

**TOWN OF FARMINGTON PLANNING BOARD**

**August 18, 2010**

**APPROVED MINUTES**

*The following minutes are written as a summary of the main points that were made and the actions taken at the Town of Farmington's Planning Board Meeting. .*

**MEMBERS:**

David Degear, Chair  
Meg Godly  
Ron Herendeen  
Scott Makin  
Mary Neale

Also present: Town of Farmington Director of Development and Planning Ron Brand; Town of Farmington Code Enforcement Officer, Floyd Kofahl; Town Board member, Michael Casale; Michele Cutri-Bynoe, Canandaigua Daily Messenger; Nancy Weaver, 1432 Sandhill Rd., Shortsville; Anthony Valenti and Virginia M. Beal, Beal's Auto; Trent Jandik, Ryan Homes; Cheryl and Peter Vanderwall, 125 Yellow Mills Rd., Palmyra, and their buyer, Tony Cuffe, and Paula Barton.

Excused: Town of Farmington Engineer Lance Brabant, MRB Group, P.C.

**OPEN MEETING:**

The meeting was called to order at 7:00 p.m. After everyone recited the Pledge of Allegiance, Chairman Degear made the introductions of Planning Board members and staff. He explained the emergency evacuation procedures to those present and said that copies of the evening's agenda and legal notices are available on a table by the door. Mr. Degear also asked that all present set their cell phones on vibrate.

**APPROVAL OF THE MINUTES OF THE AUGUST 4, 2010 MEETING:**

Mr. Makin moved to approve the August 4<sup>th</sup> Minutes with Ms. Godly seconding. In a voice vote, the motion was passed by a vote of five ayes.

**LEGAL NOTICES:**

At the Chairman's request, the Clerk read aloud the legal notices which were published in the August 11, 2010 Canandaigua Daily Messenger.

**PUBLIC HEARINGS:**

**PB 0702-10, TWO LOT PRELIMINARY SUBDIVISION APPLICATION**

**NAME: Nancy Weaver, 1432 Sand Hill Rd., Shortsville NY 14548**

**ZONING DISTRICT: A-80 District**

**REQUEST: A two lot subdivision approval to create Lot 2 consisting of 1.484 acres, and the remaining lands of the parent parcel (Lot 1) will consist of 0.919 acres with an existing dwelling.**

The Chairman read aloud the applicant's letter into the record (hard copy attached to hard copy of the Minutes). The map was pinned up and the applicant explained that the new parcel will surround her son's house.

When the applicant finished speaking, Chairman Degear asked for Board comments.

The Code Enforcement Officer (CEO), Mr. Kofahl, told the Board members that they cannot proceed to the SEQR work because there is no information available about a water source such as a well hook-up. The application needs to be continued until this information is available. He added that the access easement for the shared driveway needs to be clarified. Septic information, however, complies with State and Town requirements. It will be a pump system. The site for it did perk.

The CEO went on to say that the house size meets the Code standards for a single family house. It will be located on the flat area of the lot and the configuration meets Town standards. Both lot sizes comply and the frontage meets the Code.

Chairman Degear expressed concern about the water source. Ms. Weaver said she and her son could share the original well or she could bring in a water line from Route 96.

Mr. Brand, Director of Planning and Development, noted that there are actually two maps: one by Freeland and Parinello saying this is a non-buildable lot and one by Ed Button. Some corrections are needed by Mr. Button. The engineering information should be on the survey map. Topography lines should be shown. An easement to the well is needed.

Mr. Brand also expressed concern about a septic system which needs an electric pump. How will this operate when the power is off? The applicant might want to consider an on-site generator. Otherwise, the well might be contaminated during a power failure.

Mr. Kofahl said the back flow would run back into the tank, not into the house. If the power is off, there will be no water.

The Board members said, to be consistent, they need to understand the site topography. Ms. Godly also requested driveway information to be on the plans.

The CEO pointed out that preliminary approval is being requested for a buildable lot but more information is needed. The driveway needs to meet Town standards.

