

June 20, 2003
Zoning Board of Appeals Minutes
Southwest Community Center

Chairman: Randy Pratt
Board Members: Greg Auleta, Robert Baker,
Brad Livesey, Greg Mills

Call to Order

The meeting of the Oswego Town Zoning Board of Appeals was held on Thursday, June, 20, 2002. Randy Pratt, Chairman, called the meeting to order at approximately 7:10 PM.

Attendance

Those in attendance were:

Randy Pratt, ZBA Chairman
Kevin Caraccioli, Legal Advisor
Greg Auleta, ZBA Member
Robert Baker, ZBA Member
Brad Livesey, ZBA Member
Shelley Rahn, ZBA Secretary

Greg Mills, ZBA Member/Absent
Don Dowd, CEO/Absent
Marcella Gibson, ZEO/Absent

Acceptance of Minutes

A motion was made by Greg Auleta to accept the minutes from the May 16, 2002 meeting. Brad Livesey seconded the motion. All ayes. Motion carried.

First Order of Business

Public Comment Session

There was none as no members of the public were present.

Second Order of Business

Ordinance Committee Update

Randy Pratt brought ZBA members up to date on the progress made by the committee. The last committee meeting was held on May 30, 2002. Not much progress was made as no members of the Planning Board were present. Randy Pratt has asked that those who agree to participate be willing to consistently attend meetings.

ZBA members reviewed the flow chart presented at the committee meeting. Greg Auleta felt the chart did not work well, it was not easily readable and that an arrow returning applications to the ZBA once the Planning Board had reviewed the applications was necessary. Kevin Caraccioli felt a section that stated "Permit Issued" was needed next to the current section "Permit Complete".

Greg Auleta agreed to work with Kevin Caraccioli to draft a new flow chart. They will present this flow chart at the next meeting. Randy Pratt advised the next Ordinance Committee meeting was scheduled for July 16, 2002 at 7:00 PM at Town of Oswego Hall.

Third Order of Business

Frequently Asked Questions for the Town of Oswego website

Kevin Caraccioli presented ZBA members with some information he proposed to put on the

Town website. Mr. Caraccioli also wondered if the existing zoning map was accessible to post on the site. The secretary will contact Town Clerk, Theresa Cooper to see if this is possible.

Board members reviewed the information and made some suggestions. Mr. Caraccioli advised it would be necessary to put a disclaimer at the bottom of the Frequently Asked Questions site, to prevent any future problems. Greg Auleta suggested that two separate sections be created to address grandfathering and non-conforming use.

Randy Pratt suggested examples of what constituted a hardship also be posted. Kevin Caraccioli will contact the Town of Oswego Code Enforcement Officer and Zoning Enforcement Officer to obtain information he needs to further develop this webpage. He will forward his completed work to the ZBA secretary who will, in turn, forward the information onto the webmaster.

Initial Letter to Applicants

Kevin Caraccioli was not prepared to present a new draft of this letter to the ZBA, however he will present it at the next ZBA meeting.

Fourth Order of Business

Open Board Discussion

Kevin Caraccioli read aloud to the ZBA members a letter sent to the ZBA from CEO, Don Dowd requesting their input on the attached application from John Wall at 1127 Rathburn Road, Oswego.

After reviewing the application the board members felt:

- The application was vague.
- The proposed business may already be in operation.
- There may be more than just an office being erected at this residence. The applicant may be storing materials.
- The applicant is applying to have a business in an R-4 district.
- The office was possible, but not adequate for storage.
- The applicant would need a special permit to run this business.
- A sign permit maybe needed.
- This application is something that needs to be reviewed by the ZBA.
- More specific details were needed in the application.

The ZBA secretary will draft a letter to CEO, Don Dowd in response. She will highlight all of the above mentioned concerns.

Randy Pratt suggested that the ZBA address the issue of having alternates appointed to the board at the next ZBA meeting. The secretary will add this to the agenda.

Adjournment

A motion was made by Robert Baker to adjourn the meeting at approximately 8:45 PM. Greg Auleta seconded the motion. All ayes. Motion carried.

Respectfully submitted,

Shelley A. Rahn
Town of Oswego Zoning Board of Appeals Secretary