

**Village of Hilton**  
**Planning Board Minutes of October 20, 2008**  
**Approved November 10, 2008**

Members Present: Chairman Mark Hedberg, Robert Hunte, Joe Galatio, Dana Brunett, Chris Brower

Others Present: Joe DePalma, Ken Sixt, John Goodrich

1. Called the meeting to order at 6:30 p.m. with the pledge of allegiance to the flag.
2. Chairman Hedberg explained the Planning Board's responsibilities and functions.

**3. SITE PLAN REVIEW**

Proposed Action- Operate a hospital equipment repair shop  
Applicant- John Goodrich  
Location- 7 Upton Street

- a. Bob Hunte explained to the board that he is an acquaintance of the applicant as Mr. Goodrich's wife rents space at 24 Main Street, which is owned by Mr. Hunte. However, Bob stated he feels that he can be impartial with this application.
- b. John Goodrich was present to represent this application. His business is repairing hospital lab equipment. He is proposing to rent office and shop space to do service work; the majority of his work is done in the field.
- c. A site map was provided by the applicant. The space proposed is labeled as area #2.
- d. There are no exterior operations. Deliveries are made by either UPS or Fed EX once daily. He expects minimal refuse to be generated and no refuse receptacles will be placed outside.
- e. Bob Hunte asked how much parking will be needed? Mr. Goodrich stating he will be working alone.
- f. Chris Brower questioned the type of medical equipment that will be brought into the building. Mr. Goodrich stated that any biohazard-contaminated equipment will be decontaminated prior to being sent to this location. Dana Brunett asked why such a long period of construction time is expected? Mr. Goodrich said he works alone it will be done on an as needed basis.

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- g. The hours of operation will usually be done between 9 a.m. – 5 p.m. Mr. Sixt allows 24 hours access to building to all of his tenants.
- h. The board agreed this is a good use of this building. It was explained to Mr. Goodrich that any signs needed require approval by this board. Ken said a general sign for this entire building is in the works but he hasn't yet finalized any plans.
- i. Chairman Hedberg stated this application is a Type II unlisted action, therefore no further review is required. A motion to waive Site Plan reviewed based on the following criteria: no subdivision of land, no increase in services, there are no adverse effect and no new buildings was made by Dana Brunett, seconded by Joe Galatio, approved 5-0. The application was approved as submitted.

**4. ARCHITECTURAL REVIEW**

Proposed Action- 16' x 20' Deck  
Applicant- Judy & Joe DePalma  
Location- 38 Leith Lane

- a. Joe DePalma and his daughter Missy were present to represent this application. Mr. & Mrs. DePalma are proposing a deck on the rear of their home.
- b. They are proposing a composite material, the floor will be brownstone in color, the railings are to be beige.
- c. Chairman Hedberg stated the application is a Type II, unlisted; therefore no further review is required. Chairman Hedberg then asked for a motion to approve the application as submitted, Bob Hunte motioned, seconded by Chris Brower, approved 5-0.

**5. DISCUSSION**

Gigi Pecora came to the Planning Board on September 22<sup>nd</sup>, to revise the previously approved color scheme. Chairman Hedberg asked for a motion to approve the following color scheme: the doors and siding in adobe tan, trim in chocolate brown and roof in chocolate brown. The split-faced brick will be in beige/tan, the motion was made by Bob Hunte, seconded by Chris Brower, approved 4-0-1, Dana Brunett abstained.

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Chris Brower provided the board with a presentation of signs in Saratoga Springs, Spencerport and Hilton. The board discussed the signs appearances, quality as well as relevance to the business. After reviewing and discussing this presentation, the board will use these slides to develop new design guidelines for applicants of signs.

**6. REPORTS**

- a. Liaison's Report- No report given.
- b. Code Enforcement Officers Report- Mike Lissow gave his report.
- c. Chairman's Report- Chairman Hedberg gave his report.
- d. Member's Report-No report given.

**7. MINUTES**

Chairman Hedberg asked for a motion to approve the September 8, 2008 meeting minutes, Joe Galatio motioned, seconded by Bob Hunte, approved 5-0.

Chairman Hedberg asked for a motion to approve the September 22, 2008 workshop meeting minutes, the motion was made by Dana Brunett, seconded by Chris Brower, approved 5-0

**8. DATES**

Next Scheduled Meeting	Monday, November 10, 2008
Agenda Deadline	Monday, October 27, 2008

There being no further discussion, the meeting was adjourned at 9:02 p.m.

Respectfully Submitted,

Amy Harter, Recording Secretary