

**Town of Rotterdam  
Planning Commission  
Summary for the January 7, 2020 Meeting**

**CAUCUS:**

- 1. Approval of the Minutes of December 17, 2019.**
  - a. Motion to approve the Minutes of December 17, 2019 was made by Mrs. Flansburg and Mr. Yuille seconded the motion and the vote resulted in unanimous approval of the motion.
  
- 2. Appoint Mrs. Flansburg as Planning Commission Vice-Chairman for the year 2020.**
  - a. Motion to appoint Mrs. Flansburg as Planning Commission Vice-Chairman was made by Mr. Yuille and Mr. D'Alessandro seconded the motion and the vote resulted in unanimous approval of the motion.

**WAIVERS:**

- 1. ESCA Tax Services Inc. d/b/a Jackson Hewitt Tax Service – 93 W. Campbell Avenue.** The applicant requests a Waiver of Site Plan review to operate a tax preparation office in tenant space G-108 (1022 square feet) formerly Junior Shoe Port from January 1, 2020 – April 20, 2020 in Via Port Rotterdam Mall.
  - a. Motion to approve the waiver was made by Mr. Collins and Mr. D'Alessandro seconded the motion and the vote resulted in unanimous approval of the motion.

9 JAN 2020 9:07

TOWN CLERK'S OFFICE



*Town of Rotterdam*  
*Office of the Planning Commission*

John Denny III, Chairman  
Peter J. Comenzo, Senior Planner

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**Resolution Number Planning Commission 1-2020**  
**Moved by Mr. Yuille, Seconded by Mr. D'Alessandro**  
**Appointment of Vice Chairman for 2020**

At the regularly scheduled caucus meeting of the Rotterdam Planning Commission held at the John F. Kirvin Government Center, 1100 Sunrise Boulevard, Rotterdam, New York on Tuesday, January 7, 2020 Chairman Denny called for a motion to appoint a Vice Chairman for the Rotterdam Planning Commission; and,

**WHEREAS**, Mr. Yuille made a motion to appoint Mrs. Flansburg as Vice Chairman for the Rotterdam Planning Commission retroactive to January 1, 2020 for the 2020 calendar year; and,

**WHEREAS**, Mr. D'Alessandro seconded the motion; and,

**WHEREAS**, the motion passed unanimously with all members present; **NOW**,

**IT IS HEREBY RESOLVED**, that the Rotterdam Planning Commission has appointed Mrs. Flansburg as Vice Chairman of the Rotterdam Planning Commission from January 1, 2020 until December 31, 2020.

Handwritten signature of Peter J. Comenzo in black ink.

Peter J. Comenzo  
Senior Planner

Handwritten signature of John Denny III in black ink.

John Denny III  
Planning Commission Chairman