

Town of Romulus Planning Board
Town of Romulus, 1435 Prospect St., Willard, N.Y. 14588
Meeting Minutes November 9, 2020

Call to Order

Sue Ellen Balluff, Chair

Tom Bouchard

Bill Karlsen

Cindy Meckley - excused

Al Nivison

Kate Sinicropi

Dick Bloss

Guests: Janet Lynch

Harriet Haynes

Pledge of Allegiance/Moment of Silence

Approval of October 5, 2020 Minutes A motion by Bill for approval of the minutes with the following corrections: page 2 second sentence add “the” before “future.”; 3rd sentence add “on the map” after “hashed”; 20th sentence remove “the farmers’ group” and replace with “Depot Land Holdings, LLC”; Page 2, 2nd Paragraph, 1st sentence remove “the farmers” and replace with “Depot Land Holdings, LLC”; Page 2, 2nd Paragraph, 4th sentence, remove “ a long form SEQR to review and”; Page 2, 2nd Paragraph, 5th sentence, change “Dec. 1st” to “Dec. 7th”. Motion seconded by Al with corrections. Motion approved.

Subdivision Application – Cornerstone Properties LLC Tax Map 14-1-31.12 Sue Ellen reported that she received a call requesting a deferral until the December meeting. There are issues with the Land Trust regarding a deed restriction to not subdivide.

Borchard Subdivision Sue Ellen reported that the sale fell through and things are on hold.

Deer Haven Park Subdivision – Sue Ellen introduced Harriet Haynes, from the Seneca County Planning Board, who is here to answer questions and advise us.

Harriet had several recommendations for us. How we handle the SEQR is important. If we request the long form, it can be deemed that we do not have the SEQR and thus have an incomplete application. We have not made a determination if this is a large or small subdivision. We must make a determination as to a negative declaration or otherwise. Dick asked if we could have two hearings; one to get the public input and one to act. Harriet advised that If there are no restrictions on Public Hearings then you

can hold more than one. The first decision should be what classification of subdivision is it? Major or minor? Then what information do we need to do an appropriate review of this project? Which form, short or long will provide us with the most information?

Sue Ellen summarized that there has been an enormous amount of information on the property done by the Army when they turned it over to the IDA, as well as by Mr. Martin, the present owner. A discussion followed on what specific information we needed. Harriet referred us to Section 210 of our zoning regulations which specifies what is required to be on a plat.

Discussion on minor or major subdivision. **Motion** to classify Deer Haven Park LLC, a minor subdivision made by Tom and seconded by Dick. Motion carried.

Discussion on long form EAF or short form EAF. Who owns and is responsible for roads and railroads was discussed. Harriet suggested we may want to request the legal language granting access across his holdings to the Depot Holdings LLC, as we need to assure access to that land. **Motion** to request the short form for the SEQR made by Al and seconded by Dick. Roll Call vote: Dick – yes; Al – yes; Bill – yes; Sue Ellen – yes; Tom – abstain; Kate -yes. Motion carried.

Motion made by Al to appoint the Town of Romulus Planning Board as lead agency. Seconded by Dick. Motion carried.

Sue Ellen will advise Mr. Martin that we need all items on page 9 of our zoning requirements completed. We need to cancel the Public Hearing for December and hold it in January. We could request the County Planning Board to hold the review until we have all the information received from Mr. Martin. We do not have a complete application. We do need to send it to the County Planning Board for their review. Their scheduled meeting dates are Dec. 2nd and January 10th, 2021. **Motion** made by Tom to cancel the Public Hearing for Deer Haven Park LLC in December due to an incomplete application. Al seconded the motion. Motion carried.

The Planning Board will meet December 7th, 2020.

Training opportunities reviewed by Sue Ellen. Harriet noted that NY Planning Federation is providing a training on Dealing with Difficult People, a one-hour online training.

The Town is requiring Sexual Harassment Training for the Planning Board members.

Tom reported that there is nothing new to report on the Comprehensive Plan.

Motion to adjourn made by Al and seconded by Tom. Motion carried.

Respectfully Submitted,

Kathleen R. Sinicropi, Sec.