Ms. Godly inquired about a need for a turn-around for emergency vehicles. Mr. Kofahl explained that the site is close enough to the road that this is not necessary.

Ms. Godly also asked about accessory structures. These need to be placed behind the house but there is no room for them. Ms. Weaver said she will store items on her son's property. Mr. Degear reminded the applicant that one or both of these properties might eventually pass out of the family. Mr. Brand added that mother and son might share a well today but what about the future? A separate well is needed.

There were no other Board comments.

Chairman Degear announced that this is a public hearing and asked if there is anyone present who wishes to speak for or against this application. No one replied. He then repeated his question and, again, no one replied. Next, the Chairman asked for a motion to continue the public hearing until the September 1, 2010 Planning Board meeting at 7 p.m. at the Town Hall. The motion was made by Ms. Neale and seconded by Mr. Herendeen. The following roll call vote was taken and recorded:

Meg Godly—aye

Ron Herendeen—aye

Scott Makin—aye

Mary Neale—aye

David Degear—aye

The resolution was adopted by a unanimous aye vote of all five Board members.

At the Chairman's request, Clerk O'Malley read aloud the following draft resolution:  
**WHEREAS**, the Town of Farmington Planning Board (hereinafter referred to as Planning Board) has discussed the merits of the information presented to date upon this application; and

**WHEREAS**, the Planning Board has requested additional information be provided from the applicant in order for a complete application to be made,

**NOW, THEREFORE, BE IT RESOLVED** that the Planning Board does hereby agree to table the decision upon this application until their meeting scheduled for Wednesday evening, September 1, 2010 commencing at 7:00 p.m. at the Farmington Town Hall.

Mr. Makin made a motion to approve tabling action until the next Board meeting and Mr. Herendeen seconded the motion. The following roll call vote was taken and recorded:

Meg Godly—aye

Ron Herendeen—aye

Scott Makin—aye

Mary Neale—aye

David Degear—aye

The resolution was adopted by a unanimous aye vote of all five Board members.

**PB 0801-10, SPECIAL USE PERMIT**

**PB 0802-10, PRELIMINARY SITE PLAN APPLICATION**

**NAME: Anthony Valenti, 6714 NYS Route 96, Victor NY 14564**

**LOCATION: 6146 NYS Route 96, Farmington**

**ZONING DISTRICT: General Business District**

**REQUEST: Request a Special Use Permit and site plan approval to allow a used car dealership.**

Anthony Valenti was present for his application along with the property owner, Virginia Beal. Mr. Valenti pinned up the map. He explained that the existing parking lot will be expanded to allow parking for 22 used cars. Arbor vitae will be planted to screen the site. He will rent the existing office which will have a separate entrance. At present, the site lighting is not compliant with the Town Code. This will be changed to comply with two additional compliant lights being added.

When the applicant finished speaking, the Chairman asked for staff comments.

Mr. Brand thanked Ms. Neale for bringing in the County referral which the Town had not yet received. The applicant, he said, met with the CEO and Director of Development. As a result, changes have been made to the plans. This application requires an Unlisted Action SEQR with a determination of non-significance.

He reminded the Board that the Special Use Permit (SUP) runs with the land so this use could continue even if Mr. Valenti was no longer associated with the business. It will be valid for the property owner, Virginia Beal, who is responsible for maintaining the conditions for approval. Mr. Valenti cannot use the SUP for a used car business in another location.

The Director of Development asked for a timeline for installing the dust-free surface for the parking area. Chairman Degear added the landscaping to this request.

The Chairman also asked if only cars would be sold. The applicant assured him he would only sell cars and SUVs. No trucks or recreational vehicles will be sold. Mr. Degear advised Mr. Valenti that he must return to the Planning Board if this changes.

Mr. Brand advised the applicant that he cannot store any other vehicles on the property and there will be no street parking along Route 96. The MTOD regulations will apply to this site.

