

VILLAGE OF FREEVILLE
PLANNING BOARD MEETING MINUTES
January 23, 2024

A regular meeting of the Village Planning Board was held at the Village Hall, 5 Factory Street, Freeville, NY on Thursday, January 23, 2024.

Call to Order:

The Meeting was called to order at 6:58 pm by Chairman DiMatteo.

Present:

Chairman Justin DiMatteo, Member Melanie Allen, Member Tom Cavataio, Member Diane Eaton, Member Ryan Maher. Also in attendance were Village Code Official Casey Drader, Mayor Miles McCarty, Zoning Board of Appeals Chairman Michael Whalen, and Darby Kiley, Associate Planner for the Tompkins County Department of Planning and Sustainability.

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 1/04/2024; Member Maher seconded the motion, all Members voted to adopt the minutes as written.

Discussions:

Darby Kiley was invited by Member Cavataio to clarify details surrounding Planned Unit Developments (PUDs) for the Planning Board (PB). Ms Kiley has extensive experience in the County as a resident and with prior positions. She clarified that her conversation would not be about how to run our municipality, but rather background such as why PUDs exist, what to do if changes come before the PB, and how to stay in line with the existing Village zoning laws.

Chairman DiMatteo brought up the existing PUD in the Village, and the proposed projects on that land. He stated that the PB is looking to deepen their understanding of the basics of PUDs as well as how that applies to this particular PUD's initial plan and how to carry things through, should something come to the table. The PB was also hoping that fresh eyes on our Land Use and Development Code would help them understand what to look for procedurally and possibly also to point out things that may have been overlooked.

Members and Ms Kiley discussed legalities surrounding all PUDs, and also the wording in the Village Land Use and Development Code (LUDC) for this particular PUD. All persons present were part of the discussion, with questions and clarification offered.

Brief discussion took place about our Sewer District, as there was a recent proposal to the Board of Trustees to extend it.

Following this discussion, Ms Kiley, Mr Whalen, Mayor McCarty and Code Official Drader left the meeting.

There was a brief discussion regarding corrections to the Village LUDC. There was also discussion about solar farm regulations and wording of the LUDC, and other Local Laws.

Deputy Clerk Rude then reminded the Members of training requirements.

Members discussed upcoming agenda items, including the Comprehensive Plan and updates to the LUDC.

Members discussed the project at 24 Main Street, and the possibility of a change of use that needs to go before the Planning Board as a Site Plan review. Deputy Clerk Rude offered to have Code Official Drader reach out about requirements.

Adjournment:

Member Maher made a motion to adjourn the meeting; Member Eaton seconded the motion, all Members voted Aye. The meeting adjourned at 8:53pm.

Next Scheduled Meeting:

The next scheduled Planning Board Meeting will be held on Tuesday, February 27, 2024 at 7 pm.

Respectfully submitted,

Deborah Rude
Deputy Clerk
Village of Freeville