

Village of Scottsville
Planning Board Meeting Agenda
Wheatland Municipal Building
Thursday, April 3, 2025 – 7:00pm
[Agenda](#)

Steve Cullum
Kevin Marks
Mark Smith
Rich Kegler
Michael Barton

1. **Call to Order:** Chairman called the Thursday, April 3, 2025 Village of Scottsville Planning Board meeting to order at pm.
2. **Pledge of Allegiance**
3. **Roll Call:**

Also present: Sharon Balonek, Deputy Clerk
Lauren Baron, Village Attorney
Andy Fraser, Village Board

4. **Approval of Minutes:**
Motion: made by and seconded by to approve the minutes of the
Thursday, March 6, 2025 Planning Board Meeting as submitted.
Vote: Carries (-)

Steve Cullum
Kevin Marks
Mark Smith
Rich Kegler
Michael Barton

5. **Building Inspector/Code Enforcement Officer- April report**

I will not be at the Board meeting on 4/8 due to being scheduled at the fire house.

Building Dept:

Ongoing Permits

- 711 North rd.- New Chiller units have been moved to the roof top to help reduce noise.
- 15 Rochester Street- Insulation Inspection completed, next step will be drywall.
- 711 North Rd – Certificate of Occupancy has been issued for the new east side addition. Space will be occupied, and equipment will be moving in as we speak.

Permits Issued:

- 39 Main Street – Commercial addition
- 101 West Cavalier – Fence permit

Closed Permits:

- 8 Chili Ave- Fence
- 16 Grenadier- Generator

Upcoming Permits:

- Working with a homeowner on Diana drive for a possible addition (No new info on this project.)

- Meeting with homeowner on Beckwith Ave for possible front porch addition. Permit application had been sent to the homeowner. Currently waiting on plans.
- Resident on North Rd would like to put up a temporary farm stand. A special use application had been sent to the homeowner so a variance would be needed if they wish to continue.
- Barking dog complaint on regarding a dog on Rochester Street. I have made two visits, and the dog outside does not bark at me but there are other dogs in the area that bark. I cannot confirm the addresses. This seems to be an ongoing neighbor issue.

PB/ZB:

- Nothing currently

HB:

- Permit for driveway widening at 27 Rochester. Waiting for Cert of Appropriateness application to come back. Homeowner aware of the process.

Code Enforcement:

- Oatka Hotel-Working with Lauren on setting up court date. The owner has been served an appearance ticket.
- Parking Issues are still ongoing and monitoring Main Street.
- Parking on lawns has been brought to my attention and currently following up residents.
- Electrical/Tenant issues ongoing at North Rd Apartments. (Tenant and landlord dispute)
- Unsafe deck letter has been sent to a resident on Main Street. Missing overhang support post.
- 13 Main Street – Multiple flashing signs of new business. Spoke with the owner and he has removed them. Reminded owner only two lighted window signs are allowed per code.

Fire Marshal:

- New business inspection at 13 Main Street. No violations at time of inspection. The owner has all proper state licensing for convenience stores.
- 39 Main Street inspection set regarding second floor egress concerns.
- Parade permit issued for Memorial Day parade. FD and MCSO to take care of traffic.

I Will be out of town 4/11-4/20. I will have my phone and access to email.

Any questions feel free to contact me.

Doug Barber

Village of Scottsville

CEO

6.New Business:

7.Old Business:

8.Adjournment:

Motion: made by _____ and seconded by _____ to adjourn the meeting at _____ pm.

Vote: Carries (-)

Steve Cullum

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