

**Minutes of the
Port Byron Planning and Zoning Commission
August 12th, 2015 – Port Byron Village Hall
7:00 PM**

The Planning and Zoning Commission met on Wednesday, August 12th, 2015, at 7:00 PM at the Village Hall.

Call to Order:

The meeting was called to order at 7:42 PM by Chairman Gerry Meade.

Roll Call/Establishment of Quorum:

Roll Call: Present: Members Barb Brandt, Bob Wilson, Bob Lagerblade, Wes Wells, Gene Fry and Chairman Gerry Meade.

Absent: Bruce Peterson

Also present: Lou DiLauro, Paul Kouski,

Roll call established a quorum was present and the Pledge of Allegiance was recited.

Mayor's Update:

NONE

Building Inspectors Report:

Paul has one final new house inspection. There is a new home permit for Elm Shore Drive. He has had several permits issued for new inground pools.

IRDC Committee:

Wes reviewed the current demolition of the Old Academy building. Operations will be suspended during Tug Fest. Completion is expected by September 10, 2015.

Chairman's Discussion:

The use of the new task order form was discussed. More details will be available at the September meeting. These forms will detail projects presented for Board approval.

Old Business:

Restroom Upgrades: Bruce has been heading this project for the Board, not as a P&Z member. Gerry reported that the new fixtures are installed and the overhead lights are in. the painting still needs to be done.

Landscaping Maintenance: Gerry advised that the Riverfront Park walk through was done on Friday, August 7th. As a result, some changes were made to the Phase I proposal from Aunt Rhodies. The revisions will be voted on by the Village Board at its next meeting. Bob Wilson led a discussion on the relevance of this and other projects for P&Z assignment. It should be remembered,

however, that this project, along with 4 others, were selected by the Planning and Zoning Commission at our December 2014 meeting. The Village Board subsequently approved P&Z selections.

Ann's Helping Hands Striping: Village Public Works has agreed to paint the bike path lanes in front of Ann's Helping Hands. Gerry will follow up with Don at Public Works

Gallery Comments:

NONE.

P&Z 2015 Projects:

a. I-80 Port Byron Signs:

No new information.

b. Maintain green spaces/gardens along downtown bike paths:

Discussed earlier in minutes. P&Z feels that this maintenance should be performed by Village Public Works

c. Plans/Options to develop Academy property after demolition:

Lou DiLauro provided a sample sign "For Development" to be placed in front of the property. Barb made a motion to recommend that the Board authorize the purchase of the sign ASAP. Wes seconded the motion. All approved. P&Z also strongly recommends that this project be assigned to the Economic Development Committee or to a joint sub-committee.

The Village attorney is requested to provide legal guidelines for the sale and development issues regarding this property.

New Business:

NONE

Further Gallery Comments:

NONE

Adjournment:

With no further business to come before the Commission at this time, Bob Wilson made a motion, seconded by Gene, that the meeting be adjourned. All in favor.
Motion carried

Respectfully Submitted,

Gerry Meade
Commission Chairman

Next Meeting: Wednesday, September 9th, 2015 @ 7:00 PM at Village Hall