

MINUTES - Zoning Commission Meeting, 5/01/13, 5:00 PM, Literacy Volunteers' Office *Revised 5/06*

This is a workshop, continuing the discussions begun 3/13, defining the “downtown commercial zone”, developing definitions for the other zones, and preparing for the “public comment meeting”.

Committee members

present: Evelyn Celotti, Jeff Kelly, Sandra Lovell, John Viestenz
absent: Kelly Ann King

Others present: (none)

Discussions:

Jeff reported on various comments he has had from members of the public (outside of the official meetings), which fell into one, or the other, or both categories: 1) agreeing that the Village needs to restrict the conversion of street-level commercial sites to residential; and 2) “Don't tell me what I can or can't do with my own property”.

We reviewed (and dissected, and resurrected) Sandra's draft one-page hand-out, “Facts About Zoning”. We agreed that we wanted a one-page, quick bullet points handout, and discussed the pros and cons of having it available “on the street”, or just at the public meeting. Evelyn wrote out the agreed-to version (from the verbal input of the Members). JAV will type and e-mail to all for further review and editing, before becoming final. [Revised drafts as of 5/06 are attached].

Discussed benefits of publishing in Times of Ti (everyone in the Village would receive it), in addition to the legal requirements for publishing a Notice of the Meeting. This (publishing the brief “one-pager”) would be seen by many more people than would ever see a Legal Notice,

Decision: Short version should be published as part of the “notice” of the public meeting, and a slightly extended version (still just one-page) would be used as a hand-out at the meeting. And, this extend version could be handed out in advance of the meeting (such as at the Information Booth).

TO-DO:

John V: Verify with Staley and the Village that the Village Hall is available for our meeting on Wednesday, May 22nd. Meeting to start at 7 PM. Zoning Commission to meet at 6:30 PM. (Verify building access or key). Alternative: Town Court.

John V: See Staley and Denise about using the Village's digital recorder, so that a recording of the meeting is available “in case it is needed later”.

John V: Type up Evelyn's notes for the one-page meeting notice; e-mail to all for corrections or comments.

John V: See Staley about publishing in Times of Ti.

Jeff K: Bring the maps.

All: Review the existing sheets of “Allowed” / “Not Allowed” for each possible zone

(from prior Minutes, and repeated as part of these Minutes). These pages will need to be available for distribution at the 5/22 meeting.

JAV: Arrange for photo-copying of the attached "Allowed / Not Allowed" (after revisions) for use at the 5/22 meeting.

ENCOURAGED or ALLOWED

NOT ALLOWED

IN RESIDENTIAL AREAS

“Lodging”, such as B&Bs, within residential areas IF the lot size is sufficient, and the parking sufficient for the tenants.

Professional offices.

“Home-based business” as long as hours are limited to normal daytime or early evening, parking is sufficient, there are no (or limited) truck deliveries or shipments.

Casino, night club, entertainment.

Industrial activities (noise, fumes, volume of truck traffic).

Need limitations on noise, fumes, lighting (how bright? all night?)

“Trailer Parks” or other housing with where multiple units are sited on lots less than __ feet x __ feet.

Mobile homes used as a residence, not mounted on a permanent foundation. Skirting and landscaping requirements should be listed.

[what is appropriate, and inappropriate, fencing? No “security” fencing in Residential areas? Limits to “temporary” fencing?]

ENCOURAGED or ALLOWED

NOT ALLOWED

IN COMMERCIAL – RETAIL AREAS

All retail activities.

Encourage 2nd hand shops,
book store, clothing,
and (of course !) hardware.

Professional offices and services

Existing residential remains residential,
or can be converted to commercial.

Same building can be a mix of
residential and commercial.

Existing ground-floor commercial space
cannot be converted to residential (except
if residential portion is occupied by the
owner).

Businesses that are defined as
“Industrial”
[definitions to be developed].

ENCOURAGED or ALLOWED

NOT ALLOWED

IN COMMERCIAL – INDUSTRIAL AREAS

Businesses that require on-site warehousing.

New construction of residential housing.

Businesses that are primarily serving clients via delivery, and not “over-the-counter” retail. (For example, fuel oil storage and delivery).

Businesses that generate “excessive” noise, fumes, or require frequent heavy truck traffic.

[Hand-outs, draft # 2, 5/06]

The Village of Port Henry has formed a Zoning Commission, to study the benefits of zoning for the Village. The Original plan was to create a “Commercial - Retail” zone on Main Street and part of Broad, that would restrict the conversion of existing street-level business space to residential space.

NY law does not allow the Village to establish a zone in just one portion of the Village; the entire Village must be subject to zoning regulations. Thus, a minimum of two zones would exist: the “Commercial - Retail” and “Residential” (or “everything else”). More zones are possible, such as “Industrial”.

We are asking the residents and property owners of the Village to help define the zone(s) and help with suggested “Allowed” or “Not Allowed” uses that could exist within a given zone.

For example:

“Commercial/Retail” zone could allow
a mix of residential and commercial;

and could prohibit:

- > conversion of existing street-level commercial space to residential use (apartments).
- > “Industrial” uses, such as large warehousing, distribution (oil, propane dealers), or sites generating excessive noise, chemicals, etc.

“Residential” zone (most everything other than Main St.) could allow
a mix of single-family, and multiple family housing,
professional offices,
home-based businesses,
lodging (B & Bs, for example),

and could prohibit Industrial uses.

“Industrial” zone could allow warehousing, distribution, sites generating excessive noise chemicals, etc., or other uses which are otherwise prohibited in the Retail and Residential zones.

Zoning can protect existing neighborhoods by separating incompatible land uses.

Members of the Zoning Commission are Evelyn Celotti, Jeffrey Kelly, Kelly Ann King, Sandra Lovell, and John Viestenz. Members are volunteers, appointed by the Village Board and charged with the task of developing a recommendation for initial zoning boundaries and definitions. The Zoning Commission is also responsible for holding public hearings and submitting a final report to the Village Board. Once the final report is accepted by the Village Board, the Zoning Commission ceases to exist. Any future actions regarding implementation of, revisions to, or rejection of, the Commission's recommendations is the responsibility of the Village Board.

[Ad for 5/22/13 meeting, Draft 2, 05/06/13]

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A meeting will be held May 22nd, 7:00 PM, at the Village Hall, for public comment. We need your participation.