

TOWN OF PORTLAND PLANNING BOARD
REGULAR MEETING & PUBLIC HEARING - MAY 30,
2017

MEMBERS PRESENT: Harold Smith, Chairman, Robert Patterson, Daniel Thompson, Signe Rominger, Code Enforcement Officer, Carol Horlacher, Secretary

ABSENT: Thomas Vitale, Daniel Larish

OTHERS PRESENT: Patricia Zanghi, Richard Musso, Erin Rzaï, Larry Meginnis, Kim Ryan

Harold Smith, Chairman brought the meeting to order at 7:30PM. Attendance was taken with all present, except Thomas Vitale and Daniel Larish. It should be noted that although the Town Board appointed Daniel Larish at its May 2017 meeting, his first official meeting will commence in June 2017. The meeting agenda was approved with a motion made by Robert Patterson and seconded by Daniel Thompson. It was decided that New Business would be presented first due to presence of Town residents wishing to discuss Minor Subdivisions.

Harold Smith - Aye, Robert Patterson - Aye, Daniel Thompson - Aye, Carried

The Public Hearing for Patricia Zanghi was opened at 7:34PM by Harold Smith, Chairman and closed at 8:01pm with a motion made by Daniel Thompson and seconded by Robert Patterson. (Public Hearing Minutes are separate and are attached).

Harold Smith - Aye, Robert Patterson - Aye, Daniel Thompson - Aye, Carried

NEW BUSINESS:

Larry Meginnis - Property at 6044 Rt. 5:

Mr. Meginnis is the new owner of the property at 6044 Rt. 5. Said property is in an R2 district with public water, but no sewer. Mr. Meginnis would like to split the parcel and sell one of them.

Harold Smith, Chairman read Section 304 Minor Subdivision Approval Requirements. A lengthy discussion between Mr. Meginnis and the Board Members ensued regarding guidelines to be followed. Mr. Meginnis is to submit two (2) surveys of the minor subdivision prepared by a surveyor licensed by the State of New York.

A motion was made by Robert Patterson and seconded by Daniel Thompson to accept the minutes from the April 25, 2017 meeting. Harold Smith - Aye, Robert Patterson - Aye, Daniel Thompson - Aye, Carried

The Town of Portland Code Enforcement Report for April 2017 was distributed to each member with no comments.

Resignation of Thomas Vitale, Planning Board Member:

Thomas Vitale advised Carol Horlacher that he would be resigning and moving to the Jamestown area. A letter of resignation is forthcoming. Daniel Thompson said a card thanking Tom for his time and service should be sent. Carol will take care of this.

Appointment of New Planning Board member:

At the Town Board's Regular meeting on 5/10/17, Daniel Larish was appointed to fill the seat vacated by Samuel Ricotta. His first official meeting will commence in June 2017.

Codification of Town Laws:

Harold Smith, Chairman recommended the board look into the possibility of consolidating all Town Laws into one book or Town Code. It was suggested by our Town Attorney, Joel Seachrist at a meeting he attended in April. Mr. Seachrist reviewed with the board a sample book from another township, in which he represents. All town laws were not only indexed with cross-references made to other laws, but utilized a table of contents making it much more user-friendly. Harold Smith also stated that the possibility of obtaining a grant to help defray the cost should be looked into as it could be as high as \$15,000. Robert Patterson further added that hiring a grant writer should be looked into as soon as possible. It was decided that Daniel Thompson would

draft a letter to the Town Board requesting a provision be made in the Fiscal Year 2018's budget, along with the information outlined above. A motion was made by Robert Patterson and seconded by Harold Smith for Daniel Thompson to draft said letter to the Portland Town Board.

Harold Smith - Aye, Robert Patterson - Aye, Daniel Thompson - Aye, Carried

OLD BUSINESS:

Court Cases Pending:

Status report was given by Signe Rominger, Code Enforcement Officer on all open court cases. Progress is being made on all.

Violations on Rt. 20 and Webster (drive-by inspections by Signe and Town Board):

A copy of the report was distributed to each member reflecting action taken and results to date. The majority of violations should be resolved and closed in the next 30 days.

Solar Law:

The final copy of the "Local Law No. 1 of 2017 - A Local Law Enacting Regulations for the Solar Energy Systems" was completed by the Town Attorney. A Public Hearing is scheduled for 6/14/17 at the time of the next regular meeting of the Town Board.

Zoning Ordinance, Article 200, Section 201 - Accessory Building or Use:

The final copy of "Local Law No. 2 for 2017 - New Definition of Accessory Building" was completed by the Town Attorney. A Public Hearing is scheduled for 6/14/17 at the time of the next regular meeting of the Town Board.

A motion was made by Harold Smith and seconded by Robert Patterson to adjourn the meeting at 8:37PM.

Harold Smith - Aye, Robert Patterson - Aye, Daniel Thompson -
Aye, Carried

Respectfully Submitted,

Carol Horlacher
Secretary