

**Town of Union Planning Board Minutes**  
Tuesday, January 8, 2019

A regular meeting of the Town of Union Planning Board was held Tuesday, January 8, 2018, at the Town of Union Office Building, 3111 East Main Street, Endwell, New York.

Members present: L. Miller, L. Cicciarelli, S. McLain, T. Crowley, S. Forster, M. Jaros, D. Kudgus

Others present: Marina Lane, Rick Materese, Rosemarie Pope, Dave Goguen, Jeremy Sager, William Hall, Melissa Rusnak, Jason Rusnak

**A. CALL TO ORDER**

Chairman Miller opened the meeting of the Planning Board at 7:00 p.m.

Ms. Lane introduced Rick Materese, the new Supervisor, and Rosemarie Pope, Deputy Town Attorney. Ms. Lane noted that Kurt Schrader would no longer be working with the Town, but Mr. Schrader will continue working with Alan Pope and Rosemarie Pope, who have joined with Coughlin and Gerhart. Ms. Lane also introduced Dave Kudgus, the newly appointed Planning Board member.

**B. MEETING MINUTES**

**1. Acceptance of December 11, 2018, Meeting Minutes**

Chairman Miller asked for a motion to accept the December 11, 2018, Meeting Minutes, as written.

Motion Made: L. Cicciarelli  
Motion Seconded: M. Jaros  
MOTION: Acceptance of the meeting minutes of December 11, 2018, as written.  
VOTE: **In Favor:** L. Miller, L. Cicciarelli, S. McLain, T. Crowley, S. Forster, M. Jaros, D. Kudgus  
**Opposed:** None  
**Abstained:** None  
Motion Carried

**2. Acceptance of December 11, 2018 Public Hearing Transcript – Revision of the Special Permit for Auto Sales**

Chairman Miller asked for a motion to accept the December 11, 2018, Public Hearing Transcript for Revision of the Special Permit for Auto Sales, as written.

Motion Made: S. Forster  
Motion Seconded: T. Crowley  
MOTION: Acceptance of the December 11, 2018, Public Hearing Transcript for Revision of Special Permit for Auto Sales, as written.  
VOTE: **In Favor:** L. Miller, L. Cicciarelli, S. McLain, T. Crowley, S. Forster, M. Jaros, D. Kudgus  
**Opposed:** None  
**Abstained:** None  
Motion Carried

### **C. JKS Home Improvement Office, 3400 E. Main Street, J. Sager**

Jeremy Sager of JKS Home Improvement applied to open a business office in the former warehouse at 3400 East Main Street. The proposal includes the demolition and reconstruction of the front 2,000+/- square-feet of the existing 7,100 square-foot building. The office will be on the first floor of the new portion of the building, and an apartment will be on the second floor over the office.

#### **1. Declare Lead Agency**

Chairman Miller asked for a motion to declare the Planning Board Lead Agency.

Motion Made: S. Forster  
Motion Seconded: L. Cicciarelli  
MOTION: Declare the Planning Board Lead Agency.  
VOTE: **In Favor:** L. Miller, L. Cicciarelli, S. McLain, T. Crowley, S. Forster, M. Jaros, D. Kudgus  
**Opposed:** None  
**Abstained:** None  
Motion Carried

#### **2. Declare Project an Unlisted Action**

Chairman Miller asked for a motion to declare the project an Unlisted Action under SEQRA.

Motion Made: L. Cicciarelli  
Motion Seconded: S. Forster  
MOTION: Declare the project an Unlisted Action.  
VOTE: **In Favor:** L. Miller, L. Cicciarelli, S. McLain, T. Crowley, S. Forster, M. Jaros, D. Kudgus  
**Opposed:** None  
**Abstained:** None  
Motion Carried

### **3. SEQRA Determination**

JKS Home Improvement's application to convert a former warehouse to an office for a home improvement business was reviewed for any potential negative impacts on the environment. Ms. Lane noted that Part 1 of the environmental assessment form (EAF) was completed by Bill Hall on behalf of Jeremy Sager. Ms. Lane then reviewed Part 2 of the EAF for the Planning Board and it was determined that all potential impacts were small to none. Per the Determination of Significance, the office use is permitted in the General Commercial zoning district. The front 2,072 square feet of the building will be demolished and rebuilt to demonstrate the firm's construction abilities and materials. As an accessory use to the office, samples of building materials will also be showcased.

