

Town of Caledonia Planning Board

3109 Main St., Caledonia, NY 14423
(585) 538-4927

MEETING MINUTES

The Planning Board held a Public Meeting at 7:30PM Wednesday, October 23, 2024 in the Town Hall.

MEETING CALLED TO ORDER

7:30PM by Chairman Sickles

Board Members Present:

- Mark Callan
- George Middleton
- Jenea Rychlicki
- Steve Sickles
- Nick Sims
- Matt Sluberski
- Keith Stein

Others Present:

- See sign-in sheet

PLEDGE OF ALLEGIANCE

Chairman Sickles

APPROVAL OF MINUTES

Motion: Ms. Rychlicki approves September 25, 2024 Planning Board Meeting Minutes

Seconded by: Mr. Callan

Aye: Chairman Sickles, Mr. Middleton, Mr. Sims, Mr. Sluberski, Mr. Stein

Nay: None

Absent: None

Motion was carried.

PUD/SITE PLAN APPROVAL

Kerry Brandow

Dog Grooming Business

4294 Caledonia Avon Road

Chairman Sickles welcomed Mrs. Brandow to the meeting. Mrs. Brandow received a letter from the Town Board dated 10/11/24 with the approval of the project and referral to the Planning Board.

Motion: Mr. Sluberski approves the update to the PUD with the conditions set forth from the Town Board letter dated 10/11/24

Seconded by: Mr. Sims

Aye: Chairman Sickles, Mr. Callan, Mr. Middleton, Ms. Rychlicki Mr. Stein

Nay: None
Absent: None
Motion was carried.

LIVINGSTON COUNTY PLANNING BOARD UPDATE

Meeting review was given.

TOWN BOARD UPDATE

Liaison was not in attendance

OLD BUSINESS

Chairman Sickles received an email from the Town Clerk on 10/11/24 with revised Site Plan and Subdivision applications attached which now include a declaration regarding the responsibility of the applicant to pay an invoice that will be billed by the Town Clerk for any reimbursable expenses including legal notices, postage, engineering fees and other attorney fees that may be applicable with their application.

It States:

I acknowledge that it is the Applicant's responsibility to reimburse the Town of Caledonia for certain reasonable out of pocket Town costs associated with the review of this application, including costs of legal notice fees for publication, engineering and legal fees, and mailing fees for notification of surrounding property owners. Publication and mailing fees will be collected at the time the Application to the Planning Board is submitted. Decisions will not become effective until the reimbursement of all applicable fees have been paid.

As discussed in July when this was originally brought to the Board, per a letter dated 7/17/24, the Planning Board would like more clarification regarding the fee schedule and how much the applicants could potentially be responsible for as there are varying sized projects that are brought to the Planning Board. Will there be an application fee still or will that go away, and the applicants will just be billed once by the Town Clerk for the expenses incurred? The Board feels strongly that there should be a sliding scale for fees so that fees match the size of the project. We will follow up with Liaison Rychlicki at our next board meeting.

ADJOURNMENT

Motion: Ms. Rychlicki motions to adjourn at 8:05PM
Seconded by: Mr. Stein
Aye: Chairman Sickles, Mr. Callan, Mr. Middleton, Mr. Sims, Mr. Sluberski
Nay: None
Absent: None
Motion was carried.

Minutes of this meeting were prepared by Katie Hillman and constitute her understanding of the discussions. If you have any questions, comments, or corrections regarding these minutes, please contact the undersigned, in writing, immediately.

Respectfully submitted,



Katie Hillman
Planning Board Clerk
Town of Caledonia