Ms. Godly asked why the applicant is not requesting a temporary use permit. Mr. Brand explained that Mr. Valenti is making substantial improvements to the property. A

temporary use permit gives the Town an opportunity to observe a use not permitted in a district. This use is permitted in this district. Mr. Kofahl added that a temporary use permit ends after the second renewal.

The Chairman asked the Board members if they had any comments on the Special Use Permit application. No one had any.

Mr. Makin moved to waive the reading of the Unlisted Action SEQR with Ms. Godly seconding. All five Board members voted aye in a voice vote. Then, Ms. Godly moved to approve the SEQR which was seconded by Mr. Herendeen.

The following roll call vote was taken and recorded:

Meg Godly—aye

Ron Herendeen—aye

Scott Makin—aye

Mary Neale—aye

David Degear—aye

The SEQR resolution was adopted by a unanimous aye vote of all five Board members. Chairman Degear signed the Part II, Environmental Assessment Form.

The Board members agreed to follow their usual procedure and approve the SUP for one year tonight. If all goes well, it can be approved for two years and then three years.

Chairman Degear announced that this is a public hearing and asked if there is anyone present who wishes to speak for or against this application. No one replied. He then repeated his question and, again, no one replied. Next, the Chairman asked for a motion to close the public hearing. The motion was made by Mr. Makin and seconded by Ms. Neale. In a voice vote, all Board members present voted aye to close the public hearing at 7:45 p.m.

At the Chairman's request, the Clerk read aloud a draft resolution with 11 conditions. The applicant questioned the provision for only one other employee, pointing out that he might need a salesman for the times when he is out purchasing used cars and someone to wash the cars and clear off them off in bad weather. The Board members agreed to change the resolution to the following conditions:

- 1. The application has been determined to be consistent with the provisions of Chapter 165, of the town Code.*
- 2. The Special Use Permit is issued for the operation of a 150 square foot office located within the western portion of the existing building that is to be used as the sales office for up to 17 used automobiles that are to be displayed upon the premises at any one time. Said Special Use Permit shall be an accessory use to the pre-existing principal use of the property known as Beal's Automotive Repair. Said Special Use Permit is further conditioned upon a Site Plan for said used automobile sales and shall be made null and void with any change in either use or site plan components.*

3. *There shall be no storage of vehicles on the property that are associated with the used car operation that are not owned by the applicant.*
4. *The owner of the property, as a condition of this Special Use Permit, is obligated to make all required improvements of the Site Plan Application for this use in the event this Special Use no longer continues to exist. Should there be any other used car sales operation on this site, it shall be subject to the conditions of this Special Use Permit for the current applicant.*
5. *There shall be no more than two employees, in addition to the owner, that is to be associated with the used car business.*
6. *There shall be provisions for up to five (5) separate off-street parking for any visitors to the used car sales located on this site.*
7. *There shall be no on-street parking for any visitors to the site.*
8. *There shall be no outdoor storage or display of any equipment, materials, or supplies associated with this Special Use Permit that is not identified upon an approved Site Plan.*
9. *All site lighting shall be made compliant with the Town Code requirements.*
10. *All landscaping shall be installed in accordance with the Town's Major Thoroughfare Overlay District (MTOD) Regulations and maintained by the owner of the property.*
11. *This Special Use Permit is issued for an initial period of one (1) year to end on August 17, 2011. This Special Use Permit must be renewed on or before said date.*

The applicant agreed to the conditions. Mr. Herendeen moved to approve the Special Use Permit with the conditions and Ms. Neale seconded. The following roll call vote was taken and recorded:

Meg Godly—aye

Ron Herendeen—aye

Scott Makin—aye

Mary Neale—aye

David Degear—aye

The resolution was adopted by a unanimous aye vote of all five Board members. The applicant asked about the time frame. He was told that the SUP starts now. He still needs approval by the Department of Motor Vehicles (DMV) which will probably occur in October. Mr. Valenti asked that the Special Use Permit start in October but was told by Chairman Degear that these are the rules and procedures. He needs the SUP to get DMV approval. Mr. Brand asked if the number of bathrooms meet New York State Labor Laws. Mr. Kofahl said they do.

