

Village of Bergen
Planning Board Meeting
June 17, 2020

Planning Board Attendees:

Rene' Vurraro, Chairperson
Kate Milliman, Deputy Chairperson
Heather Painting
Todd Cargill, Alternate
Carol Walker, Alternate
Barbara Zinter, Secretary

Other Attendees: Mayor Anna Marie Barclay, Trustee Kevin Donovan, CEO/ZEO Ken Kuter, Village Administrator Cortney Gale, Krista Lewis, and Lee Zimmerman.

Meeting Opened at 7:08pm by Chairperson Vurraro

Chairperson Vurraro had distributed the Sign Permit Applications and Special Use Permit Application with Site Plan Review to each board member prior to this meeting. This meeting is being held via Webex.

Approval of meeting minutes:

A motion to approve the meeting minutes of the Planning Board meeting held February 19, 2020 was made by Heather Painting and seconded by Kate Milliman. The motion carried by the following vote:

Chairperson Vurraro – aye
Kate Milliman -- aye
Heather Painting – aye
Carol Walker – aye
Todd Cargill -- aye

A motion to approve the meeting minutes of the Planning Board meeting held May 20, 2020 was made by Heather Painting and seconded by Kate Milliman. The motion carried by the following vote:

Chairperson Vurraro – aye
Kate Milliman -- aye
Heather Painting – aye
Carol Walker – aye
Todd Cargill -- aye

Chairperson Vurraro read Resolution 12 of 2019 passed September 4, 2019 by the Village Board of Trustees. This resolution applies here in regards to the sign permits we are seeing tonight submitted by the Village of Bergen as part of the Streetscape portion of the Main Street Grant. The permit fees have been waived.

Resolution 12 of 2019

**A RESOLUTION APPROVING BUILDING AND PLANNING FEE
WAIVER FOR MAIN STREET GRANT PARTICIPANTS**

WHEREAS, the Village of Bergen received the New York State Main Street Program Grant and desires to help Main Street Grant participants with costs associated with remodeling;

WHEREAS, the Village believes that a temporary waiver of building permit fees will help to stimulate the revitalization goals of the historic downtown area;

NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE BOARD OF TRUSTEES OF THE VILLAGE OF BERGEN AS FOLLOWS:

Certain building permit fees, set forth below, shall be waived for New York Main Street Grant participants for the period of time that Village of Bergen's New York Main Street Grant Program is active.

Sign Permits	\$50
Fence	\$25
Structural Alteration Permits (w/o adding sq. ft.)	
Residential	\$100
Commercial	\$200
Additions, & Remodeling (Including Structural Alterations)	
Residential	\$100
Commercial up to 500 sq. ft.	\$100
Planning and Zoning Board	
Long form SEQR	Actual cost
Site Plan Review	\$200
Special Use Permit	\$200

All signs will be made and installed by Sign Language. Following installation, the building owners will be responsible for maintenance and removal if the business moves.

A motion was made to grant the Sign Permit #01-2020 for the Oathout & Gage Building located at 10 South Lake Avenue with the modification that the sign be hung below the window sills of the second story but no less than 12 feet above the sidewalk was made by Heather Painting and seconded by Todd Cargill. The motion carried by the following vote:

Chairperson Vurraro – aye
Kate Milliman -- aye
Heather Painting – aye
Carol Walker – aye
Todd Cargill -- aye

A motion was made to grant the Sign Permit #02-2020 for T.K. Flooring located at 25-27 North Lake Avenue was made by Kate Milliman and seconded by Todd Cargill. The motion carried by the following vote:

Chairperson Vurraro – aye
Kate Milliman -- aye
Heather Painting – aye
Carol Walker – aye
Todd Cargill -- aye

A motion was made to grant the Sign Permit #03-2020 for Brette-Ashley Photography located at 16 North Lake Avenue with the modification that the sign be hung below the window sills of the second story but no less than 12 feet above the sidewalk was made by Todd Cargill and seconded by Heather Painting. The motion carried by the following vote:

Chairperson Vurraro – aye
Kate Milliman -- aye
Heather Painting – aye
Carol Walker – aye
Todd Cargill -- aye

A motion was made to grant the Sign Permit #04-2020 for the Hesperus Lodge located at 12 South Lake Avenue with the allowance of the additional colors in their logo only was made by Kate Milliman and seconded by Heather Painting. The motion carried by the following vote:

Chairperson Vurraro – aye
Kate Milliman -- aye
Heather Painting – aye
Carol Walker – aye
Todd Cargill -- aye

Chairperson Vurraro will mail letters of approval to Labella Associates, the Village of Bergen, and the individual business owners by the end of this week.

