

**Village of Hilton**  
**Planning Board Minutes of May 11, 2009**  
**Approved September 21, 2009**

Members Present: Chairman Mark Hedberg, Robert Hunte, Joe Galatio, Chris Brower

Members Absent: Dana Brunett

Others Present: Trustee Joe Lee, Recording Secretary Amy Harter

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

**3. SITE PLAN REVIEW**

Proposed Action- Decks  
Applicant- Tom Beach, as agent for Jack Howitt  
Location- Creek Crossing Townhouse, Marple Lane

- a. Tom Beach was present to discuss the construction of 10 x 12 pressure treated decks in this development. This item was brought to the attention of Building Inspector/Code Enforcement Officer Mike Lissow this week. Mr. Beach was informed that decks were not part of the original site plan approval given to this development.
- b. Mr. Beach explained that the 4 unit buildings are proposing to have 10 x 12 decks with privacy screens. Each town home would have a deck located at the rear from the sliding glass patio door.
- c. Mr. Beach proposed the privacy screens will be constructed with lattice down the center. All decks will look consistent and will be stained with a clear coat stain. Privacy screens will be placed on all adjoined decks. Midlakes Management will maintain the rental units. The Home Owners Association will be responsible for the individually owned units.
- d. Mr. Beach explained that the decks will be built with an 8" step from the unit down onto the deck. He stated that building 5 may have highest deck at about 4 ½" feet due to the grade of this building. At this time, skirting has not been addressed by the developer. Chairman Hedberg suggested lattice be used underneath each deck. This would provide a unified appearance as well as prohibiting storage. Chris Brower stated that lattice used for privacy between decks will not be sturdy enough. Chairman Hedberg agreed and prefers to have more substantial material than just lattice. Mr. Beach said he isn't certain if the material has been finalized.

- e. Joe Galatio said he is satisfied with this plan. Bob Hunte said he has no issues with this suggested plan.
- f. Chairman Hedberg asked for a motion to approve this application with the following conditions:
  - 1. Skirting be installed around all decks and be constructed of lattice or other suitable material.
  - 2. Solid board constructed privacy screens no more than 6' in height,
  - 3. Railing height to be reduced halfway across the deck
  - 4. All decks be constructed and finished in a consistent location
  - 5. Location of stairs to be determined in the field. All details must be submitted to the Village Office.

The motion was made by Bob Hunte, seconded by Chris Brower, approved 4-0.

## **DISCUSSION**

Chairman Hedberg brought up that there are properties located in the Raintree Lane area including Applewood Lane, Verney Drive, Archer Drive and 2 properties on Hillside Drive that are zoned as PRD. Our code currently states that this district requires Architectural Review for any changes to house exteriors including, paint, fencing, pool sheds, etc. Mike Lissow has discussed this issue with Mayor Gurslin, and the Village Board will review this area and address this section of the code.

### **Signs**

The board reviewed some final details regarding the suggested changes to our sign guidelines.

## **REPORTS**

- a. Liaison's Report- Trustee Lee gave his report.
- b. Code Enforcement Officers Report- No report given.
- c. Chairman's Report- Chairman Hedberg gave his report.
- d. Member's Report-No report given.

## **DATES**

Next Scheduled Meeting      Monday, June 9, 2009  
Agenda Deadline              Tuesday, May 26, 2009

There being no further discussion, the meeting was adjourned at 8:10 pm.

Respectfully Submitted,

Amy Harter, Recording Secretary