

# VILLAGE OF SWANTON

## Planning Commission Meeting Minutes

April 3, 2018 • 6:30 p.m.

The meeting was called to order at 6:38p.m. Roll call was taken; those present included: Mr. Dzyak Mayor Roth, Mr. Young, Mr. Brown, Code Enforcement and Mrs. Hoelzle, Village Administrator.

Excused: Mr. DeGood and Mr. Erdman.

As Mr. DeGood was excused a temporary chairman was elected. ***Mr. Young nominated Mr. Dzyak, with Mrs. Roth seconding. No other nominations. Roll Call vote. All YES. Motion carried 3-0***

Mr. Young inquired about the meeting minutes presented for approval. As he was excused from the last meeting, he had questions about the reasons leading to the variance approval. Discussion ensued about amending the meeting minutes to clearly illustrate the square footage variance request was approved based on it being in an older part of town versus a newer part of town which the Planning Commission believe the intent of the current minimum square footage regulations are based on. All agreed to ask the Village Administrator to amend the meeting minutes.

The first substantive item on the agenda was a Public Hearing for a 3 feet variance request for an accessory structure already under construction at 115 Lawrence Avenue. Mr. Pinson, the applicant, was present as were other family members in support of this application. Mr. Pinson stated he did have a survey done and stakes were installed. He indicated that the stakes are still there. There was lengthy conversation about a permit issued in 2014. The permit was issued approving the structure under construction. However, as construction did not begin within one (1) year of approval, the permit becomes invalid. Mr. Pinson and family members indicated that there was no mention of an expiration date when the permit was approved in 2014. Mrs. Hoelzle stated that the regulation on expiration of permits goes back to at least 2008, so even though it may not have been mentioned it has been in the Codified Ordinances since 2008.

Discussion continued about the garage pad and the approach. Planning Commission had many comments and questions related to the property line.

***Mr. Young made a motion to approve the variance of 3 feet from the property line contingent on the property line being field verified, by the Code Enforcement Officer, based on survey pins, with Mrs. Roth seconding. Roll Call vote. All YES. Motion carried 3-0***

Dr. Harry Dermanlien, who owns the property to the south of 115 Lawrence, stated that as long as it is not on his property he has no problem or issue with the variance.

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### Zoning Staff Report

Mrs. Hoelzle mentioned the updated Zoning Map per the amended zoning classification changes per the ordinance passed by Council.

Mrs. Hoelzle also brought up the topic of the definition of a “story” as it relates to how many stories are in a home. Mrs. Hoelzle received a call inquiring about it and there is no clear definition in the Codified Ordinances.

Mrs. Hoelzle mentioned she made minor updates to the Zoning Approval Application.


Discussion then centered on looking at lot size requirements and possibly creating an overlay district for older part of town.

Discussion on publicizing the requirement of Zoning Approval Applications. It was decided to have a press release sent out and add flyers to the Village Office during peak building season.

Finally conversation centered on downtown Swanton and what could be done with the buildings. Mrs. Hoelzle is already scheduled to meet with the Village Prosecutor and will add to the agenda of that meeting.

*Mrs. Roth made a motion to adjourn the meeting, with Mr. Young seconding. Motion carried 3-0.*

Adjournment at 8:00 p.m.

A handwritten signature in blue ink that reads "Paul Dzyak". The signature is written over a horizontal dashed line.

Mr. Paul Dzyak