

**DRAFT**

**Planning Board April 24, 2019 Meeting Minutes**

The meeting was held at the Aurora Firehouse meeting room at 7:00 pm

**Present:** Chairperson Pat Bianconi, Pat Foser, Michele Murphy, Pam Sheradin and Frank Zimdahl

**Others Present**

**Village Officials:** Clerk Ann Balloni, Mayor Bonnie Bennett, Attorney Tom Blair, Code Enforcement Officer Patrick Doyle, and ZBA member Laura Holland

**Inns of Aurora:** General Manager Sue Edinger and Attorney Wendy Marsh

**Aurora Masonic Center:** G. Alan Clugston, Virgil Farlow, Stephen Zabriskie and Crawford & Stearns Architect Ted Bartlett

**Members of the Public:** Robin Driskel, John Haggerty, Chris Hundley and John Place

**Call to Order:** Ms. Bianconi called the meeting to order at 7:00 pm.

**Changes to the Agenda:** No changes

**Approval of Minutes:** On motion by Ms. Foser, seconded by Ms. Murphy, the Planning Board voted to approve the March 27, 2019 minutes.

AYES: Bianconi, Foser, Murphy, Sheradin and Zimdahl

NAYS: None

Motion carried unanimously.

**Announcements:** No announcements

**Visitor Welcome:** Ms. Bianconi welcomed all visitors and there were no comments.

**Old Business**

**Application #19-02 from Susanne Holland for a subdivision at 323 Main St (Tax Map #181.16-1-27)**

Ms. Bianconi noted that a correction is needed for Resolution #19-02, approving the Holland subdivision. Condition #4 indicates that the seller "Submit a copy of the Request for Real Property Tax Parcel to be Merged form", when it is in fact the buyer's responsibility.

On motion by Mr. Zimdahl, seconded by Ms. Sheradin, the Planning Board voted to amend Resolution #19-02 to read "the buyer shall submit a copy of the Request for Real Property Tax Parcel to be Merged form".

AYES: Bianconi, Foser, Murphy, Sheradin and Zimdahl

NAYS: None

Motion carried unanimously.

**New Business**

**Application #19-03 from the Aurora Masonic Center for a new drainage installation at 325 Main St (Tax Map #181.16-1-30)**

Mr. Bartlett from Crawford & Stearns described a drainage plan to divert water to the north of the property via a 3' x 4' pipe into a drywell. Removal and replacement of grass and asphalt is required to install the pipe and drywell. The site is located on the property north of the Masonic Center and includes a Right-Of-Way to the neighbor to the south-west.

Village Attorney, Tom Blair, explained that the Village Planning Board cannot issue a determination of the site plan until easement agreements are made between the Aurora Masonic Center and the neighboring property owners due to liability concerns. Mr. Bartlett questioned if the Planning Board can issue an approval contingent upon the filing of the easements, but Mr. Blair responded that the application is incomplete without all of the required paperwork included and the Planning Board can only issue determinations once the file is complete.

**Application #19-08 from Robin Driskel & John Haggerty for a new house at 513 Main St (Tax Map #181.08-1-20) – Sketch Plan Conference**

Ms. Bianconi referred to the Village Zoning Law, section 908, explaining the purpose of the Sketch Plan conference as an introduction to a project whereby the Planning Board and the applicant can discuss the applicant's intent and set a schedule for filing paperwork, Board reviews and public hearings.

Ms. Bianconi noted that the applicants received approval for a demo permit in 2015 to tear down the current structure and build a new house. Ms. Bianconi further noted that the applicants submitted part 1 of the Environmental Assessment Form as required for the State Environmental Quality Review (SEQR) and that the project is a Type II action requiring no further SEQR action. Ms. Bianconi did request that the applicant change their answer to question E.3.e. from "No" to "Yes", confirming that the project is in a Historic District.

Ms. Driskel and Mr. Haggerty described a cape cod style house to replace the current ranch house, centered on the lot and approximately within the same footprint. Ms. Bianconi reviewed the site plan checklist with the applicant and the Board and Mr. Doyle advised on needed additions to the site plan:

- Measurements of the principle structure
- Height on elevations
- Grading and contours
- Water/sewer/utility easements
- Drainage
- Location of propane tanks

Ms. Foser also mentioned supplying a larger site plan and Ms. Murphy suggested consideration of any changes to the neighbor's views, replacing a one-story home with a two-story home.

On motion by Ms. Murphy, seconded by Ms. Foser, the Planning Board voted to schedule a Public Hearing for Application #19-08 for May 22, 2019 at 7:00p.m.

AYES: Bianconi, Foser, Murphy, Sheradin and Zimdahl

NAYS: None

Motion carried unanimously.

**Inns of Aurora – Taylor House Concept Plan**

Inns of Aurora attorney, Wendy Marsh, submitted an application packet to convert Taylor House to a conference center. The packet includes a Memorandum of Understanding with the Village Board of Trustees, a list with descriptions of the Inns of Aurora properties, maps, and part 1 of the Full Environmental Assessment Form, along with the permit application form.

Ms. Edinger explained that the project is basically the same plan that the Inns submitted in 2017 which included conversion of the residence to a conference center, extension of the north patio, and a new 20 vehicle parking lot behind the Fargo. Per the amendment to the Table of Uses, the conference center is restricted to 50 attendees. As with the Inns previous applications, Mr. Blair requested a project narrative for the Taylor House project file.

The SEQR process for the Taylor House project is the catalyst for the Generic Environmental Impact Study (GEIS) requested by the Village Board/Planning Board for several years. The GEIS is a review of all the Inns of Aurora properties and their future development plans.

Ms. Sheradin questioned the status of the playhouse that was removed from the Taylor House property during the Wallcourt Hall renovation and requested by the Planning Board to be returned to the property once Wallcourt Hall was completed. Ms. Edinger explained that the Inns submitted location options to the Community Preservation Panel (CPP) and the Panel denied their application. Ms. Edinger added that the playhouse is being incorporated into the spa project on Sherwood Road. Ms. Bianconi will address with the CPP at their next meeting.

**Adjournment:** On motion by Ms. Foser, seconded by Ms. Murphy, the Planning Board voted to adjourn the meeting at 8:20 p.m.

AYES: Bianconi, Foser, Murphy, Sheradin and Zimdahl

NAYS: None

Motion carried unanimously.

Respectfully submitted,

Ann Balloni  
Village Clerk