Next, the Board members considered the preliminary site plan.

Mr. Brand pointed out that there should be a hard surface between the parking lot and the office door. Mr. Valenti agreed, saying he will use millings from the parking lot pavement to the cement pads by the door. The Director of Development pointed out

that this should be on the final site plan. He should also label the customer parking area.

The Chairman went through the construction schedule. He expressed concern about the installation of the sidewalk in 2012. Mr. Valenti objected, saying he needs a year to get the business going. He has received an estimate of \$13,000 to \$17,000 for sidewalk installation. Mr. Degear suggested he seek other estimates. The Board members decided that the sidewalk should be installed by fall, 2011. This would provide the applicant the one year to get started that he requested. The Chairman reminded the Board members that this has been a problem with other businesses who failed to install the required sidewalk.

Mr. Valenti continued to object, saying he was not sure he had the funds to do this by September 30, 2011. He claimed the Board originally said 18 months. Ms. Godly pointed out that this would bring him to March, 2012 when the weather would not be warm enough to install a sidewalk. The ground could still be covered with snow. Mr. Valenti said it could be done. The Board members said this is unlikely. With great reluctance, the applicant agreed to install the sidewalk by October 31, 2011.

Mr. Brand asked about the dust free surface on the parking lot. Mr. Valenti said he will use millings. The Director of Development asked about the topsoil being removed. The applicant answered that it will be taken off site to his home.

Ms. Godly asked for the date of the installation of the dust-free surface. Mr. Kofahl said the applicant has stated by September 17, 2010.

At the Chairman's request, Clerk O'Malley read aloud a draft Preliminary Site Plan with the following conditions:

1. *This Site Plan Approval is for Preliminary Plan Approval only. The basis for Site Plan Approval is the drawing prepared by Rocco Venezia & Associates, P.L.S. identified as Job No. 10107, dated 07/01/2010 and entitled "Preliminary Site Plan: Proposed Used Car Sales 6146 Rte. 96 for Anthony Valenti." All conditions of approval must be shown on a revised Preliminary Site Plan that is to be signed by the Planning Board Chairperson prior to the Planning Board considering action upon a Final Site Plan Application. There shall be a revised Revisions Box on the Preliminary Site Plan.*
2. *There shall be a sidewalk installed from the existing paved area to the entrance to the "Office" shown on the Site Plan.*
3. *The five (5) customer parking spaces shown on the Site Plan are to be clearly delineated with signage for the used car operation.*
4. *A dust free surface shall be installed within the excavated areas outside the existing paved areas on the site, on or before September 17, 2010. In the event there is no used car sales operation existing on the site at that time, the owner of the property shall be responsible for making the required dust free surface*

- improvements, or the Special Use Permit and Site Plan Approval shall become null and void.*
5. *The proposed sidewalk is to be installed across the entire frontage of the site on or before October 31, 2011. In the event there is no used car sales operation existing on the site at that time, the owner of the property shall be responsible for making the required sidewalk improvements, or the Special Use Permit and Site Plan Approval shall become null and void.*
  6. *There shall be no stockpiling of top soil allowed on the premises.*
  7. *All site lighting shall be brought into compliance with the Town Lighting Regulations contained in Chapter 165 of the Town Code by October 1, 2010 or the Special Use Permit and Site Plan Approval shall become null and void.*
  8. *Public Safety Signage in accordance with the provisions of the Town Code shall be installed before the Certificate of Occupancy and Certificate of Compliance by the Town Code Enforcement Officer.*
  9. *There shall be no display of used vehicles allowed on the site that is not associated with the proposed Special Use Permit.*
  10. *There shall be no storage of wrecked or inoperable vehicles allowed to be stored outdoors on the site.*
  11. *All of the other time commitments specified on the Preliminary Site Plan, that have not been altered by this resolution, shall be complied with or the Special Use Permit and Site Plan Approval shall become null and void.*
  12. *The revised Preliminary Site Plan shall show all conditions of approval.*
  13. *All landscaping shall be maintained by the owner of the site.*

The applicant said he understood and agreed to the conditions. He asked about the revisions. The Chairman said he will be sent the original and he should provide a copy for his surveyor, Rocco Venezia.

