

## Planning Board Meeting Minutes

April 4, 2022 at 5:00pm, The Town Hall

Present: Nancy Weber, Chairwoman  
Bonnie Loforte, Counselor  
Allison Trudell, Counselor  
Gary Toth, Counselor (phone)  
Graham Seiter, Town Attorney  
Ned Waterbury, ZBA Chairman  
Absent: Ron Marsden, Code Enforcement Officer

And 0 in the audience.

Chairwoman Weber opened the meeting with the Pledge of Allegiance at 5:05pm.

A motion was made by Loforte and seconded by Trudell to approve the March 2022 regular meeting minutes. The motion was adopted by a vote of 4 ayes: Weber, Loforte, Toth, and Trudell, and 0 nays.

### Old Business

Reservation for Turning Stone on April 19<sup>th</sup> training have been made. Weber reminded the board members to submit training certificates to the town clerk upon completion.

### Sawmill Ordinance

Weber asked the board to review the updated local law draft. Seiter said he took his own notes plus notes from DeLong and updated the ordinance to reflect those changes. Seiter said the list is comprehensive. Weber said the 200' from the front of the property restriction makes for a very long driveway, and paving that distance could be cost prohibitive. Weber said the distance gives her pause. Toth said 150' from the road make the logs 50-60' from the road and engineered piles for restraining logs makes 150' off the road reasonable. Toth said NYS DOT said the easement plus an inch beyond that is fine. Weber said "all aspects" are to be that far; Weber suggested editing to add "including logs." Seiter said, "except access drives but including log piles...". Weber said to change the distance to 200' from 150'.

Weber said parking has been addressed as a separate issue from the driveway. Weber asked about a parking area. Loforte said a driveway seems to suffice in most cases and it's not necessarily a retail stop. Loforte said the volume of business has caused concern on main roads for pulling out into traffic. Weber said a combination of vehicles for moving materials and finished products is a concern. Weber said circular drives have been requested in most cases in the past. Toth said a circular driveway is safest. Weber said a turnaround is necessary if a circular drive is not possible. Seiter said, "all sawmills shall have accessibility that allows ingress and egress from the property without having to back into any roadway." Loforte suggested

noting that property-specific recommendations can be made. Weber said exceptions to the ordinance would have to be made in the permit. Toth said several existing sawmills have big lots for either circular drives or a turnaround. Waterbury confirmed that the board is discussing driveways as opposed to actual parking and asked the board to recall regulations relating to accessibility and parking. Weber suggested adding "ingress and egress" so that the driveway has to be wide enough for vehicles to come and go simultaneously. Toth asked if parking for ADA is required. Weber suggested adding that, at a minimum, parking and signage for accessibility be provided. Toth said the planning and zoning boards should require them for any business. Waterbury said driveway width should be in terms of numbers of feet. Seiter will add the circular driveway to section 3. Seiter said parking for ADA compliance will be added. Seiter said section 3 can include that site plans shall exhibit proper driveway width.

Toth mentioned sawmill hours of operation. Weber said hours of milling should be limited to specific times but the business can be open for customers outside those hours. Toth suggested separating sawing and sales times. Seiter suggested restricting milling times from 6am-8pm. Weber asked about remedying complaints within a certain amount of time and suggested 60 days. Seiter asked if parking on the road could be restricted. The board agreed customers parking on the road cannot be controlled. Weber suggested that accommodations for off-road parking must be made. Seiter suggested adding a clause for off-road parking for two vehicles, including the ADA compliant space. Seiter can add a clause that all state, federal and local laws should be strictly followed.

Toth said that the transporter holds the permit for log transportation and the limit is 50 miles with very high fines for transportation beyond that distance. Seiter will make the final changes and submit it to the town board for review. Seiter will make corrections and send the draft to the planning and zoning board members. Weber said the town board could review it and the ZBA meeting could be used to address possible changes prior to the public hearing. Seiter would recommend the public hearing take place at the May town board meeting. Seiter said any changes could be disclosed at the public hearing.

Permit application appearance and checklist. Weber said Marsden putting a package together is helpful when handing applications for special use permits and sawmill checklists. Weber said including the law with the application and the checklist will be helpful to applicants. Weber said the old application included a section requiring a written composition, which may not be necessary. Weber suggested adding the seal of the Town of Mexico to the application and adding the address. Weber would like to have the form and checklist available immediately as soon as the law is approved. Weber reviewed a potential mill location on St Rt 104 with violations and said that applicants cannot have existing violations while applying for permits.

Toth referred to 3D on the second page, a short environmental assessment form. Weber says it's been done online or printed off and supplied by Code Enforcement Officer. Toth said there are resources online to find basic answers. Trudell asked if the resources should be listed. Weber said Marsden can help applicants with online resources. Weber said #12 might need to be located on the application somewhere, perhaps somewhere on the bottom of the application itself.

## New Business

### Bait Shop Application

Weber asked the board to review the bait shop plan and pay close attention to parking and number of shoppers anticipated. Weber asked the board to consider hours of operation and peak times for purchasing bait. Weber said research needs to be done regarding parking.

A motion was made by Toth and seconded by Loforte to adjourn at 6:45 pm. The motion was adopted by a vote of 4 ayes: Weber, Loforte, Toth, and Trudell, and 0 nays.

Respectfully submitted,

Nicole Wild  
Town Clerk