

**Village of Brockport
Code Review Committee (CRC) Meeting Minutes
September 25, 2017**

Called to order at 5:30pm by Chair Staub.

Members present: Chair Ronald Staub, Vice Chair Bob Duff, Mark Kristansen

Absent: Secretary John O'Kane

Also present: Trustee Annie Crane, Trustee Kathy Kristansen (Village Board liaisons), BI/CEO David Miller, Planning Board member Lyle Stirk

Minutes:

Chair Staub will get the corrections needed to the 8/28/17 minutes of the Code Review Committee to Village Clerk Morelli for approval at the next meeting.

Officers:

Village Clerk Morelli had reminded the CRC that August is the month in which Boards and Committees typically select the Chair, Vice Chair and Secretary amongst their membership. Chair Staub recommended waiting until the October meeting as his departure is 9/30/17 and the Planning Board representative on the Code Review Committee will be appointed by the Village Board at their 10/2/17 meeting. Anticipating Planning Board member Stirk's appointment, Chair Staub will pass his CRC materials to him.

Village Code Chapter 26: Land Subdivision Regulations:

Chair Staub brought subdivision plans for demonstration purposes.

- 1) Section 26-3 B (1) – replace “Village Administrator” with Village Hall or Village website
- 2) Section 26-3 B (3) – replace three copies with ten copies
- 3) Section 26-3 F – replace “he” with he/she wherever “he” appears in this chapter
- 4) Section 26-4 A (1) replace “by the Planning Board” with Village Hall or Village website
- 5) Section 26-5 D – replace “at block corners and at intervals of approximately 500 feet” with at strategic points in the subdivision (right of way line) and replace the word “distance” with location.
- 6) Section 26-16 I – replace “true north with magnetic north or grid north
- 7) Section 26-17 A – replace “transparent linen tracing cloth” with Mylar sheets or other material acceptable to the Monroe County Clerk and replace “60” feet with 50 feet
- 8) Section 26-17 B (2) – replace “true north” with magnetic north or grid north
- 9) Section 26-17 B (8) – replace “of” with or
- 10) Section 26-17 C (1) – replace “½ mile” with 2,500 feet
- 11) Section 26-17 C (3) – add to the list of described items – survey monuments
- 12) Section 26-18 – replace “street width” with right of way width
- 13) Section 26-18 - in the Village development plan definition; replace prepared by the “Planning Board” with approved by the Village

Adjourn:

→ At 6:30pm motion by Vice Chair Duff, second by Member Kristansen, unanimously carried to adjourn.

Next meeting date: 10/16/17 5:30pm-7pm (since 10/9/17 is a holiday)