

**VILLAGE OF FREEVILLE PLANNING BOARD MEETING  
SEPTEMBER 17, 2019**

A meeting was held by the Village of Freeville Planning Board at the Village Hall, 5 Factory Street, Freeville, New York on September 17, 2019.

Present were: Chairman James Krebs, Member Brian Buttner, Member Thomas Cavataio, and Member Justin DiMatteo. Also in attendance was Karen Snyder, Deputy Clerk. Absent was Member Stephanie Ortolano.

The meeting was called to order at 7:00 p.m. by Chairman Krebs.

A motion was made by Member Buttner, seconded by Member Cavataio to approve the minutes of June 18, 2019 Village Planning Board meeting. All those present were in favor, the motion carried.

Deputy Clerk Snyder handed out to Board members some upcoming training information. Association of Towns through the New York Planning Federation is providing training for the 2019 Planning and Zoning School to be held September 26<sup>th</sup>, 27<sup>th</sup>, and the 30<sup>th</sup> at various locations in the State. Tompkins Cortland Community College Academy (TCCOG Academy) will be holding a “Local Government Conference” on Thursday October 24, 2019. Some of the highlights, to be held at different time sessions, will be Municipal Ethics, Agricultural District Programs, NYS Retirement Reporting, SEQR: The Short EAF, State Comptroller Audit: What to Expect, Open Meetings Law , Case Law Update for Planning and Zoning, and Disaster Preparedness and Response.

Deputy Clerk Snyder also advised members the Board of Trustees agreed to authorize a membership to the New York Planning Federation for all Village officials for training and manuals. Board members were excited with this membership and thanked the Board of Trustees for their initiative. Board members agreed to have the Village Clerk’s office register Planning Board members with the federation in order to receive updates and training.

Tompkins County Department of Planning and Sustainability provided a survey for the Boards input. The department is considering expanding its services to provide added support to municipalities in Tompkins County. Board members took the time to complete the survey as a group. Their responses will be forwarded on to the County.

With no further comments or concerns from the Board they continued reviewing the City of Ithaca definitions for updating the Village Land Use Code Development definitions.

**Basement:** That space of a building that is partly below grade which has more than half of its height, measured from floor to ceiling, above the average established curb level or finished grade of the ground adjoining the building.

**Bathroom:** Enclosed space shall contain a toilet and sink and which may contain one or more bathtubs, showers or both.

**Airbnb:** After a lengthy discussion regarding if a definition for an “Airbnb” should be added or use the definition “Boarding House”, which this definition currently has been added to the Village list from the Town of Dryden. Member Buttner offered conducting some research on “Airbnbs” and will provide any gathered information at the next Board meeting for a decision.

Board members agreed to leave off with the City of Ithaca definition “Boarding House” and possibly adding a new definition “Airbnb” once more information is received.

With no further business to be conducted or comments heard, Member Cavataio made a motion, seconded by Member Buttner to adjourn the meeting. All those present were in favor, the motion carried.

The meeting was adjourned at 8:30 p.m.

Respectfully submitted,

Karen Q. Snyder  
Deputy Clerk