

PLANNING & DEVELOPMENT COMMITTEE

MINUTES

January 19, 2016 6:00 pm

Council Board Room
One Batavia City Centre, Batavia NY

Members present: *Edward Flynn, Matthew Gray, Duane Preston, Robert Knipe*

Members absent: Rachael Tabelski, Marc Staley (Alt.)

Others present: Meg Chilano – Recording Secretary, Doug Randall – Code Enforcement Officer

I. Roll Call

Roll call of the members was conducted. Four members were present and Chairman Preston declared a quorum.

II. Call to order

Mr. Preston called the meeting to order at 6:10 pm.

III. Previous Meeting Minutes

Mr. Knipe moved to approve the minutes; the motion was seconded by Mr. Gray, and on roll call, was approved 4-0.

RESULT: Approval of November 17, 2015 meeting minutes.

IV. Proposal

Special Sign Permit: placement of a 17.64' x 8.45' window sign across four window panels on the north elevation of this commercial building located within the BID

Address: 85-89 Main Street

Applicant: Adam Lowder (Contractor, Vinyl Sticks)

Actions: Table the application

Action by the board

The applicant was not in attendance to speak about the proposal.

MOTION: Mr. Preston moved to table the application until the next meeting; the motion was seconded by Mr. Knipe, and on roll call, was approved 4-0.

RESULT: Application tabled.

V. New Business: 2016 Meeting Schedule


Mr. Flynn moved to approve the schedule; the motion was seconded by Mr. Gray, and on roll call, was approved 4-0.

RESULT: Approval of 2016 Meeting Schedule.

V. Setting of Next Meeting: February 16, 2016

VI. Adjournment

Mr. Gray moved to adjourn at the meeting at 6:15 pm. Mr. Knipe seconded. All voted in favor.



Meg Chilano
Bureau of Inspection Clerk