

PRESENT Doreen Albee, Joe Sorce, Nick Schaefer, Josh Janese, Rick Haight, Shannon Fundis

EXCUSED Norman Machelor, Ken Candella

CALL TO ORDER Doreen Albee called the meeting to order at 6:17pm

MINUTES A motion was made by Josh Janese seconded by Joe Sorce and passed unanimously to approve the August 14, 2023 minutes as written.

NEW BUSINESS 103 Portage – The Natural Link

A motion was made by Joe Sorce and seconded by Nick Schaefer to approve the sign application for The Natural Link as submitted, conditional on approval from the Zoning Board of Appeals granting a variance to allow the size sign they are requesting.

Shannon Fundis polled the board and the motion passed with five yes votes:

Haight – YES Schaefer – YES Janese – YES Sorce – YES Albee - YES

478 Center – Coffee and a Paper

A motion was made by Nick Schaefer seconded by Josh Janese and passed unanimously to approve the Coffee and a Paper sign application as submitted.

DEPUTY CHAIR REPORT Doreen Albee gave updates on educational opportunities. The NYPF has a learn & lunch Zoom Conference on September 21, 2023 at 12:00pm on Climate Action Planning. There is also a Historic Preservation Round Table on September 27, 2023 at 6:00pm at Carnegie Art Center in North Tonawanda.

ZONING OFFICE REPORT No written report was submitted. Doreen Albee requested that Building Inspector/Zoning Officer Candella follow up at next month's meeting regarding the status of a sign application for 3 Sisters Garlic at 444 Center Street.

DISCUSSION Doreen Albee said that Chairman Machelor asked to have the Commission members vote on the annual appointment of the Planning Chair position at the next meeting.

Shannon Fundis gave an update on the status of A-Frame/Vertical signs; all but three businesses that we are aware of with these signs have complied. I have spoke with Zoning Officer Candella and he is aware of which businesses still have not complied. All businesses were notified by mail and email and were sent an application and a deadline. Candella hand delivered applications to those that had not complied after the deadline. I will speak with him again to have him pull the A-Frame/Vertical signs that still have not submitted applications.

Josh Janese asked that A-Frame/Vertical signs be added to Old Business on the upcoming Planning Commission meeting agenda on Tuesday, October 10, 2023.

ADJOURN A motion was made by Rick Haight seconded by Joe Sorce and passed unanimously to adjourn the meeting at 6:33pm.

Shannon Fundis, Clerk