

## **Summary of suggestions on Town of Massena Zoning Code**

### **Wednesday, August 20, 2003, 3:00 p.m. to 5:00 p.m.**

Suggested that there be a clearer differentiation between smaller scale projects and larger scale projects. Approval of smaller scale projects should be made easier.

Small scale and large scale impact should be defined.

The CEO should act as a facilitator

The power of the CEO needs to be better defined – see section 207-40 (2)

Site Plan pre-submission conference needs to be retooled to speed up the process – eliminating it should be looked at as an option, or giving the authority to waive it to the applicant.

Checklists should be developed for the Code Enforcement Officer for different types of applications, site plans, subdivisions, and variances. Lists of what exactly the applicant has to do to get an approval.

Subdivision regulations – should be broken into minor and major subdivisions

Lot line adjustment process should be included

Mail notice that a project is being reviewed to adjacent land owners for all projects.

Adjust lot sizes depending on whether or not services are available. e.g. 30,000 minimum if no services, 20,000 with one service, 15,000 with two services.

### **Wednesday, August 20, 2003, 7:00 p.m. to 9:00 p.m.**

Concerns voiced about authority the Chair of the Planning Board has to make certain decisions alone, rather than with full board input. (Section 207-41)

Planning Board should meet more frequently.

Code Enforcement Officer as well as applicants should have a checklist/example of what needs to be done for various projects. Should be detailed but general enough that it can be used for similar projects.

Write into new zoning law that Planning Board needs to be accountable to Town Board

Rezone areas that have residential lots from R-A to R-1.

Need minor and major subdivisions.

Look at definitions section – Change definition of Building

Make sure that minutes from planning board meetings are available in draft format before the next meeting.

Septic systems should be addressed – with regard to more frequent inspections.

At the beginning of the document put in a mission statement or goal section, something that spells out the specific power of the planning board, where they get that power and what requirements they need to adhere to.

Developers should not be on the planning board., a clear conflict of interest.

Taxation of subdivisions, when do you start paying more tax? Should not be until you have actually created the individual lots.