

Town of New Bremen Planning Board
Monday April 28th, 2025
6:00 PM

Meeting called to order by Secretary, Jordan Nigro at 6:04 pm.

1. The Town of New Bremen Planning Board met on this date and a roll call attendance showed the following members:
 - a. Present: Tom Kovach, Tim Lee, Garrett Schell, Charmaine Campany, and Jordan Nigro
 - b. Community: Melvin Weber
 - c. Absent: None
2. Minutes for meeting 3/31/25 presented by Nigro. Amendment made to convey New Bremen (NB) planning board involvement in site plan review application completion. Reviewed, unanimously approved.
3. New Business
 - a. Chairman Kovach notified the NB Planning board of community member Freedom of Information request on previously approved project by Melvin Weber. MOTION made by Chair Kovach to review Lewis County (LC) conditions for the project to confirm proper adherence by applicant Weber.
 - b. Conditions:
 - i. **Traffic:** LC Planning board recommended NB Planning board consult NB Highway Superintendent to ensure local roadways can accommodate the traffic at project location. Acting NB Highway Superintendent is currently Deputy Highway Superintendent Chris Adams. Chair Kovach will reach out to Mr. Adams and address concern.
 - ii. **Signage:** LC Planning board recommended any signage conform to NB Zoning Law Article VI, Section 610 F. Mr. Weber confirmed he will be placing a sign affixed to the building frontage. The sign will be in accordance to standards in aforementioned section 610 F. Drawing submitted to NB Planning board.
 - iii. **Parking:** Drawing submitted by Mr. Weber illustrating proposed parking plan. Plan includes 3 parking spaces 8' x 18'. An additional ADA space is also included. This is in accordance with Article VI, Section 610 C.
 - iv. **Lighting:** Mr. Weber demonstrated on submitted drawing the intent for two (2) dusk/dawn lights affixed to front and rear of building. Both lights will be downcast and conform to style of planned building. This is in accordance to Article VI, Section 610 E.
 - v. **Privacy Fence:** Mr. Weber again notified board of intent to construct a privacy fence along property. The drawing illustrates a steel fence, eight (8) feet in height. The fence will include a storage area to reduce the presence of viewable clutter to community members.
 - c. The NB Planning board agrees unanimously that Mr. Weber is in compliance with his current project as previously approved by the board.

- d. Chair Kovach discussed contacting the LC Planning Board to inquire if an enforcement individual is assigned to oversee compliance with approved projects of the NB Planning board.
- e. Next regular meeting date planned for May 19th, 2025 6 pm.

4. Adjournment

- a. A MOTION was made by Tim Lee to adjourn the meeting. Motion seconded by Garrett Schell. All members in favor. Motion carried. Meeting adjourned at 6:44 pm.

Submitted by,

Jordan Nigro
May 6th, 2025

Note: These minutes have been transcribed from written notation. The minutes are not verbatim or direct quotation version; rather they are documentation of the meeting.