

Approved

TOWN OF JERUSALEM
ZONING BOARD OF APPEALS

August 13, 2009

The regular monthly meeting of the Town of Jerusalem Zoning Board of Appeals was called to order on Thursday, August 13th, 2009 at 7 pm by Chairman Glenn Herbert.

Roll Call:	Glenn Herbert	Present
	Jim Bird	Present
	Jim Crevelling	Present
	Mike Steppe	Present
	Ed Seus	Present

Others present: Ray Stewart/Town Board

A motion was made by J.Bird and seconded by G.Herbert to approve the July Zoning Board minutes as written. The motion was carried unanimously (5-yes, 0-no).

COMMUNICATIONS:

There were no letters of communication for the board

OLD BUSINESS:

Chairman G. Herbert and board members reviewed and discussed once again, the zoning code as it deals with lot depth and the way in which the majority of the Zoning Board has agreed upon the interpretation of the zoning code. In reference to last month's decision, if an applicant owns property on both sides of a public or non-public road/right-of-way, and this property is described as one piece on the deed, an area variance for minimum lot depth shall not be required as long as the lot has 100 ft. of depth even if it is interrupted by the road/right-of-way. This interpretation does not exclude the applicant from meeting all other code requirements as they apply.

Chairman G. Herbert stated that he would send a letter to the Town Board regarding the Zoning Board's interpretation. This matter may be further reviewed for clarification purposes if the Town Board finds it necessary.

NEW BUSINESS:

There were no applications for review.

OTHER BUSINESS:

In regards to some other matters, Chairman G. Herbert reminded board members about checking on their training and certification credits to make sure that those requirements are up-to-date.

The Chairman noted that spreadsheets have been put together for all of the Area/Use Variances and Special Use Permits that have been granted to various properties since 1990. The Zoning Review Committee has been using these applications and the decisions made regarding these variances and special uses as part of their review and recommendations for the updating of the Zoning Code. He recommended that these spreadsheets continue to be used and updated as new applications are reviewed and decisions made regarding each request.

Following are additional items of concern that were addressed:

1. For the Zoning Board Members to receive copies of all applicable new local laws and/or resolutions that are adopted by the Town Board with respect to zoning, etc. in a more timely fashion. Updates are given to both Planning and Zoning Board Members for updating their code books, however, there is usually some time delay, after a new local law has been sent to General Code Publishers, before it comes back in the code format for the zoning manuals.
2. Board Members asked if the Zoning Code is available in electronic format. ZAP Secretary wasn't sure if the Town Clerk's Office has anything, but suggested that perhaps General Code Publishers might have it in the electronic format and perhaps, depending on cost, this could be obtained. The next question, can it be put on the Town's website?
3. Board Members discussed getting copies of applications that are on the current month's meeting agenda at least two weeks in advance of the actual meeting. It was noted that they are to have them at least 10 business days ahead of the public hearing, but would like to have two weekends ahead of the meeting if possible.
4. Paperwork coming into the office is assigned a number upon review if the application is determined to be complete. The number of applications assigned for Public Hearing and review at each regular monthly meeting shall be based on the complexity of the application(s) and review time that may be required.

There being no further business, a motion was made by E.Seus and seconded by J.Crevelling to adjourn the meeting. The motion was carried unanimously (5-yes, 0-no) and the meeting was adjourned at 8:30 pm.

Respectfully submitted,
Elaine Nesbit/Secretary

