**Town of Hamburg**
**Planning Board Meeting**
April 27th, 2005

There will be a Special Meeting of the Planning Board on Wednesday, April 27th, 2005 at 7:00 p.m. in the Conference Room at S-6122 South Park Avenue.

Items to be discussed include:

1. Cluster Housing
2. Footprints between buildings
3. Percentage of Coverage

Other items that Drew Reilly will discuss.

**Gerard Koenig, Chairman**
**Paul Eustace, Secretary**
**Planning Board**

**Dated: 4-7-05**

**Town of Hamburg**
**Special Planning Board Work**
**Session - April 27, 2005**

The Town of Hamburg Planning Board met for a Special Session to review procedures and expectations of Planning Board Members on Wednesday, April 27th, 2005 at 7:00 p.m. in the Conference Room at S-6122 South Park Avenue.

Those attending included: Chairman Gerard Koenig, Vice-Chairman David Phillips, Secretary Paul Eustace, Karen Rogers, Bob Reynolds, Steve McCabe. Others attending included Drew Reilly, Michael Fruth, Esq., Attorney Don McKenna, & Terry Dubey, Stenographer.
Excused: Sasha Yerkovich

Mr. Reilly informed the Board that there were 3 items on the agenda for tonight's meeting which relate to cluster development, footprints between buldings, and percentage of lot coverage of property in subdivisions. It is also his intent to report on the functions of a Planning Board member and the type of advice that is expected. Also noted is advice as to what other Planning Boards in the community are doing in order to make their job easier. Planning Boards operate differently within the County. The function of the Town of Hamburg Planning Board is to make decisions on site plan review projects as well as subdivision preliminary review. In most communities, this decision making process is left to the Town Board. In Hamburg, that authority has been given to the Planning Board.

On percentage of lot coverage, this relates to the cluster development. This is now mostly in the realm of the Zoning Board of Appeals. In the review process, a Planning Board member may ask for some samples as to the type of house size request. In the Town of Evans, the method is simplified by using a cluster formula. The idea of cluster housing is preservation of green space. Boards do not like to see wall to wall houses in a subdivision. Requests should be made to show home layouts and how these will look on the lot.

The Zoning Board of Appeals deals with accessory structures on tight properties. There must be maximum coverage requirements. They do not want to grant blanket variances on subdivision lots. That would defeat the purpose of the code.

Recently, the Board has been requested to make some concessions on side yard requirements to 10', rear yard requirements of 30', and 20' on frontage. Marrano Marc Equity recently requested side yards in South Park Woods to 7.5'.

In the Berkley Square development, there still is vacant commercial property that has been entitled home office. Residents in that development do not care to see commercial development, they prefer to see more residential type units.

In the past, the Board has asked to see some options in residential development. For example, what is not acceptable is front garages that take up the entire front area of a dwelling unit..

As for enforcement, sometimes there are special conditions granted in subdivision approvals. There is yet to be some type of computer mechanism that flags additional approval requirements and conditions.

One problem that has come up, is accessory structures that are built in Town buffers.

A question was raised to have cluster requirements in commercial zones. At the present time, the law does not allow this type of requirement. The suggestion was made to require green space on commercial property. Response to this question is the fact that there are now overlay districts in place that specify certain coverage requirements. Members also are to receive the W-C zoning and Route 5 Overlay.

The Code Review Committee is considering town wide landscaping standards. In the Town of Amherst, there is an open space/recreation fee as this impacts on the land. Consideration is being given to charge separate fees which Hamburg does not have at the present time. Board members noted that this possibility should be included in Code Review future meetings.

As for expectations of members, Mr. Reilly noted that site plan applications are not mailed to members ahead of time. At the Work Sessions, this is an introduction to new projects. Since the Planning Board members act on behalf of the community, questions should be asked. Originally, this meeting is supposed to be for the members only. Lately, however, we have had many applicants appear which is a hindrance to the members. Review letters are made by the Conservation Board, Engineering Department, and Planning Department. It was decided that the site plan review check list require 12 copies of a drawing in order to have plans readily available to members for review. For example, the Conservation Board distributes plans to each member for an on site inspection and review.

It was suggested that Planning Board members do on site visits. Two meetings ago, members were given notebooks and advised to take notes, and if there are concerns, write them down.

At the regular meetings, the applicant makes his presentation. At the present time, Mr. Reilly appears to be establishing the record. It was suggested that Engineering comments and Planning comments be given to members ahead of time. Also, each member should review the Part II of an Environmental Assessment form. At the present time, the Conservation Board fills out the Part II and submits it to the department. Tools will be available to the members including sample resolutions, and the actual blank EAF forms. Each member will be given a site plan review check list.

It is not uncommon to ask that a Positive Declaration be declared that calls for more information on a project. In a DEIS, (Draft Environmental Impact Statement) this identifies the concerns that need to be studied, and how it impacts the environment. The FEIS, (Final Environmental Impact Statement) addresses all substantive comments. A decision is then made on Findings. What types of mitigation are necessary in order for the project to move forward. The Planning Board is a reactive board. responding to concerns of public health and safety.

Meeting adjourned at 9:30 p.m.