

**Minutes of the
Port Byron Planning and Zoning Commission
February 8th, 2017 – Port Byron Village Hall
7:00 PM**

The Planning and Zoning Commission met on Wednesday, February 8th, 2017 at 7:00 PM at the Village Hall.

Introduction:

The meeting was called to order at 7:03 PM by Chairman Gerry Meade.

Roll Call/Establishment of Quorum:

Roll Call: Present: Members Bruce Peterson, Scott Angelici, Sarah Ford, and Chairman Gerry Meade.

Also in attendance: Doug Streeter, Greg Crow with MSA, Lou DiLauro, Chad Pregracke, and Tammy Becker.

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

Building Inspectors Report: Doug Streeter presented his monthly report: One permit was issued for residential, and he expects activity to pick up now that it's closer to spring.

Chairman's Discussion: Gerry presented a photo survey compiled by Lou DiLauro, showing dilapidated properties around town, and how can they be addressed. Lou said he's been bringing the issue to the Village for years, and hasn't seen attention to it. Could the village work with a non-profit group, such as Habitat for Humanity, to help with properties? Or could the material costs be purchased by the village? Doug said a "Christmas in April" program in Geneseo helps struggling tenants update their properties, and maybe Port Byron could do the same. Bruce said letters of ordinance violation could be sent out, if they are in violation of code, and TIF funds could be used for projects, possibly. Future discussions will be scheduled.

Gallery Comments: Tammy and Chad expressed interest in buying the property at 101, 103 N. Main Street. They have already purchased and updated two downtown buildings, and TIF has been very beneficial to their projects. They hope to put a second story on the 101, 103 property, but weren't sure if they needed a variance or covenant appeal. Their decision to buy the property is dependent upon whether they will be able to add the second story. The committee discussed the current knowledge of whether it would be possible to do this, and based on current ordinances, there would be no issue to build another story. Chad said he could bring prints and proposals to a future meeting, and Chairman Meade said it would be appropriate to proceed with plans at this point. Any due diligence and next steps will be discussed at the next meeting.

Old Business:

- a. **Update 2014 Plan:** Greg Crow from MSA presented possible ideas for moving forward with the Comprehensive Downtown Development Plan. The plan is typically updated every five years, while certain areas can be focused on in that time. Committee members expressed interest in pursuing plans for street-scaping, enhancing the boat launch area, and a welcome

brochure for Port Byron. Greg said he will bring estimates on the planning costs at the next meeting.

- b. Green Committee Update:** Bruce suggested that the Village consider hiring a part time manager to help with maintaining the gardens. Sarah said it was possible to get a volunteer maintenance program going, and the Green Committee will come up with a monthly upkeep plan.
- c. Economic Development Committee:** No update at this time.
- d. Approve Minutes:** Bruce moved and Scott seconded to approve the minutes from the January 11th, 2017 P&Z Meeting as presented. All in favor and Motion carried.
- e. Subdivision Ordinance:** No updates at this time.

New Business: None

Planning and Zoning 2017 Projects

- a. EV Charging Station:** Scott presented information on EV charging stations that can be installed in the village parking lot on the north end of downtown. Electric car purchases are up, and it'd be a unique service to Port Byron. Two options were discussed, including attaching a unit to the wall, or getting free-standing stations. Two 40-amp lines will need to be installed as well. Bruce made a Motion to recommend proceeding with the purchase of an EV Charging Station, and installation costs by an electrician, at a cost not to exceed \$4000, and Sarah seconded the motion. All in favor and motion carried.
- b. Village Sign Ordinance:** Bruce said he will put this on the backburner, as there seems to be little interest in making updates at this time.
- c. Bicycle Repair Station:** Bruce said the work is ongoing, he is working with a donor, and it will hopefully be ready by the spring.

Further Gallery Comments:

Lou DiLauro said P&Z and the village should help with the Fiber My City initiative to bring fiber optics to Port Byron. The deadline for voting is March 15th,

Adjournment:

With no further business to come before the Commission at this time, Bruce made a motion, seconded by Scott, that the meeting be adjourned. All in favor.

Motion carried and meeting adjourned at 8:29 p.m.

Respectfully Submitted,

Sarah Ford