

APPROVED April 23, 2018

**Village of Kinderhook
Zoning Board of Appeals
Minutes of February 26, 2018**

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|-----------------|---|
| Present | K. Gray; D. Sullivan, Chair; G. Seaman; G. Smith, CEO/ZEO; D. Flaherty, Liaison |
| Absent | J. Callahan; B. Van Alstyne; R. Fitzsimmons, Village Attorney |
| Call to Order | 7:15 PM D. Sullivan opens meeting. |
| Minutes | D. Sullivan made a motion to approve July 24, 2017 minutes; K. Gray seconded; all in favor. |
| Funds Remaining | \$868.53 |
| Correspondence | 80 th Annual Planning Board Conference |
| New Business | NONE |
| Old Business | Proposed new application forms and manual for applicants |

Dave opens with thanking Kim & Jerry (absent) for all the work they have put in on the new application process. Glenn agrees that our old application were sparse and needed to be more conducive for all parties involved. Kim states that she is happy with the outcome and feels that this will benefit the board, CEO and applicant. The goal is to stream line the process and to have all information before coming to the meeting. The board discusses the application and all agree that these new forms will help the process move forward quicker in the future as there will be no missing information prior to a meeting. Some changes were discusses as far as format. Glenn suggested that we do a flow chart as to what pages need to be filled out depending on what is being requested. After this process is complete and approved he is going to suggest that the Planning Board and HPC stream line their applications as well. The board discusses once having these forms all approved and finalized they will hold a public hearing. D. Flaherty states that the Mayor is on board and thinks this is a positive change. Once this is all approved it will be online as well so this will benefit everyone! Glenn will scan current forms and see if we can format better for next meeting.

Next Meeting

March 26, 2018

Adjournment

7:53 PM G. Seaman moved to adjourn; K. Gray seconded; all in favor.

Kristina Berger

Secretary to Zoning Board of Appeals