

**Town of Smithville
Planning Board Meeting Minutes
Monday, June 8, 2015**

Planning Board Members: Chairperson, Jackie Centerwall, Shane Butler, Doug Garner, Robert Brooks and Neil Pease; Clerk, Suzette Valachovic

Planning Board Members in Attendance: Chairperson, Jackie Centerwall, Shane Butler, and Robert Brooks, Suzette Valachovic.

Planning Board Members Absent/Excused: Neil Pease

Others in Attendance: Alison Owens

Jackie Centerwall called the Planning Board Meeting to order at 7:05.

1. Review and Approval of Minutes.

May 11, 2015, NO MEETING-there were not enough members present for a quorum. April 13, 2015 minutes were presented for approval. Chairperson Jackie Centerwall asked for a motion to approve the April 13, 2015 meeting minutes, motion made by Shane Butler, 2nd by Robert Brooks, vote unanimous, motion approved.

2. New Business.

Site Plan Review Law

- The Board discussed the need of creating a summary/checklist for Alison Owen and Bruce Kinney to have to answer basic questions from townspeople which would include referring the individual back to the Local Law for specifics. Chairperson Jackie Centerwall will prepare the document.
- The Board discussed creating an ad similar to that which Willet put in the paper informing residents of the law and the requirements to consult the Town Clerk/Code Enforcement Officer. Chairperson Jackie Centerwall will draft the ad and present it to the board members.
- Since there was no official meeting in May, and there were residents in attendance seeking approval for site plans, Chairperson Jackie Centerwall informed the board that only 1 of those would qualify for a site plan, namely, Vic Hammond. Town Clerk Alison Owen informed the board that no plans/fees had been paid to the Town by Mr. Hammond but he did stop in to the Clerk's office to voice his dissatisfaction with the Site Plan process.

Planning Board Member Recruitment.

Town Clerk Alison Owen informed the board that Phil Montelione has shown interest in the vacancy. Chairperson Jackie Centerwall informed the board that Supervisor Heilser advised he had 2 possible applicants, however, one, Mr. Phetterplace, the Town Board felt may have a conflict as he also served on the Assessment Board of Review. Planning Board members felt that there were no conflicts. The second prospects Adam and Michelle Whitbeck, the Planning Board felt that either would be good candidates, and Chairperson Jackie Centerwall volunteered to make contact with them. Robert Brooks voiced his opinion that the responsibility to fill the vacancy is the Town Board.

3. Old Business.

- Community Survey update. Chairperson Jackie Centerwall provided the results from the Survey which was discussed. Raw data has been roughly compiled and Chairperson Jackie Centerwall has provided that to the Town Board. Jackie Centerwall will be working on a more comprehensive report to be provided in July.

- Draft Town of Smithville Road Preservation Law. Chairperson Jackie Centerwall presented informed the board that at the last Town Board Meeting. She has been informed that the highway supervisor has more important things at the present time to worry about than reviewing this law.
- Fee Schedule. Chairperson Jackie Centerwall advised that the last she heard from Supervisor Heisler was that a resolution would be presented to put a fee schedule in effect and be published based on the fee schedule Town Clerk Alison Owen has been using and the removal of fees from the Local Laws would take place at a future time. She also advised that the Town Attorney had reviewed the sample fee schedule and was going to provide the Town Board with additional information, but was unaware if this has been accomplished.

4. Adjournment. Jackie Centerwall asked for a motion to adjourn; motion made by Robert Brooks, 2nd by Shane Butler. Vote unanimous, motion approved.

Meeting adjourned at 8:33

Planning Board meetings are scheduled for the second Monday of every month, at 7:00 p.m. at the Smithville Community Center.

Next Planning Board Meeting is Monday, July 13, 2015 at 7:00 p.m.

PLANNING BOARD 2015 SCHEDULE:

**January 12th
March 9th
May 11th
July 13th
September 14th
November 9th**

**February 9th
April 13th
June 8th
August 10th
October 12th
December 14th**

Respectfully submitted,
Suzette Valachovic
Planning Board Clerk.