

# TOWN OF PREBLE - NOTICE OF SPECIAL MEETING

PLEASE TAKE NOTICE that a joint special meeting of the Preble Town Board, Preble Planning Board and Preble Zoning Board of Appeals will be held on Tuesday, May 28, 2013, at 7:30 p.m. at the Preble Town Hall for the purpose of reviewing the Town of Preble Code of Ethics, Zoning Code and Town Comprehensive Plan and for such other matters as may come before the boards. Dated: May 20, 2013. Jane Davenport, Town Clerk

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The Special Meeting was open at 7:30 p.m. by Supervisor Jim Doring.

Board members present: Town Board: Debra Brock, Linda Riehlman, Peter Knapp; ZBA: Nancy Dalley, Al Socha, Amy Bertini, Bob Lieber; Planning: Jim Harris, Maureen Knapp, Barb Albro, Jim Seamon, Tim Coyne.

Others attending: Richard Martin, County Planning Board, and Don Armstrong, Town Attorney

Jim Doring opened the meeting with a statement of purpose that encouraged all board members to work with a uniform approach for decision making regarding town business by using the Town of Preble Comprehensive Plan as the general guide and the Preble Zoning Ordinance as the details. Jim also stated that the meeting would run for an hour as promised.

NYS Town Law Section 263 was a topic of question, answered by Amy Bertini's website search and later reading of the law. The consensus is that Town Law 263 mirrors goals set in the Town Comprehensive Plan.

Mr. Martin discussed the many steps taken to create the current Town Comprehensive Plan, including multiple meetings of a committee set up specifically to assess the Town's needs. The desired direction for the Town for the next five years was determined. The plan then required input from the public, including public hearings.

Don Armstrong asked Deb Brock to read a letter dated September, 2005 from Dan Dineen, County Planning Director, that was addressed to the Planning Board and contained statements of concern regarding the plan's direction. Mr. Armstrong used that as an example of community input needed for the task of Town Plan content.

The Town Board gives the Planning Board the authority to amend or create the Town Comprehensive Plan. This task should be done on regular basis, and may need to be scheduled soon as the current plan was signed in February of 2006.

The use of the Town Comprehensive Plan and The Preble Zoning Code as guides for the boards' decisions was discussed. The Mirabito Propane Tank application at the Planning Board was used as an example. Don explained that the ZBA had made the decision to approve the site for that application, and the Planning Board had limited action required. A concern was raised that the Planning Board wanted an engineering drawing to consider for the site plan application, but did not receive it, yet the application was approved. All board members were advised by Mr. Martin and Mr. Doring that decisions on applications should not be made until all required elements are received by the boards.

Bob Lieber suggested that an application process element list should be available for board members. Mr. Martin offered to share a flow of application process tasks which he developed as an aid for understanding the application process.

Peter Knapp recalled an example in the past when an applicant assumed the Uniform Building Code could be changed by a variance. Peter made the point that there is never a variance to the Uniform Building Code.

It was noted that the Code Officer is pivotal in the application process, as it is his/her responsibility to start the application by sending the applicant to the correct board with the correct question.

The Code of Ethics and the Open Meeting Law was distributed to all member for review.

A second meeting is planned for June 20, 2013 at 7:30 p.m. at the Preble Town Hall.

Meeting adjourned at 8:30 p.m.

Respectfully submitted By Debra Brock

Unofficial 5/29/2013

Official 6/10/2013