

**VILLAGE OF VICTORY
PLANNING BOARD
Meeting Minutes
April 18, 2017**

Call Meeting to Order 6:30pm with the Pledge of Allegiance

- 1. Roll Call:** Chairman Corey Helwig, Members Bill Lloyd, Pete Healy, Tim Fort and Jacob (Jake) Fort. Also attending, recording secretary JoAnn Bielkiewicz.
- 2. Announcements** – Chairman Helwig welcomed new Member, Jake Fort, to the Board.
- 3. Approval of Minutes** – Special Monthly Meeting Minutes – February 21, 2017. **A motion was made by Chairman Helwig which was seconded by Member Lloyd to take back and amend the Special Monthly Meeting Minutes of February 21, 2017 as follows: Chairman Helwig had stated the Planning Board needed to “deny” the application and refer the applicant to the Zoning Board. He states he should have said the Planning Board needs to “refer” the applicant to the Zoning Board for a variance. All in favor – aye. Motion passed. The second motion was made by Chairman Helwig and seconded by Member Healy to take back and amend the statement from those minutes stating the “Village of Victory take Lead Agency” in this process. The amended statement should be the “Village of Victory Planning Board take Lead Agency” in this process. All in favor – aye. Motion passed.**
- 4. Returning Applicant:** In regard to 41 Gates Avenue (The Saratoga Peanut Butter Company), Chairman Helwig stated he had received the requested sketch of the building making the application. He noted the sketch does show a small area to be used for production. He also stated that the owner had reached out to him asking about the fee costs. He had referred her to the Village Clerk for assistance. The Chairman noted he has not heard from the owner since that time. It was noted by the Board that Phase 2, and other additional steps need to be done.
- 5. New Applicant:**
- 6. Old Business:**
- 7. Other Business:** Annual review of Planning Board By-Laws. A copy of the By-Laws were provided to the Board for their review. Chairman Helwig requested the Members to review the By-Laws and come to next month’s meeting prepared to discuss.
- 8. Next Meeting:** May 16, 2017 at 6:30pm

9. Adjournment: A motion was made by Member Lloyd and seconded by New Member Jake Fort to adjourn the meeting. All in favor – aye. Motion passed.

Respectfully Submitted,

JoAnn Bielkiewicz

Recording Secretary