The building is on 0.34-acres, adjacent to 214 Kent Avenue, and the properties have an access easement and agreement to share 31 parking spaces, including handicapped accessible spaces. The parking lot has wheel stops placed strategically to clarify entrances and exits, and meet NYS DOT requirements.

As the property has been developed for many years, the project will have no impact on wildlife and flora. There will be no significant impacts from odors, noise, or lighting, and the project will not impact traffic or utilities. Although the property is within the buffer of an archeologically sensitive area, this project will not have any impacts since the soil has been previously disturbed or filled. This property is located within the buffer area of the NYS DEC remediation site #704038, the Endicott Area-Wide Investigation, but is not directly impacted by the contamination. The site is not in the floodplain.

Upon close review, the project as proposed will not have a significant adverse impact upon the environment.

Mr. Jaros asked where the floodplain ends. Ms. Lane responded that the floodplain is behind the property and recalled that 515 Fairmont Avenue had been flooded. Mr. Crowley asked if Ms. Lane knew the elevation of the property, because he thought that base flood elevation was about 833 feet (above sea level). Ms. Lane thought that the property was far enough away from the floodplain to not be impacted. Mr. Jaros said that the last flood made an S-curve and may have flooded this area. Ms. Lane promised to send Mr. Jaros a map of the 2011 flood inundation in that area.

Chairman Miller then asked for a motion to approve the Negative Declaration under SEQRA.

Motion Made: S. Forster  
Motion Seconded: T. Crowley  
MOTION: Approval of the Negative Declaration under SEQRA  
VOTE: **In Favor:** L. Miller, L. Cicciarelli, S. McLain, T. Crowley, S. Forster, M. Jaros, D. Kudgus  
**Opposed:** None  
**Abstained:** None  
Motion Carried

#### 4. Site Plan Review

The property is zoned General Commercial and the apartment over an office use is permitted by right; the project requires site plan review because of the new office and residential uses. Mr. Hall explained that the two-bedroom apartment above the showroom could be used for employees who need a place to stay while they are working on jobs or for family members. The apartment will also be used as a showcase of the work that the company performs. The rear of the building will continue to be used as a warehouse. Mr. Hall added that there will be fire separation walls between the office and the apartment, and between the office and the warehouse.

The JKS Home Improvement office will operate from 7:00 a.m. to 7:00 p.m. Monday through Friday, and 9:00 a.m. to 5:00 p.m. on Saturdays. There are five employees.

A shared parking and access easement agreement with 214 Kent Avenue is already filed with the deed. Thirteen parking spaces are shown on the site plan. The office use requires 11 parking spaces and the upstairs apartment requires two spaces. The parking lot is paved, and new striping for the handicapped parking space and access aisle shall be required. There is no increase in impervious surface, and stormwater runoff from the existing parking lot and building flows into the municipal stormwater drainage system. The office use does not require a dumpster.

Under the requirements of Section 617.7(c), using the Short Environmental Assessment Form, the proposed action was examined and determined to be an Unlisted Action. The Planning Department recommended a Negative Declaration. A Stormwater Pollution Prevention Plan was not required because there is no proposed increased impervious surface on the property.

The property is subject to a 239-Review. Broome County Planning did not identify any significant county-wide impacts, but recommended the site plan be revised to include landscaping and the drainage system. BMTS and the NYS DOT have no comments. Per the B.C. Health Department, if fuels or chemicals are stored on-site, they shall either be stored inside or outside

with secondary containment. If vehicles are maintained inside, floor drains shall be connected to the public sewer.

The project meets the requirements for an office with an apartment on the second floor. Staff recommendation is to approve the site plan with the following stipulations:

