



# Planning Board ★★★★★★★★★★

Chairwoman Donna Salamone called the meeting to order at 6:05 PM in the Board Room at the Schuyler Town Office, 2090 State Route 5, Utica, NY 13502. Other Planning Board members present were Vice Chair David Fusillo, Victor Costanza, Michael Ritter, Jean Finster, Daniel Tripoli, and Alternate Member Dale Dodge, who was seated. Absent was James Digristina. Mr. Fusillo was excused and left the meeting due to an emergency.

Other Town officials present were Supervisor Anthony J. Lucenti, Town Councilman Eric Kane, ZBA Member JoAnn Mammone, and Jeffrey Dingman, Administrative Assistant to the Supervisor, and Bette Szesny, who serves as Recording Secretary. Absent was Codes Officer Philip Green.

Also present were Town resident / Board of Assessment Review member Deborah Windecker, and Oneida County Planning - Mapping Dept. representative Jeff Quackenbush.

Mr. Lucenti introduced the Board to his newly appointed Administrative Assistant, Jeffrey Dingman, adding that he will be available to assist the Planning Board with any detail work, if needed.

### MINUTES: MARCH 7, 2018 REGULAR MEETING

Motion by Jean Finster, seconded by Victor Costanza to approve the minutes of the March 7, 2017 Meeting as presented; all in favor. Motion carried.

### TOWN MASTER PLAN & ZONING MAP UPDATES

The Planning Board members have been provided with copies of three (3) Herkimer County municipalities' recently developed master plans to serve as guidelines.

It was noted the Town's current Master Plan was developed in 1965, and since that time there have been many changes in the Town, with new residential neighborhoods, recreation amenities, cellular (communication) towers, power lines, creation of the Industrial Park, and some business development along Route 5, where municipal infrastructure such as public water and a limited line of public sewer are available.

Supervisor Lucenti introduced Mrs. Windecker and Mr. Quackenbush, whom he had invited to the meeting to provide information on updating the Town's Master Plan and Zoning Map.

Mr. Quackenbush spoke on ways the Planning Board might proceed in updating the Town's Zoning Map. He explained the services offered by the County Planning Mapping Dept., which can assist local municipalities in the development of an up-to-date zoning map that can be easily accessed electronically (on-line), as well as in hard copy format (such as for display at the Town Office). Mr. Quackenbush presented a copy of the Town's current zoning map he had prepared at his office, which he pointed out has some faults with regards to placement of zoning borders. He said a new map will provide accurate information for a number of uses, not only for Town officials, but for the public, as well, in accurately identifying a specific area with regards to zoning. It was pointed out that this is an essential tool for attracting new businesses to the Town. He stated the County Planning Dept. is available to assist the Planning Board in any degree in the development of their new zoning map, and they can easily provide the necessary updates whenever the need arises. Mr. Quackenbush invited the Board members to visit the Mapping Dept. to obtain a first-hand look at their mapping equipment and capabilities.

Mrs. Windecker, a professional Real Estate Appraiser, spoke on how the Planning Board might best proceed with its efforts to update the Town's Master Plan. She said a Master Plan should reflect the municipality's vision for the future, with a focus on what needs to be accomplished in order to reach its identified goals. As a Schuyler resident, she said she is interested in seeing the Town moving forward, and an up-to-date Master Plan is an essential tool in this process.

The Planning Board thanked Mrs. Windecker and Mr. Quackenbush for their presentations, also indicating to Mr. Quackenbush they will be discussing how the Board can best proceed with the zoning map update.

The Planning Board will resume its discussions on updating the Master Plan and Zoning Map at the next Regular Meeting.

### PROPOSED MASS GATHERING LAW

Copies of the final draft of the Mass Gathering Law were provided to all members. It was noted that all revisions have been incorporated into this copy. Chairwoman Donna Salamone asked the Board's pleasure, as to whether more revisions were required. No changes were recommended. It was therefore agreed the final draft included all the necessary revisions.

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Motion by Jean Finster, seconded by Victor Costanza to refer the final draft of the Mass Gathering Law to the Town Board for its consideration and action at the upcoming April 11, 2018 Town Board Meeting.

**GRANT WRITER**

A discussion ensued with regard to grant funding that would enable affordable infrastructure projects. Mr. Ritter stated the only way the Town can move forward is to provide adequate infrastructure that will support new industry and business, as well as enable expansion of existing businesses and residential areas. He said the result will bring more revenue into the Town, which will offset the tax levies imposed on homeowners and businesses alike.

It was noted the Town has not been successful in obtaining grants since the passing of Dave Carlson, who obtained the Farm Grant on behalf of the Town.

It was decided to revisit the search for a successful grant writer who is able to demonstrate a proven track record.

**ADJOURNMENT**

There was no further business to come before the Planning Board; therefore, the meeting was adjourned at 7:26 PM on a motion by Michael Ritter, which was seconded by Victor Costanza.

— *Bette Szesny, Recording Secretary*

