

VILLAGE OF FREEVILLE PLANNING BOARD MEETING

Meeting Minutes

October 27, 2020

A meeting was held by the Village of Freeville Planning Board at the Village Hall, 5 Factory Street, Freeville, New York on Tuesday, October 27, 2020.

Present were: Chairman Justin DiMatteo, Vice Chairman Brian Buttner, Member Tom Cavataio, Member James Krebs, Member Stephanie Ortolano, and Village Deputy Clerk Deborah Rude.

The meeting was called to order at 7:02 p.m. by Chairman DiMatteo.

New Business:

- Create consistent language/workflow across all types of reviews (Site Plan, Subdivision)
 - Create Subdivision Review checklist with application; Include deadlines for paperwork, information on contacting Code Official (CO)
 - Tentative Deadlines:
 - Paperwork to CO/Village Clerk-3 weeks and one day prior to Planning Board Meeting
 - Paperwork reviewed by CO and ready to be submitted to newspaper for public knowledge-2 weeks prior to Planning Board Meeting
 - Under certain circumstances, we may require longer deadlines
 - County roads, along Village lines, etc
 - Run all of this by CO Rick Fritz, will revisit at 11/24 meeting
- Upcoming meeting dates-Confirm with all Planning Board Members that the following dates are acceptable to meet, as they fall on holiday weeks:
 - Nov. 24 (week of Thanksgiving)-All Members in agreement
 - Dec. 22-All Members in agreement

Old business:

- Update on INHS timeline: looking at December 22 Planning Board Meeting for Site Plan review
 - Relooking land configuration, adjusting plans
- Future Agenda Items
 - Comprehensive Plan:
 - Dryden has released the responses to their survey, some of which may be pertinent to the Village
 - See responses to Dryden survey [here](#) (see Ithaca Voice [article](#))
- 2020 printing of “The Short Course, A Basic Guide for Planning Boards and Zoning Boards of Appeals in NYS” was received at the Clerk’s Office earlier in the month and was distributed to Planning Board Members at the meeting
- Next Meeting: Nov. 24

Member Krebs motioned to adjourn. Member Cavataio seconded. All members present voted aye. Motion passed. The meeting was adjourned at 8:01 p.m.

Respectfully submitted,

Deborah Rude
Village Deputy Clerk