1. A water backflow prevention device shall be installed prior to the issuance of a Certificate of Compliance or Certificate of Occupancy. The backflow prevention device shall be tested annually by a NYS DOH licensed backflow prevention device tester, and the reports shall be submitted to the Town Deputy Commissioner of Public Works for Safety and Health.
2. Per the site plan, wheel stops shall be installed in the parking spaces facing both sides of the building prior to the issuance of a Certificate of Compliance or Occupancy, whichever shall be issued first.
3. The parking lot shall be striped by May 31, 2019. All parking spaces shall be a minimum of nine-feet by eighteen-feet (9'x18'). The required handicapped-accessible parking space shall conform to the Property Maintenance Code of NYS, and shall be posted with signage displaying the international symbol of accessibility. The handicap parking access space shall be no less than eight-feet by eighteen-feet (8'x18'). The access aisle shall be provided with signage reading "No Parking Anytime." Signs shall be permanently installed at a clear height of between 60 inches and 84 inches above grade and shall not interfere with an accessible route from an access aisle.
4. The proposed sidewalk closest to the handicap parking space shall be handicapped-accessible.
5. Driveway aprons are the responsibility of the property owner. Any work to repair or improve the apron will require that the owner apply for a NYS DOT highway work permit prior to any work in the State right-of-way, and Town of Union Highway work permit prior to any work in the Town's right-of-way.
6. No vehicles shall be parked in the East Main Street right-of-way. Repairs or standard maintenance of vehicles shall not occur on site.
7. Landscaping including live plants shall be installed between 3400 and 3310 East Main Street. The property owner shall submit the landscape design to the Planning Department. If a wall is constructed, the design of the wall shall be approved by the Building Official. Grass shall be planted between the building and the side walk, per the submitted site plan. Landscaping shall be installed by October 31, 2019.
8. If the applicant wishes to add additional outdoor lighting, a lighting plan shall be submitted to Code Enforcement for approval prior to

installation.

9. If any sign is desired, the applicant shall apply for a sign permit from the Building Official. All temporary signs (including price signs), portable signs, search lights, balloons, sidewalk and curb signs shall be reviewed and approved by the Code Enforcement Office prior to being placed on the property. Signs that blink, rotate, or move are not permitted.

10. Site plan approval shall be valid for one year, unless substantial improvements have been made pursuant to the approved site plan.

11. The applicant shall be required to acknowledge all of the above conditions, in writing, prior to the issuance of a Building Permit. The applicant agrees to construct the project in strict accordance with the site plan approved by the Planning Board. Changes to the site plan following approval may require a minor site plan review or resubmittal to the Planning Board, depending on the degree of change per Section 300-63.2. Applicability.

Ms. Lane explained that minor changes to approved site plans generally require only a minor site plan review, which is conducted in-house, not requiring Planning Board review. If changes to the site plan are more significant, then the applicant would return to the Planning Board for approval of those changes. She asked if the Planning Board had any questions. Mr. Crowley asked whether the floor drains will need to be plugged if any maintenance is done on vehicles inside the warehouse. Mr. Hall explained that if vehicles were maintained in the building, the floor drains would need to be connected to the sanitary sewer, and he would recommend an oil/water separator be installed. Ms. Miller asked if they currently perform maintenance on the company vehicles. Mr. Sager answered that they send the company vehicles out for maintenance.

Supervisor Materese asked if there should be a limit on the number of people who can use the apartment. Ms. Lane responded that the Planning Board does not regulate the number of people in an apartment. The plans provide the correct number of parking spaces for the upstairs apartment and that is the only role that the Planning Board has regarding the apartment.

Mr. Hall questioned the site plan approval being valid for one year. Ms. Lane explained that this stipulation addresses applicants who have an approved site plan for a project but delay construction. Should any requirements or the situation change during that one-year period, the Planning Board may need to revise the stipulations. The phrase does not mean the project has to be completed within one year. Mr. Forster asked how the outside siding will appear on the new façade and Mr. Hall said that the siding will be greenish-brown with stone at the base, and the building will have a pitched roof.

Chairman Miller then called for a motion to approve the site plan for the JKS Construction Office at 3400 E. Main Street, with stipulations.

Motion Made: S. Forster  
Motion Seconded: L. Cicciarelli  
MOTION: Approval of the JKS Construction Office site plan at 3400 East Main Street, with stipulations.  
VOTE: **In Favor:** L. Miller, L. Cicciarelli, S. McLain, T. Crowley, S. Forster, M. Jaros, D. Kudgus  
**Opposed:** None  
**Abstained:** None  
Motion Carried

**D. Brody's Pizza, 1771 Union Center-Maine Highway, M. Rusnak**

Melissa Rusnak submitted an application to open a pizza shop in an existing commercial building located at 1771 Union Center-Maine Highway. The former use was also a pizza and sub shop, but as it has been vacant for over a year, site plan review is required.

**1. Declare Lead Agency**

Chairman Miller asked for a motion to declare the Planning Board Lead Agency.

