

Town of Conklin Zoning Board of Appeals – October 2, 2018

MEMBERS PRESENT: William Northwood, Chairman; Harold Cole, Elizabeth Einstein
Norm Pritchard,

ABSENT: Attorney Keegan Coughlin, Art Boyle

ATTORNEY: Keegan Coughlin -absent

ALSO PRESENT: Nick Vascello, Code Officer
Mary Plonski, Secretary
Willie Platt, Town Board Liaison

VISITORS: none

7:00 P.M. Chairman Northwood called the meeting to order

Chairman Northwood asked for a motion to accept the minutes of our last meeting. Hal Cole asked to make a clarification on his statement that he had spoken with the builder and homeowner concerning the siding matching the existing siding. It was only the homeowner that he spoke with.

Hal Cole motioned to approve the minutes of the September 4, 2018 minutes, Liz Einstein second. All present board members approved.

Agenda Item #1 no case

Hal Cole reviewed SEQR material from a training class he had attended on Thursday.

This overview is intended to only review the SEQR process as it relates to the ZBA.

Step 1. Applicant completes necessary forms to apply for a variance or interpretation. Applicant must also Complete Part 1 of the Short Environmental Assessment Form (EAF) (4pages).

Step 2. A ZBA meeting is scheduled and Notice Published.

Step 3. ZBA Meeting

A. Classify the Action:

- TYPE II - This Action classifying as a Type II concludes the SEQRA Review. ZBA can now review and process the variance or interpretation.
- TYPE I - Requires the SEQRA review continue to completion. A Full “Long” EAF is mandatory for actions classified as Type I (25 pages)
- UNLISTED - Require the SEQRA review continue to completion. A short EAF may be used.

B. Establish the Lead Agency for this project.

C. If ZBA is the Lead Agency, then they continue the SEQRA review to completion.

- Complete short or full length EAF. This review will result in either a “Negative” or “Positive” Declaration.
- A “Negative” Declaration completes the SEQRA Review. A motion is made to approve This “Negative” Declaration. The ZBA may now act on the request for a variance or Interpretation.
- A “Positive” Declaration requires the completion of the Environmental Impact Statement (EIS). This process also includes a Mandatory Scoping Document. This is a complex and detailed process.

ADDITIONAL COMMENTS

- The SEQRA Review has time frames associated with the various steps. The DEC has SEQRA Flow Charts and time frames.
- The New York Department of State presentation review SEQRA consisted of 66 slides.
- Overview of changes taking effect on 1/1/2019.
 - Short EAF was 2 pages – now 4 pages
 - Long EAF was 21 pages – now 25 pages
 - Type categories was 37 – now 46
 - Scoping of all EIS is now mandatory

Questions/Concerns

- 1) Applications that require both ZBA and Planning Board reviews/actions raise the question of who should be the Lead Agency. Is a coordinated review process applicable?
- 2) Are both the ZBA and Planning Boards knowledgeable of the SEQRA Review, Forms and Timeframes? If not, How to educate members.

Liz Einstein also attended the training and understood the SEQRA form to be more of an informational tool. Used mainly to gather information and for possible mitigation.

Hal would like to have another training session to review: Article 78 Process, Public Meetings and Hearings, And Review the EAF Long Form.

Chairman Northwood asked for a motion to adjourn.

Norm Pritchard motioned to adjourn the meeting. **Hal Cole** second motion. All present board members approved.

Next Zoning Board Meeting will be held on Tuesday, November 4, 2018.

Northwood closed the meeting at 8:05 p.m.

Respectfully Submitted,
Mary Plonski – Zoning Board Secretary