

PLANNING BOARD  
TOWN OF BERNE  
PO Box 57  
Berne, NY 12023

**Date:** September 21, 2017

**Present:** Richard Rapp (Chair), Mike Vincent, Debra Bajouwa, Todd Schwendeman, Emily Vincent, Dawn Jordan (Town Board Liaison), Kathy Brown (Secretary) and other interested citizens.

**Regular Meeting:**

Mr. Rapp called the meeting to order at 7:00 p.m.

**Minutes:** The minutes from the September 7, 2017 meeting were reviewed. Mr. Vincent moved to approve the minutes as amended. Ms. Vincent seconded and the motion passed, 5-0.

**Old Business:**

**Altieri/Porlier Lot Line Adjustment request – 1470 Hilltop Lane:** Robert Altieri and Victor Porlier asked the Board to consider re-certifying corrected maps of a subdivision/lot-line adjustment as there was an error made by the surveyor on the originals. Mr. Rapp stated that the Board needed to review the error and that the applicant would probably have to submit a new application. Mr. Altieri and Mr. Porlier agreed to come to the next Board meeting for the Board's determination on how to proceed.

**Site Plan Review/Fox Creek Market/Restaurant: Cecunjanin – 1634 Helderberg Tr.:** Ms. Bajouwa asked that the Board access the property's SBL file for any existing permits. The Board decided to ask the applicant to review the Town Code regarding the following issues and be prepared to discuss at the Nov. meeting:

- Parking requirements (Chap. 190, 19-18)
- Staffing needs and associated Code requirements

Mr. Vincent spoke of the Town's ordinance and its role in development within the Town. Mr. Rapp said that residents should approach the Town Board with suggestions for zoning changes.

**New Business:** none

**Other:**

**Solar:** Mr. Rapp told Board members that he had sent the Town Attorney, Bill Conboy II, the final draft version of the Solar Law. Mr. Conboy had no additional comments, corrections or additions. After some minor corrections to the draft Law, Ms. Vincent moved to send the final draft Solar Law to the Town Board with recommendation. Mr. Schwendeman seconded and the motion passed, 5-0. Mr. Rapp thanked all Board members for their dedication and hard work. He asked that the Town Board review the law in its entirety and not to split it up into separate sections.

**Sign Law:** Mr. Schwendeman said that he had reviewed the Town's and determined that it is not sufficient, especially relating to digital signage. He will come to the next meeting with additional information regarding other municipalities' sign laws.

Most Board members will be attending the CDRPC Local Government Workshop on October 5<sup>th</sup> at HVCC.

Subdivision Regulations: Mr. Rapp spoke with Mr. Conboy about guidance regarding updating the Town's minor and major subdivision laws. Suggestions will be forthcoming for the Nov. 5<sup>th</sup> meeting.

Timing of PB Applications: Mr. Rapp reiterated the need to keep to the two-week submission deadline for all applications coming before the Board. Notice will be added to the Town's website and put in an upcoming newsletter.

Mr. Vincent said he had attended the ZBA meeting on the Puzulis variance. Scott Green commented that at a previous meeting the Building and Zoning Administrator, Tim Lippert, had said that he hadn't measured the Puzulis property in regards to the variance application because Mr. Vincent said that he would do it. Mr. Vincent stated that whether he said he'd take the measurements or not, should have no bearing on the Building Administrator doing the same.

There being no further business before the Board, Mr. Vincent moved to adjourn the meeting at 8:15 p.m. - seconded by Ms. Vincent - and the motion carried, 5-0.

Respectfully submitted,

Kathy Brown  
Planning Board Secretary