Motion Made: S. McLain  
Motion Seconded: T. Crowley  
MOTION: Declare the Planning Board Lead Agency  
VOTE: **In Favor:** L. Miller, L. Cicciarelli, S. McLain, T. Crowley, S. Forster, M. Jaros, D. Kudgus  
**Opposed:** None  
**Abstained:** None  
Motion Carried

**2. Declare Project an Unlisted Action**

Chairman Miller asked for a motion to declare the project an Unlisted Action under SEQRA.

Motion Made: L. Cicciarelli  
Motion Seconded: M. Jaros  
MOTION: Declare the project an Unlisted Action.  
VOTE: **In Favor:** L. Miller, L. Cicciarelli, S. McLain, T. Crowley, S. Forster, M. Jaros, D. Kudgus  
**Opposed:** None  
**Abstained:** None  
Motion Carried

### 3. SEQRA Determination

The Planning Board reviewed the EAF for Ms. Rusnak's application to open a take-out pizza shop, Brody's Pizza, at 1771 Union Center-Maine Highway. It was agreed that all potential impacts were small to none. Per the Determination of Significance, the 824 square-foot building has been vacant for a number of years. The 0.82-acre property is zoned General Commercial, the take-out restaurant use is permitted, and the commercial use fits in with the mixed residential and commercial neighborhood.

The lot is 175 feet wide, and the parking lot is approximately 122-feet wide. Based on square-footage, the maximum occupancy is 17, and 9 parking spaces are required, as shown on the site plan. The applicant plans only minor interior renovations to the building. The only soil disturbance will be the laying of a new 3-foot wide sidewalk from the side entrance to restrooms accessed from the rear of the building, which does not require a stormwater management plan.

The use will not trigger a significant increase in traffic, energy consumption, noise or light. The existing well will be sampled for its annual test in January, and the septic system has been inspected.

The site is not located within an archeologically sensitive area, and no threatened or endangered animals or plants will be affected. The parcel is partially in the 500-year floodplain, and it has been recommended that the parking lot be hardened with millings to allow better drainage. The parcel is in the buffer area of NYS DEC remediation site #704038 (the Endicott Area-Wide Investigation), which is under remediation and does not affect the site.

The review of the project found no significant impacts to the environment.

Ms. Lane explained the Town's concerns about the parking lot. When Mr. Rusnak consulted a couple of paving companies, they were concerned about pooling of water on the parking lot, and recommended millings to allow for some drainage. Lou Caforio, CPW, and Daria Golazeski, DCPW, do not recommend millings because they would shift too much, especially when plowed in the winter. The property has a gentle downward slope to the rear and stormwater runoff would remain on the applicant's property. Mr. Cicciarelli was concerned whether the runoff would impact the building, and Mr. Rusnak answered that it is raised on a pad. Ms. Lane said that the parking lot will need to be graded. Mr. Cicciarelli asked Mr. Rusnak how well the property drained. Mr. Rusnak answered for the most part the property drained pretty well except for the potholes. To stabilize the entire parking area, Mr. Caforio required that the millings also be compacted with a 2½" binder on top. Ms. Lane noted that Mr. Caforio and Ms. Golazeski

did not consider the pooling water an environmental issue because stormwater does not run off the property.

After this discussion, Ms. Lane changed the second sentence of the fourth paragraph in the Determination of Significance to read as follows: “The parcel is partially in the 500-year floodplain, but did not flood in the floods of 2006 and 2011. Stormwater currently flows to the west, toward the rear of the property, and does not affect adjacent properties.”

Chairman Miller then asked for a motion to approve the Negative Declaration under SEQRA, as revised.

Motion Made: M. Jaros  
Motion Seconded: T. Crowley  
MOTION: Approval of the Negative Declaration under SEQRA, as revised.  
VOTE: **In Favor:** L. Miller, L. Cicciarelli, S. McLain, T. Crowley, S. Forster, M. Jaros, D. Kudgus  
**Opposed:** None  
**Abstained:** None  
Motion Carried

#### 4. Site Plan Review

Approximately 256 square-feet of the 824 square-foot building is seating area, and the parking requirement for take-out restaurants is 2/1000 square feet. Ms. Rusnak plans to have 10 seats available, which requires five parking spaces. Based on a maximum occupancy of 17 employees and customers, the parking requirement is nine spaces, including one handicapped-accessible space and access aisle. There will be two restrooms, one being handicapped-accessible, and both accessed from outside at the rear of the building. The water system will be sampled in January, and the septic system has been tested and approved by the Health Department.

