

VILLAGE OF FREEVILLE
PLANNING BOARD MEETING MINUTES
December 7, 2023

A regular meeting of the Village Planning Board was held at the Village Hall, 5 Factory Street, Freeville, NY on Thursday, December 7, 2023. This meeting serves as a reschedule from the normal November meeting, due to the Thanksgiving holiday.

Call to Order:

The Meeting was called to order at 7:04 pm by Chairman DiMatteo.

Present:

Chairman Justin DiMatteo, Member Melanie Allen, Member Tom Cavataio and Member Ryan Maher. Code Official Casey Drader and Ithaca Neighborhood Housing Services (INHS representative) Leslie Ackerman were also present. Member Diane Eaton was absent.

Privilege of the Floor

No one was present for Privilege of the Floor.

Approval of Minutes:

Member Cavataio made a motion to approve the minutes from 10/26/2023; Member Maher seconded the motion, all Members present voted aye.

Review for INHS Agricultural Data Statement:

Ms Ackerman was present for a hearing for an Agricultural Data Statement (ADS). Their property, located near the corner of Fall Creek Road and Cook Street, is located within 500 feet of an operating farm in an agricultural district. Because of this, it is necessary that they have an environmental review, which includes an ADS from the Village. A subdivision review was held June 22, 2021 but the need for an ADS was overlooked.

Ms Ackerman provided an overview of the project, as well as the current progress. The project has been delayed due to the increase in construction costs as well as the new FEMA Flood Plain Maps, which will go into effect in early 2024. INHS had to reconfigure grading to raise the houses above the flood zone, which will add to the increased costs. INHS has now secured more funding through a program for affordable homeownership through NYS, and anticipates building in the Spring of 2024.

Chairman DiMatteo then discussed the ADS and its relation to the INHS properties. No portion of the project site is agricultural. There is a farm adjacent to the property, in the agricultural district. The application is meant to be used when submitting a Subdivision Approval.

Members then reviewed the project in relation to current and future farming conditions, to ensure that the proposed land use does not conflict with current or future farming activities. The Shermans, who own the adjacent farm, were contacted about the meeting but did not respond or attend. With input from Code Official Drader it was determined that there should be adequate drainage from the property, so that the farm would not be affected. The houses will be connected to the Village sewer, so that should also not be an issue.

Vote:

We determine that the proposed project does not conflict with current or future farming activities. Member Cavataio made a motion to approve this statement, Member Maher seconded the motion, all Members present voted aye.

We determine that this falls under the previously held Subdivision Review for the property, and no Special Use Permit is required.

Member Cavataio made a motion to approve this statement, Member Allen seconded the motion, all Members present voted aye.

Discussions:

Members discussed the December meeting being rescheduled, due to the holidays. Members will meet January 4th to work on the Comprehensive Plan. Members briefly discussed the Comprehensive Plan, and what work has been done.

Member Cavataio brought up the Planned Unit Development (PUD) in the Village. He has reached out to Darby Kiley at the Tompkins County Planning Department, asking for information on the PUD process. Ms Kiley is going to see if anyone would be willing to come to a future PB meeting to discuss and give guidance.

Chairman DiMatteo also emailed NYCOM asking for training and/or resources regarding PUDs, but has not heard back from them.

Member Maher brought up changing the day that the Planning Board meets. Discussion took place amongst Members about availability. *Since the meeting, the Planning Board has proposed moving to the fourth Tuesday of every month, and the Board of Trustees has approved that change, starting Tuesday, January 23, 2024.*

Members discussed recent training that they took part in.

Adjournment:

Chairman DiMatteo made a motion to adjourn the meeting; Member Allen seconded the motion, all Members voted Aye. The meeting adjourned at 8:16pm.

Next Scheduled Meeting:

The December Planning Board meeting was rescheduled due to the lack of a quorum of Members during the holiday season, and will be held on Thursday, January 4, 2024 at 7 pm.

Respectfully submitted,

Deborah Rude
Deputy Clerk
Village of Freeville