

**VILLAGE OF PERRY
PLANNING BOARD MEETING MINUTES
AUGUST 6, 2026**

PRESENT:	James Reynolds	Chairperson
	Tim Cipolla	Member
	Dennis Huff	Member
	Dennis Murphy	Member
	Craig Unterborn	Alternate
ALSO PRESENT:	Don Roberts	ZEO
	Christina Slusser	Zoning Secretary
ABSENT:	Sarah Roll	Member

Chairperson, James Reynolds, called the meeting to order at 5:30 pm and led in the Pledge of Allegiance.

INTRODUCTIONS/UPDATES

Chairperson Reynolds appointed Craig Unterborn to vote in place of absent member Sarah Roll.

MINUTES

Dennis Murphy made a motion to approve the minutes for 5/7/2026 which was seconded by Dennis Huff and carried unanimously.

SITE PLAN REVIEW – INTERIOR RENOVATIONS AT 55 S. MAIN

[Recap: The Planning Board conducted a preliminary review of the proposed interior renovations at 55 S. Main Street on 4/2/2026 and referred the application to the ZBA for variances. The ZBA referred the application to the Wyoming County Planning Board, held a public hearing, and approved two variances, subject to conditions, on 5/5/2026.

On 5/7/2026, the Planning Board requested additional information for site plan review and scheduled a public hearing on 6/4/2026. The public hearing was subsequently cancelled because the required notices had not been sent and the applicant indicated that they wished to resubmit the application for consideration at a future meeting. Updated plans were received on 7/30/2026 which requires additional review and the public hearing to be rescheduled.]

The Planning Board reviewed the updated site plan and discussed parking and other outstanding site plan matters. It was determined that designated handicapped parking would not be required due to the availability of on-street parking. The proposed project would reduce the number of residential units from 21 to 9. Currently all spaces are residential, but the

proposed commercial spaces will change the parking requirements. The required parking for commercial use, totaling 14 spaces, is expected to be satisfied through available on-street and shared municipal parking.

Dumpster location and access for a garbage truck at the rear of the property were considered. Adequate access must be maintained for dumpster pickup, which will limit the amount of parking that can be provided out back.

Due to the timing of the next WCPB meeting, Chairperson Reynolds entertained a motion to reschedule the regular meeting from 9/3/2026 to 9/10/2026. A motion was made by Dennis Huff and seconded by Dennis Murphy to reschedule the meeting as stated. This motion carried with all in favor.

Chairperson Reynolds entertained motion to set a public hearing for 9/10/2026. Dennis Murphy made a motion to schedule the public hearing as stated which was seconded by Dennis Huff and carried unanimously.

Dennis Huff made a motion to refer the application to the Wyoming County Planning Board which was seconded by Craig Unterborn and carried unanimously.

PRELIMINARY SITE PLAN REVIEW – RENOVATIONS AT 21–23 S. MAIN

An application was submitted by In.Site: Architecture, on behalf of owner Perry NY LLC, for interior renovations at 21-23 S. Main Street to add 7 new apartments to an existing commercial space. The building is known as the Rufus Smith Building which currently houses Books and Fields. This property was approved for DRI funding. The change in occupancy requires site plan review for parking.

The existing use is fully commercial and would require approximately 50 parking spaces. With the proposed conversion to seven residential apartments, the parking requirement would be reduced to seven spaces. The property currently has four parking spaces. The Planning Board discussed whether the rear Village owned lot could provide adequate additional parking.

ZEO Roberts questioned whether the rear area would qualify as formal parking, noting that it is currently grass. Chairperson Reynolds indicated that he was comfortable counting the area as formal parking and noted the additional parking spaces as part of the parking study and additional off-street municipal parking available across the street.

With the Planning Board deeming the application complete, Dennis Huff made a motion to refer the application to the Wyoming County Planning Board and schedule a public hearing for 9/10/2026 which was seconded by Craig Unterborn and carried with all voting aye.

LOCAL LAW UPDATES

The Village Board is holding a public hearing on 8/10/2026 for proposed Local Law 3 of 2026, which would allow trailside camping. The hotel law remains under review.

The next meeting is scheduled for 9/10/2026 at 5:30 pm. At 6:04 pm, Dennis Huff made a motion to adjourn the meeting which was seconded and carried.

Respectfully submitted,
Christina Slusser, Village Clerk/Zoning Secretary

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