

**Village of Tivoli
Planning Board Meeting Minutes
August 26, 2013**

Call to Order / Determination of Quorum

The meeting, held at the American Legion, was opened at 7:05 P.M. and a quorum was determined to be present for the conduct of business.

Planning Board Attendees:

Chair Mike Billeci
Leigh Palmer
Donna Matthews

Also Present:

Foster Reed (applicant)
Village Planner Michele Greig

Absent:

Ginger Grab
John Hallstein

New Business

Demolition Permit – 11 Friendship Street: Applicant Foster Reed stated that the property needs new electric, new roof, new plumbing, it has no septic, no parking and has not been maintained since 1960. He stated that he's talked to his neighbors and they would be happy if the house came down. The applicant submitted a sketch of what the site would look like after the house is taken down.

This property is in the Historic Overlay District. The Board can contact the State Historic Preservation Office (SHPO) if they have any questions. The Board reviewed a document concerning this demolition from Michele Greig (attached) in which she quotes from the Village's Zoning law. Ms. Greig stated that this would be a Type I action under SEQR and the applicant is required to fill out a full EAF, LWRP form and supply the information below:

A brief description of the structure proposed to be demolished, including approximate date of construction, name of architect, if known, historic and/or architectural significance, and a description of the setting, including related grounds, accessory buildings and structures and property boundaries.

Past 10 years' chronology of the use, occupancy and ownership of the property.

Any other information specific to the demolition required by the Planning Board to make a determination on the application, including data to demonstrate compliance with the criterion for approval set forth below.

After this information is provided to the Planning Board, five days before the workshop on September 9, a public hearing can then be set up. The SEQR can be reviewed in a workshop. The Planning Board would like to take a tour of the site. Mr. Reed stated that someone would contact the Clerk's Office to set this up.

Ms. Greig stated that this demolition would not require a site plan approval or a special permit, only a certificate of demolition. The Planning Board Clerk will modify the application to reflect this.

The Board reviewed the minutes from the May 28, 2013 Planning Board Meeting. Donna Matthews moved to approve the minutes as presented. Leigh Palmer seconded. All in favor. Motion carried.

Adjournment

Leigh Palmer moved to close the meeting at 7:32 PM. Donna Matthews seconded. All in favor. Motion carried.

Respectfully submitted,

Claire Roff, Planning Board Clerk

Attachment