There is an existing parking area which was paved at one time but at this time is largely broken up. NYS DOT requires that the design of the entryway be under their jurisdiction. There is a sign at the edge of the road which does not meet Code, because it is in the right-of-way. Ms. Rusnak plans to put a new sign on the building.

Under Chapter 300 of the Town Code, the intent of the site plan review process is to preserve and enhance the character of a neighborhood, achieve compatibility with adjacent development, mitigate potentially negative impacts on traffic, parking, drainage and similar environmental concerns, and improve the overall visual and aesthetic quality of the Town and Villages. As such, the Planning Board may prescribe such appropriate

conditions and safeguards as may be required in order to further these objectives:

Mr. Forster questioned why this report noted that Ms. Rusnak will have 10 seats available and the SEQRA (EAF Part 1) has 14 seats. Ms. Lane replied that the number was changed since the original submittal of the EAF. Typically applicants first submit the EAF with the project. Then the Planning Department and Code Enforcement work with the applicant throughout the month before the Planning Board meeting to correct or update the plans before the final site plan is reviewed for approval. Ms. Lane thanked Mr. Forster for pointing that out.

This location was subject to a 239-Review, as it lies within 500 feet of the S.R. 26 (a.k.a. Union Center-Maine Highway). Broome County Planning expressed no concerns for impacts to the County or surrounding area. They did recommend that the applicant should be made aware that the property is partially in the preliminary FEMA special flood hazard area. They also recommended that the site plan should include landscaping and the driveway designed in accordance with NYSDOT standards. The NYSDOT noted that the driveway opening must be brought into compliance with Department standards for control of access and highway safety. The applicant's method of driveway opening modification shall be approved by the Department and may require a Highway Work Permit prior to implementation. The applicant should contact the NYSDOT Broome Residency at (607) 775-0522 for information and assistance. The applicant should contact Mark Mancini (607-778-2810) at the Health Department for food service requirements at the new restaurant, prior to opening. Since the property has its own well and therefore qualifies as a public water supply, there are sampling requirements that must be fulfilled. Creig Hebdon at the Broome County Health Department should be contacted to determine what is needed (607-778-2863).

Ms. Lane noted that she includes the County's comments about the Preliminary Floodplain in her reports although the Preliminary 100-year floodplain results have not been accepted. Town staff work with applicants concerning floodplain issues, and use the Preliminary floodplain as a tool when relevant. An example was the Tarpon Tower cell tower at 11 Frey Avenue. In this case, Code Enforcement and Planning recommended Verizon raise their equipment cabinets a certain amount to protect them from potential flooding based on historical flood levels. Verizon mounted the cabinets on a wooden structure that did not obstruct flood water, but kept the cabinets safe. Mr. Crowley asked whether they are using the old maps or the proposed new FEMA maps when people go for flood insurance. Ms. Lane answered that the proposed new maps cannot be used. Ms. Lane explained that if there was prior flooding at a property, Ms. Golazeski usually recommends they have an elevation certificate done by an engineer.

The Planning Department recommends approval of the site plan with the following stipulations:

1. The parking area shall be stabilized with a millings sub-base, and then compacted 2½" binder by June 30, 2019.
2. The parking lot shall be striped by June 30, 2019. All parking spaces shall be a minimum of nine-feet by eighteen-feet (9'x18'). The required handicapped-accessible parking space shall conform to the Property Maintenance Code of NYS, and shall be posted with signage displaying the international symbol of accessibility. The handicap parking access space shall be no less than eight-feet by eighteen-feet (8'x18'). The access aisle shall be provided with signage reading "No Parking Anytime." Signs shall be permanently installed at a clear height of between 60 inches and 84 inches above grade and shall not interfere with an accessible route from an access aisle.
3. The proposed sidewalk closest to the handicap parking space shall be handicapped-accessible.
4. The applicant shall work with NYS DOT Residency for the design of the entrance/exit, prior to the issuance of a Certificate of Compliance.
5. For any new signage, the applicant shall first apply for a sign permit from the Building Official prior to display. All temporary signs (including price signs), portable signs, search lights, balloons, sidewalk and curb signs shall be reviewed and approved by the Code Enforcement Office prior to being placed on the property. Signs that blink, rotate, or move are not permitted.
6. Per 300-52.3.V, one sandwich board sign is permitted for each business. Sandwich board signs do not require a sign permit. This sign cannot exceed six square feet in area, and must be removed at the close of each business day. Sandwich board signs cannot be located on a public right-of-way and must be located on the property on which the business is located.
7. Any new exterior lighting shall first be approved by the Code Enforcement Officer.
8. Site plan approval shall remain valid for one year, unless substantial improvements have been made pursuant to the approved site plan.
9. The applicant shall be required to acknowledge all of the above conditions, in writing, prior to the issuance of a Building Permit. The applicant agrees to construct the project in strict accordance with the site plan approved by the Planning Board. Changes to the site plan following approval may require a minor site plan review or resubmittal to the Planning Board, depending on the degree of change per Section 300-63.2. Applicability.

