

Attendance & Call to Order

- Meeting called to order at 5:17 pm
- Members Present: Tom Chapman, Travis Gasa, Hannah Waschezyn, Vickie Button, Christine Adamo (alternate)
- Members Absent: Scott Swimley
- Public Present: Liv Lovejoy (STC Planning), Anne Names (Clerk), Britany Elsey (Liaison to Planning Board)
- Meeting recorded using an AI transcription tool (Read.ai) as a trial.

Administrative Items

- Approval of previous meeting notes was discussed and will be addressed at the next meeting.

Site Status, Ownership & Governance

- The West Water Street GEIS project is complete; focus now shifts to marketing the site.
- The property is owned by an LLC managed by three former village officials, not directly by the village or trustees.
- The LLC is responsible for property management and eventual sale, while trustees appoint LLC board members and seek funding.
- Interest was expressed in modifying or removing restrictive deed covenants to allow broader development options.

Zoning, Permitted Uses & Design Guidelines

- The site is not fully “pre-permitted”; most uses still require special use permits.
- Only a few uses, such as communication towers, are permitted outright.
- Zoning changes would be required to expand permitted uses.

- The board discussed drafting recommendations for uses that could be allowed without additional review, provided they meet specific criteria (e.g., traffic thresholds, hours, connectivity).
- The board considered developing design guidelines for the site, reflecting community preferences for aesthetics, connectivity (e.g., trails linking to parks and schools), and use restrictions.

Marketing, Promotion & Development Interest

- The need to publicly list the property was discussed, possibly through a broker or with support from the Steuben County Industrial Development Agency (IDA).
- Recommendations included gathering basic site information for public listings, updating signage, and considering outreach to local brokers and the Steuben County IDA.
- Early interest from Verizon in leasing a small portion of the site for a cell tower was noted, which could provide significant annual revenue for VPP.
- No current developer interest for larger projects was reported.

Next Steps & Action Items

- Board members to gather information on listing options and brokers.
- Outreach to the Steuben County IDA for guidance and collaboration.
- Drafting of a recommendations document to guide future zoning and design decisions.
- Preparation of public-facing materials about the site.

Adjournment

- Meeting adjourned at 6:17 pm.