

**VILLAGE OF PERRY  
PLANNING BOARD MEETING MINUTES  
APRIL 8, 2021**

PRESENT: Brian Parker, Chairman  
Tim Cipolla  
Dana Grover  
Don Roberts, Zoning Officer  
Christina Slusser, Secretary

GUESTS: Brad Humberstone of Mitchell Design Build

Chairman Parker called the meeting to order at 6:43 pm and led in the pledge to the flag.

**MINUTES**

Minutes from the last meeting on March 4, 2021 were reviewed. Dana Grover made a motion to table the minutes until the next meeting. The motion was seconded by Tim Cipolla and carried with all voting aye.

**PUBLIC HEARING – FINAL SITE PLAN REVIEW FOR CREATIVE FOODS**

Chairman Parker declared the public hearing open at 6:45 pm for the final site plan review for Creative Food Ingredients at 1 Lincoln Ave. Comments from the Wyoming County Planning Board were reviewed. The plan is for a 3,000 sq ft single story expansion. Plans include a stormwater prevention plan and NYS SEQR (Short Environmental Assessment Form). The county indicated that there appear to be no significant county-wide negative impacts related to the project.

The building expansion will be connected to the existing building which will have a flat rubber roof. The building will contain offices and a test kitchen. A full set of stamped permit drawings were received. Chairman Parker entertained a motion for approval of the site plan. Dana Grover made a motion to approve the final site plan, which was seconded by Tim Cipolla and carried with the following vote:

Ayes	3	Parker, Cipolla, Grover
Nays	0	
Abstain	0	

Each item in Part 2 – Impact Assessment of the SEQR was reviewed by the Planning Board. On Part 3 – Determination of Significance, the Planning Board determined that no additional explanation was needed as there is no or small impact. Motion to approve the SEQR was unanimous. Chairman Brian Parker signed off on the form.

At 7:00 pm, Dana Grover made a motion to close the public hearing which was seconded by Tim Cipolla and carried with all voting aye.

**PLANNING BOARD TERMS AS APPOINTED AT THE VILLAGE’S ANNUAL ORGANIZATIONAL MEETING**

The Village of Perry Board of Trustees met on 4/5/2021 for their annual organizational meeting where the following individuals were appointed for the Planning Board. Tim Cipolla was reappointed as a Planning Board Member through 3/31/2026. Dana Grover was reappointed as a Planning Board Alternate through 3/31/2022. Terri Humberstone was appointed as a Planning Board Alternate through 3/31/2022. There is one Planning Board Member position that is vacant through a term of 3/31/2026 pending a NYS amendment.

**RESOLUTION SETTING PLANNING BOARD MEETINGS**

- BE IT RESOLVED**, that the Village of Perry Planning Board meetings will, throughout April 8, 2021 until March 31, 2022, be held at 6:30pm on the 1<sup>st</sup> Thursday of each month at the Perry Village Hall, 46 North Main Street, Perry, New York; and
- RESOLVED**, special workshops may be called as required and allowed by Village Law; and
- RESOLVED**, notice will be advertised for all Public Hearings prior to the Hearing date where applicable; and
- RESOLVED**, that the minutes of the Planning Board meetings shall be made available to the public after approval by the Planning Board at the next regular meeting and will be posted on the Village’s website within 7 business days after approval; and
- RESOLVED**; that the Village Clerk is hereby directed to post the Planning Board meeting schedule on the official bulletin, on the Village website, and to provide a copy of the schedule to the local media.

Motion to adopt this resolution was made by Dana Grover, seconded by Tim Cipolla, and carried with the following vote:

Ayes	3	Parker, Cipolla, Grover
Nays	0	
Abstain	0	

**REVIEW OF TRAINING REQUIREMENTS**

Training requirements were reviewed where 4 hours of training is required annually for all Planning Board members and alternates.

With there being no further business, motion to adjourn the meeting was made by Chairman Parker at 7:30 pm which was seconded by Dana Grover and carried with all voting aye.

Respectfully submitted,  
Christina Slusser  
Zoning Secretary