

Village of Bergen  
Planning Board Meeting  
July 15, 2020

**Planning Board Attendees:**

Rene' Vurraro, Chairperson  
Kate Milliman, Deputy Chairperson  
David Burke  
Heather Painting  
Todd Cargill, Alternate  
Carol Walker, Alternate  
Barbara Zinter, Secretary

Other Attendees: Trustee Kevin Donovan, Village Administrator Cortney Gale, Mark Swanson, Krista Lewis, and Lee Zimmerman.

Meeting Opened at 7:18pm by Deputy Chairperson Milliman

Chairperson Vurraro had difficulty signing into the meeting but did get in shortly after it was opened. This meeting is being held via Webex.

**Approval of meeting minutes:**

A motion to approve the meeting minutes of the Planning Board meeting held June 17, 2020 was made by Heather Painting and seconded by Carolyn Walker. The motion carried by the following vote:

Deputy Chairperson Milliman – aye  
David Burke -- aye  
Heather Painting – aye  
Carol Walker – aye  
Todd Cargill -- aye

Deputy Chairperson Milliman opened the public hearing for Special Use Permit #02-2020 for the change of use of 12 South Lake Avenue from a salon to a Laundromat and Microsalon. The notice for the Public Hearing was posted in the July 10<sup>th</sup> Batavia Daily News and letters were sent to all citizens within 500 feet of the proposed change.

A letter was received with a concern about parking. There is a two-hour limit in front of the building and a municipal parking lot on Buffalo Street and further north on Lake Avenue. The business owner will post additional signage regarding parking if necessary as there is already some signage around.

Genesee County Planning Board saw the referred application on July 9<sup>th</sup> and it was approved without conditions. Part 1 of the SEQR was completed prior to the meeting. Parts 2 and 3 were completed together during the public hearing with a negative declaration.

**A motion to close the public hearing for Special Use Permit #02-2020 was made by Heather Painting and seconded by Kate Milliman. The motion carried by the following vote:**

Chairperson Vurraro – aye  
Kate Milliman -- aye  
David Burke -- aye  
Heather Painting – aye  
Carol Walker – aye  
Todd Cargill – aye

**A motion was made to accept the short form SEQR for Special Use Permit #02-2020 with a negative declaration was made by Kate Milliman and seconded by Heather Painting. The motion carried by the following vote:**

Chairperson Vurraro – aye  
Kate Milliman -- aye  
David Burke -- aye  
Heather Painting – aye  
Carol Walker – aye  
Todd Cargill – aye

**A motion to grant Special Use Permit #02-2020 for a change of use from a salon to a Laundromat and Microsalon at 12 South Lake Avenue was made by Todd Cargill and seconded by Heather Painting. The motion carried by the following vote:**

Chairperson Vurraro – aye  
Kate Milliman -- aye  
David Burke -- aye  
Heather Painting – aye  
Carol Walker – aye  
Todd Cargill – aye

Chairperson Vurraro will mail out letters of approval and then building permit applications can be submitted for those things that will need them.

Mark Swanson requested the Board's input on property he is looking at subdividing for development at the end of Leroy Street. Discussion took place and some guidance offered. Chairperson Vurraro will send more detailed information to Mr. Swanson to help in the process.

Chairperson Vurraro discussed the the Zoning Code update. We expect it to be in place within the next six months.

Our next regular meeting of the Planning Board is scheduled for August 19, 2020 at 7pm. The deadline for submissions is therefore August 10<sup>th</sup>.

There will be a special meeting of the Planning Board for the Zoning Code update on July 29, 2020 at 6:30pm.

### **Adjournment**

**A motion to adjourn was made by Kate Milliman and seconded by Heather Painting. The motion carried by the following vote:**

Chairperson Vurraro – aye  
Kate Milliman – aye  
David Burke -- aye  
Heather Painting – aye  
Carol Walker – aye  
Todd Cargill -- aye

The meeting was adjourned at 7:57pm  
Respectfully submitted,

Barbara Zinter  
Village of Bergen Planning Board Secretary

**Completed Training Hours for the year June 2020 through May 2021 as of July 2020**

**Chairman Rene' Vurraro – 16.25 hours carryover + 0 = 16.25**

6 hours complete – Spring 2018 Local Government Workshop 5/18/18  
1 hour complete – Comprehensive Plan and Zoning Law Update 10/25/18  
7.5 hours complete – Fall 2018 Local Government Workshop 11/14/18  
5.75 hours complete – Spring 2019 Local Government Workshop 5/17/19

**David Burke – 0 hours carryover + 0 = 0**

6 hours complete – Spring 2018 Local Government Workshop 5/18/18  
2 hours complete – Zoning Law 101 11/20/19

**Kate Milliman – 1.75 hours carryover + 0 = 1.75**

5 hours complete – Fall 2016 Local Government Workshop 11/16/16

**Heather Painting – 0 hours carryover = 0**

0 hours complete –

**Rich Strzelecki – 0 hours complete**

0 hours complete –

**Carol Walker – 2 hours carryover + 0 = 2**

2 hours complete – Affordable Housing Webinar 4/15/2020

**Todd Cargill – 5 hours carryover + 0 hours = 5**

7 hours complete – Spring 2019 Local Government Workshop 5/17/19  
2 hours complete – Zoning Law 101 11/20/19

**Barbara Zinter – 48.75 hours carryover + 9 = 57.75**

8 hours complete – Fall 2015 Local Government Workshop 11/13/15  
4 hours complete – NYCOM Training Tuesdays 11/10, 17, 24/2015 and 12/1/2015  
4 hours complete – Spring 2016 Land Use Decision-Making Training Program 3/1/16  
8 hours complete – Fall 2016 Local Government Workshop 11/16/16  
8 hours complete – Spring 2018 Local Government Workshop 5/18/18  
1 hour complete – Powers and Duties of the ZBA 6/28/18  
1 hour complete – Comprehensive Plan and Zoning Law Update 10/25/18  
8 hours complete – Fall 2018 Local Government Workshop 11/14/18

1 hour complete – Variances 1/24/2019  
1 hour complete – The Village Attorney’s Role 4/25/19  
6.75 hours complete -- Spring 2019 Local Government Workshop 5/17/19  
2 hours complete – Zoning Law 101 11/20/19  
2 hours complete – Comprehensive Planning 5/27/2020  
2 hours complete – Blight: Strategies and Tools for Local Governments 6/10/2020  
1.5 hours complete – Walkability and Health Part I 6/11/2020  
2 hours complete – Short Environmental Assessment Form Walkthrough 6/16/2020  
1.5 hours complete – Walkability and Health Part II 6/25/2020