Mr. Makin moved to approve the Preliminary Site Plan with the conditions. Ms. Godly seconded. The following roll call vote was taken and recorded:

Meg Godly—aye

Ron Herendeen—aye

Scott Makin—aye

Mary Neale—aye

David Degear—aye

The resolution was adopted by a unanimous aye vote of all five Board members.

Mr. Valenti asked when he can return for final approval. The CEO explained the deadlines for the September 15<sup>th</sup> Board meeting. Mr. Makin informed the applicant that any work on the property done before final approval is done at his own risk.

## **SITE PLAN APPROVAL**

### **PB 0805-10, FINAL SITE PLAN APPLICATION**

**NAME: Ryan Homes of NY, 400 Air Park Dr., Ste. 30, Rochester NY 14624**  
**LOCATION: Lot 216, Auburn Meadows, 1781 Spartan Dr., Farmington NY 14425**  
**ZONING DISTRICT: IZ**  
**REQUEST: Final Site Plan approval, per PB 0305-07 resolution condition #11, dated February 20, 2008.**

Trent Jandik from Ryan Homes appeared for this application. He explained that there are no trees on this lot now. He put up the plans, explaining that he walked the site with the CEO and Lance Brabant from the Town Engineers, MRB Group, P.C. He showed the location planned for the two street trees in front of the home. Chairman Degear read Mr. Brabant's August 9, 2010 letter into the record (hard copy attached to hard copy of the Minutes).

Chairman Degear requested staff comments.

Mr. Kofahl said he had no issues. This plan is a nice continuity with the rest of the street and an asset to the neighborhood.

There were no other staff or Board comments.

Mr. Makin moved to waive the reading of the Type II Action SEQR. Ms. Godly seconded. All five Board members voted aye in a voice vote. Then, Mr. Herendeen moved to approve the SEQR with Ms. Neale seconding. The following roll call vote was taken and recorded:

Meg Godly—aye

Ron Herendeen—aye

Scott Makin—aye

Mary Neale—aye

David Degear—aye

The SEQR resolution was adopted by a unanimous aye vote of all five Board members.

The Clerk read aloud a draft final site plan with the following conditions:

1. *The title of the drawing is to read "Final Site Plan Lot #216 Auburn Meadows Subdivision, Section 2, South."*
2. *The Final Site Plan is to contain a note that reads ... "All trees shown on this site plan are to be a minimum of 3-inch caliper, of a native species acceptable to the Town Engineer and of the quantity specified by the Town Engineer."*
3. *The Final Site Plan has been reviewed by the Town Engineer and the Town Highway Superintendent who have determined the number of trees and the appropriate locations for the proposed trees on this Lot are to be located outside the Town Highway right-of-way.*
4. *All street trees are to be planted within 30 days of the issuance of the Certificate of Occupancy, or before October 15<sup>th</sup> of the year a Building Permit is issued, or before June 1<sup>st</sup> of the year following the issuance of the Certificate of Occupancy.*

5. *Final Site Plan Approval is valid for a period of 90 days from today and shall expire unless the Final Site Plan(s) have been signed and filed in the Town Development Office or extended by the Planning Board at a later date and by separate resolution.*
6. *The Final Site Plan must have a signature block provided for the Town Planning Board Chairperson's signature.*
7. *Once all conditions of Final Site Plan Approval have been met, the Planning Board Chairperson's signature must be affixed to the drawings and filed in the Town Development Office. One (1) additional signed copy is to be provided to the property owner, the Town Highway Department and the Town Code Enforcement Officer.*
7. *Third party inspections may be required by the Town C.E.O. at the expense of the owner/developer, a note to this effect is to be placed on the Final Site Plan.*

Mr. Jandik said he understood and agreed to the conditions. Ms. Godly moved to approve the resolution with the conditions. Mr. Makin seconded. The following roll call vote was taken and recorded:

Meg Godly—aye

Ron Herendeen—aye

Scott Makin—aye

Mary Neale—aye

David Degear—aye

The resolution was adopted by a unanimous aye vote of all five Board members.

