

# Village of Medina Planning Board

Christopher M. Busch, Chairman  
Tom Snyder  
Christopher Goyette

John Dieter, Vice Chairman  
Kathy Blackburn  
Larissa DeGraw  
Mary Lewis

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## Village of Medina Planning Board Meeting Minutes January 3, 2017

On **Tuesday January 3, 2017** the Village of Medina Planning Board met in the Council Chambers of City Hall with the following members present: Chris Busch, John Dieter, Chris Goyette, Larissa DeGraw, Mary Lewis, Kathy Blackburn and Tom Snyder. Village Code Enforcement Officer Martin Busch was also in attendance.

### Acceptance of Minutes

Minutes of the November 1, 2016 meeting were reviewed. A motion to approve the minutes was made by Tom Snyder, seconded by Chris Goyette and unanimously carried.

### Old Business

#### Proposed CBD Overlay District

The Board reviewed a draft purpose statement for the proposed overlay district and found it to be acceptable. The statement will be added to the document draft. Further proposed language will be reviewed at the February meeting.

#### Waterfront Development Planning

The next meeting for this planning group will be on January 18<sup>th</sup>. A revision of the overall area map was reviewed by the Board.

## **New Business**

### **Annual organizational business**

Nominations for officer positions were as follows:

Christopher Busch was nominated for Chairman by Kathy Blackburn. The nomination was seconded by John Dieter and unanimously carried. John Dieter was nominated for Vice- Chairman by Kathy Blackburn. The nomination was seconded by Tom Snyder and unanimously carried. The position of Recording Secretary was left open.

A motion was made by John Dieter to approve the proposed 2017 meeting schedule. The motion was seconded by Chris Goyette and unanimously carried.

### **Request for a Certificate of Appropriateness, 415 Main St. façade alterations**

The Board reviewed an application from the owner of the Herbalty Cottage to replace existing windows and doors on the front and rear first floor. The work at this time is not a restoration, but rather a replacement of existing components to increase energy efficiency and building security. While the Board expressed hope that the building façade would be restored in the future, they agreed with the need to improve these individual components and determined that this action would not have a detrimental effect on the exterior of the building. A motion to approve the request was made by Kathy Blackburn, seconded by Tom Snyder and unanimously carried.

### **East Center Street property rezoning request**

To comply with the Zoning Regulations regarding requested or proposed changes in zoning classification, the Village Board requested that the Planning Board review and comment on a request to rezone 491, 493 and 501 East Center Street from R-1 Single Family Residential to General Business.

The properties in question are held in common ownership and are adjacent to an existing large General Business zone. The request has been submitted by the property owner who runs a rapidly expanding taxi business there.

Several Board members raised questions regarding impacts of the taxi business on surrounding residential properties. The Code Enforcement Officer informed the Board that if the applicant is successful in this request his business would be subject to a full Site Plan Review which would be the proper time and process to review such matters and further that the appropriateness of the rezoning request was the only matter to be addressed at this time.

The full process for the application was detailed including a public hearing, referral to the CPB and notification of residents in the area.

A motion was made by Kathy Blackburn authorizing the Chairman to draft comments to be sent to the Village Board recommending approval of the rezoning request. The motion was seconded by John Dieter and unanimously carried.

### **Other Business**

There was further discussion of the changes to the parking lot lighting at Associated Brands on Park Avenue. A recent email from the Maintenance Manager indicated that testing showed that the foot candle readings at the property perimeter had been reduced to the required levels. Board members indicated that these efforts had not reduced the problem of glare onto Park Avenue and surrounding residences. It was determined that the light heads facing that direction should be oriented so as to project light straight down thereby reducing the glare.

Associated Brands has also indicated that they will install landscaping components in the spring to screen the parking lot as required. Board members indicated that plans for this improvement should be submitted to the Planning Board for review.

The Code Enforcement Officer will contact Associated Brands regarding these two issues.

### **Building Department Report**

The Board was informed of the progress of the drycleaner building demolition on Main Street as well as a residential demolition on Ensign Avenue and cleanup of debris from a structure fire on Railroad Alley.

### **Adjournment**

With no additional business before the Board, a motion to adjourn was made by Tom Snyder seconded by Kathy Blackburn and carried. The next Planning Board meeting will be held on Tuesday February 7, 2017 at 7:00 PM in the Council Chambers of Village Hall.

Respectfully submitted,  
Martin R. Busch, Acting Secretary