

VILLAGE OF WATKINS GLEN  
PLANNING BOARD  
303 N Franklin Street  
**Meeting of November 17, 2022**

Present: Alex Gill, Tom Fitzgerald, Phil Bond, Clerk Fred Warrick and Code Enforcement Officer Scot Cole. Absent was Joe Fazzary and Brian Eslinger. There were approximately 9 other attendees.

Acting Chairman Tom Fitzgerald called the meeting to order at 6:30 pm.

**Public Hearing: Special Use Permit**

Alex Gill motioned to open the public hearing for special use permits. Phil Bond seconded the motion. The Board then voted and all approved.

Nicole Haddad of 229 S. Jackson Street proposes to use the property to reside in the lower level and rent out the main floor seasonally as a Bed & Breakfast.

Edward & Theresa Woodland of 40 Fairground Lane proposes adding five RV sites to the current 13 the already have. Would take up about 1.5 acres of the 10 acres they have available.

Robert Riley of 400 N. Monroe proposed the lower level of the property to be a short-term rental. This STR approved last February during the drawing.

The Board reviews the SEQR for 229 S. Jackson Street. Alex Gill motions for a negative declaration of the SEQR. Phil Bond seconded the motion. All were in favor. Motion approved.

The Board reviews the SEQR for 400 N Monroe Street. Alex Gill motions for a negative declaration of the SEQR. Phil Bond seconded the motion. All were in favor. Motion approved.

Alex Gill motions for final approval for the Bed & Breakfast for 229 S. Jackson Street. Phil Bond seconded the motion. All were in favor. Motion approved.

Alex Gill motions for final approval for the short-term rental for 400 N. Monroe St. Phil Bond seconded the motion. All were in favor. Motion approved.

The request for RV sites at 40 Fairground Lane was tabled pending further information needed related to the site plan. Scot Cole to provide a list of items needed before final approval could be granted.

**Approval of Minutes**

Alex Gill motions to approve the planning board minutes from August 24, 2022. Phil Bond seconded the motion. All were in favor. Motion approved.

## **Board Concerns & New Business**

### **STR Permit Renewal Period**

Scot Cole suggested the removal of the time period of 30 days required to renew/submit a special use permit for STR applications during January 1st to January 31<sup>st</sup>, interpreting it as having to inspect and approve all applications in that time frame. The board agreed the interpretation of the requirement was that the applicant must submit within the designated time frame but that Code Enforcement is not required to complete the approval process in that same time frame. No changes were made.

### **Village and County Planning Board Referral Process**

Kristin Van Horn presented the need to review procedures for referrals between the Village and the County. The current process is referral to the County before the Village has actually reviewed it thoroughly, which is not proving to be the most efficient and effective process.

She suggested the Village Planning Board review and discuss to present a preliminary approval first, then referral to County for review, then back to the Village for final approval.

### **Site Plans**

Kristin added Village zoning law says for site plan approval, a site plan is required to look at. The County is getting more often hand-drawn plans and then something else is getting built. County will likely begin rejecting site plans that do not follow exact submission requirements, so it is more efficient if the Village makes sure that the site plans are completed thoroughly prior to sending to the County.

### **Closing the Public Hearing**

Alex Gill motions to close the public hearing. Phil Bond seconded the motion. All were in favor. Motion approved.

### **Adjournment**

Alex Gill motions to adjourn the Planning Board meeting. Phil Bond seconded the motion. All were in favor. Motion approved.

Meeting adjourned.

  
Fred Warrick  
Village Clerk