Next, Mr. Jandik asked the Board members about a problem on the lots on the west side of this street. The homes will not fit if the trees are left standing. He said he has walked the area with the CEO. Where would the Board like trees to be added?

Chairman Degear agreed that the Board could consider planting trees to mitigate this situation. Mr. Brand added that Ryan Homes should submit a site plan to the Board. The trees to be removed should be tagged—Mr. Kofahl said this has been done. Ms. Godly asked that these trees be shown and labeled on the plan along with homes to be built. This should be a drawing, not just a sketch.

Mr. Degear explained that all four home sites could be shown on one plan so everyone is clear before action is taken. The applicant said the houses have already been staked out. The CEO assured the Board members that they meet the required setbacks.

*At this point in the meeting, 8:25 p.m., the Board members took a short break and the digital recorder was turned off. Chairman Degear reconvened the meeting at 8:30 p.m. and the recorder was turned back on.*

#### **PB 0804-10, FINAL TWO-LOT SUBDIVISION APPLICATION**

**NAME: Peter Vanderwall, 125 Yellow Mills Rd., Palmyra NY 14522**

**LOCATION: Corner of Turner Rd. and Yellow Mills Rd.**

**ZONING DISTRICT: A-80**

**REQUEST: To subdivide 14.97 acres into two lots. Lot #1 will consist of 11.808 acres of vacant land, Lot #2 will consist of 2.000 acres with a dwelling, and Lot# 4 (0.253 acres ) will be combined with an existing parcel identified as Lot #3 (7.440 acres).**

Peter Vanderwall was present for his application and put up the map. He explained that he is adding vacant land to his sister's lot. The CEO explained that the Board is being asked to act on a two-lot subdivision but there are also administrative actions going on for a property line adjustment and annexation.

The Chairman asked for staff comments.

Mr. Kofahl recalled that preliminary approval involved issues with a shed and playhouse. The shed meets Code on the proposed larger lot and the playhouse has already been removed. The driveway for Lot #2 will be removed from the plan since it has already been grassed over from non-use. It was never a legal cut.

Mr. Brand added that there is one legal driveway from Turner Road. The unused one will be removed from the plans. He asked that the letter from the buyer's attorney, Stephen Kornienko, be entered into the record (see hard copy attached to hard copy of the Minutes). The proposed buyer of the property, Tony Cuffe, was present for this explanation.

There were no Board comments.

The Chairman asked Clerk O'Malley to read aloud a draft final site plan with the following conditions:

1. *The Final Plat Approval is based upon the map prepared by Venezia & Associates, entitled "Final Subdivision Plat Lots #1 and #2 Vanderwall Subdivision," with a last revised date of 06/08/10, identified as Job No. 8096 Final.*
2. *The note identifying that this map is required to be signed by the Planning Board Chairperson and filed with the Town Development Office as a pre-requisite to the Planning Board scheduling a public meeting on the Final Subdivision Plat does not apply and shall be removed.*
3. *The existing play house shown on the property line for the parent parcel and Lot #1 will need to be removed from this Final Plat Map. The Final Subdivision Plat Map shall not be signed by the Planning Board Chairman until this matter has been resolved.*
4. *The gravel driveway from Lot #2 to Yellow Mills Road has been abandoned and shall be removed from the Final Plat Map. Access to the existing dwelling on Lot #2 shall only be allowed from the current access point to Turner Road.*

