

## **VILLAGE OF FREEVILLE PLANNING BOARD MEETING**

### **Minutes**

**June 22, 2021**

A Public Hearing for a Subdivision Review was held by the Village of Freeville Planning Board at the Village Hall, 5 Factory Street, Freeville, NY on Tuesday, June 22, 2021.

Present were: Chairman Justin DiMatteo, Vice Chairman Brian Buttner, Member Melanie Allen, Member Tom Cavataio, Member Stephanie Ortolano, and Village Deputy Clerk Deborah Rude. Also present for the Public Hearing were: Leslie Ackerman of Ithaca Neighborhood Housing Services (INHS) and residents Pam and Paul Bateman.

The Public Hearing was called to order at 7:00 p.m. by Chairman DiMatteo. Attached is the Public Notice for the hearing.

Ms. Ackerman of INHS was given privilege of the floor; she discussed the background of INHS and the subdivision project in the Village of Freeville. The property (tax map number 4.-5-11.12) will be divided into two parcels, one located on Fall Creek Road and the second on Cook Street. Each property will have a single-family home built on it.

The public was then given privilege of the floor; residents Paul and Pam Bateman voiced concerns regarding property maintenance and care, and the effect it would have on adjacent properties.

Ms. Ackerman spoke on the responsibilities of future owners (land will be leased from INHS, while houses will be owned by private owners) and eased the neighboring landowners concerns.

The public hearing was closed at 7:56pm.

The scheduled Planning Board Meeting was called to order at 7:57pm by Chairman DiMatteo.

Ms. Ackerman of INHS had asked previously if they would need a Site Plan Review; because it will be two separate plots with a single family home on each, normal building permits will be the next step.

The Planning Board went over the SEQR, and determined that there will be "no, or small impact" based on part 2; part 3 was not necessary.

The Planning Board voted on the INHS Subdivision Application; Chairman DiMatteo motioned that final approval of the Subdivision Application be granted, all Members were in favor.

The Planning Board then moved on to regular agenda items.

Vice Chairman Buttner made a motion to accept the minutes from the May 25, 2021 meeting, Member Ortolano seconded. Approved by all.

There was discussion regarding clarification of subdivision terms and procedures, as well as another possible subdivision in the Village.

Discussion took place regarding the Village Fee Schedule, and the following proposed revisions (see second attached document) were agreed upon to forward to the Board of Trustees:

- Remove Sub-division (lot line change) \$60
- Remove Sub-division (development) \$1000
- Add Lot line change (Moving of one lot line between two properties and it remaining two properties) \$75
- Add Lot Consolidation (Taking two or more adjacent tax parcel and combining them into one tax parcels) \$400
- Add Minor Subdivision (as defined in Sect 603.02 of Land Use Code) \$400
- Add Major Subdivision (as defined in Sect 603.01 of Land Use Code) \$1000
- Add Special Permit \$30

A vote was taken to approve changes to the Fee Schedule (Subdivision items and Special Permit); Member Cavataio made a motion to accept, Vice Chairman Buttner seconded, approved by all.

There was discussion regarding the revisions to the Land Use Code in 2018, which were not submitted to the state, especially because a resident is questioning a certain aspect of those changes. The Planning Board will continue work reviewing and updating changes.

There was discussion regarding the Comprehensive Plan Survey, an update on progress, and the next steps. Data is still being compiled.

Future agenda items were briefly discussed, and the date of the upcoming meeting was changed to accommodate Member schedules. The next Planning Board Meeting will be held Tuesday, July 20 at 7pm.

Member Ortolano made a motion to adjourn; seconded by Vice Chairman Buttner. All members present voted aye. Motion passed. The meeting was adjourned at 9pm.

Respectfully submitted,

Deborah Rude  
Village Deputy Clerk

PUBLIC NOTICE  
VILLAGE OF FREEVILLE

NOTICE OF PUBLIC HEARING - Subdivision Review Application

NOTICE IS HEREBY GIVEN that the Planning Board of the Village of Freeville, NY, will hold a Public Hearing on Tuesday, June 22, 2021 at 7:00 pm at the Village Hall, 5 Factory Street, Freeville, NY, to conduct a review of a subdivision application as follows:

Application submitted by Ithaca Neighborhood Housing Services, 115 W Clinton Street, Ithaca, NY 14850. INHS plans to subdivide into two lots the property located on Fall Creek Road and Cook Street in the Village of Freeville, tax map number 4.-5-11.12.

The application is available for review at the Village Hall during regular business hours.

By Order of the Planning Board  
Heather Murray  
Village Clerk-Treasurer

# Village of Freeville - Fee Schedule

Proposed changes 6/22/2021 by Planning Board and Code Official

## BUILDING FEES:

New construction (First 1500 sq. ft. & under)	\$.45/sq. ft.
New construction (additional sq. ft. over 1500)	\$.25/sq. ft.
Garage & outbuildings	\$100
Wood Stove	\$50
Pool/Hot Tub/Sauna	\$50
Deck/Utility Shed/Misc.	\$40
Roof Replacement Permit	\$75
Addition to existing building (First 500 sq ft or less)	\$.45/sq. ft.
Addition to existing building (additional sq. ft. over 500)	\$.25/sq. ft.
Demolition Permit	\$100
Disability Ramp	No Charge
Green Energy Production – Small Scale	\$100
Green Energy Production – Large Scale	\$25,000 per megawatt according to the nameplate output rating
Cellular Tower	\$500
Residential Appliance (HVAC, Furnace, etc.)	\$30
Sign application	\$35
Fowl Permit (1 <sup>st</sup> year)	\$20
Fowl Permit Renewal (2 <sup>nd</sup> & subsequent years)	\$5
Any unlisted construction (\$1000 or less)	\$75
Any unlisted construction (over \$1000)	\$75 + \$3 per \$1000 over
Renewal Fee (Exception: Large Scale Green Energy Renewal is same as original fee)	Half of original application fee
Penalty for work performed without a permit	Additional 50% of the original fee

\* Landowners are responsible for contacting the Code Official (CO) before any work is performed.

\* All building permits are issued for one year, and must be renewed if the project is incomplete upon expiration.

\* The applicant will be responsible for all additional fees for projects that require the Village to hire a third party service (i.e. engineering, consulting, legal, or other specialist). A refundable deposit of \$1500 is required when the CO suspects a project may require third party services.

## ZONING FEES:

Variance Application	\$60
Special Permit	\$30
Site Plan Review	\$80
Lot line change (Moving of one lot line between two properties and it remaining two properties)	\$75
Lot Consolidation (Taking two or more adjacent tax parcel and combining them into one tax parcels)	\$400
Minor Subdivision (as defined in Sect 603.02 of Land Use Code)	\$400
Major Subdivision (as defined in Sect 603.01)	\$1000
P.U.D. (Planned Unit Development)	\$1000

## OTHER FEES:

Sewer Permit Application	\$100
Sewer Hookup / Tap On Fee	\$500
Purchase of Land Use and Development Code	\$40
Purchase of Local or Sewer Laws (Each)	\$40
Life Safety Inspections	No Charge
Tax Search	\$15
Returned Check	\$20

\* If necessary, applicant(s) will be responsible for postage and/or advertising fees associated with public hearings.