye. The meeting was adjourned at 9:04pm.

Respectfully submitted,

Deborah Rude  
Village Deputy Clerk