

**DRAFT**

**Planning Board February 12, 2025, Regular Meeting Minutes**

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

**Present:** Acting Chairperson Michele Murphy, Laura Heslop, John Wade, and Frank Zimdahl (alternate)

**Absent:** Pam Sheradin

**Recused:** Pat Bianconi (neighbor of the applicant)

**Others Present:** Clerk Ann Balloni and Inns of Aurora Facilities Manager, Corey Guerrette

**Call to Order:** Ms. Murphy called the meeting to order at 7:00 p.m.

**Changes to the Agenda:** No changes

**Approval of Minutes:** On motion by Wade, seconded by Heslop, the Planning Board voted to approve the November 13, 2025, minutes.

AYES: Heslop, Murphy, Wade, and Zimdahl

NAYS: None

ABSENT: Sheradin

RECUSED: Bianconi

Motion carried.

**Announcements:** Ms. Balloni reminded the Board of the upcoming planning and zoning conference.

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

**New Business**

**Application #25-02 from the Inns of Aurora for a subdivision at 391 Main Street and 396 Main Street**

Mr. Wade declared that he is an employee of the Inns of Aurora and will consider the application objectively.

Mr. Guerrette explained combining part of the Taylor House lot, west of Rt 90, with the Aurora Inn property, due to the location of the tent structure on both parcels. Mr. Guerrette added that two parcels west of the Inn parcel will be merged with the Aurora Inn property to create one lot.

Ms. Murphy instructed Mr. Guerrette to amend the application by deleting references to the tent, which should be a separate application. Mr. Guerrette put a strike through the tent references, dated, and initialed the changes.

Mr. Guerrette reviewed the maps with the planning board and clarified that the legal description of the property is noted on "Schedule A" and that "Parcel A" refers to Taylor House. Ms. Heslop requested that Mr. Guerrette note the tax map numbers of each of the four properties on the description. Mr. Zimdahl confirmed with Mr. Guerrette that the survey map is correct and identifies all the tax map numbers:

181.16-1-7.1 – Taylor House

181.16-1-11.1 – Aurora Inn

181.16-1-13.1 – Old Mill

#### 181.16-1-1.2 – Railroad Bed

Mr. Guerrette noted that the portion of the Taylor House parcel added to the Inn parcel is 1.88 acres.

On motion by Wade, second by Zimdahl, the Planning Board voted to deem Application #25-02 complete, with Mr. Guerrette's changes.

AYES: Heslop, Murphy, Wade, and Zimdahl

NAYS: None

ABSENT: Sheradin

RECUSED: Bianconi

Motion carried.

**SEQR:** The Planning Board discussed Part 1 of the Short Environmental Assessment Form (SEAF) with the applicant and designated Application #25-02 an Unlisted Action, requiring completion of Parts 2 & 3. On the Planning Board's instruction, Mr. Guerrette amended Part 1, changing "tent" to 'subdivision', ".61 acres" to "2.5 acres" on question 3.a., and "No" to "Yes" on question 8.c., noting sidewalk accommodations at the location.

The Planning Board completed Part 2 of the SEAF and found "No, or small impact may occur", concluding the environmental review.

On motion by Zimdahl, second by Heslop, The Planning Board voted to declare a Negative Declaration for Application #25-02.

AYES: Heslop, Murphy, Wade, and Zimdahl

NAYS: None

ABSENT: Sheradin

RECUSED: Bianconi

Motion carried.

Ms. Murphy completed and signed Part 3 of the SEAF.

**Subdivision of Tax Map Parcels #181.16-1-7.1 & #181.16-1-11.1:** On motion by Zimdahl, second by Heslop, the Planning Board voted to classify the subdivision of Tax Map #181.16-1-7.1 (Taylor House) and Tax Map #181.16-1-11.1 (Aurora Inn) a Minor Subdivision per section, 14.07.A.2 of the Village Zoning Law.

AYES: Heslop, Murphy, Wade, and Zimdahl

NAYS: None

ABSENT: Sheradin

RECUSED: Bianconi

Motion carried.

**Subdivision of Tax Map Parcels #181.16-1-11.1, #181.16-1-13.1 & #181.16-1-1.2:** On motion by Heslop, second by Wade, the Planning Board voted to classify the subdivision of Tax Map #181.16-1-11.1 (Aurora Inn), Tax Map #181.16-1-13.2 (Old Mill) and 181.16-1-1.2 (Railroad Bed) a Simple Subdivision Merger, per section 14.07.A.3.b of the Village Zoning Law.

AYES: Heslop, Murphy, Wade, and Zimdahl

NAYS: None

ABSENT: Sheradin

RECUSED: Bianconi  
Motion carried.

The Planning Board did a final review of the application and maps provided by the applicant and confirmed that all information requested is documented.

On motion by Wade, second by Heslop, the Planning Board voted to approve Application #25-02 with the requested changes.

AYES: Heslop, Murphy, Wade, and Zimdahl

NAYS: None

ABSENT: Sheradin

RECUSED: Bianconi

Motion carried.

**Adjournment:** On motion by Zimdahl, seconded by Heslop, the Planning Board voted to adjourn the meeting at 7:55 p.m.

AYES: Heslop, Murphy, Wade, and Zimdahl

NAYS: None

ABSENT: Sheradin

RECUSED: Bianconi

Motion carried.

Respectfully submitted,

Ann Balloni  
Village Clerk