

**TOWN OF OTEGO PLANNING BOARD**  
**Minutes of Regular Meeting**  
**August 17, 2021**

<b>Planning Board Members Present:</b>	Lois Chernin, Mark Dye, Harry Martin, Lonnie Ridgway
<b>Planning Board Members Absent:</b>	None
<b>Planning Board Member Excused:</b>	Kathy Leahy
<b>Planning Board Alternate:</b>	None
<b>Planning Board Recording Secretary:</b>	Colleen Bushnell
<b>Codes Officer - Dan Wilber:</b>	Present
<b>Town Board Liaison - David Sheldon:</b>	Present
<b>Members of the Public:</b>	10

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The regular meeting of the Town of Otego Planning Board opened at 7:00 pm.

The minutes from the July 20, 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 the Town Board approved a change of the town's computer provider to Steve Lawton.

**Old Business:**

- Robert Birch is not in attendance. Lois spoke with Beth Westfall regarding the Latham estate subdivision for tax #307.00-1-24 on county highway 6. There was an issue with two of the parcels as they did not have the required 1:4 ratio. According to Beth the Planning Board cannot waive the requirement due to the laws. It must go before the Zoning Board of Appeals.
- Mike Perry is in attendance regarding his Special Use Permit application which was originally submitted in 2019. He spoke with Joe Burdick at Real Property Services who sent him a corrected map with a new tax number and the corrected acreage which Mr. Perry presented to Lois. As his application is from 2019 Lois states the Planning Board needs an updated application. Mr. Perry states he will give this and the appropriate fee to the Town Clerk tomorrow.
- Mr. Perry is requesting a Public Hearing at the September meeting. Lois states the landowners within 500 feet of the property must be notified of this two weeks prior to the meeting. She will provide Mr. Perry with a form letter to send to the landowners. He was informed that he can go to the County Tax Map online to find the list of appropriate landowners. The letters need to be sent certified. A Public Hearing is planned for September 21, 2021 at 7:00 pm.
- Lois states the By-Laws are still on hold with Beth Westfall. We will review as soon as she makes her recommendations.
- Harry Martin has turned over the ordering information the Memorial Trees plaques so that the order can be placed by the Town Clerk.
- Lois is still working on obtaining corrected maps from the county for the Town. Harry states there are several issues with roads that are listed as town roads but are not. This has been an ongoing issue. Lois will discuss this with the county. She is also requesting some color changes to make the map easier to view. She will then get a new map for the Town Board to approve.

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**New Business:**

- Eugene and Rosemary Holbrook are in attendance with an application for a Simple Lot Split of 322 Hell Hollow Road, tax #286.00-1-34.01. In attendance with him are Richard Harlem, lawyer, Frank Schumaci, Project Manager for NYSEG, and SJ Capecelatro, contractor for NYSEG. Eugene is requesting to split this property into two parcels. He will keep one and the other is to be bought by NYSEG. The 37.994 acre lot will be split into two parcels of a 22.127 acre, and a 15.867 acre lot (NYSEG).
- Lois notes the application lists only one lot. The county map shows two lots, not one. Mr. Harlem states the second parcel is in the town of Oneonta. There was some discussion with the Board, Project Manager, contractor, and lawyer regarding this. It was noted the surveyor map conflicts with the county map. Per Mr. Harlem the surveyor map takes precedence over the county map. After much discussion it was decided to move forward with the application using the surveyor map.
- Lois also notes that Rosemary Holbrook's name must be on the application as she is co-owner of the property so Rosemary added her name to the application as requested.

**Motion made by Mark Dye, seconded by Harry Martin to declare the Planning Board of Otego lead agency in the matter of the Eugene and Rosemary Holbrook Simple Lot Split..**

**Vote: Yes: 4 No: 0 Motion Carried.**

- The Planning Board reviewed the questions from the application for the Part 1 of the short EAF form. The acreage on the form had to be changed to match the surveyor map. The answer to questions 10 and 11 should be no. The answers to each were changed to no.

**Motion made by Mark Dye, seconded by Lonnie Ridgway, to accept Part 1 of the EAF form with the corrections.**

**Vote: Yes: 4 No: 0 Motion Carried.**

- Lois read the questions from the second part of the short EAF form. The answer to each question was no. This Simple Lot Split results in no adverse environmental impact and can be given a negative declaration. No further SQER action is required.

**Motion made by Mark Dye, seconded by Lonnie Ridgway, to accept Part 2 of the EAF form and declare this a negative declaration under SEQR needing no action.**

**Vote: Yes: 4 No: 0 Motion Carried.**

- Robert Holbrook questions if the Simple Lot Split will affect his right of way across the split property. It was noted by Mr. Harlem and the representatives from NYSEG that his right of way will remain as per his deed.

**Motion made by Harry Martin, seconded by Lonnie Ridgway to accept the application as complete in the affair of Eugene and Rosemary Holbrook Simple Lot Split.**

**Vote: Yes: 4 No: 0 Motion Carried.**

**Motion made by Mark Dye, seconded by Harry Martin to approve the Simple Lot Split for Eugene and Rosemary Holbrook.**

**Vote: Yes: 4 No: 0 Motion Carried.**

**August 18, 2021**

**New Business:** (continued)

- NYSEG will provide a Mylar map to the Town Hall for Lois to sign tomorrow which will include the required signature block for Planning Board Chairperson..
- Mr. Harlem expressed his appreciation for the service of all the members of the Otego Town Planning Board.

**Communications:** None

**Privilege of the Floor:** Lois states the Planning Board members need to complete any necessary training prior to the end of the year.

Next meeting: September 21, 2021 with Public Hearing at 7:00pm and regular meeting to follow.

**Motion made by Mark Dye, seconded by Harry Martin to adjourn the meeting.**

**Vote: Yes: 4 No: 0 Motion carried.**

Meeting adjourned at 8:10 pm.

Respectfully Submitted:

Colleen Bushnell, Secretary