

MINUTES
Town of Vienna
Planning Board (PB) - Regular Meeting
August 17, 2023

Call to order: Chairman Calvin Collins called the meeting to order at 7:00 pm with a quorum present.

Attendance:

Board Members: Calvin Collins, Bill Shaughnessy, Mike Piper, Orrin MacMurray, and Dave Gigon.
Martha Link was unable to attend. There is one vacancy on the board.

Others: Several applicants and residents.

Secretary Kathy Pavelock, Codes/Zoning Officer (C/ZO) Reay Walker, and the Town Board Liaison were unable to attend.

Minutes Approval:

A **motion** was made by Mike Piper, seconded by Bill Shaughnessy **to approve the August 9, 2023, special meeting minutes.** No discussion. Poll Vote:

Orrin MacMurray – Aye	Bill Shaughnessy – Aye	Martha Link – Absent
Dave Gigon – Abstain	Calvin Collins – Aye	Mike Piper – Aye
Vacancy – n/a		Motion Carried.

Correspondence:

Chairman Collins briefed the board on the correspondence provided on the agenda including letters of determination prepared based on the August 9, 2023 Planning Board Meeting, status of vacancy, and applications.

Public Hearings: None

Unfinished Business:

SUP2023-05 2 residences on single parcel; Michael O’Grady; 1393 NYS Rte 49; 235.005-2-1.1; Zone SR; Convert 2 existing 30’x40’ garages into two 2-bedroom homes. On August 9, a public hearing was scheduled for the regular planning board meeting on September 21. The applicant was advised that no action would be taken at the August regular meeting. There was no representative, discussion, or action taken for this application at this meeting.

New Business:

SUB2023-01 Minor Subdivision; Paul Avery; 1165 NYS Rte 49; 215.000-2-28/29.1; Zone SR; Mr. Avery presented several maps to the board regarding his 2-lot subdivision. Mike Piper clarified where this project is located. Calvin Collins went over the timeframe of the permit, application, public hearing, etc. Orrin MacMurray requested further clarification on the lot lines and scope of the project. The board discussed road frontage, setbacks, and property history. The board completed the Environmental Assessment Form (EAF) parts 2 and 3, with a negative declaration.

Bill Shaughnessy made a **motion to declare application complete and declare a negative environmental impact under SEQR and to schedule a public hearing at 7:10 pm on September 21, 2023.** Seconded by Orrin MacMurray. Poll Vote:

		Orrin MacMurray – Aye
Bill Shaughnessy – Aye	Martha Link – Absent	Dave Gigon – Aye
Calvin Collins – Aye	Mike Piper – Aye	Vacancy – n/a
		Motion Carried.

Following the vote Mike Piper disclosed he will abstain from the final vote on this application due to his work relationship with the applicant.

Sketch Plan Reviews: None

Other:

Vacancy: Chairman Collins introduced former planning board member Rick Leos who has shown interest in returning to the board by submitting an application to the Town Council. Rick shared information about his past contributions and his desire to serve again. Rick also disclosed he is currently a member and not an officer on the Republican Committee. The board all agreed he would be a good fit. Orrin MacMurray made a **motion to recommend to the Town Council the appointment of Rick Leos to the planning board to fill the current vacancy**. Seconded by Mike Piper. Poll Vote:

Orrin MacMurray – Aye	Bill Shaughnessy – Aye	Martha Link – Absent
Dave Gigon – Aye	Calvin Collins – Aye	Mike Piper – Aye
Vacancy – n/a	Motion Carried.	

Zoning Law Updates: Orrin MacMurray reported nothing new on the updates and briefed the board on the status of the Cannabis Moratorium that the Town Council is entertaining.

SEQR: Dave Gigon shared some information regarding SEQR and the Zoning Board of Appeals (ZBA’s) role in it regarding area variances for non-residential properties. This will be shared with the ZBA.

Public Comments:

Ed Lambrych briefed the board about the status of the potential solar project on his property. Orrin MacMurray asked about the status of the PILOT Program, as well as any contact the firm has had with the Town Attorney and Oneida County IDA.

Next Meeting: September 21, 2023. Agenda items are due to the secretary by September 14, 2023.

Orrin MacMurray made a **motion to adjourn**, seconded by Bill Shaughnessy. **Motion carried 7:54 pm.**

Minutes typed by: Kathy Pavelock , Planning Board Secretary
from notes taken by Planning Board Member David Gigon.