

Village of Caledonia Planning Board
Meeting Minutes for November 15, 2022

Members Present: Rhett Clark, James Kemnitz, Marge Landowski, Jay Barefoot

Members Absent: Jason Hunt, Brenda Nelson

Also Present: Ed Russell, Village Attorney; Veronica Devries, Underberg and Kessler; Mike Burnside, Code Enforcement Official

The meeting was called to order at 6:30 pm with the Pledge of Allegiance.

October Minutes

Motion by Jay Barefoot, seconded by Marge Landowski, to approve the October 2022 minutes.

Aye: Rhett Clark, James Kemnitz, Marge Landowski, Jay Barefoot

Nay: None

Abstention: None

Old Business

Bean Plant (2905 Caledonia-LeRoy Rd.)

James Kemnitz will meet with Heather Ferrarro at Livingston County to discuss options.

Per Ed, reconstruction will need an area variance and variance for height of new structures.

There is no application on file; to this point, it has only been informal discussion. Before proceeding, the Planning Board needs a detailed plan.

Dan Keenan (353 Park Place)

The ZBA granted a variance for frontage for a subdivision.

No further action has taken place.

Air BnB (3169 Church Street)

- Marge Landowski asked if we have a local contact for this property [Yes]
- This project has been approved but owner has yet to submit a property maintenance plan.

Training / Education with Ed Russell

The Board held an informal training/discussion with Ed tonight.

- Minutes can be approved without attendance by all members who were at the meeting for which the minutes are being approved. There only needs to be a member quorum to approve.
- Fees: Ed thinks that the fees the Village charges are very low. Many nearby municipalities charge \$150-\$200, and we are charging under \$100. He will discuss with Scott.

- Ed has suggestions for updating forms and website information. He will email Ann Marie with changes:
 - Site Plan approval: add section for applicant's email address; need a simple, direct form; applicant needs to know to submit site plan, EAF, and fees along with application. Board can hold a preliminary meeting with applicant, then receive application and associated information. A Site Plan is required whenever you are building something.
 - Subdivision approval: change to 1 application
 - EAF: website links need new forms
- Conditional uses in Light Industrial – can this be modified? It is not practical (it adds an extra step) for the Planning Board to refer an applicant to the ZBA for approval of a conditional use. Ed will discuss this with the Village Board.

Motion by Marge Landowski, seconded by Jay Barefoot, to adjourn the meeting at 7:30.

Aye: Rhett Clark, James Kemnitz, Marge Landowski, Jay Barefoot

Nay: None

Abstention: None