

# Town of Knox, Albany County, NY

Established 1822

## Planning Board Meeting Minutes April 10, 2014

Members Present: Dan Driscoll, Tom Wolfe, Bob Gwin, Bob Price, Brett Pulliam, Earl Barcomb,  
Recording Secretary Pam Fenoff

The meeting was called to order at 1934.

1. Approval of March 13<sup>th</sup>, Planning Board Meeting Minutes. Motion by Bob P to accept the minutes as written, Tom seconded. All approved. Motion passed.

Review of February 27<sup>th</sup> Planning Board Meeting Minutes, Dan mentioned in March that he needed a statement he made in February revised as what was written is inaccurate. Pam revised the minutes per her tape recording and notes; however that does not agree with the revision that Dan requested...

2/27: Dan responded that, according to the Use Regulations / Use Tabulations, in the Zoning Ordinance, any business that is permitted in a Business District has to either get a Special Use Permit from the Zoning Board of Appeals or, in a minority of cases, a Site Plan Approval from the Planning Board. Bob P stated that the Zoning Board of Appeals is required to ask the Planning Board if they want us to provide a Site Plan Approval. Dan confirmed yes or they can ask for an advisory opinion.

3/13: NOTE TO BOB - AT THE 3/13 MEETING, DAN ASKED ME TO CHANGE THE MINUTES (ABOVE) TO THIS..... *Any businesses have to go to either the Planning Board or Zoning Board of Appeals depending on the allowed use / letter designation in the use table. Zoning Board Appeals is required to ask the Planning Board for an advisory opinion.* But, he did in fact, say what is written above. I reviewed the recording again and, while I added a few missing words and restructured the sentences to match what was said, what is printed above is correct.

Bob P reviewed what was stated and Dan agreed that he might not have said what he stated in March, however, the revision is what was made up and agreed upon in March and is accurate. What is said in February was not accurate. Bob P made a motion to agree with Dan to adopt the revision and change the minutes from the February meeting to reflect the change. Dan seconded the motion, all agree. Motion passed. \*\*

\*\* Pam contacted the Association of Towns and minutes can not be changed, they can be amended or revised in a following month's minutes, but they cannot be changed. As a preferred / allowed method of correcting minutes, Pam made a reference to this text / revision in the February minutes so readers are made aware of the correction and its location.

2. Discussion of the Town Board's approval of the Knox Hamlet Business District I and a minor word change that was approved. In the Notice of Public Hearing, revision to Article V, Section 50E2b6 - buffer strip, "Except where separated by road, every business district must be separated". This was changed to include the word property "... every business district property should be separated by a buffer strip." Discussion. Brett asked, Does this applies to residences in the Business District? Bob P explained that this is to cover residential properties that are purchased and become businesses.
3. Discussion of a comment made by Ms. Chasity McGivern regarding whether or not the Town was responsible for maintaining the proposed fire pond in the Senior Housing Project at Knox Cave and Street Road.
4. Questions from the audience. None. Meeting Adjourned @ 1955 - motion by Bob P, seconded by Dan.

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Next Meeting, Thursday, May 8, 2014