

Town of Romulus Planning Board

October 4, 2021

Romulus Town Hall, 1435 Prospect St., Willard, N.Y. 14588

**Present:**

Tom Bouchard, Chairperson

Cindy Meckley – excused

Janet Lynch

Bill Karlsen

Missy Bulley

Kate Sinicropi

Pat Morrell, Town Attorney

**Guests:** Michael Karlsen, Earl

Martin, David A. Stoltzfus, Tobias

Hertzler, Steve Hertzler, David K.

Stoltzfus

**Pledge of Allegiance and Moment of Silence**

**Approval of Minutes:** Correction by Tom on the last page, first sentence, to delete “must” and substitute “have been asked to.” Tom made a motion for approval of the minutes with correction. Motion seconded by Bill. Motion carried.

**New Business: Austic Application for Subdivision** – This application is approximately 17 agricultural acres to be transferred to the owner of Buttonwood Winery for vineyards. Tom delivered the application to the Seneca County Planning Board because of the timing of their meeting. The SEQR Part 1, was completed by the owner. Janet made a motion to send the application to the County Planning Board for review. Bill seconded the motion. Motion approved. Janet made a motion to hold the Public Hearing on Nov. 8<sup>th</sup>, 2021. Bill seconded the motion. Motion approved. We will need to do the SEQR Part 2 later.

**Trainings:** Tom identified the upcoming trainings and the person to contact is Amanda Forney at the County if you are interested call her at 315-539-1730 to sign up.

**Old Business:** Mike Karlsen Surveyor, brought the Deer Haven Park maps to us for signature. Tom stated the subdivision was approved conditional upon all real estate documents being reviewed by the town attorney before being recorded at the County Clerk’s Office. Mr. Martin asked about the protocol; the County does not want to be listed, but the Town does want to be listed to be notified regarding the well drilling protocol. Pat responded that he does not know if that is the case regarding the County, as he has not heard anything. The Town of Romulus will be added per Mr. Martin. Pat suggests the Town Clerk and the County Dept. of Health to be notified. Mr. Martin agreed to add them.

Tom asked if the Depot, LLC group had anything to add. Tobias Hertzler responded, "Not at this time."

Subdivision Austic Land Holdings LLC TR 19-1-32.111 - Tom reported that the ZBA met and told Mark Schott there has to be some documentation from the Zoning Officer indicating the area variance needed. The County and the ZBA are saying that it needs to be signed off by the zoning enforcement officer per Tom. Pat requested that Tom send him the emails that he has received. Pat stated, "The application that came to us for the subdivision can be sent. The applicant can add to it to provide it to the ZBA. The Code Enforcement officer can explain in writing but is not required to sign and explain it." Pat said "The responsibility lies with the applicant and sending the application to the ZBA. The Planning Bd. has completed our part."

Pat stated, "Under Municipal Law, Section 277, sub section 6, this is addressed". Pat read this part which included the Planning Bd. making a recommendation to the ZBA, which is included in our minutes from September 20, 2021. We can send the approved minutes over to the ZBA to fulfill our responsibility. The Zoning Bd of Appeals needs a copy of the application, and the Planning Board minutes from Sept. 20, 2021.

**Comprehensive Plan** – At the last meeting Kate inquired if any funds for the Planning Bd. were in the budget for 2022. Tom reported that he talked to Dave Hayes who said there is a proposal for \$30,000 in the budget for the Planning Board. The Budget has not been finalized at this time.

Tom reported that the student, Tom Strupf, from Belgium was scheduled to visit here and speak to us, has had to cancel his trip due to Covid restrictions. He cannot come until the spring. Tom is in the process of trying to set up a zoom meeting. This student did a proposal on Willard with the history of the mental hospital, to use as a basis for his thesis. We may want to use it as a guide in the Comp. Plan.

**Meeting time:** Discussion on changing the meeting time to 6:00pm. Janet made the motion to change our meeting time to 6:00pm. Missy seconded the motion. Motion approved. We need to change the meeting time on the website.

Earl had a question on the review of the subdivision deeds. Will you be reviewing just these deeds or anything going forward? Pat explained that there will be two parcels: one for Earl Martin and one for Depot Holdings LLC group. There will be a new Subdivision map of the two parcels once the deeds are done.

Tom shared that there was frustration that the subdivision process took so long and that the Planning Board was the reason for the delay. Tom stated that the Planning Board had asked Mr. Martin for the information on the water lines and the well restrictions last December and that we received that information last month. Mr. Martin responded that he knew the process with the Planning Board was going to be a complicated and lengthy process.

Tom asked if the subdivision for the Depot Holdings LLC group would be a one-by-one subdivision or by group? Tobias Hertzler replied that the group would like to do the subdivision in a block.

Missy made a motion to adjourn. Motion seconded by Bill. Motion approved. Adjourned at 7:45pm.

Respectfully submitted,

Kate Sinicropi, Sec.