

# SENECA COUNTY PLANNING BOARD

## MINUTES

July 14, 2022 – 7 PM

Health & Human Services Building  
2465 Bonadent Drive, Waterloo, NY 13165

**MEMBERS PRESENT:**

John Swanson, Mark Lott, Kyle Black, William Dalrymple, Mary Kelleher, Sally Kenyon, Charles Brady, John Pigman, Tom Scoles, David Wood, Janet Lynch, Frank Ruzicka

**MEMBERS ABSENT:**

Jon Salmon, Karen Thomson, Michael Scaglione, Sue Savageau

**STAFF:**

Harriet Haynes, Sr. Planner; Amanda Forney, Staff Resources Assistant of the Seneca County Department of Planning and Community Development

**GUESTS:**

Tom Bouchard, Chairperson of Romulus Planning Board; Tina Lotz, Seneca County Clerk

The meeting was called to order at 7:00 PM by William Dalrymple, chairperson.

Tina Lotz, County Clerk, was present for new members and reappointed members to sign oath cards.

Janet Lynch (Alternate #2) was appointed to sit in for Kathy Lutz and Frank Ruzicka (Alternate #3) was appointed to sit in for Michael Scaglione.

The minutes of the June 9, 2022 meeting were approved by a motion of John Swanson and seconded by Sally Kenyon. Mary Kelleher abstained. Carried 11-0

**REPORT OF NOMINATING COMMITTEE & ELECTION OF OFFICERS:** John Swanson nominated Michael Scaglione as vice chairperson and William Dalrymple as chairperson. Charles Brady moved to accept the nominations and Mary Kelleher seconded. Carried 12-0

**PUBLIC COMMENTS:** Tom Bouchard, Chair of Romulus Town Planning Board, introduced himself. He stated that there is a lot of potential development in Romulus and particularly Willard.

Ms. Haynes stated that there is a training being offered next week by the NYS Planning Federation on short term rentals. Any members of the County Planning Board are covered under County membership for the Federation. Members for those towns who are not members of the Federation are not covered. The training session is being held virtually. Amanda will email details of the training.

**GML REVIEWS:**

**1. TV 2022-1C, Zoning Amendment, Town of Varick**

Kyle Black moved and John Swanson seconded the adoption of resolution 34-22, recommending approval. The Town of Varick submitted a proposed zoning amendment, which would create a category under their zoning for short term rentals. Short term rentals would initially have a review process parallel to special use permits, and would be granted an annual permit by the code officer. Permits will also expire upon transfer of property. Carried 12-0

**2. TF 18-1-30, Site Plan Review, Jackie McNaney**

John Pigman moved and Sally Kenyon seconded the adoption of resolution 35-22, recommending approval conditional upon compliance with Seneca County Local Law #7 of 2021. The applicant is proposing to install a 10' X 14' pre-built storage structure. The recommendation initially included two conditions due to the plans indicating the shed being within 5' of the property line. It was discovered that within the Town of Fayette, if a shed is 140 sf or less, the shed can be 5' within the property line. Charles Brady and Mark Lott abstained. Carried 10-0

**3. TF 22-1-46, Site Plan Review, James & Kimberly Stevers**

Sally Kenyon moved and John Pigman seconded the adoption of resolution 36-22, recommending approval conditional upon: 1) a determination by the Fayette Planning Board that all setbacks will be met, or an action by the Fayette Zoning Board of Appeals allowing the proposed location and 2) compliance with Seneca County Local Law #7 of 2021. The applicant is proposing to install a three car garage and did not provide a dimensioned site plan that shows all required setbacks being met. Charles Brady and Mark Lott abstained. Carried 10-0

**OLD BUSINESS:** None

**NEW BUSINESS:** Mr. Dalrymple reminded all members that it will be important to inform the County Planning Department whether or not they will be attending an upcoming meeting. With four alternates appointed to the County Planning Board, it is preferable that they know whether or not their attendance is needed.

**Adjournment:** The meeting was adjourned at 7:35 pm by a motion from John Swanson and seconded by Charles Brady.

Respectfully submitted,

Amanda Forney  
Secretary