Per Ms. Lane, NYS DOT will work with the applicants to develop a plan that meets DOT standards for the entrance, making sure that there is a defined entrance and exit on the property. The design will be determined by the DOT and not the Planning Board. Ms. McLain noted that Nanticoke Gardens has a defined exit and entrance-way and that no one abuses it. Mr. Rusnak added that tractor trailer trucks use the project parking lot to turn around; however, he feels once he makes the improvements that the DOT recommends, that this will no longer be an issue.

Mr. Cicciarelli asked how far from the building the compacted millings will need to be. Mr. Rusnak plans to redo the entire parking lot. Mr. Crowley asked when they anticipate that the business will open and Mr. Rusnak answered that they hope to open in March or April. Ms. McLain asked what the small building in back of the building is. Mr. Rusnak answered that it is a walk-in cooler, it has been inspected, and they plan to keep it on the property. Mr. Jaros asked if they planned to have any outdoor seating. Mr. Rusnak answered that they wanted to have some outdoor seating, but they would need to add more parking spaces on the side of the building, and they would come before the Planning Board again for that approval.

Ms. Lane advised the applicants to make sure that the sign structure that is at the front of the property is eight feet away from the neighboring property line. Ms. Rusnak said that she had spoken to Sharon Wilde of Wilde Signs about designing new signs for the property.

Chairman Miller then called for a motion to approve the Site Plan for Brody's Pizza at 1771 Union Center-Maine Highway, with stipulations.

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| Motion Made:     | S. Forster   |
| Motion Seconded: | L. Cicciarelli   |
| MOTION:          | Approval of Brody's Pizza site plan at 1771 Union Center-Maine Highway, with stipulations. |
| VOTE             | <b>In Favor:</b> L. Miller, L. Cicciarelli, S. McLain, T. Crowley, S. Forster, M. Jaros    |
|                  | <b>Opposed:</b> None   |
|                  | <b>Abstained:</b> None   |
|                  | Motion Carried   |

#### **E. SEQRA Cookbook Review**

Ms. Lane noted that it is difficult for Planning Board members who work to attend training sessions. Therefore, she will offer training sessions after some of the Planning Board meetings so that the members can meet their required training requirements. Ms. Lane will provide training on SEQRA after the meeting this evening.

F. Other Such Matters as May Properly Come Before the Board

Mr. Nelson had given Ms. Lane information that per New York State Town Law #271, the Town Board is responsible for appointing the Planning Board Chairman, and Planning Board members are responsible for designating the Planning Board Vice-Chairman. The Town Board appointed Lisa Miller as Chairman at their January reorganizational meeting. Ms. Lane has made a note on her December calendar to send a recommendation from the Planning Board to the Town Board for this appointment in the future.

Chairman Miller asked the Planning Board whom they wanted to nominate for Vice-Chairman and Mr. Forster nominated Len Cicciarelli. All of the Board members agreed with this nomination, so Mr. Cicciarelli is the Vice Chairman of the Planning Board for 2019. Mr. Crowley noted that it is important that both the Chairman and Vice-Chairman can attend most of the meetings, and both Ms. Miller and Mr. Cicciarelli do this.

**G. Adjournment**

Chairman Miller asked for a motion to adjourn the meeting at 8:19 p.m.

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| Motion Made:     | D. Kudgus  |
| Motion Seconded: | M. Jaros   |
| MOTION:          | Adjourning the meeting.  |
| VOTE:            | <b>In Favor:</b> S. Miller, L. Cicciarelli, S. McLain,<br>T. Crowley, S. Forster, M. Jaros, D.Kudgus<br><b>Opposed:</b> None<br><b>Abstained:</b> None<br>Motion Carried |

**Next Meeting Date**

The next meeting of the Planning Board is tentatively scheduled for Tuesday, February 12, 2019, at 7:00 p.m.

Respectfully Submitted,  
Carol Krawczyk