

**Town of Smithville  
Planning Board Meeting Minutes  
Monday, April 13, 2015**

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

**Planning Board Members in Attendance:** Chairperson, Jackie Centerwall, Shane Butler, Doug Garnar and Robert Brooks.

**Planning Board Members Absent/Excused:** Neil Pease

**Others in Attendance:** Alison Owens and Phil Montelione

Jackie Centerwall called the April 13, 2015 Planning Board Meeting to order at 6:59.

**1. Review and Approval of Minutes.**

March 9, 2015 minutes were presented for approval. Chairperson Jackie Centerwall asked for a motion to approve the March 9, 2015 meeting minutes, motion made by Doug Garnar, 2<sup>nd</sup> by Shane Butler, vote unanimous, motion approved.

**2. New Business.**

- Phil Montelione is opening a book/antique store in the old liquor store building and inquired if he needs approval from the Planning Board. As long as no modifications of existing building are done, no approval required; however, approval for use of signage is required. Business name will be Book Peddler. Planning Board requested that once he has a sketch of the sign to present it for approval; also it was suggested that he contact NYS DOT to inquire of their requirements as the building is located on NYS Highway 41.

- Robert and Lynn Brooks presented a copy of their existing tax map and a survey for a portion which they are trying to obtain a refinance mortgage from a mortgage lender. The lender is requesting that the Robert and Lynn Brooks obtain approval from the Planning Board. It was determined that this split does not qualify as a subdivision according to Town of Smithville Subdivision Law. Doug Garnar made a motion stating that the split does not qualify as a subdivision according to Town of Smithville Subdivision Law and that Chairperson Jackie Centerwall sign a letter stating such, motion 2d by Shane; Robert Brooks recused from vote. Unanimous vote, motion approved.

- New York State requires planning board members to have a 4 hour training each year. Alison Owens emailed members information regarding upcoming trainings in Owego and Norwich. Robert Brooks advised that he will attend.

**3. Old Business.**

- Community Survey update. Approximately 139 hard copy surveys have been received and all but 9 have been entered into Survey Monkey. Upon completion, Chairperson Jackie Centerwall will tally and provide a report. Those surveys which have comments that cannot be entered into the electronic Survey Monkey and will be compiled into a word or excel spreadsheet for review. It is anticipated that at the May board meeting results will be available.

- Site Plan Review Law. The Town Board approved and passed the law at the March 16<sup>th</sup> meeting, and it became effective March 20, 2015.

- Road Preservation Law Review was presented to the Board and they were receptive to the idea and to a fee schedule. The new Town Attorney, David Berger has suggestions concerning the fee schedule. The next task will be to get fee schedule in place then go through the laws to remove fees associated with each law, a public hear is required for each fee removal. Appears the fee schedule is moving forward.

**4. Other.**

- Chairperson Jackie Centerwall shared an email she received from Alison Owens from the Appalachia Regional Development Grant Program. Various grants are available, and it listed the program’s goals. It may be of interest to look over.

- Discussion was had concerning whether or not permits and/or approval from the Town or other government agencies is required in order to be buried on one’s own property; if approval is necessary, how is it enforced and who enforces it? Alison Owens volunteered to inquire with the National Cemetery Association.

- Doug Garnar verbally submitted his resignation as a member to the Planning Board. Doug and his wife will be leaving the area and relocating to Binghamton. Doug will submit a formal letter of resignation.

**5. Adjournment.** Jackie Centerwall asked for a motion to adjourn; motion made by Doug Garnar, 2<sup>nd</sup> by Shane Butler. Vote unanimous, motion approved.

Meeting adjourned at 8:10

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, May 11, 2015 at 7:00 p.m.**

**PLANNING BOARD 2015 SCHEDULE:**

~~January 12<sup>th</sup>~~

~~March 9<sup>th</sup>~~

**May 11<sup>th</sup>**

**July 13<sup>th</sup>**

**September 14<sup>th</sup>**

**November 9<sup>th</sup>**

~~February 9<sup>th</sup>~~

~~April 13<sup>th</sup>~~

**June 8<sup>th</sup>**

**August 10<sup>th</sup>**

**October 12<sup>th</sup>**

**December 14<sup>th</sup>**

Respectfully submitted,  
Suzette Valachovic  
Planning Board Clerk.