

Village of Hilton
Planning Board Minutes of September 21, 2009
Approved October 21, 2009

Members Present: Chairman Mark Hedberg, Robert Hunte, Dana Brunett,
Chris Brower

Members Absent: Joe Galatio

Others Present: Code Enforcement Officer, Mike Lissow, 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. ARCHITECTURAL REVIEW

Proposed Action- Concrete areas on east side of building
Applicant- Scott Meeson, Vay Schleich & Meeson Funeral Home
Location- 38 East Avenue

- a. Scott & Mark Meeson were present to represent this application. They are the owners of the funeral home. HVAC units have been recently installed on concrete pads. These pads were not on the original plans approved by the Planning Board. Code Enforcement Officer, Mike Lissow informed the applicants that the board must review any changes.
- b. There have been three concrete pads installed for the HVAC roof top units. Holly bushes have been added around them, which will grow into a hedge and three lilac trees were planted along the driveway. A sidewalk proposed along the west side has been postponed at this time, as the house located at 28 East Avenue may become part of this project. Installing a sidewalk near the driveway is a concern for the property owners due to drainage issues. Future expansion to the west was the reason that the HVAC units were installed on the east side. They estimated that 99% of their cliental will use the rear entrance.

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- c. Chairman Hedberg stated his concern for pedestrian traffic walking to East Avenue and feels a sidewalk is necessary. Scott Meeson explained that the east side of the property was reduced in size due to the shift of the building at the time of construction. Their future plans for expansion of an additional viewing room will require them to install one more identical HVAC unit. The addition will also include a three-car garage.
- d. Scott Meeson said he is willing to install a sidewalk to connect to East Avenue. However, he would like to wait to see if and when an agreement can be made with the owner of 28 East Avenue to purchase the property. He is also requesting to wait and determine how the drainage flows, ideally, after the spring season. Originally, the Village was going to install a sidewalk once the property was sold and a use was determined.
- e. The board discussed granting a conditional approval to re-address the installation of a sidewalk once the drainage issues are established and if a purchase offer has been finalized with Mr. Crandall, the property owner to the west. The applicants have until June 2010 to determine their plans for a sidewalk, which must be reviewed and approved by the Planning Board.
- f. Chairman Hedberg asked for a motion to approve the application for Architectural Review, conditioned upon another review in 9 months, to determine a sidewalk location to connect with the East Avenue public sidewalk. Motion made by Dana Brunett, seconded by Bob Hunte, approved 4-0.

4. MINUTES

A motion was made by Chris Brower and seconded Bob Hunte by to approve the May 11, 2009 minutes as amended. The minutes were approved 3-0-1, Dana Brunett abstained.

A motion was made by Bob Hunte and seconded by Dana Brunett to approve the June 8, 2009 minutes as amended. The minutes were approved 3-0-1, Chris Brower abstained.

5. REPORTS

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

DATES

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Next Scheduled Meeting	Monday, October 19, 2009
Agenda Deadline	Monday, September 28, 2009

There being no further discussion, the meeting was adjourned at 7:42 p.m.

Respectfully Submitted,

Amy Harter, Recording Secretary