

**Call to Order:** Chairman Steve Cullum called the Thursday, April 13, 2023 Village of Scottsville Planning Board meeting to order at 7:12pm.

**Pledge of Allegiance**

**Roll Call:** Steve Cullum  
Patti Brandes  
Mark Smith

**Absent:** Kevin Marks

**Also Present:** Andy Frasier, Deputy Mayor  
Anne Hartman, Village Clerk  
Emily Clarke, Deputy Clerk  
Richard Kegler

**Approval of Minutes:**

**Motion:** made by Mark Smith and seconded by Steve Cullum to approve the minutes of the Thursday, March 9, 2023 Planning Board Meeting as submitted.

**Vote:** Carries (3-0)

Steve Cullum AYE  
Kevin Marks ABSENT

Patti Brandes AYE  
Mark Smith AYE

**Code Enforcement Report. Doug Barber**

Building Inspector:

19 Maple Street footer and foundation inspections have been completed on the new home. Next step will be framing.

2 Genesee Street garage addition has been completed and passed all necessary inspections. Cert of Occupancy has been issued.

34 Scottsville West Henrietta Rd. Insulation and rough plumbing inspections passed, next step will be drywall and final walkthrough before CofO.

620 North Rd Issues permit for a garage and breeze way addition. Foundation inspection passed.

66 West Cavalier permit issued for a wood burning stove.

113 Heather Lane, fence permit issued.

1203 Yearly state report sent in going over all permits issued.

Working with CooperVision on possible future expansion ideas. (Letter from them sent to the PB/ZB for their input)

39 Main Street property has been sold. Meeting with the new owner set up to determine what his plans are. Currently just storage for his roofing business.

*Building Inspection Discussion:* The Board and Building Inspector Doug Barber spoke over the phone to clarify the garage addition at 2 Genesee Street was not approved for residential living on the second floor. After looking at the plans that were presented and approved in August of last year, it was determined that the second floor was approved and when doing a Certificate of Occupancy, the Building Inspector did not see any sign of residential living in the garage. Chairman Cullum also stated he was not against the idea of expanding the property of CooperVision however possibly not to the West as indicated in the initial correspondence. More Consideration would be taken to the issue when the times comes.

**Code Enforcement :**

Meeting with Heany Rep, Mayor and I went well regarding the noise issues. They seemed to be receptive and are working with their Maintenance to hopefully lower the noise. Below are the meeting highlights:

Thank you again for meeting with us today about the noise issues. Some notes recapping the major points on how to possibly reduce the noise.

Trimming the tress along the fence line to reduce the dead overgrown while leaving good vegetation to help with the sound buffer.

Repairing/Redoing the doghouse surrounding the blower and adding insulation.

Extending the Duct work on the exhaust.

Balance reports have been done on systems on 3/10/22- possibly making this an annual occurrence?

Regular DEC/OSHA inspections are being performed already.

Look at the blow down time on the filters to reduce the time and when it happens daily.

We look forward to keeping the lines of communication open, any questions or concerns feel free to contact me.

Emails with CofA applications were sent to a few residents on Rochester Street reminding them that they will need a Certificate of Appropriateness from the Historical board for a few projects that have been done.

Will be sending out letters to a few of our yearly long grass offenders reminding them about the Code.

Letter for the Upcoming Village Newsletter reminding all residents about open burning policies.

*Code Enforcement:* No discussion.

Fire Marshal:

Acceptance test witnessed and completed at CooperVision for the new sprinklers and fire alarm for the new addition.

*Fire Marshal:* No discussion

**New Business**

**Motion:** made by Patti Brandes and seconded by Mark Smith to make a recommendation to the Village Board to appoint Richard Kegler.

**Vote:** *Carries (3-0)*

Steve Cullum AYE

Kevin Marks ABSENT

Patti Brandes AYE

Mark Smith AYE

**Old Business**

New Building Permit

*Discussion:* All changes asked of the third draft of the new Building Permit were made and everyone was happy with the final result. The Board moved to recommend the new permit to the Village Board for approval.

**Motion:** Made by Steve Cullum and seconded by Patti Brandes to recommend approval to the Village Board to adopt the new building permit as presented.

**Vote:** *Carries (3-0)*

Steve Cullum AYE

Kevin Marks ABSENT

Patti Brandes AYE

Mark Smith AYE

**Adjournment:**

**Motion:** made by Steve Cullum and seconded by Mark Smith to adjourn the meeting at 7:33 pm.

**Vote:** *Carries (3-0)*

Steve Cullum AYE  
Kevin Marks ABSENT

Patti Brandes AYE  
Mark Smith AYE

Respectfully submitted by,

A handwritten signature in cursive script that reads "Emily Clarke".

Emily Clarke, Deputy Clerk