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**Town of Knox Planning Board**

***Established 1822***

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**Planning Board Meeting Minutes**

**Minutes:** 11 May 2018

**Present:** Tom Wolfe, Bob Price, Todd LaGrange, Betty Ketcham, Deb Nelson, Tom Wolfe, Brett Pulliam, Bill Pasquini.

Meeting called to order at 1930.

Minutes from April 2018 meeting reviewed and approved with no changes.

***Motion to approve minutes stated by Brett Pulliam, seconded by Tom Wolfe. All in favor.***

**Update on Training for Planning Board and Zoning Board members**

1. Discussion of possible dates for training include Saturdays, June 9,16,23 or hold training on a week night. Week night training would be better for most planning board members.
2. Someone from Javid’s (Knox Town Attorney) firm to do the training. Suggestion that someone with a good amount of SEQRA knowledge present the training.

**Grant for Public Information Sessions for Possible Business District Route 146**

1. Tom has been in touch with Sean McGuire, who is involved in helping the Planning Board receive the grant. There are no new updates regarding the grant.
2. The Planning Board has not received a formal “Yes” or “No” regarding the grant.
3. Tom to stay in touch with Sean McGuire for more updates.

**Bell Road Update**

1. No formal application has been received yet.
2. Tom has emailed the owner’s representative, who at this time is still in discussion with the Knox Fire Department and Highway Department Supervisor.
3. Audience member spoke of an update:
4. Andy Kush of Bell Road went to a fire department meeting and listened to their discussion regarding Bell Road. The Knox Fire Department has given a list of recommendations to the architect. Architect to give a copy of these recommendations to Gary and the Planning Board. Gary and the Planning Board do not have a copy yet.
5. Tom to get a list of these recommendations.
6. Opportunity for the town members to meet with the developer when an application is brought to the Planning Board and a public hearing is held.
7. Important distinction for audience members, the Planning Board is looking at a subdivision, lines on a map. Concerns regarding well drilling, gallons per minute etc., would be reviewed when a build out was going to take place, not during a subdivision.

**Subdivision Application Checklist**

1. Bob Price originally made a checklist that would supplement the subdivision regulations. Tom took this list and compared it to the subdivision checklist and struck any duplication.
2. Tiffiny (Planning Board secretary) to get 3 more copies of the subdivision regulations printed for Planning Board members that do not have one.
3. Planning Board members to review the regulations and the checklist and email Tom with any changes they may have.

**Business District 156/157**

1. Audience member made a statement at the beginning of the discussion:
2. Bridget McAuliffe of 1641 Berne Altamont Rd spoke asking Board members if they received a copy of the Albany County Planning Board’s letter. No one had received a copy yet. Copies were made and given to Board members at this time. Bridget stated that they had submitted letters about homes being removed from proposed business district. As of right now, her home and another have been removed from this proposed business district but 16 homes are still part of this proposal. Some are still waiting to hear if their property has been removed from the Business District.
3. Town Board to vote on the Proposed Business District in June.
4. Albany County Planning Board disapproved without prejudice. (visit Albany County Planning Board April 2018 case #11-180403002, for their minutes)
5. Bill spoke regarding Business District 1 (the Town of Knox Hamlet) for some clarification from April 2018 Planning Board meeting:
6. Notification for town’s residents about this Business District was less than a month.
7. On the EAF form it lists that whomever does the review does not have to be an expert.
8. Discussion of whether or not the Planning Board should respond to the Town Board.

***Tom made a motion to respond to the Town Board that the Planning Board, in public would develop a Business District #2 or a Business District B that would tailor allowed and not allowed specifics to the businesses. Bill seconded it, opening it up to discussion.***

1. Discussion regarding the motion included some Planning Board members to state the need for environmental assessment form with parts 2 and 3 completed to figure out if this is a sufficient location for a Business District.
2. Tom explains that motion was made in regards to the fact that there are already some businesses in the proposed area and without being classified as a Business District these businesses can not hire employees. Also brought into discussion was the survey conducted at the very beginning of the revision of the comprehensive plan for the 156/157 Business District. The majority response was that they would like to see a Business District in this area. Approximately about a couple hundred responded.

***Voting on the Motion made by Tom Wolfe, seconded by Bill Pasquini regarding responding to the Knox Town Board, there were 5 Nay: Bob Price, Todd LaGrange, Betty Ketcham, Deb Nelson and Brett Pulliam. 2 Yea: Tom Wolfe and Bill Pasquini. Motion disapproved.***

1. Since the motion was disapproved, discussion of what the Planning Board should respond to the Knox Town Board occurred.

***Deb Nelson made a motion that the Town of Knox Planning Board respond to the Knox Town Board indicating in regards to the proposed Business District at routes 156/157, that the environmental forms are incomplete. Therefore we do not have enough information to be able to make a determination of the environmental impact and in light of the concerns of the parties that are directly impacted or ajoining, it is incumbent upon us to look at this in light of a comprehensive land use plan. We should also take into consideration the factors outlined in Albany County Planning Board’s determination. Brett Pulliam seconded it.***

1. Reading of Albany County Planning Board’s Recommendation by Deb Nelson. 
2. Comparison of Business District 1 EAF and meeting minutes by Bill Pasquini, to the current proposed Business District and the Albany County Planning Board’s determination discussed.

***Voting on the Motion made by Deb Nelson, seconded by Brett Pulliam regarding their response to the Knox Town Board, there were 5 Yea: Bob Price, Todd LaGrange, Betty Ketcham, Deb Nelson and Brett Pulliam. 2 Nay: Tom Wolfe and Bill Pasquini. Motion passed.***

**Questions regarding Public Information meeting**

1. Review that the public information meeting regarding the proposed Business District on routes 156/157 will be held in June 2018. Deb Nelson asked Vas (Knox Town Supervisor), who was in the audience, if Part 2 of the EAF will be filled out prior to the public hearing?
2. Per Vas Lefkadidtis Part 2 will be filled out at the meeting.
3. Discussion and review if the EAF should or should not be filled out in public.
4. Per Deb Nelson, the Planning Board has requested numerous times from Javid part 2 of the EAF. Deb Nelson to find the emails and forward them to the Knox Town Supervisor, Vas Lefkaditis and all Planning Board members to be cc.

***Motion made by Tom Wolfe to adjourn the meeting, Brett Pulliam seconded. All in favor.***

Meeting adjourned at 2100. Next meeting to be held June 14 2018 at 1930.