AGENDA

PEMBROKE TOWN BOARD
REGULAR MEETING
August 14th, 2025, 6:30 P.M.

AUDIT VOUCHERS: 6:30 P.M.

INVOCATION & PLEDGE TO THE FLAG

APPROVAL OF MINUTES – July 10th & July 24th, 2025

PUBLIC HEARING: Local Law Zoning Text Change

DEPARTMENT REPORTS

- ASSESSING: Jim Kirsch
- ZONING & CODES ADMINISTRATION: Jim Wolbert
- HIGHWAY: Scott Turner
- TOWN CLERK: Nicole Begin
- PLANNING BOARD: David Knupfer
- ZONING BOARD OF APPEALS: Terrance Daniel
- JUSTICES: David O'Connor & Ed Mileham
- SUPERVISOR: Thomas Schneider

OLD BUSINESS

1. Highway Garage Planning Update
2. Sewer
3. Water Districts
4. Town Park

NEW BUSINESS

1. Grant Writer Contract

RESOLUTIONS

RESOLUTION # 49 of 2025 - SEQR Negative Declaration for Local Law No. 1 of 2025 - A Local Law to amend Local Law No. 1 of 1991 – ZONING LAW TEXT CHANGES to Town of Pembroke Zoning Law Schedule-A Amendment

WHEREAS the Town of Pembroke and Genesee County Planning Boards have reviewed said amendment and recommended approval; and

WHEREAS, this zoning change is only a paper change to the Town of Pembroke Zoning Law; and

WHEREAS, the areas affected by the change exhibit current properties with front yard setbacks closer to the road than the proposed change; and

WHEREAS, new Commercial Projects would be subject to site-plan review and SEQR; **NOW THERE FOR BE IT**

RESOLVED, the Town Board of the Town of Pembroke hereby issues a Negative Declaration.

RESOLUTION # 50 of 2025 – Adoption of Local Law No. 1 of the Year 2025 – A Local Law to amend Zoning Schedule A of the Town of Pembroke Zoning Law to align the front yard setbacks along Route 77 to be the same as all other Limited Commercial (LC) and Interchange (INT) Zones within the Town of Pembroke

WHEREAS a Public Hearing was held by the Pembroke Town Board at a regular meeting on August 14th 2025 at the Pembroke Town Hall, 1145 Main Road in said Town at 6:30 P.M. pursuant to a Notice of Public Hearing, published in The Daily News on July 28th 2025, and posted on the sign board at the Pembroke Town Hall, A Local Law to amend Zoning Schedule A of the Town of Pembroke Zoning Law to align the front yard setbacks along Route 77 to be the same as all other Limited Commercial (LC) and Interchange (INT) Zones within the Town of Pembroke; and

WHEREAS the Genesee County Planning Board approved the amendment of such law; and

WHEREAS the members of the Town Board have had said Local Law No. 1 of the Year 2025 in final form for the period required under Section 20 of the New York Municipal Home Rule Law; and

WHEREAS this zoning change is only a paper change to the Town of Pembroke Zoning Law and the areas affected by the change exhibit current properties with front yard setbacks closer to the road than the proposed change; and

WHEREAS, new Commercial Projects would be subject to site-plan review by the Town of Pembroke Planning Board, the Genesee County Planning Board and SEQR; and

WHEREAS the Town Board of the Town of Pembroke, after due deliberation, finds it in the best interest of the Town to approve the amendment to Schedule-A of the Town of Pembroke Zoning Law; **NOW, THEREFORE, BE IT**

RESOLVED, that the Town Board of the Town of Pembroke hereby adopts said Local Law as Local Law No.1 of 2025, a true copy of which is attached hereto and made a part of this Resolution, and **BE IT FURTHER**

RESOLVED, that the Town Clerk be, and she hereby is, directed to enter this Resolution and said Local Law in the minutes of this meeting, enter said Local Law No. 1 of 2025 in the Local Law Records Book of the Town of Pembroke, and send a certified copy thereof with due notice of adoption to the New York Secretary of State for filing at the New York Department of State.

This Local Law shall become effective upon its filing with the New York Secretary of State.

RESOLUTION # 51 of 2025 - A Resolution authorizing a two-year contract with J. O'Connell & Associates, 10646 Main St Suite B, Clarence, NY 14031 for Professional Grant Writing Services.

WHEREAS, The Town of Pembroke needs a professional grant consultant; and

WHEREAS, Supervisor Schneider met with Jean O'Connell of J. O'Connell & Associates and a contract was provided; and

WHEREAS funds are available for this purpose in the adopted 2025 Budget, **NOW, THEREFORE, BE IT**

RESOLVED that the Town Board authorizes Supervisor Schneider to enter into a two-year contract with J. O'Connell & Associates, in the amount not to exceed $_____ .

RESOLUTION # 52 of 2025 – Payment of Abstract #15 of 2025

WHEREAS, A request has been made to pay the normal operating expenses of the Town of Pembroke, and

WHEREAS, these payments are within the normal scope of the 2025 working budgets, and create no additional cost to the Town of Pembroke; **NOW, THEREFORE BE IT**

RESOLVED, that the Town of Pembroke hereby authorizes the Supervisor to make the appropriate payments contained within Abstract #15 of 2025.

ADJOURN