

**DRAFT**  
**Zoning Board of Appeals October 14, 2020 Meeting Minutes**  
Held via Zoom at 7:00 PM

**Present:** Chair Karen Hindenlang, Alexis Boyce, Laura Holland, and Jeri Vargo

**Others Present:** Village Clerk Ann Balloni and local resident Ken Kabelac

**Call to Order:** Ms. Hindenlang called the meeting to order at 7:00 p.m.

**Changes to the Agenda:** New Business will be reviewed before Old Business

**Approval of Minutes:** On motion by Ms. Boyce, seconded by Ms. Ms. Holland, the ZBA voted to approve the minutes of July 10, 2019.

AYES: Hindenlang, Boyce, Holland, Tobey and Vargo

NAYS: None

Motion carried.

**Announcements:** Ms. Hindenlang recognized Ann Tobey for her valued service to the ZBA since 2008. Ms. Tobey submitted a letter of resignation (attached) explaining her wish to retire from the board. Ms. Holland volunteered to draft a letter of appreciation.

Ms. Hindenlang reminded the members to notify herself and the clerk in advance if they are not able to attend a meeting, especially now that there is a vacancy on the board. Meetings must be cancelled if there is not a quorum of three members and applicants reserve the right to postpone a decision if only three members are present, necessitating a unanimous vote. Ms. Boyce questioned if there was a timeline to fill the vacancy and Ms. Hindenlang replied that the mayor appoints board members and to contact Mayor Bennett with any suggestions.

Ms. Hindenlang informed the board that Village Code Enforcement Officer, Patrick Doyle, has resigned. Mayor Bennett hired John Greer to replace Officer Doyle and Officer Doyle has agreed to assist Mr. Greer for at least a month to help with the transition.

### **Old Business**

**Appeal Fee:** The members discussed requesting a fee for all appeal applications in lieu of billing applicants for the published notice. A \$20 fee would be received upon filing the application as opposed to sending an invoice sometimes months after an application is received. Ms. Hindenlang suggested that the possibility of introducing higher or graduated fees (for area variances, use variances, or interpretations) would be a Village Board decision.

On motion by Ms. Hindenlang, seconded by Ms. Vargo, the ZBA voted to suggest to the Village Board that they institute a modest, across the board fee of \$20 for all appeals.

AYES: Boyce, Hindenlang, Holland, and Vargo

NAYS: None

Motion carried unanimously.

### **New Business**

Application #20-17

Ms. Hindenlang referred to the Village Zoning Law, section 1103.F.1., on Area Variances.

Ms. Hindenlang noted that the board is reviewing the file for timeliness, sufficiency, and completeness. The application was denied on September 17, 2020 (see attached letter from Officer Doyle) and the appeal was filed on October 6, 2020. The file includes the application, completed appeal form and a Short Environmental Assessment Form (SEAF) for the required State Environmental Quality Review (SEQR). Ms. Hindenlang noted that the project is a Type 2 action requiring no further environmental review.

Ms. Hindenlang questioned the status of a survey for the property and Mr. Kabelac agreed to submit one noting that the property has not changed since they purchased it in 1984. Mr. Kabelac added that the property boundaries are evident by iron stakes in the ground and that he also staked out the site of the proposed 7'X7' shed.

On motion by Ms. Hindenlang, seconded by Ms. Boyce, the ZBA voted to schedule a public hearing for Application #20-17, via Zoom, on November 11, 2020 at 7:00 pm.

AYES: Boyce, Hindenlang, Holland, and Vargo

NAYS: None

Motion carried unanimously.

**Adjournment:** On motion by Ms. Boyce, seconded by Ms. Holland, the ZBA voted to adjourn the meeting at 7:22 pm.

AYES: Hindenlang, Boyce, Holland, and Vargo

NAYS: None

Motion carried unanimously.

Respectfully submitted,

Ann Balloni  
Village Clerk