

**Village of Athens Planning Board**  
**Athens Village Office, 2 First Street, Athens, NY 12015**  
**Meeting March 16, 2021**

*Members present:* Margaret Moree (Chairperson), Kurt Parde, John Miller, Carrie Feder and Nancy Poylo, Secretary. Bill Tompkins was present via phone.

*Code Enforcement Officer ("CEO"):* Jeff Ruso present via phone.

There was a valid quorum present for voting purposes.

Meeting called to order at 6:30 pm by Maggie Moree. Due to COVID-19 restrictions the meeting was held in Athens Community Center Gym, 2 First St, Athens, NY.

***New Business:***

1. ***Michele LaCorte (Owner, not present), 19 Murphy Drive:*** submitted an application for new single-story 60'x28'x15.9' modular home construction on .36 acre site. No Site Plan provided. No action taken by the Planning Board pending submission and review of the Site Plan. Code Enforcement Officer ("CEO") to contact Owner for a Site Plan.
2. ***Sheila Brady (Owner, not present), 15 N. Water Street:*** submitted an application to install a 24' round x 54"H, above-ground pool on the south end of property in the WF/RM District. Small 15'x7' deck with latched gate attached on the north end of the pool. Pool model is Sharkline, color simple Oceanic Blue. Per CEO no additional fencing is required on private property, no signage required. A motion to approve the pool installation as presented in the application was offered by John Miller, seconded by Kurt Parde, all in favor, motion carried.

***Other Business:***

3. ***Kevin Amanna (Owner, not present), 26 N. Warren Street:*** modification to the previously approved new construction application, dated 9/08/20. Building permit was issued per application documentation. Installation of window and door, inconsistent with approved building permit. No action taken; work already performed.
4. ***Kathy Jackson (President, D.R. Evarts Library) and Henry Thomas (Landscape Architect @ BRC Group) (not present); D.R. Evarts Library, 80 Second Street:*** specifications for the exterior lighting of the ADA-compliant ramp, as requested by Carrie Feder in the 10/20/20 Planning Board Meeting, were provided: Hubbell Lighting Providence LED, "Down" configuration, die-cast aluminum, 11" x 19". A motion was offered by John Miller to approve installation of the lighting as detailed in the specs provided, seconded by Bill Tompkins, all in favor, motion carried.

***Major Commercial Subdivision Application:***

5. ***JMMJ-2 LLC (Joe Melino, Owner) and Charles Holtz, Surveyor; 279 N Washington Street:*** submitted a major subdivision application (the "Concept Plan") for an 18-lot subdivision on the 88.68 acre parcel owned by Mr. Melino. The parcel is located in the RM District. Intended use of the subdivision lots is single-family homes, each on 103'x150' parcel; RM minimum lot size is 14,000 square feet. The subdivision application is proposed for the southeast corner of the 88.68 acre parcel, to be accessed off of Brick Row. Some proposed lots in the subdivision would be located on the west side of the Brick Row Historic District. This Concept Plan was presented as a follow-up to the February 16, 2021 concept discussion with the Planning Board; the developer has presented other concepts to the Planning Board over the past several years, none of which were advanced further as part of a subdivision application. This application and Concept Plan presents greater than three (3) lots and will be reviewed under the Major Subdivision section of the Village Code Article III, Section 205-13.

Planning Board Chair Moree provided an overview of the subdivision process as detailed in the Code and outlined the role of the Planning Board in this first Phase of the process: to determine if the applicant has provided sufficient information to accept the Concept Plan and proceed to Phase 2 - Preliminary Plat Review. Upon review and discussion\*, the Planning Board agreed (i) that the Concept Plan, as submitted, provided sufficient information to be deemed accepted; and (ii) to direct the applicant to proceed to Phase 2 - Preliminary Plat Review as detailed in Article III, Section 205-14 of the Village

Code. The Planning Board will retain the services of an engineer and other relevant departments and personnel, consistent with the authority granted in the Major Subdivision section of the Code. Ms. Moree will advise the Village Board of the steps taken. The Code also requires the applicant to establish and fund an escrow account. The applicant is required to pay the Application Fee.

\*Prior to approving the above Concept Plan, Bill Tompkins requested clarification on the (Y) responses in questions #'s 15 and 20 of the short Environmental Assessment Form ("EAF") a required submission as part of the concept plan process:

- \* 15 - Does the site contain any endangered species – "what is a Least B..."; and
- \* 20 - Is the site the subject of remediation for hazardous waste.

Chuck Holtz provided documentation that sufficiently answered Mr. Tompkins questions. Documentation is attached and included as part of the application. Mr. Holtz explained that some elements and answers of the state EAF form are automatically populated and answered particularly when you use the Mapper tool, which he did.

A motion to approve the Concept Plan as complete and consistent with standards set forth in the Code, as presented, was offered by Kurt Parde, seconded by John Miller, all in favor, motion carried.

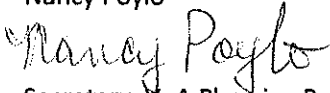
**Minutes**

A motion was offered by Maggie Moree to approve the February 16, 2021 meeting Minutes, as amended by Bill Tompkins, seconded by Kurt Parde, all in favor, motion carried.

Meeting adjourned by Maggie Moree at 8:10 pm, seconded by Kurt Parde.

Respectfully submitted,

Nancy Poylo

  
Secretary, VoA Planning Board