

# Town of Constantia Planning Board

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## Meeting Minutes – August 24, 2022

### Attendees

Planning Board members in attendance included:

- Chairman James Peck
- Sandra Retajczyk
- Sandra Williams
  
- Martin Godzwon
- Dan Poné (arrived for 7pm meeting)
- Sandra Tuori-Bell (arrived for 7pm meeting)

Others in attendance included: Frank Tomaino (Town Supervisor), Ron Chapman (Town Councilman), Matt Johnson, and Alaina Mallette

Members not in attendance included: Dave Antos, and Amy Connolly (Secretary)

### Work Session- Comprehensive Plan

Discussion with Ms. Mallette about typical full schedule for Comprehensive Plan updates that would extend to June 2023 per graphic she prepared. She had notes from the 2019 Public Visioning meeting (prior attempt to update Comprehensive Plan, interrupted by COVID) that can be incorporated as contemporary community outreach. Chair Peck explained the assignment from Town Officials to the Planning Board was to expedite most critical areas, considering the Town's wishes to have a contemporary document useful for, among other things, applying for grants. Ms. Mallette handed out printed copies of several maps in support of the update; discussion also of materials emailed by Mr. Johnson with current / nearly current demographic data. Newer graphic methods of portraying population density, discussion of map layouts and data to be portrayed in them, desire to keep the graphics visible even when printed in black and white or duplicated, something the current plan does not accomplish. Every page including the title page to be dated and numbered. Possibility of turning some newly provided THC data tables into graphic representations, citing involvement of Town Parks and Rec head Erin Zehr (copied in this email) who has expertise in this area as part of her full-time employment.

Time frame for most submissions and substantive changes to be in THC's hands September 9th, with draft of final version ready by Planning Board Meeting 9/27/2022. Google Docs collaborative changes to be combined into graphics, maps, etc. Process steps to follow to include Town Board review, County Planning and Public hearings. Goal is to have new Comprehensive Plan adopted by EOY. THC indicates this is practical. Members note, this date is coming up quickly.

### Recess

Chairman Peck called for a short recess at 6:55pm.

-Minutes for 6:05 to 6:55pm, submitted by Chairman Peck

## Call to Order

Chairman Peck opened the regular Planning Board meeting at 7:00pm.

Guests who arrived for the regular meeting included Paul Baxter, David Bardoun, Jesse Reynolds, and Michael Blake

## Approval of Minutes

A motion to approve the minutes of the previous July 26, 2022 meeting was made by Martin Godzwon and seconded by Sandra Retajczyk. Motion passed unanimously.

## Old Business

Short discussion regarding the former church situated next to Town Hall and the Codes notification posted on exterior.

## Doris Park

Informal review of sketch plan for making a lot line adjustment between two adjoining lots in Doris Park. The affected lots would be located at number 9 First Ave and number 160 Doris Park Drive.

Chairman Peck gives initial concern regarding non-conforming lot sizes. Ms. Retajczyk commented that laws regarding "Paper Roads" should be consulted to ensure that the Planning Board does have jurisdiction to make modifications around paper roads.

Discussion regarding "Paper Roads" in general. Chairman Peck stated a need for consulting the Town Attorney before changes are made regarding paper roads.

Applicant states that this planned line adjustment does not affect paper roads at this time. Board agrees that no problems are present which would preclude the site application from approval once submitted.

## Town Supervisor

Discussion surrounding new legislation in the town regarding short term rentals within the town.

## Adjournment

Martin Godzwon moved that the meeting be adjourned, seconded by Dan Poné. Members voted unanimously to adjourn at 7:30pm.

-Minutes transcribed by Amy Connolly from recording for 7:00 to 7:30pm.

Amy Connolly

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Secretary

Town of Constantia Planning Board

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Date of Approval