

**TOWN OF NEWSTEAD - PLANNING BOARD MINUTES**  
**February 11, 2008**

PRESENT: Tom Cowan, Chairman  
Terry Janicz  
Don Hoefler  
Rick Meahl  
John Potera  
Andy Kelkenberg  
John Olaf  
Christine Falkowski, Recording Clerk  
John Good, Code Enforcement Officer

The Planning Board meeting was called to order by Tom Cowan at 7:30PM.

**Minutes Review** - Don moved to approve the minutes of January 28, 2008, seconded by Terry:

Terry Janicz	-Aye
John Potera	-Aye
Don Hoefler	-Aye
Tom Cowan	-Aye
Rick Meahl	-Aye
John Olaf	-Aye
Andy Kelkenberg	-Aye

**Temporary Signs** - Tom stated that we need to create a regulation that is a useful guideline and uncomplicated to enforce that includes:

- Number of signs
- Frontage
- Size of signs
- Distance between signs
- Height
- Duration of display
- Permission from other landowners

Tom stated he and John Good will draft a document for the next meeting.

**Home-Based Business in RA Zone** – This draft law was distributed again and the points that were created in 2005 were discussed in more detail. Now the format will be reviewed by Nathan and legal language added.

**Buffalo Shooting Club** – Christine passed around copies of Pembroke’s Town Board and Planning Board minutes relative to this project, which was denied at two separate sites. Included was a signed petition stating that the proposed project does not adhere to the Comprehensive Plan relative to preserving the rural characteristics of the Town. The Board agreed that a potential problem is the access to Billo Road at Genesee Street in the Town of Alden. Also, Billo Road is public, but abandoned therefore not maintained.

**Website Projects Map** - The map that Becky created for the Town website showing locations of current projects was distributed. John Good stated that she did a nice job, but suggests adding a spreadsheet referencing each project to appropriate Board minutes for more detail. The Board liked the map, and all agreed that the map should come first showing a link to the spreadsheet.

**Michael Shields** – Tom asked Christine to draft a letter to Mr. Shields addressing site plan details as follows:

- Number of vehicles and configuration
- Lined parking spots
- Vehicle display allowed in garage?
- No tree removal
- Septic must be shown on site plan
- Vehicle parking on paved portion only
- Annual lease renewal with Draper
- Hours of operation
- If lighting, time limit?
- All sign ordinance regulations must be followed

**Ag Building Permit Fees**

John Good's proposal of 1/23/08 to the Town Board was reviewed. He explained that farmers are more likely to disclose building projects if the permit fee is lower. Tom stated it is an effort to maintain the rural community long term. The lower ag building fee is for farm buildings only; not for residential use or for improvements on leased land. Rick made a motion to recommend this proposal to the Town Board, seconded by John Potera:

Tom Cowan -	Aye
John Potera -	Aye
Terry Janicz -	Aye
Rick Meahl -	Aye
Don Hoefler -	Aye
John Olaf -	Aye
Andy Kelkenberg -	Abstained

**2008 Training for Planning/Zoning Board Members**

Tom stated that the Town will not be contracting with Wendel to provide the training this year, and all expressed agreement. Tom stated that the training will most likely be done informally at Planning Board meetings with possibly bringing in a speaker. Don passed around a manual relative to training that his firm, TVGA, provides for free. This is another possibility.

John Good pulled up the Town's website on the GIS computer giving the Board a demonstration on how it works and all the layers of information it offers. Tom stated that this is the first 30 minutes of the four hours training required annually.

Next Planning Board meeting: Monday, March 3, 2008 at 7:30PM

John Potera made a motion to adjourn the meeting at 9:15PM, seconded by Terry and all approved.

Respectfully submitted,

Christine Falkowski, Recording Clerk