

Village of Hilton Zoning Board
Meeting Minutes of September 11, 2012
Approved October 9, 2012

Member's Present: Richard Bjornholm, Richard LaForce, Pat Holenbeck, Robert Hunte, Tom Scheg

Administration Present: Mike Lissow; Code Enforcement Officer, Mayor Joe Lee; and Amy Harter; Recording Secretary

Others Present: Shannon Zabelny Alternate, Dr. Scott Overholt, James Maurer, Tim Wandtke

1. Call the meeting to order at 6:30 p.m. with the pledge of allegiance to the flag. A moment of silence was observed in honor of September 11, 2001 anniversary.
2. Chairman Bjornholm explained the ZBA responsibilities.

PLANNING BOARD SEGMENT

3. Jim Maurer, Wendel Companies, was present to discuss the Preliminary Site Plan of Dr. Scott Overholt at 10 Canning Street. The proposal is for a professional office building. They are proposing to construct a one story, 3300 square foot building with a basement. The intent of the basement is for the ease of mechanicals only. There will be 20 parking spaces and entrances from Canning and Upton Streets.
 - a. Mr. Maurer stated he met with both Mike McHenry and Mike Lissow, and they are in agreement with parking lot plans. Mr. McHenry asked that the drainage be tied in to the catch basin to the south. A sidewalk will be built to connect to existing crosswalk.
 - b. Dr. Overholt explained that office hours will be Monday through Thursdays 8:30 a.m. - 5:00 p.m. and will closed at 4:30 p.m. Fridays. No weekend hours will be offered. He explained that his practice has expanded and has outgrown the current space. He explained that he will construct 7 operatories total and will equip 5 of them immediately. Once this building is completed, he expects no need to expand in future. This allows for another dentist to join the practice. Dr. Overholt stated he will occupy space alone and is not interested in becoming landlord with another business.
 - c. Member Hunte Bob concerned that the parking lot will be full. Dr. Overholt explained that usually people "share" appointment with a family member, which leaves parking available.
 - d. Member Scheg asked about the amount of refuse generated. Dr. Overholt answered that they are proposing 3 carts. Bio-waste is handled thru contractor or shipped UPS with "mail kits".
 - e. Chairman Bjornholm asked if there will there be signage? They are unsure if the existing sign at the current location is being moved to this building but would prefer to because it is only 18 months old.

f. Member Bob Hunte mentioned that the north retaining wall must remain for the sake of the neighbors and the utilities should be located underground. There are 5 proposed decorative light poles for parking lot, each 10-12' high. Mr. Hunte encouraged low wattage.

g. Mr. Maurer explained there are 3 predominate colors being used. Siding will be fiber cement. The colors are Autumn Tan for the siding, khaki brown for the trim, and a metal roof in the dark brown family.

h. Mr. Lissow recommended removing the proposed curb to the south east corner of the parking lot for snow removal. The applicants agreed. The sidewalk will be reduced to 5' wide instead of 7' as noted on the Preliminary Plan.

j. Member Scheg made a motion to approve the Preliminary Site Plan as presented, seconded by Pat Holenbeck, approved 5-0. A Public Hearing will be scheduled for the October 9th Zoning Board of Appeals meeting.

4. Tim Wandtke was present to propose a take-out restaurant at 75 Lake Avenue, but was unable to secure a lease with the building owner. He will not pursue this request at this time.

5. **REPORTS**

Larry Speer was not present.

Mike Lissow gave his report.

Chairman Bjornholm gave his report.

6. **MINUTES**

At this time Alternate Member Shannon Zabelny voted to approve the August 14, 2012 meeting minutes, as she was a voting member at that meeting, Tom Scheg abstained from voting as he was absent for the August meeting.

Motion to approve the Zoning Board of Appeals August 14, 2012 meeting minutes made by Richard LaForce, seconded by Bob Hunte, approved 5-0-1, Tom Scheg abstained.

7. **DATES**

Next Scheduled Meeting

Tuesday, October 9, 2012

Public Agenda Deadline

Tuesday, September 25, 2012

There being no further business, the meeting was adjourned at 7:45 p.m.

Respectfully Submitted,

Amy Harter, Recording Secretary