

February 26, 2009

PLANNING BOARD MINUTES

PRESENT:

Mark Brosnan
Jennifer Sigler
Phil Schiavone
Cindy Suarez, Secretary
Virginia Capon, Trustee

ABSENT:

Will Rau, Senior Planner
Ray DiBiase

The Planning Board meeting is held at 7:00PM on the 2nd floor of Village Hall in the courtroom, 121 West Broadway, Port Jefferson, NY 11777.

DEVELOPMENT ACTION:

**Sec 17, Block 3, Lot 3.2
John T. Mather Hospital
75 North Country Road**

Consider applicant's proposed site plan application requesting to add an additional 32 parking spaces to an existing parking field in the hospital's east parking lot.

George Restivo, Architect of Canon Design, was present. He reviewed the proposed site plan dated 12/12/08 with the Board members. Items of discussion were; parking calculations, catch basins, curbs, cut and fills, drainage and cleaning. No trees to be cleared.

Mr. Koubek's memo of 1/23/09 stating his comments of review of the submission package for the referenced parcel was discussed among the Board and Mr. Restivo.

Ms. Sigler made a motion to approve the 12/12/08 site plan conditioned upon an updated site plan showing the parking calculations and all collection drains to accommodate additional paving. Mr. Brosnan seconded the motion, all in favor the vote was 3-0.

OLD BUSINESS:

Sec 21 Block 4, Lot 13
Khosrow Resvani
1500 Main Street

Discuss conversion of existing second floor office to a residential apartment and office use for the premises located at 1500 Main Street.

The Board drafted a resolution for the Conditional Use approval only. The resolution will be finalized and distributed when completed.

The SCPC letter dated 5/2/08 that was received by the Board was reviewed. The updated site plan will be forwarded to SCPC for review and comments.

The Board discussed their recommendation to Mr. Rezvani to hire an architect to help him update the site plan and submit his final site plan approval documents. Board members Phil Schiavone and Jennifer Sigler met with the Village Engineer, Kevin Koubek and Mr. Rezvani to clarify the Board's requirements for a completed site plan. Mr. Rezvani was encouraged to obtain a professional architect or engineer to update the site plan.

GENERAL BUSINESS/DISCUSSION:

Mr. Schiavone requested from Trustee Capon, a list of the available/ approved Engineering firms that the Planning Board would be authorized to use.

The Board briefly discussed the Jefferson Hollow/ High Street subdivision application that is pending. Mr. Schiavone stated that the Board would like to finalize an approval because there is a clock ticking. The hearing was closed and a decision is due by 3/26/09. The Board may request a 30 day extension from the applicant. The property file is currently in the possession of the DA's office and the Board would like last year's history copied which includes a letter from the applicant's Engineer stating that they met with Mr. Gallagher, Highway Superintendant and Mr. Koubek, Village Engineer.

Planning Board pre-submission conference procedures were discussed.

TRUSTEE REPORT:

Ms. Capon gave the following report:

- The Trustees will be holding a Volunteer's reception at the Village Center on 3/25/09.
- The Trustees will be holding a new residents night in the Village Court room on 3/12/09.
- The Mayor's referral for a liaison to the Planning and Zoning Boards is pending.
- 2/23/09 was the deadline for written comments regarding the moratorium public hearing which was closed on 2/2/09.
- The Village is currently in budget mode.
- The Port Jefferson Harbor is preparing for tankers to be used in addition to barges.
- The Trustees are working on a resolution to officially update a master plan for the Village. The first step will be to form an advisory committee and then create building blocks of sub committees. Any resident can be on the committee and there are no other qualifications required.

The meeting ended at 9:30PM.

Respectively submitted,

Cindy Suarez, Secretary to the Planning Board