

The Town of Romulus Planning Board
Town of Romulus, 1435 Prospect St., Willard, New York 14588
Meeting Minutes January 3, 2022

Call to Order

Guests: Michael Karlsen, Land Surveyor

Tom Bouchard, Chairperson

Janet Lynch

Cindy Meckley

Missy Bulley

Kate Sinicropi

Lisa Barbiarz

Pat Morrell, Town Attorney

Pledge of Allegiance and Moment of Silence

Approval of Minutes Corrections to page 2, eighth paragraph regarding training opportunities coming in Seneca County, training that Cindy attended in Cayuga County and new trainings in 2022 in Cayuga County. Cindy made a motion to approve the minutes as corrected. Missy seconded. Motion approved.

New Business: Lisa Barbiarz was welcomed by Tom and introduced as a new member of the Planning Board. Tom also welcomed back Kate Sinicropi for a new seven-year term.

Officers for 2022: Proposed slate: Tom Bouchard, Chair; Janet Lynch, Vice Chair and Kate Sinicropi, Secretary. Lisa nominated the slate of officers as presented and Missy seconded the motion. Discussion. The slate of officers was unanimously approved.

Other New Business: Tom presented a concern about the actions of the Top Quality Hay owner, Greg Brown. He is leasing out the space he has in the depot warehouse area to a company that produces cannabis. Tom is not sure if they are growing it or producing it. According to Tim Dorn, Town Zoning Officer, the company leasing the space needs a building permit and a permit from the state. Tom has not talked to Tim. We need to look at where it fits in our zoning. Pat Morrell, Town Attorney, clarified that growing cannabis commercially requires a permit from the state. Tom got a call from Harriett Haynes, Sr. Planner at the County. Harriett wanted to know if the Town Code Officer was involved. Tim Dorn sent Tom an email. He said he checked into it and said he needed a building permit. Lisa asked, "What is the protocol? Do we need to contact them, or do they need to contact us?" Tom asked Pat about follow up. Pat said to call Tim Dorn and find out what is going on. Missy asked Tom to share the email from Tim Dorn with the board members. Tom will call Tim Dorn.

Deed restriction from Earl Martin Jane Braunig, Town Clerk told Tom that the Depot Holdings LLC may not dig more than a foot in the soil. This needs to be in the deed restriction. Pat reiterated that the DEC, the Army, etc., were engaged in the establishment of the deed restrictions. Pat will report back on this.

Old Business: Bill Karlsen memorial. Tom reported that he had talked to Bill's wife and son. They are interested in doing something at Dean's Cove. Tom would like to honor the family's wishes. We could do a tree or a bench. Tom stated that a tree as a living memorial to him would be appropriate. A request has to go through the Regional Manager, Regional Landscape Architect, and others at the State Park level. Janet spoke to this as a good idea. The minimum donation is \$500.00 for a tree provided by a donor. A plaque cost is in addition to the tree. Discussion. Tom to contact the Parks to get the details. Discussion regarding donations to this memorial.

Comprehensive Plan Tom reported that he attended the forum on the Willard Drug Treatment Program closing. Janet also attended virtually. Tom would like to see the Town Board get a citizens committee going. Tom reviewed several issues that are occurring now that need to be addressed in the plan. Discussion. Kate stated, "We need a consultant to help us structure and organize the information we have. We have a lot of information that the groups generated over the past years prior to the pandemic. The Town has provided funds for a consultant to assist us." Tom added that the Topics that the committee worked on and identified are on the town website. Kate added, "We have to go to the Town Board and request advertising for a consultant for the Comprehensive Plan." Pat stated, "You need to present a request for proposals (RFP) to the Town Board." Pat suggests contacting Harriett at the County and contacting Finger Lakes Regional Planning as a start. We need to put it on paper to show the Town Board what we want. The Department of State website has information on the process for a Comprehensive Plan. Lisa volunteered to look through the material and organize it so that we could present it.

New Business: Complete Subdivision Application Austic Tax ID #: 10-1-41-21

Mike Karlsen, Land Surveyor is here for Bruce Austic and Dave Pittard of Robin's Vines to have the maps signed for Tax ID #10-1-41-21. Bruce did Part 1 of the SEQR, the Planning Board did Part 2 and 3 at our December 2021 meeting. At the December meeting we declared a negative declaration and approved the application pending receipt of the Part 1 from Bruce Austic. We have received and reviewed the Part I and the maps. We accept these documents as a completed application. Cindy made a motion to accept the documents which completes the application. Janet seconded the motion. The motion was unanimously approved.

Motion to adjourn made by Cindy and seconded by Janet. Motion approved. Next meeting is Feb. 7, 2022.

Respectfully submitted,

Kate Sinicropi, Sec.