

# Village of Herkimer Planning Board

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## Meeting Notes

**Purpose:** Monthly Planning Board Meeting

**Date:** July 8, 2019

## Attendees

### Members:

**Attending:** Chairman Brion Carroll;  
Members Adam Hutchinson  
Becky Cristman;  
Chris Lotey;

**Absent:** Members Howard Quick

**Non-Members:** Village Trustee/Board Liaison: Virendranath Dhaniram  
Village Trustee: Maria Fiorentino, Village Trustee

## Discussion Notes:

1. A status update was requested per the review of the Site Plan Review revision and the Subdivision Plan Review initial draft.
  - a. Adam noted that it had been sent out several weeks ago; that Mandy noted it had be passed along to the Mayor, Trustees and Nick (Legal); No update as of yet regarding corrective comments and/or public hearing for formal approval into law.
  - b. Will request an update during the July 15<sup>th</sup> BoT meeting.**
2. It was noted that the following PB members will be up from renewal in 2019 – and therefore the Mayor/BoT need to make a decision on whether to continue with the members coming up for renewal or seek new members. They are:
  - a. Brion Carroll: Chairman
  - b. Becky Chrisman: Board Member
  - c. Howard Quick: Board Member

***This topic will also be brought up at the July 15<sup>th</sup> BoT meeting.***

3. Adam Hutchinson has been the primary focal point for many of the document developments, and has been actively involved in community discussion, therefore the Chairman decided to

**nominate Adam to the position of Vice-Chairman of the Planning Board.** Adam accepted the nomination, a vote was held of the attending members and it was **unanimously approved**.

4. In discussion with Max/Maria per the Master Plan 2020, it was determined that there will be further discussion regarding identifying ANY issues that the Village Administration/BoT have with the existing, approved Master Plan 2020 document/law.
5. Adam as assigned to connect with the ECode360 services company to determine if there is a service that can be provided to the Village Administration/BoT that would establish the Zoning Ordinance template that is legally acceptable by NY municipalities. This is sought to find a means of reducing any concern as the Village adopts the new Retail Corridor 3 Zone Ordinance (as well as RC1, RC2 and the revised R1, R2, R3, etc.

<b>Action Item</b>	<b>Responsible</b>	<b>Status</b>	<b>Comment</b>
Retail Corridor 3 Zone Ordinance	Adam Hutchinson	<i>Released</i>	No action taken at this meeting.
Retail Corridor 1 Zone Ordinance	Adam Hutchinson	Draft Completed	No action taken at this meeting.
Retail Corridor 2 Zone Ordinance	Adam Hutchinson	Draft Completed	No action taken at this meeting.
ECode360 Web Site for posting Village Zoning Ordinances	Brion Carroll	Contact Made w/Provider	No action taken at this meeting.
Subdivision Regulation	Brion Carroll/Adam Hutchinson	In Review	No action taken at this meeting.
Master Plan 2020	All members	In-work	No action taken at this meeting.

### Next Meeting:

1. Aug 12<sup>th</sup>, 2019