

DRAFT
Minutes of October 26, 2009 ~ Meeting
Zoning Board of Appeals

Present:

Members: Chair Mike Braun
Laura Gail Tyler
Robin Logan
Village Board Liaison Susan Ezrati
Recording Secretary: Gabrielle Green
Absent: Joe Cicileo
Karen Cleaveland
Alternate Bob Juliano

The Zoning Board meeting was convened at 7:08 p.m.

Chair Braun asked the Board to review the minutes of September 21, 2009. Robin Logan made a motion and Laura Gail Tyler seconded the approval of the minutes. The vote was called and the motion was approved.

Chair Braun opened a discussion about the proposed change and update of the Tivoli Zoning Applications. He mentioned how he has met with Steve Cole, Code Enforcement Officer and Bob Fennell, Building Inspector/ZEO, about updating the forms to make them consistent with the Town of Red Hook forms which are more up to date. Chair Braun has brought the issue to the ZBA's attention and asked for any recommendations on the changes. It was noted that the Red Hook forms are well written and spell out the criteria.

Susan Ezrati noted that the codes on the forms were updated to be relevant to Tivoli. Chair Braun noted that the form has a good foundation but is missing a place where the applicant must explicitly describe the intended project. Robin Logan agreed that there should be a place for this on the application. Chair Braun suggested that the application ask for a small, informal drawing done to scale to show fire escapes and other necessary items. Robin Logan noted that this should not be necessary because it is the job of the ZEO and Building Inspector to filter out whether or not the plans are within the code regulations or not before an application goes before the ZBA. Susan Ezrati brought up a concern that including information that is not pertinent to the ZBA might cause a distraction when reviewing the forms. The board discussed the issue and came to the conclusion that the extra information, even though it's not needed by the ZBA, would act as a safety net in case an application is accidentally passed on to the board that does not meet the code requirements. The board decided that they would like the applicant to include all pertinent legal documentation with the application in an extra measure to protect the Village.

The board also discussed the issue of mailings for Public Hearings. It was suggested that the Village Clerk's Office be in charge of the mailings to ensure they are mailed correctly and just sent Certified Mail to save the applicant money. Robin Logan noted that the having the applicant send them with Return Receipts is a good protective measure for the Village.

Robin Logan made a motion to adjourn the meeting at 8:01 p.m. Laura Gail Tyler seconded the motion. All were in favor.

Respectfully submitted,

Gabrielle Green
Recording Secretary