

AGENDA – PUBLIC HEARING
VILLAGE OF NORWOOD
October 15, 2024 – 5:40 p.m.

RE: To receive public comments regarding
Planning Board training changes.

1. OPEN THE MEETING
2. TAKE ROLL CALL: Mayor Mark Tebo
Trustee Mike diVencenzo
Trustee Robin Fetter
Trustee Lisa Levison
Trustee Matt Tebo
Village Clerk Jessica Nezezon
3. READ LEGAL NOTICE AS PUBLISHED: NOTICE IS HERBY GIVEN THAT A PUBLIC HEARING WILL BE HELD BY THE BOARD OF TRUSTEES OF THE VILLAGE OF NORWOOD, NY, ON OCTOBER 15, 2024 AT 5:40 PM AT THE MUNICIPAL BUILDING IN NORWOOD, NY. THE PURPOSE OF THE HEARING IS TO RECEIVE PUBLIC COMMENT REGARDING CHAPTER 38 PLANNING BOARD, SUBSECTION 38-1 CHANGES.
4. PUBLIC COMMENTS:
5. CLOSE THE HEARING:

Chapter 38. Planning Board

[HISTORY: Adopted by the Board of Trustees of the Village of Norwood 12-19-2006 by L.L. No. 1-2006. Amendments noted where applicable.]

GENERAL REFERENCES

Subdivision of land — See Ch. 165.

Zoning — See Ch. 200.

§ 38-1. Creation, appointment and organization.

- A. Pursuant to the provisions of the Village Law applicable thereto, the Village Board of Trustees hereby creates a Planning Board. The existing Planning Board shall be continued.
- B. The Planning Board shall consist of five members, each with a term of five years. The terms of membership shall run concurrent with the governmental year. The Board is hereby vested with the powers and duties subject to the limitations set forth in § 7-718 of Article 7 of the Village Law, as the same may be amended, modified, or changed from time to time, or any sections subsequently adopted pertaining to Planning Boards.
- C. Members and the Chairperson of such Planning Board shall be appointed by the Village Board. Minimum requirements for Planning Board members are:
 - (1) Training. Each Board member is required to complete a minimum of two hours of training per calendar year. At the discretion of the remaining members of the Planning Board, and upon recommendation to the Village Board or the Village Board of its own accord, may move a member for failure to comply with this requirement.
 - (2) Attendance. Each Board member shall be required to attend 75% of the scheduled meetings in each calendar year. In addition, failure to attend three consecutive meetings without good cause may be grounds for removal from the Board.
- D. No person who is a member of the Village Board shall be eligible for membership on the Planning Board.
- E. The terms of members of the Planning Board first appointed shall be so fixed that the term of one member shall expire at the end of the Village governmental year in which such members were initially appointed. The terms of the remaining members first appointed shall be so fixed that one term shall expire at the end of each governmental year thereafter. At the expiration of the term of each member first appointed, his or her successor shall be appointed for a five-year term.
- F. If a vacancy shall occur otherwise than by expiration of term, the Mayor shall appoint the new member for the unexpired term, subject to the approval of the Village Board.
- G. The Village Board shall have the power to remove, after public hearing, any member of the Planning Board for cause and may provide by local law for removal, after public hearing, of any Planning Board member for noncompliance with minimum standards relating to meeting attendance and training as established by the Village Board by local law.
- H. All meetings of the Planning Board shall be held at the call of the Chairperson and at such other times as such Board may determine.

- I. A person shall be disqualified from service as a member of the Planning Board by reason of serving as a member of the Town or County Planning Board.
- J. The Planning Board shall establish such rules and regulations as are required by law and the provisions herein for the transaction of its business and may amend, modify and repeal the same from time to time.

§ 38-2. Alternate members.

From time to time the Planning Board of the Village of Norwood has experienced difficulty in securing a quorum necessary for the conducting of business due either to conflict of interest, absence, illness or inability of some members to attend meetings. In order to alleviate that problem, the Board of Trustees of the Village of Norwood deems that it is necessary to appoint additional and alternate Board members to function as set forth below.

- A. Authorization to appoint. The Board of Trustees is hereby authorized to appoint two additional and alternate members to the Planning Board. When sitting as a regular member, the additional and alternate members shall have the same qualifications, authority and power as a duly and regularly appointed member of the Board.
- B. Powers. The additional and alternate Board members shall sit as members of the Board, exercising full power as if they were regular members, when regular members on the Board are unable to attend, so as to make up a quorum for the Board to conduct business. When such additional and alternate Board member shall sit as a full member of the Board, the Village Clerk or the Secretary of the Board shall make an entry in the minutes of the Board meeting certifying that a regular member or members of the Board were unable to attend and that the alternate and additional member or members were sitting as a full member of the Board and giving the date, time, place and purpose of such meeting. The additional and alternate members shall receive the same compensation for attendance as regular Board members, whether in an official capacity or not.

§ 38-3. Powers and duties.

- A. The Planning Board shall have the following powers and duties:
 - (1) To prepare and from time to time recommend changes to the Comprehensive Plan for the development of the Village.
 - (2) To make investigations and reports relating to the planning and development of the Village as it deems desirable. This shall include, but not be limited to, changes in boundaries of districts, recommended changes in the provisions of this chapter, other land use and development matters of importance to the Planning Board and any matter lawfully referred to it by the Village Board.
 - (3) To review, act on or provide advisory reports as specified by this chapter.
 - (4) To conduct site plan review as authorized by the New York State Village Law and as may be prescribed by local law.
 - (5) To review and grant or deny special permits as may be authorized by Chapter 200, Zoning.
 - (6) To review and approve, approve with modifications or disapprove plats showing lots, blocks or sites for subdivisions under § 7-728 of Article 7 of the Village Law.
 - (7) All such powers as are conferred upon village planning boards by the provisions of the Village Law now or hereafter in effect.
- B. The Village Board of Trustees can by resolution authorize the Planning Board to modify applicable provisions of Chapter 200, Zoning, simultaneously with plat approval in accordance with the New

York State Village Law.