

**Town of Groveland
Planning Board Meeting**

January 25, 2016

RECEIVED
FEB 04 2016
Town of Groveland

Members Present: Seth Burnette, Chairman, Fred Ingalls, Kathleen Gurak, Mitje Raschi and Roxanne Adamson, Alt. Substitute for Randy Clymo (Absent: Randy Clymo)
Others present: Ron Maxwell, CEO.

Community members present: W. Harold Stewart

Chairman opened the meeting at 7:30 PM.

Review and approval of October meeting minutes: Motion by Roxanne Adamson to accept minutes with one change: to correct name of other member present to Alan C. Hainsworth (to distinguish "Chuck" as member). Second: Mitje Raschi.
Unanimous approval.

Agenda: Chair requested approval of agenda with the right to re-order.
Unanimous approval.

Review application W. Harold Stewart for 2 lot Subdivision

W. Harold Stewart addressed the board and explained his application for approval for a new 2 lot subdivision on the Hamptons Corners Property. Mr. Stewart explained that this new subdivision is and would be outside the subdivisions he has already applied and received approval for. This would be an approximately 5 acre lot subdivided off the remaining 17.2 acres. Discussion with Mr. Stewart centered on the access road/and turn-around. If not 100' or more, the lot would then be a flag lot. Mr. Stewart assured board that the 100' minimum would be met. He is still waiting for the official purchase offer to get the survey maps. Mr. Stewart added that the property would have water, electric and gas available, but would be outside the sewer district due to the topography of the land/lot.

After much discussion, Mitje Raschi made the motion to give conceptual approval contingent upon timely delivery of survey maps to the town in order for the town to deliver the maps to the County by February 2, 2016. Second: Fred Ingalls.
Unanimous approval.

A tentative public hearing date was set for February 22, 2016 at 7:30pm.

Chair Burnette then slid the folder containing the information under the door for Town Clerk Bean.

Zoning Ordinance Draft discussion: Members discussed reviewing the previous secretary's notes and copies to ensure that all discussed changes are included and the Town Board can get the copy in a timely fashion. Chair Burnette and the board agreed to have Kathleen Gurak meet with Clerk Bean to gain access and review to report back to the full Board.

It was noted that Ms. Bean also has requested that all future documents submitted contain a cover letter with them explaining what the Planning Board has done and action requested.

CEO Report: Mr. Maxwell reported that the 2015 Building Code is being published by the State and he will attend the update training in March (3/14-3/17) at RIT. He also stated that the code had to be copied by the CEO's; the state did not provide written copies for CEO's.

Old Business: Zoning ordinance: Kathleen Gurak to see Ms. Bean this week.

New Business: The resignation of Karol Thomas as Planning Board Secretary was announced. Mitje Raschi made a motion for the Planning Board to formally thank Karol Thomas for her years of service to the Planning Board and the Town of Groveland.
Second: Roxanne Adamson.

Unanimous approval.

The Board asked Kathleen Gurak to speak to Ms. Bean about the role and responsibilities of the recording secretary and to consider the position. Mrs. Gurak agreed to speak to Ms. Bean about this.

Motion by Fred Ingalls to adjourn the meeting at 9:15 PM, seconded by Mitje Raschi.

Unanimous approval.

Respectfully submitted
Kathleen Gurak
Acting Recording Secretary