Chairperson Vurraro read the letter from Ted Habgood of the Masonic Temple allowing Krista Lewis to present her request for a change of use of her salon on their behalf. Krista Lewis presented her Special Use Permit Application #02-2020 requesting a change of use from a Salon to a Laundromat and Microsalon at 12 South Lake Avenue.

Questions regarding use were discussed. Hours of operation from 7am to 10pm for the Laundromat as well as the Microsalon rooms. Gas dryers will be used. There will be six or seven washers and dryers to start with a maximum of ten to twelve as the business

grows. Venting will be done through powervents and a filter system will be placed further down the line for lint. Parking will be the same as for the current salon. Ken Kuter reminded the applicants that they will need to submit building permits before beginning work and to check the Department of State codes for this type of business on their website. Ken will check in the ADA compliance rules as the change of use may have implications for that.

A motion was made for the Village of Bergen Planning Board to hold a Public Hearing for #01-2020 application for special use permit for change of use at 12 South Lake Avenue at the next meeting on July 15, 2020 by Heather Painting and seconded by Kate Milliman. The motion carried by the following vote:

Chairperson Vurraro – aye
Kate Milliman -- aye
Heather Painting – aye
Carol Walker – aye
Todd Cargill -- aye

A motion was made for the Village of Bergen Planning Board to refer the #01-2020 application for special use permit for change of use at 12 South Lake Avenue to the Genesee County Planning Board for their recommendations by Kate Milliman and seconded by Heather Painting. The motion carried by the following vote:

Chairperson Vurraro – aye
Kate Milliman -- aye
Heather Painting – aye
Carol Walker – aye
Todd Cargill -- aye

Anna Marie updated us on the progress of the buildings involved with the Main Street Grant.

Our next meeting of the Planning Board is scheduled for July 15, 2020 at 7pm.

Adjournment

A motion to adjourn was made by Kate Milliman and seconded by Heather Painting. The motion carried by the following vote:

Chairperson Vurraro – aye
Kate Milliman -- aye
Heather Painting – aye
Carol Walker – aye
Todd Cargill -- aye

The meeting was adjourned at 8:05pm

Respectfully submitted,

Barbara Zinter
Village of Bergen Planning Board Secretary

Completed Training Hours for the year June 2020 through May 2021 as of June 2020

Chairman Rene' Vurraro – 16.25 hours carryover + 0 = 16.25

6 hours complete – Spring 2018 Local Government Workshop 5/18/18
1 hour complete – Comprehensive Plan and Zoning Law Update 10/25/18
7.5 hours complete – Fall 2018 Local Government Workshop 11/14/18
5.75 hours complete – Spring 2019 Local Government Workshop 5/17/19

David Burke – 0 hours carryover + 0 = 0

6 hours complete – Spring 2018 Local Government Workshop 5/18/18
2 hours complete – Zoning Law 101 11/20/19

Kate Milliman – 1.75 hours carryover + 0 = 1.75

5 hours complete – Fall 2016 Local Government Workshop 11/16/16

Heather Painting – 0 hours carryover = 0

0 hours complete –

Rich Strzelecki – 0 hours complete

0 hours complete –

Carol Walker – 2 hours carryover + 0 = 2

2 hours complete – Affordable Housing Webinar 4/15/2020

Todd Cargill – 5 hours carryover + 0 hours = 5

7 hours complete – Spring 2019 Local Government Workshop 5/17/19
2 hours complete – Zoning Law 101 11/20/19

Barbara Zinter – 48.75 hours carryover + 9 = 57.75

8 hours complete – Fall 2015 Local Government Workshop 11/13/15
4 hours complete – NYCOM Training Tuesdays 11/10, 17, 24/2015 and 12/1/2015
4 hours complete – Spring 2016 Land Use Decision-Making Training Program 3/1/16
8 hours complete – Fall 2016 Local Government Workshop 11/16/16
8 hours complete – Spring 2018 Local Government Workshop 5/18/18
1 hour complete – Powers and Duties of the ZBA 6/28/18
1 hour complete – Comprehensive Plan and Zoning Law Update 10/25/18
8 hours complete – Fall 2018 Local Government Workshop 11/14/18

1 hour complete – Variances 1/24/2019
1 hour complete – The Village Attorney’s Role 4/25/19
6.75 hours complete -- Spring 2019 Local Government Workshop 5/17/19
2 hours complete – Zoning Law 101 11/20/19
2 hours complete – Comprehensive Planning 5/27/2020
2 hours complete – Blight: Strategies and Tools for Local Governments 6/10/2020
1.5 hours complete – Walkability and Health Part I 6/11/2020
2 hours complete – Short Environmental Assessment Form Walkthrough 6/16/2020
1.5 hours complete – Walkability and Health Part II 6/25/2020