

**MINUTES  
TOWN OF WARRENSBURG  
SPECIAL TOWN BOARD MEETING  
PLANNING/ZONING WORKSHOP  
December 16, 2020 at 4:30 P.M.  
at Albert Emerson Town Hall**

*Note: As per Governor Cuomo’s Executive Order 202.1: “Article 7 of the Public Officers Law, to the extent necessary to permit any public body to meet and take such actions authorized by the law without permitting in-person access to meetings and authorizing such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding and that such meetings are recorded and later transcribed”.*

**This meeting was held via YouTube Broadcast, with only the persons listed below present.**

<b>PRESENT:</b>	Supervisor	Kevin Geraghty
	Councilperson	John Alexander - VIA PHONE
	Councilperson	Donnie Lynn Winslow
	Councilperson	Richard Larkin
	Councilperson	Bryan Rounds

**OTHERS PRESENT:** Pamela Lloyd, Town Clerk; and Dani Oliver, Supervisors Secretary; Jim Hull, Code Enforcement officer; Patty Corlew, Planning & Zoning, Jackie White from Town Attorney’s office – Via Phone

THIS IS A PLANNING AND ZONING WORKSHOP SESSION

New Zoning Codes:

Non Conforming Use: Proposed adopting a Sunset Law which relates to structures which are non-conforming.

**DISCUSSION:** The Sunset Law puts a limit on non-conforming structures. Jim Hull gave an example: If a person owns a 1947 mobile home and it is falling down and non-conforming to the law, the owner can transfer to a relative and the non-conforming home is grandfathered and can stay on the property. Per Jackie White this would need a detailed description of what is being amended. A Public hearing would need to take place and all the necessary procedures for amending the law.

Regulation of donation Bins or Sheds. People have a tendency to overflow the bins and end up putting bags of clothing and such on the ground which will ruin the donations.

**DISCUSSION:** Proposed adding a new code to regulate placement and upkeep of donations bins & sheds.

Distressed Property Law: More municipalities are requiring purchasers of distressed property to fix up the property to get certificate of occupancy from the County within 18 months of purchase of the property.

**DISCUSSION:** Per Jackie White this would require a New Local Law.

Modify Zoning Laws:

Section 211-37. Signs requiring a land use and development permit. Propose removing the 25 square feet requirement in Section A.

**DISCUSSION:** Per Jackie White this would require modifying the Local Law

## **PLANNING AND ZONING WORKSHOP – December 16, 2020**

Section 211-46 Nonconforming buildings and structures. Item B. Modifications and replacement. (2)  
Discussed reducing the time frame from 24 months to six (6) months. Is six months enough time to replace structure?

**DISCUSSION:** The board decided to leave the time frame at 24 month

Section 211-69. Mobile Home – Correct definition of Mobile Home

Section 211-69. Modular Home – Correct definition of Modular Home

Section 211-69. Dwelling Single-Family – Correct definition of Dwelling Single-Family

Section 211-69. Dwelling Two-Family – Correct definition of Dwelling Two-Family

Section 211-69. House Trailer – follow State and Federal definition

Section 211-69. Dwelling; Dwelling Unit; Dwelling Unit, Accessory – All to include build to New York State Building Codes.

**DISCUSSION:** All definitions would require amending the code and bring them up to date with the state definitions.

Section 211-28. Temporary structures: Add the following definitions; Tents/Pop Ups, Storage Structures larger than Pop Ups. Accessory Structures defined above.

Section 211-28. Temporary structures: Set limits to the number of day a Pop Up may be used on a continual basis in a Calendar year. Add these definitions to Zoning 211-28 as a sub-section of the code.

**DISCUSSION:** Proposed re-defining temporary structures and amending code to include maintenance of these temporary structures. Continued discussion to amend code setting limits to the number of days a pop-up may be used in a calendar year as a subsection to the code.

Jackie White will work on getting this prepared and discussion to start on the January 2021 board meeting.

Anymore discussion on Special Use Permits and what is the new step in adopting them?

**DISCUSSION:** Jackie White will check on status of this with Mark. Jim Hull drafted up some changes and will work with Jackie on the changes. Kevin would like to get this on the January board meeting and get some handouts to the board members.

Change meeting time to 1:00 p.m. on the December on 30, 2020 Special Meeting.

**ALL BOARD MEMBERS AGREED**

Kevin announced the appointment of the Town Clerks new Deputy Town Clerk, Heather Annis who will start on December 21, 2020

### **MEETING ADJOURN**

On motion of Councilperson Alexander, seconded by Councilperson Larkin the meeting was adjourned at 4:50 p.m.

**Respectfully Submitted,**

**Pamela M. Lloyd, Town Clerk**