

**Village of Hilton Planning Board
Meeting Minutes of November 14, 2006
Approved December 11, 2006**

Members Present: Chairman Steinmetz, Joe Galatio, Mark Hedberg, Robert Hunte

Members Absent: Dana Brunett

Others Present: Joanne Clifford, Mike Curran, Ken Sixt, David & Jeanne Alexander,
Richard LaForce, Rick Bjornholm, Mike Lissow, Debbie Buongiorne

1. Called the meeting to order at 6:30 p.m. with the pledge of allegiance to the flag.
2. Chairman Steinmetz explained the Planning Board's responsibilities and functions.

3. SITE PLAN REVIEW

Proposed Action- Operate a metal etching business
Applicant- Mike Curran
Location- 7 Upton Street

- a. Mike Curran was present to represent this application. He is proposing a metal etching business at 7 Upton Street. This property is zoned Industrial. Ken Sixt, the building owner, was also present. The applicant has also been placed on the Zoning Board of Appeals agenda for a Conditional Use Permit. The ZBA meeting is scheduled for this evening and will begin after the Planning Board has reviewed the application.
- b. Mr. Curran explained the process of his business. They produce business logos on metal plates, which is then transferred onto products. Samples of foam take-out food containers were provided. Mr. Curran explained this technology can be used for signs and plaques as well. He explained that the process uses a light sensitized piece of metal, exposing a UV light negative to metal. There is one part-time employee in addition to himself. He intends on occupying 1200 square feet.
- c. The venting system consists of an exhaust stack outside building located on the eastern external wall. Mr. Alexander, 7D Salmon Run, was present and stated he and his wife are very concerned that there will be constant noise. Mr. Curran said the noise is similar to a room fan, and it will run only during normal business hours and for no more than three hours consecutively over the course of one day. It will not be used on weekends. Trustee Horylev asked if there is a concern for fumes. Mr. Curran said all painting is done inside the room, and there are no filters for vapors. Joe Galatio asked if the chemicals are suitable to be drained into the sewer system? Mr. Curran answered they can be. After one month, the waste solution (10 gallons) is dumped and balanced.
- d. Chairman Steinmetz asked how shipments and deliveries are done. UPS and DHL make their deliveries. They do not expect large truck deliveries.
- e. Bob Hunte stated this is not an obtrusive use, it is a low-key business with no traffic. Bob said he supports the application and feels fortunate to have someone like Mr. Curran doing business within the village.
- f. Mr. Curran explained that the EPA requires a permit; the Department of Health does not. He went on to explain that he cannot file for the EPA permit until the Village grants approval. He then must operate for one month before they can measure the necessary levels. Monroe County issues a sewer use permit.
- g. Chairman Steinmetz stated that the Planning Board required site improvements be made to the building when Mr. Sixt acquired tenants. However, since the space to be occupied is a small portion of the building, improvements are not necessary at this time.

- h. Chairman Steinmetz asked for a motion to waive Site Plan due to the current size and scale of the proposed application, if the business enlarges the applicant is required to return to the Planning Board for additional approval. The motion was made by Bob Hunte, seconded by Joe Galatio, approved 4-0.

4. SIGN REVIEW

Proposed Action- Sign Review
Applicant- Joanne Clifford
Location- 17 East Avenue

- a. Joanne Clifford was present to represent this application. She has recently opened a hair salon at 17 East Avenue. She is proposing a 48” x 36”, white, green and gold hand painted sign to be installed on the pre-existing pole that hangs perpendicular to the building. Chairman Steinmetz explained that the village is preparing changes to our sign ordinance requesting “relief” to all signs in the village. The intention is to improve the appearance of all future signs.
- b. The applicant also has an existing window sign that was installed, Chairman Steinmetz explained the maximum size allowed for signs and that the window sign must be approved by the Planning Board. The applicant may remove the window sign if she chooses to. An a-frame sign is approved temporarily until the hanging sign is installed. This sign must be at least 9’ from the bottom of the sign to the sidewalk.
- c. Chairman Steinmetz asked for a motion to approve temporarily for one year as submitted, approved 4-0, Joe Galatio made the motion, seconded by Bob Hunte.

5. DISCUSSION

- a. Mike Lissow questioned the Planning Board about the approval of Joey’s Barber Shop signs. Mike explained that there are still temporary, paper signs in the windows. Chairman Steinmetz stated that all temporary signs must be removed including the a-frame sign.
- b. There was a brief discussion regarding annexation in to the Unionville Station Subdivision.

6. MINUTES

The October 16, 2006 minutes approved as amended, motion made by Joe Galatio, seconded by Bob Hunte, approved 3-0-1, Chairman Steinmetz abstained.

7. REPORTS

- a. Liaison’s Report- No report given.
- b. Code Enforcement Officers Report- No report given.
- c. Chairman’s Report- Chairman Steinmetz gave his report.
- d. Member’s Report-No report given.

8. DATES

Next Scheduled Meeting December 11, 2006
Agenda Deadline Monday, November 27, 2006

There being no further discussion, the meeting was adjourned at 7:35 p.m.

Respectfully Submitted,

Amy Harter
Recording Secretary