

TOWN OF OTEGO PLANNING BOARD
Minutes of Regular Meeting
April 20, 2021

DRAFT

Planning Board Members Present:	Lois Chernin, Mark Dye, Kathy Leahy, Harry Martin, Lonnie Ridgway
Planning Board Members Absent:	None
Planning Board Member Excused:	None
Planning Board Alternate:	None
Planning Board Recording Secretary:	Colleen Bushnell
Codes Officer - Dan Wilber:	Present
Town Board Liaison - David Sheldon:	Present
Members of the Public:	3

The regular meeting of the Town of Otego Planning Board opened at 7:06 pm.

The minutes from the March 16, 2021 meeting were reviewed by members. No corrections needed.

Motion made by Harry Martin, seconded by Lonnie Ridgway to accept the minutes as written.

Vote: Yes: 4 No: 0 Motion Carried.

Reports: David Sheldon states there is nothing to report from the Town Board meeting.

Old Business:

- JR Hurlburt is in attendance to represent his son Troy regarding an application for a Simple Lot Split presented at the March 2021 meeting. The Simple Lot Split has been changed to an application for a Minor Subdivision. as this property was subdivided prior. The Minor Subdivision is for property with tax # 318.00-1-44.01. The application is for the lot to be subdivided into two lots. The original acreage is 7.17 and would be split into 5.17 and 2 acres each with appropriate road frontage. The Planning Board members have reviewed the application for a Minor Subdivision. Mr. Hurlburt gave Lois a check for the appropriate added fee. He provided Lois with signatures from the appropriate property owners which have received a notice for a Public Hearing on May 18, 2021.

Motion made by Kathy Leahy, seconded by Lonnie Ridgway to declare the application from Troy Hurlburt complete in the matter of a Minor Subdivision.

Vote: Yes: 4 No: 0 Motion Carried.

Motion made by Lonnie Ridgway, seconded by Harry Martin to declare the Planning Board of Otego lead agency in the matter of the Troy Hurlburt Minor Subdivision.

Vote: Yes: 4 No: 0 Motion Carried.

- Lois read the questions from the second part of the short EAF form. As this Minor Subdivision results in no adverse environmental impact it is a negative declaration. No further SEQER action is required.

Motion made by Lonnie Ridgway, seconded by Kathy Leahy, to declare this a negative impact under SEQER needing no action.

Vote: Yes: 4 No: 0 Motion Carried.

- A Public Hearing is scheduled for 6:45pm on May 18, 2021.

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Old Business: (continued)

Review of By-Laws: (continued)

Article 4: Vacancies:

- Section 4.1: Remove "by the Secretary".
- Section 4.2: Change to: "All recommendations for the Town of Otego Planning Board must be made to the Town Board for consideration and approval."

Article 5: Application Procedure

- Section 5.2: Change paragraph to read: "Any application, petition, or communication shall be considered as received by the Town of Otego Planning Board as of the date received by the Town Clerk, Chairperson of the Planning Board, or Zoning Officer."

Article 6: Official Signature

- Section 6.1: Remove signature of Secretary.

Article 8: Former By-Laws

- Section 8.1: Remove "Amendments effective through."
- Lois spoke with the Head of Planning in Otsego County regarding the maps she received from the county. She is requesting the colors be changed to print in black and white. She is also requesting a change in how the minor roads are shown as they are difficult to distinguish. There was no further discussion regarding the maps. Lois will contact the county and request new maps.
- It was suggested that a log of actions taken by the Planning Board be kept. The Secretary will do this.

Communications: None

Privilege of the Floor: None

Next meeting: May 18, 2021 at 7:00pm. **Note: Public Hearing at 6:45 pm.**

Motion made by Mark Dye, seconded by Kathy Leahy to adjourn the meeting.

Vote: Yes: 5 No: 0 Motion carried.

Meeting adjourned at 8:56 pm.

Respectfully Submitted:

Colleen Bushnell, Secretary

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New Business:

- John Attanasio is present regarding a Simple Lot Split of tax number 272.00-1-30.00 approved by the Planning Board in 2017. He did not submit his paperwork to Otsego County until 2019. Upon suggestion by his lawyer he is asking the Planning Board to re-certify by letter this prior approval.

Motion made by Harry Martin, seconded by Kathy Leahy, for the Secretary type a letter re-certifying the action of the Simple Lot Split of property tax number 272.00-1-30.00 approved by the Otego Planning Board on August 15, 2017.

Vote: Yes: 5 No: 0 Motion Carried.

- Robert Birch is present submitting an application for a Minor Subdivision of property on County Highway 8 with tax number 272.00-1-20.01. This is a 75 acre plot which he is wishing to divide into 4 lots. Two building lots will be of about 5 acres, and 1 building lot will be of about 8 acres which will include the barn and the pond. The remaining lot will be a common wet land area. Each of the 3 building lots have the required road frontage. The lot for common area will have an access road into the property for use by the owners of the building lots. The common area lot will have deed restrictions held by an LLC with by-laws restricted to "forever wild".
- Dan Wilber questioned the access to the common area. There was some discussion regarding the width needed for access to this area. Dan will look at the property to assess the needed access and contact Mr. Birch with his findings.
- Mr. Birch will attend the meeting on May 18, 2021 with updated information on the necessary road access to the common area and a completed application

Old Business: (continued)

- Harry Martin presented a report on tree markers for the Memorial Trees. An 8x10 aluminum marker cost is \$237 and a bronze marker is \$363.
- The Planning Board members request Harry research smaller markers. He will do this and bring a report to the May meeting.

Review of By-Laws

Article 1: Meetings:

- Section 1.3: Add "Special meetings may be requested by any member of the Planning Board."
- Section 1.5: The order of business changed to current manner.
- Section 1.7: "Duties of the Recording Secretary - add #7. To be custodian of records of the Town of Otego Planning Board., and add #8. To record and retain such recordings of all Planning Board proceedings.

Article 2: Officers:

- Section 2.1: Change paragraph to read: "The officers of the Town of Otego Planning Board shall consist of a Chairperson, and a Vice Chairperson, each of whom shall serve a term of one year. The Vice Chairperson shall be chosen by the Planning Board from its membership.

Article 3: Voting and Conflicts of Interest:

- Section 3.1: Remove "Voting shall be by voice."