**Caroline Town Board Meeting Minutes of August 2, 2023**

The Town Board Agenda Meeting was held hybrid beginning at 7:01 p.m. and was hosted by Town Supervisor Mark Witmer

**Attendance**:  **Also Present:**

Supervisor Mark Witmer County Legislature Rep., Dan Klein

Councilmember Cal Snow

Councilmember Tim Murray

Councilmember Kate Kelley-Mackenzie

Councilmember Michele Brown

**Recording Secretary**:

Jessie Townsend, Town Clerk

**Public Attendance:** 5 in-person; 4 via zoom

Supr. Witmer opened with the Pledge to the Flag.

## Supr. Witmer addressed recent questions concerning Privilege-of-the-Floor policy clarifying that speakers should make direct comments to the Board. Should someone wish to respond to comments from other speakers, they can do so by writing to the Board or at the next Board meeting. This is to keep and maintain a safe place for all speakers.

## Privilege-of-the-Floor

*Frank Proto –* Shared his concern about wild parsnip invading Ag land. Asks that the Board take action to preserve farmland. His recommendations included expanding shared services with the County and other neighboring highway depts in order to receive more roadside mowing.

*Bill Podulka –* Heard comments during the review of Articles V and VI of the draft zoning law regarding vagueness or leaving too much discretion to the Review Board. The ZC considered potential issues that may arise from this, but this provides important flexibility for the Review Board that allows some variation vs. a one-size-fits-all. Also, provided explanation to why “Vehicle Repair Shop” definition was separate from “Fuel” because they do not dispense fuel.

*Jean McPheeters –* Addressed concern that the Review Board will be arbitrary in its decisions and clarified that they are required to follow the zoning law. Recommended that every two years the Review Board share input with the Board and adjust the law if/where necessary.

## Committee Reports

**Dan Klein, County Legislator Report** – Broadband – Consultant hired by the County gave an estimated cost for municipally operated broadband of $100Million and estimating a $13Million cost annually.

## Discussion of Draft Zoning Law

Table 1. Schedule of Uses

Industrial Use, Light – X for Besemer, W. Slaterville, and Center Brooktondale

Offices – X for Besemer and W. Slaterville

Vehicle Service Station and Repair – separate from Vehicle Body Shop, same Use allowances as Fuel, gas station.

Article II. Definitions

Add Definitions for Lodging and Non-Transient

Table 2. Schedule of Area and Dimensions

Set Maximum Lot Coverage (%) – 20 Ag/Rural, 50 all hamlets, and 60 Focused Commercial

Next row “Maximum Total Building Footprint of a Commercial Structure” (single building)

Article 5 Section 5.3.F - Riparian Buffer dimensions

*Pg. 66 – Section 5.3.F -* Revise language as follows:

100-ft buffer for Six Mile Creek in Ag/Rural and Focused Commercial Districts

75-ft buffer for Six Mile Creek in all hamlets

50-ft for all other perennial streams

25-ft buffer for intermittent streams

The buffer extent shall be measured from the Top of Streambank outward, perpendicular and horizontally.

**A motion by Witmer and 2nd by Murray to accept the proposed changes as set forth above.**

**PASSED (unanimous)**

Article V: Development Standards

*Pg 60 E.1.* Steep Slopes – add “***stronger***”: Lands having slopes greater than 25% have stronger development potential..

*Pg 61 b.*Change “This subsection does not apply to Agricultural Structures.” remove the rest of the wording.

*Pg 62 B. 1.* Change wording to: “The following Guidelines are recommended for all Commercial and Residential Uses. They are offered to articulate siting and development design options that support the rural Character in this District.”

*Pg 62 B. 1. d.* Edit – “Buffer” to “buffer”

*Pg 63 D. 1.* Change wording to: “The following Guidelines are recommended for all Commercial Uses. They are offered to articulate siting and development design options that support the rural Character in this District.”

*Pg 72 Section 6.5.6 Canopies –*  add “portes cocheres” as synonym for dirve through canopies

*Pg 73 6.2 B &G* - change B.1. to 10 ft to make consistent with G

Pg. 75 Section 6.2.13 – add “**suitable** for Persons with Disabilities” (last sentence)

*Pg 75 Section 6.3 A –* eliminate “and for” (line 7)

*Pg 79 Section 6.5.9* – Revise language as follows: “The Town of Caroline Junk Policy (August 10, 1995 Minutes) notes the following: Tompkins County through its Solid Waste Division and the Sheriff’s office enforce regulation of the disposal of solid waste in Tompkins County. New York State Municipal Law section 136 requires that any property with two or more unregistered motor vehicles be licensed as a junk yard (see Town of Caroline 1982 Ordinance Licensing and Regulating Junk Yards).”

*Pg 81. 9. –* add internet as another utility

*Pg 83 b.1*. – edit “ as a Conservation Subdivisions in accordance..”

*Pg 88. i. -* edit first sentence to read “Views of houses from exterior..”

*Pg 88. i.* – edit wording “The layout should **minimize disruption** of scenic views and vistas, particularly as seen from public thoroughfares.”

**A motion by Witmer and 2nd by Murray to accept the proposed changes as set forth above.**

**PASSED (unanimous)**

## Resolutions

**Resolution 98 of 2023. Set Special Meeting**

**Motion by: Witmer Second: Brown**

Resolved, the Caroline Town Board hereby sets a Special Meeting to continue discussing the draft zoning law on Wednesday, August 9th from 6PM to 8PM

**Motion carried.**

**Ayes: Witmer, Snow, Murray, Kelley-Mackenzie, Brown**

**Nays: None**

## Approval of Minutes

The Town Board approved the Minutes of July 19, 2023, as submitted by Town Clerk, Jessie Townsend

## Agenda Items for August Business Meeting

Continue Work on Zoning Law

A motion to enter Executive Session was made by Supr. Witmer and was seconded by Clm. Kelley-Mackenzie at 9:06 PM to discuss a contract and ended at 9:36 PM. A motion to adjourn the meeting was made by Supr. Witmer and seconded by Clm. Snow and carried unanimously at 9:37 PM.

----Meeting Adjourned----

Respectfully Submitted,

Jessie Townsend