

TOWN OF CONCORD PLANNING BOARD
Town Hall Courtroom

July 2, 2019
7:00 p.m.

ITEM # 1:

The meeting was called to order by Planning Board Chairman Lawrence J. Kelly, Jr., at 6:50 p.m.

ITEM #2: Roll Call

Present:

Lawrence J. Kelly, Jr., Chairman
Bruce Luno
George Donhauser
James Jozwiak
Karl R. Lux

Also Present:

Darlene Schweikert
Clyde Drake, Supervisor

Not Present:

Julie Zybert
Joseph Edbauer

ITEM #3: Citizen Participation

There was no one for Citizen Participation.

ITEM #4: Approval of Minutes

a) June 4, 2019 – B. Luno made the motion, seconded by J. Jozwiak, to approve the Minutes as presented. All in favor. Carried.

ITEM #5: Business from the Members

a) At the April and May meetings, the Planning Board had discussed roofing permits and a permit fee and recommended to the Town Board a fee of \$50 be charged. At the June Town Board meeting, the Board discussed this fee and tabled the item. Councilman Drozd and Councilman Snyder had concerns about the fee. The Councilmen did not feel that residents should have to pay a \$50 fee on top of the costs of roofing. Supervisor Drake advised that the CEO would make sure the contractor or the Do-It-Yourself people would know the rules; make sure the roof is done correctly. K. Lux noted that a roofing permit being issued may also help a resident when they were to sell a home because the buyer/lender would be able to assume that the roof was done correctly and inspected. J. Jozwiak stated that as a contractor, there are costs he has to pay for insurance (workers comp and disability) and that the contractor's bid may be higher than a Do-It-Yourself person/friend but they are insured and know the NYS code for roof installation. J. Jozwiak noted that most towns do have a roof permit fee. Each town may have a different process; some will just allow the contractor to send pictures of the stripped roof, the ice shield in place and the finished roof and then the CEO will go and inspect. This process makes it easier for the contractor and the CEO. The members discussed how the CEO would make sure the contractor/Do-It-Yourself person/friend knew the NYS code for roofing; weight load; layers of shingles on a roof. B. Luno

recalled that the members discussed a reasonable permit fee to cover the costs of CEO time spent, inspection/mileage. J. Jozwiak noted that some towns will let paperwork and insurance be submitted for approval earlier so that when the contractor's schedule and weather work out, the project can proceed; and the contractor is not waiting for the CEO. Supervisor Drake said he discussed inspections with CEO Singleton and it was agreed that the contractor/Do-It-Yourself person/friend do not need to know when the CEO will stop by to do any inspections. There was also brief discussion about whether the size of the building to be roofed should impact the cost of the roof permit fee; no action taken on this topic.

K. Lux made the motion, seconded by J. Jozwiak, to reaffirm their recommendation to the Town Board that the Town charge a \$50 roof permit fee. All in favor. Carried. This will protect the owner whether a contractor does the work or it's a Do-It-Yourself project. G. Donhauser questioned what would happen if an owner does a roof without a permit and the Planning Board agreed that the fee would be doubled as with all the other permit fees.

b) J. Jozwiak brought up for discussion why the 219 Expressway does not have signs on it like other thruways do advising drivers what services are available at the upcoming exits (gas/restaurants/hotels). He feels this would be beneficial to the businesses. K. Lux thought that the business owners had to pay for signs on thruways with the names of businesses on them with directions on their location and have insurance on them. Discussion about the DOT and that the DOT does not want to have those signs up on the roads; the DOT wants to keep the traffic flowing. Supervisor Drake noted that the 90 has service plazas and signs are up for those services. K. Lux felt that this is a village or Chamber of Commerce matter. Chairman Kelly noted that the process would need to start with a state representative.

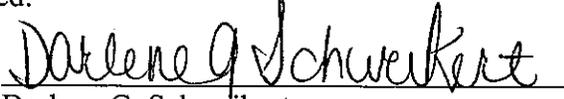
c) G. Donhauser asked Supervisor Drake how long he thought was an appropriate amount of time for our CEO to respond to a complaint. Supervisor Drake indicated that it would depend on what the CEO has on his calendar at the time; that CEO Singleton would need to prioritize. G. Donhauser feels that the CEO position is a combination of Building Inspector and Code Enforcement and his tasks should be split half and half on those categories. K. Lux felt that a couple weeks would be reasonable. G. Donhauser's concern is with B&B Homes who placed a semi-trailer on their property, took off the wheels and it is being used for storage. Nothing has been done with the other one on Route 240 either. G. Donhauser noted other locations that have done the same: Middle Road, Abbott Hill Road, Springville-Boston Road and feels the CEO should be enforcing this matter. Supervisor Drake will discuss with CEO.

d) Chairman Kelly advised the members that the Southtowns Planning & Development meeting will be held July 22nd at 56 E Main Street Café starting at 6 p.m. This is the committee that Councilman Zittel chairs and he encouraged the members to attend.

e) Chairman Kelly advised that the next Planning Board meeting is August 6th and then the September meeting is the day after Labor Day. If there is nothing on the Agenda for the September meeting, Chairman Kelly may cancel that meeting.

ITEM #6: Motion of Adjourn

K. Lux made the motion, seconded by J. Jozwiak to adjourn the meeting at approximately 7:20 p.m. All in favor. Carried.



Darlene G. Schweikert
Planning Board Secretary