

Village of Hilton
Planning Board Minutes of October 19, 2009
Approved November 9, 2009

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

Others Present: Code Enforcement Officer, Mike Lissow, Recording Secretary Amy Harter

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

3. ARCHITECTURAL REVIEW

Proposed Action- Construct a storage shed within a MR District
Applicant- Jeff & Katie Scott
Location- 26 Parkwood Lane

- a. Mrs. Katie Scott was present to represent this application. Mike Lissow explained the nature of this application. Mr. Scott applied for a building permit to place an 8' x 6' storage shed on his property. Multi Residential district does not allow sheds under the current zoning laws with Planning Board approval.
- b. Chairman Hedberg explained that this application is a SEQR type II, therefore, no further review is necessary.
- c. Chairman Hedberg read the accessory structures portion of the code as it pertains to a residential district. This application meets these requirements.
- d. Chairman Hedberg suggested to waive site plan review stating this application should be considered as an Architectural Review item.
- e. Mrs. Scott explained that the rear yard is privately fenced and her property is unique to the development being that their lot is larger than most. It is an end unit and the Scott's own the land behind the 4 unit garages. A fence was installed with an extra gate to allow her neighbors access to their back yards. There are no man doors leading from their garages to the rear yards. All garages must be entered from the front yard.

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- f. Bob Hunte said he is concerned that by allowing this shed, the board would have to allow other sheds in this development. However, in this instance it should be allowed.
- g. Chairman Hedberg stated the site is unique. If someone requests a shed in this development, each application will have to be reviewed individually.
- h. Chairman Hedberg asked for a motion to waive Site Plan review, and approve the application under Architectural Review as submitted, Bob Hunte made the motion, seconded by Joe Galatio, approved 5-0.

4. **SITE PLAN REVIEW**

Proposed Action- Open a retail store
Applicant- Michael Douglass, Digital Imaging Source
Location- 51D Railroad Avenue

- a. Michael Douglass was present to represent this application. He is proposing a small retail store. He makes custom t-shirts, and other small items. He hopes to obtain sports team business and does not expect much walk-in business.
- b. There are no plans to change the exterior of the building. Chairman Hedberg asked for a motion to waive Site Plan Review, due to the small nature of the application. There are no changes to the building, no new construction, no subdivision of land, no increase in services, and no adverse effects. This is a Type II unlisted action, therefore, no further review is required. Motion to waive Site Plan Review was made by Chris Brower, seconded by Dana Brunett, approved 5-0.

5. **SIGN REVIEW**

Proposed Action- Sign Review
Applicant- Michael Douglass, Digital Imaging Source
Location- 51D Railroad Avenue

- a. Mr. Douglass is proposing a 28" x 40" sign to be placed in the existing frame that is currently on the building. There will be no additional lighting on the sign. The color scheme will be a hunter green background, with gold lettering. The material is vinyl, with plexi-glass over the front and the frame is wood. The size is compliant with the code.
- b. Chris Brower stated that usually she is not inclined to approve a sign with a phone number and website address, however, the nature of this business calls for this. Dana Brunett said the size is appropriate as well as the color scheme. Joe Galatio commented the sign fits the criteria.

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- c. Chairman Hedberg asked for a motion to approve the sign application as submitted, Dana Brunett made the motion, seconded by Joe Galatio, approved 5-0.

6. DISCUSSION

The Village of Hilton has requested subdivision of the property at 10 Canning Street, the former site of the Hilton Craft Antique Co-Op. The Village is proposing to subdivide the concrete slab area to create a separate parcel consisting of approximately seven (7) parking spaces that the Village would like to retain as municipal parking. The area was improved by the Village recently including the connection of Upton and Canning Streets, the addition of new curbing and stamped concrete walkways in hopes to attract more businesses in this area.

Chairman Hedberg agrees subdivision is the right decision. A public hearing will be scheduled for the November 9, 2009 Planning Board meeting.

7. MINUTES

A motion was made by Chris Brower and seconded Bob Hunte by to approve the September 21, 2009 minutes as amended.

8. REPORTS

- a. Liaison's Report- Joe Lee gave his report.
- 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.

DATES

Next Scheduled Meeting Monday, November 9, 2009
Agenda Deadline Monday, October 26, 2009

There being no further discussion, the meeting was adjourned at 7:30 p.m.

Respectfully Submitted,

Amy Harter, Recording Secretary