

**DRAFT**

**Planning Board November 13, 2024, Meeting Minutes**

The meeting was held at the Aurora Firehouse meeting room at 6:00 p.m.

**Present:** Chairperson Pat Bianconi, Laura Heslop, Michele Murphy, Pam Sheradin, and John Wade

**Others Present:** Clerk Ann Balloni, Kevin Fitzgerald, Mayor James Orman, and Planning Board Alternate Frank Zimdahl

**Call to Order:** Ms. Bianconi called the meeting to order at 6:00 p.m.

**Changes to the Agenda:** No changes

**Approval of Minutes:** On motion by Murphy, seconded by Heslop, the Planning Board voted to approve the April 10, 2024, public hearing and regular meeting minutes.

AYES: Bianconi, Heslop, Murphy, Sheradin, and Wade

NAYS: None

Motion carried unanimously.

**Announcements:** No announcements.

**Old Business:** No Old Business was discussed.

**New Business**

**Application #24-23 from Wells College for a subdivision at 170 Main St to merge tax parcels, #193.00-01-04, #193.05-1-03, and 193.05-01-05**

Kevin Fitzgerald submitted a letter from Wells College authorizing him as the representative. Mr. Fitzgerald explained that the parcels are included in his lease with option to buy agreement with Wells College. To complete the purchase transaction, a subdivision is required.

Mr. Fitzgerald provided maps designating before and after boundaries for clarification. Ms. Bianconi noted that one of the parcels is partially in the Town of Ledyard, but she confirmed with Cayuga County Real property that that is not an issue for the planning board to address.

Ms. Bianconi noted that there is a three-step process for the subdivision, but the Planning Board can accomplish the process in one meeting.

1. Classify subdivision: On motion by Wade, second by Heslop, the Planning Board voted to classify Application #24-23 as a simple subdivision.  
AYES: Bianconi, Heslop, Murphy, Sheradin, and Wade  
NAYS: None  
Motion carried unanimously.
2. Sketch Plan Conference: Mr. Fitzgerald reviewed Application #24-23 with Ms. Bianconi and ZEO Bob Rhea prior to the Planning Board review. Ms. Bianconi confirmed with the applicant that, at

the completion of the process, three stamped, signed, survey maps will be presented for her signature; one copy for the applicant, one for the Cayuga County Clerk's Office, and one for the Village.

On motion by Wade, second by Heslop, the Planning Board voted to deem Application #24-23 substantially complete.

AYES: Bianconi, Heslop, Murphy, Sheradin, and Wade

NAYS: None

Motion carried unanimously.

3. Review and approval: The Planning Board discussed at length the merger of the tax parcels. Ms. Sheradin noted that one tax map number is not noted on the application, #193.05-1-03. Ms. Sheradin also noted that the structures are not included on the map and Ms. Bianconi added that setbacks of the structures from the property lines should be included as well.

On motion by Sheradin, second by Murphy, the Planning Board voted to approve Application #24-23 and authorize Planning Board Chair Pat Bianconi to sign the final maps once the following conditions are met:

- Submission of a stamped, signed map
- All structures within the parcels designated on the map
- Setbacks of the structures to the property lines noted on the map

AYES: Bianconi, Heslop, Murphy, Sheradin, and Wade

NAYS: None

Motion carried unanimously.

**Adjournment:** On motion by Sheradin, second by Heslop, the Planning Board voted to adjourn the meeting at 6:38 p.m.

AYES: Bianconi, Heslop, Murphy, Sheradin, and Wade

NAYS: None

Motion carried unanimously.

Respectfully submitted,

Ann Balloni  
Village Clerk