5. *The Special Note shown on the left margin of the Final Plat Map is to be changed to read that the Minimum Lot Size is 80,000 square feet, or provide evidence that Lot #1 can support a conventional on-site waste water treatment system.*
6. *The Final Plat Approval is valid for a period of 180 days from today. Once all conditions of Final Plat Approval have been met and shown on the Final Plat the Planning Board Chairperson will sign the Final Plat Mylar and five (5) paper print copies. The Mylar and two paper print copies shall be filed in the Ontario County Clerk's Office within 62 days of signing. The remaining three (3) paper print copies shall be filed with the Town Highway Superintendent, the Town Water & Sewer Superintendent and in the Town Development Office.*
7. *The Planning Board determines that parkland is not a condition of Final Plat approval for Lot #2 of this application.*
8. *The Planning Board determines that a Park and Recreation Fee in an amount established by the Town Board resolution is to be paid at the time of the issuance of a Building Permit for Lot #1. A note to this effect is to be placed upon the Final Subdivision Plat Map.*

The applicant said he understood and agreed to the eight conditions. Ms. Godly moved to approve the final site plan with the conditions. Ms. Neale seconded. The Clerk recorded the following roll call vote:

Meg Godly—aye

Ron Herendeen—aye

Scott Makin—aye

Mary Neale—aye

David Degear—aye

The resolution was adopted by a unanimous aye vote of all five Board members.

#### **OPEN DISCUSSION:**

Michael Casale, a member of the Farmington Town Board, asked the Board members to review a letter from James Peet, P.E., MRB Group P.C. setting forth his findings regarding the installation of the culvert over Beaver Creek, sidewalk and guardrails on Amber Drive, Auburn Meadows Subdivision, Section 3. The Town Board, he explained, would like their comments. Chairman Degear asked the Board members to visit the site and be prepared to discuss it at their next Board meeting.

#### **DIRECTOR OF DEVELOPMENT REPORT:**

##### **LOC Release #3, Estates of Beaver Creek, Section 1**

Mr. Brand presented a request for the Board to render a recommendation to the Town Board for the release of \$226,452.20 from this Letter of Credit. The release was received from the Town Engineers and has been signed by all department heads.

Chairman Degear noted that the Planning Board has always dealt in good faith with these requests from the department heads and asked for confirmation that all is in good

order. The CEO responded that he only looks at his own areas of responsibility but he knows the department heads have discussed this and agree. His concerns have been addressed.

Mr. Herendeen moved to approve the recommendation with Mr. Makin seconding. The Clerk recorded the following roll call vote:

Meg Godly—aye

Ron Herendeen—aye

Scott Makin—aye

Mary Neale—aye

David Degear—aye

The resolution was adopted by a unanimous aye vote of all five Board members.

The Director of Development also noted that the final plat map for the Highway Garage Campus is ready for signing.

#### **CODE ENFORCEMENT OFFICER REPORT:**

Mr. Kofahl said that the maps for Saratoga Crossing Lot# 2 are being reviewed. As the result of a complaint from 911, the street signs have come in and the stop signs are up. He added that the color scheme for the senior housing has come in and trail is being used.

#### **CHAIRMAN OF PLANNING BOARD REPORT:**

With the consent of the Chairman, Clerk O'Malley reminded the Board members that she is on vacation the week of the next Planning Board meeting. Patricia Eddy, Clerk of the Zoning Board of Appeals (ZBA), will be taking the Minutes. She does an excellent job.

#### **PUBLIC COMMENTS: *None***

#### **ADJOURNMENT:**

The next meeting of the Planning Board will be at the Town Hall on Wednesday, September 1, 2010 at 7 p.m. The Chairman reminded the Board members that the second meeting in September will be on **Thursday, September 16.**

Ms. Neale made a motion to adjourn with Mr. Herendeen seconding it. In a voice vote, all five Board members voted aye to adjourn at 8:57 p.m.

These minutes were taken and respectfully submitted by

Leslie C. O'Malley, Ph.D.  
Clerk of the Board