

**Village of Athens Planning Board
2 First Street, Athens, NY
Meeting Minutes
November 18, 2025**

Attending: Tim Albright, Luke Baker, Carrie Feder, Kurt Parde, Nancy Poylo-Secretary

Absent: Margaret Moree-Chair, Code Enforcement

A valid quorum was present for voting purposes (*excluding October minutes*). Meeting was called to order at 6:30pm by Tim Albright.

1. **John and Pamela Franzen (owner, present), 29 South Franklin Street, and Home Evolution Roofing:** Owner presented an application to replace the roof with IKO Dynasty Granite Black shingles. Specimens were presented. Kurt Parde made a motion to approve the application as presented, Carrie Feder seconded the motion. All in favor, motion approved.
2. **Carl and Julie Muehleisen, (owners, not present), 8 North Warren Street:** Owners presented a scope of work to replace the rotted portion of their backyard fence with a 6' cedar fence at the October 21, 2025 meeting. The Building Permit Application was presented at this meeting which included two (2) projects not previously discussed: (i) replacing the existing rotted deck with the same materials and in the same location; and (ii) rebuilding the landscape retaining wall that is attached to the existing deck. The new retaining wall will include two (2) new steps on either side to raise the grade. A detailed diagram of the overall project was provided. Kurt Parde made a motion to approve the application as presented, Carrie Feder seconded the motion. All in favor, motion approved.
3. **Dennis Helnes (owner, not present), 70 N Washington Street:** Commercial zone. Prior to the meeting, Chair Moree informed the Planning Board via email that Code Enforcement and Counsel advised the PB to approve the two (2) storage containers located on this property, citing the section of the Code listed below. The Planning Board had several questions that could not be answered during the meeting therefore no motion was offered.

§ 250-25 Supplemental regulations for specific uses. C 2 D

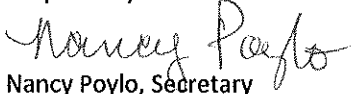
No mobile home or other portable structure or building shall be used as an accessory building or structure, except when used incidentally to and temporarily for construction operations of a principal use; said buildings shall be removed prior to the occupancy of the principal use; provided, however, lawn equipment storage buildings not exceeding 144 square feet in area are permitted. Accessory structures greater than 144 square feet require a building permit.

OTHER BUSINESS:

1. **Training:** Tim Albright presented a certificate for four (4) hours of training provided by NYS Department of State Local Government on October 30th, 2025.
2. **Minutes:** The October minutes could not be approved due to a lack of a quorum. Only 2 of the 4 Planning Board members present at this meeting attended the October meeting. October minutes will be approved off-cycle.

Meeting adjourned at 6:50pm.

Respectfully submitted



Nancy Poylo, Secretary