

**Village of Hilton**  
**Planning Board minutes of April 12, 2011**  
**Draft**

Members Present: Chairman Hedberg, Robert Hunte, Chris Brower,  
Dave McCracken

Members Absent: Jim Jackson

Others Present: Village Manager Janet Surridge, DPW Supt. Mike McHenry,  
Tony Geraci, Code Enforcement Officer Mike Lissow, and  
Recording Secretary Amy Harter

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. The Oath of Office was administered to Chris Brower to renew her appointment to the board.
4. Workshop/Discussion
  - Workout Warehouse sign is complete.
  - LaDanse sign, the sign has begun to flash in the evening hours. The business owner will be informed that the sign must return to the non-flashing setting. This was a stipulation during approval.
  - Village Manager Janet Surridge was present to discuss some issues brought to her attention concerning the sign review process. The board members feel the current process of review is working well. It was also stated that several new signs have been installed and those business owners are pleased with the outcome and with the Planning Board process. Monroe Tech, Furnal's Fresh Market and Modern Family Dental's signs were noted as particularly well done.  
It was suggested to scan and email the members all sign applications immediately after the Village Office staff receives them. The Planning Board and Village Board will be meeting in the near future to further discuss these issues.

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**4. PUBLIC HEARING/SITE PLAN REVIEW**

**Proposed Action- Subdivision of parcel**  
**Applicant- Village of Hilton**  
**Address- 10 Canning Street**

- a. Chairman Hedberg declared the public hearing open at 7:08 p.m. He asked that are those making comments to state their name and address; and limit comments to 2 minutes. There were no comments made from the public.
- b. It was noted that all parties involved are pleased with the proposal.
- c. Chairman Hedberg closed the public hearing at 7:10 p.m.
- d. Chairman Hedberg asked for a motion to approve as submitted, Chris Brower made the motion, seconded by Bob Hunte, approved 4-0.

**5. CONCEPTUAL REVIEW**

**Proposed Action- Arts Management**  
**Applicant- Tony Geraci**  
**Address- 53 South Avenue**

- a. Tony Geraci was present to represent this application. He is renting office space to help people to pursue a career in music, writing, artwork and areas of the arts. This an allowed use for this type of business.
- b. Chairman Hedberg explained Planning Boards role in approving site plan for this business to move in. Signage is being considered and the applicant was informed of the process.
- c. Parking was discussed; the applicant expects no more than 6 cars at one time. Refuse will be minimal, the applicants intend on recycling most items. Flowers will be planted.
- d. Noise – Mr. Geraci stated they will keep within noise ordinance. They expect to leave the building nightly around 8 pm; they do not intend on disturbing to the upstairs neighbors.
- e. Chairman Hedberg asked for a motion to waive Site Plan review, as the application based upon; (1) no increase in services, (2) no subdivision of land, (3) no adverse effects on the community (4) no exterior building changes (5) no new structures. Chris Brower made the motion, seconded by Bob Hunte, approved 4-0.

**6. SIGN**

**Proposed Action- New Window Signs**  
**Applicant- Myke Merrill as agent for Love Nails**  
**Address- 1 Main St**

- a. The owner of Love Nails is proposing to add window decal signs for her business. No one was present to represent the application. Myke Merrill explained to the Village Office staff that there will be no change to the approved signage that is currently located on the north side of the building; a small, hanging, wooden sign with list of services will be removed from inside the window.

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- b. Chris Brower had questions regarding the signs content and placement. It is unclear if the amount of signage is compliance with our zoning code. Mike Lissow will verify the measurements. The business fronts two streets. Some board members felt there is too much visual space taken on the Main Street side; it was suggested to relocate some information to the South Avenue side.
- c. This item will be tabled for the May meeting.

**7. REPORTS**

Chairman's Report given  
Code Enforcement Report given  
Liaison's Report given  
Members No Report given

The meeting was adjourned

Respectfully submitted,

Amy Harter, Recording Secretary