

Village of Hilton
Planning Board minutes of April 12, 2010
Approved May 11, 2010

Members Present: Chairman Mark Hedberg, Chris Brower, Robert Hunte, Jim Jackson

Others Present: Mayor Joe Lee, Code Enforcement Officer, Mike Lissow, and Recording Secretary Amy Harter, Trustee Speer

Guests: Chris Tobin, Dave McCracken, Debbie McCracken, David Wright

1. Call the meeting to order at 6:30 p.m with the pledge of allegiance to the flag.
2. Chairman Hedberg explained the Planning Board's responsibilities and functions
3. Workshop
4. After some discussion it was decided that the Planning Board meeting date will change to the second Tuesday of each month. A new member will be selected to fill the vacant seat. The Zoning Board has changed their meeting date to the fourth Tuesday of the month. This will alleviate applicants wait time to appear before both boards.

Chairman Hedberg explained that the Planning Board had discussed municipal parking in the Ben Franklin parking lot. The members have received the Traffic Study that was done in 2009. The Planning Board is requesting actual data in the Hovey Square parking lot. Chairman Hedberg explained that this will take some time as they study in different seasons. Jim Jackson will take notice as he walks the village daily.

5. SUBDIVISION REVIEW

Proposed Action- Subdivision of Land
Applicant- Robert Green
Location- 150 Old Hojack Lane

- a. A letter withdrawing the applicant was received by Village Office on April 7, 2010. They listed the reasons for withdrawal: the process was too long and included too many requests. Chairman Hedberg asked for a motion to deny this application without prejudice, Chris Brower made the motion, seconded by Bob Hunte, carried 4-0.
- b. Mike Lissow added that the storm water easements will be in put into place by the Village.

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6. **SITE PLAN REVIEW**

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| Proposed Action- | PC Sales and Training |
| Applicant- | Chris Tobin |
| Location- | 98 South Avenue |
- a. Chris Tobin was present to represent this application. He has opened a business in this location including PC Training and sales.
- b. The applicant is proposing a sign that is 4' x 20' to be placed on the metal facade building located above the space that he occupies. The applicant is on the Zoning Board of Appeals agenda, April 14, 2010 for an area variance due to the size.
- c. The lettering is raised, the material is metal. The proposed sign will include: Monroe Tech, phone number, PC sales, Repair, Training. The logo is black with a blue "M" and an arrow.
- d. Chairman Hedberg explained the board usually suggests a sign with a dark background with lighter lettering, stating it is easier to read, however, since the material behind the location of the sign is dark, this may be a better choice. Chairman Hedberg cited in his opinion, the appearance is busy and the size is too large. He suggested it be scaled down not to look like a billboard with so much information. It was agreed that deleting the right side of the sign where the menu information would improve the sign. The structure of the sign must be installed plumb-not mounted with a backward angle.
- e. Bob Hunte agreed that the lighter background works in this case. Mounting with brackets is a good suggestion and prefers no menu items also. Mr. Tobin said he would put these items on the windows in the future and he understands this will require Planning Board review.
- f. The board agreed that a 16' length would work well as this is the size of the applicant's temporary banner. Chris Brower is concerned about it not being illuminated. Chairman Hedberg suggested the applicant consider a box or cabinet style sign possibly 12" deep internally illuminated with a molded plastic face.
- g. The board discussed the placement of sign on the façade. The sign will be installed one foot up from the start of the corrugated metal and centered on that portion of the façade. The size will be 4' x 16', remove the list of services on the right of the sign. It will read "Monroe Tech" and will include the business logo.
- h. Chairman Hedberg asked for a motion to approve the sign as noted above, the motion was made by Jim Jackson, seconded by Chris Brower, approved 4-0. The applicant must appear before the Zoning Board on April 14, 2010 to review the application for an area variance. The sign may not be installed without this approval and a valid building permit.

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7. CONCEPTUAL REVIEW

Proposed Action- Subdivision of land
Applicant- Ed Hoefler
Location- 157 East Avenue/8 Canning Street

- a. Ed Hoefler was present to represent this application. He is the owner of Pontillo's Pizza.
- b. Mr. Hoefler is seeking permanent approval for the pizza business. His concern is that if he should have to sell his business, the current approval may hinder a sale. He also would like to subdivide these two properties, and he would most likely sell the house, he is not interested in being a landlord.
- c. The property is zoned Residential. The parcel consists of a single family house that has been rented out by the current owner and the approximately 800 square foot pizza shop, which currently operates under a Conditional Use Permit. This permit was issued by the Village Board in 1982. Mr. Hoefler purchased the business in 1995.
- d. Chairman Hedberg explained that all of the boards would have to review this application for different aspects.
 - a. The Village Board would have to rezone the property.
 - b. The Planning Board would have to subdivide the parcel into two lots.
 - c. The Zoning Board would have to approve variances, as these would become two substandard lots.
- e. Bob Hunte stated that he doesn't have an issue with this request.
- f. Jim Jackson and Chris Brower both said they are not against this project but would like more time to review the request.
- g. Mike Lissow submitted a memo dated 12/9/04 to then Planning Board Chairman John Steinmetz from Jim Ingham that explained the history of this parcel. This clearly explains that in 1970 that property owner Larry Monagan received a variance from the Village Board to operate a pet shop. In 1973, Mr. Monagan built this building and operated a pet shop. In 1982, the Village Board granted a Conditional Use Permit for a pizza shop. It has been used as a pizza shop ever since. Chris Brower said that knowing this information makes a stronger case for rezoning.
- h. Chairman Hedberg suggested the Village Board should be the first board to seek approval.

8. REPORTS

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

9. MINUTES

The minutes from the Planning Board meeting of March 8, 2010 were approved as amended, motion made by Chris Brower seconded by Bob Hunte approved 4-0.

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DATES

Next Scheduled Meeting	Tuesday, May 11, 2010
Agenda Deadline	Monday, April 26, 2010

There being no further discussion, the meeting was adjourned at 8:28 p.m.

Respectfully Submitted,

Amy Harter, Recording Secretary