**Village of Aurora Planning Board Regular Meeting Minutes**

**March 25, 2015**

**Present:** Chair Pat Bianconi, Pat Foser, Michele Murphy, Pam Sheradin, and Frank Zimdahl

**Others Present:** Village Clerk Ann Balloni, Village Zoning Inspector Patrick Doyle, Laura Holland, and Robert Jetty

**Call to Order:** Chair Bianconi called the meeting to order at 7:00 pm.

**Changes to the Agenda:** None

**Approval of Minutes:** On motion by Murphy, seconded by Foser, the Planning Board voted to approve the February 25, 2015 meeting minutes.

AYE: Bianconi, Foser, Murphy, Sheradin, and Zimdahl

NAYS: None

Motion carried unanimously.

**Announcements:** Chair Bianconi read a letter from William Dugan III (attached) concerning future zoning issues affecting the village as well as the Town of Ledyard. Ms. Bianconi also read a letter from Robert and Bettina Arleo (attached) regarding Application #14-43.

Clerk Balloni reminded the committee of an upcoming training at BOCES in Auburn on April 29th.

**Old Business**

**Application #14-43 from Tom Gunderson for a Special Use Permit for excavation to place an accessory structure (caboose) at 287 Main St. (Tax Map #182.17-1-4.2)**

Village Zoning Inspector, Patrick Doyle, consulted with Village Attorney Tom Blair and Village Engineer Ken Teter regarding the placement of a structure (the caboose) over a utility easement (sewer trunk line). Mr. Blair is not familiar with municipalities allowing structures over utility easements and, in a letter dated March 25, 2015, Mr. Teter advises that “the placement of any structures above or within the immediate proximity of the existing sewer main would be improper, prevent adequate access for future maintenance and potentially put other portions of the sewer system at risk.”

In a discussion prior to the Planning Board meeting, Mr. Gunderson was informed of Mr. Blair and Mr. Teter’s concerns by Mr. Doyle and Ms. Bianconi and requested a suspension of the review of his application so that he could reflect on his proposal. Mr. Gunderson indicated that he would submit a written request for a suspension as well.

**New Business**

**Application #14-41 from Robert Jetty for a subdivision at 358 Main St (Tax Map #181.13-1-23)**

**Sketch Plan Conference:** Chair Bianconi read section 1001 C. of the village zoning law which mandates a sketch plan conference for all subdivision applications. Ms. Bianconi also explained that the applicant adhere to the design standards and land requirements as outlined in section 1004 A. 1. a-e, regarding flooding and drainage.

Village Zoning Inspector, Patrick Doyle, referenced section 503 – Table 2, and section 201 – definitions #35, 46, and 49 of the Village of Aurora zoning Law in determining that the proposed subdivision meets the dimensional requirements in the residential zone. However, the proposal lacks the necessary 100 feet of road frontage off of Court St by 70 feet.

Mr. Doyle and the Planning Board also discovered that a parcel of land purchased by Mr. Jetty from the Oak Glen Cemetery did not follow proper village zoning law procedure for the subdividing of one lot into two lots. Mr. Doyle will prepare a letter of violation to the cemetery committee notifying them that they need to file an application for a subdivision before Mr. Jetty’s application can move forward.

Discussion ensued regarding the parcel of land purchased by Mr. Jetty which abuts Court St. Concern was raised that, if the village were ever to consider extending Court St to the south for future development, access was now effectively cut off. Mr. Jetty indicated that he was very willing to work with the village on granting access. The Planning Board acknowledged that that was a discussion between Mr. Jetty and the Village Board of Trustees.

When asked about his plan for the property, Mr. Jetty explained that he would like to build 2-4 apartments in addition to the apartment building currently on the lot. Planning Board members commented that the plan would have to fit in with what is allowed in the zoning law and the village comprehensive plan. Mr. Jetty replied that the Village Board of Trustees, during the public hearing on the moratorium, mentioned needing more affordable housing in the village.

Chair Bianconi recommended that the Planning Board do a site plan visit ahead of the next Planning Board meeting. Ms. Bianconi also mentioned that Village Attorney Tom Blair was sent a copy of the file, thus far, in order to follow the process on the same timeline as the village boards and zoning office. Mr. Doyle commented that, once the cemetery committee filed the proper paperwork and a determination could be made on their application, the Planning Board could continue their review of Mr. Jetty’s. However, due to the 100 foot road frontage requirement, the application would necessitate an area variance from the Zoning Board of Appeals.

On motion by Zimdahl, seconded by Foser, the Planning Board voted to adjourn the meeting at 8:00 pm.

AYES: Bianconi, Foser, Murphy, Sheradin, and Zimdahl

NAYS: None

Motion carried unanimously.

Ann Balloni, Village Clerk