

Minutes

**Town of Otego Planning Board**

**November 21, 2017**

**REGULAR PLANNING BOARD MEETING**

**APPROVED**

**The Regular Planning Board Meeting officially opened at 7:00 PM.**

**ROLL CALL:**

**Board Members Present: Chairwoman Kate Lawrence, Vice Chairman Roberto Romano, Elizabeth Callahan, Mark Dye, Lois Chernin, and Katie Higgins (alternate.)**

**Board Members Absent:**

**In Attendance Tonight: Teresa DeSantis, Planning Board Recording Secretary**

**In Attendance Tonight: Codes Officer Dan Wilber**

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REVIEW OF THE MEETING MINUTES FOR THE OCTOBER 17 TH REGULAR MEETING:

**The unapproved meeting minutes for the October 17, 2017 Planning Board Regular Meeting were reviewed. A Motion was made by Elizabeth Callahan to accept the Minutes as read.**

**MOTION to accept the October 17, 2017 Planning Board Regular Meeting Minutes as read.**

**Motion by Elizabeth Callahan and seconded by Roberto Romano.**

**Voice Vote: YES   6   NO   0**

**All in favor, none opposed, motion carried.**

NEW BUSINESS:

Kim and Jack Cerar-Lot Split- 536 Flax Island Road- # 307.00-1-21.01 in an R3 District

**Kim and Jack Cerar both came to the Planning Board meeting tonight. They are interested in doing a lot split of their 14.44 acre property. They would like to split off one acre with a mobile home on it.**

**The Planning Board reviewed the Cerar's application and enclosed maps. The survey map he enclosed (W. Rasmussen, LLS for James A Lent, Dated 7-9-01, Map 34-472, WO- 1162), pre-dates the zoning law.**

**According to the zoning law, an R3 parcel must have at least 3 acres and 170 feet of road frontage. The Cerar's parcel lacks adequate road frontage for a lot split.**

**A discussion followed. The Cerar's stated that they own the abutting parcel to the North of the property, and asked about the possibility of doing a parcel merge request with the two parcels, and then splitting off the mobile home with the required minimum 3 acres. They also asked about wanting to present the current application, with the proposed 1 acre split, to the Zoning Board of Appeals. The Codes Officer, Dan Wilber suggested that the applicant contact Stan Rusin, Zoning Board of Appeals Chairman, directly.**

Rex Layton- State Highway 7- # 308.00-1-32.02- Pre-Application Meeting- Special Use Permit with Site Plan Review

**Rex Layton appeared before the Planning Board tonight for a first time, pre-application meeting. He has ideas for an entertainment center on the vacant parcel across from Mill Creek and the now vacant Hometown Auto. He has recently purchased the land. The land is currently in the floodplain, and has been raised up with fill.**

**Mr. Layton discussed his ideas for a mainly seasonal entertainment center with the Planning Board. The center would have recreational activities for children and their parents, and be composed of buildings-possibly trailers, and activity tents to be erected on a seasonal basis, which would house the recreational activities. He also mentioned wanting to erect a storage facility on the same property.**

**Codes Officer Dan Wilber stated that an engineer would need to be involved, as well as the DEC. The Planning Board felt that Mr. Layton needs to solidify his plans before proceeding with the application process.**

COMMUNICATIONS:

**The Codes Officer Dan Wilber was present at the meeting tonight. He mentioned that he had filed a FOIL request with the County for information on the number and nature of**

emergency dispatch calls to the Crossroads Inn over the past year. He received back a summary of calls at that location. There were 10 total calls, of which only 3-4 involved an ambulance, to date for the entire year. There is concern over placing an entertainment center across from the Crossroads Inn, a halfway house. Mr. Wilber mentioned that the County committee on Health Services could be asked to consider a decision not to place sex offenders in the Crossroads Inn in the future.

#### OLD BUSINESS:

##### Planning Board Review of Special Use Permit Checksheet:

Dan Wilber presented a Special Use Permit Review Sheet and Checksheet which can facilitate the review of Special Use Permits. The Site Plan Sample form was also reviewed.

For the next meeting, Chairwoman Kate Lawrence would like to merge the above Special Use Permit Checksheet and associated worksheets with the Special Use Permit Application, and then present them to the Planning Board.

#### PRIVILEGE OF THE FLOOR:

The Planning Board mentioned to all in the room that they were always interested in new members, and presented an invitation to join.

#### CODE OFFICER REPORT:

The Codes Officer Dan Wilber again mentioned the issue of the woman on Secor Road installing a park model recreational vehicle on an undersized lot. Mr. Wilber suggested coming up with an occupancy permit and a system of registration with the Town Clerk. He would like this to be incorporated in any Zoning Law revisions that are made.

#### TRAINING REPORTS:

Lois Chernin mentioned that she will try to get newer Coughlin and Gerhart CD's trainings for members to review. Mark Dye mentioned again that he would like Town Attorney Beth Westfall to give a training this year on the topic of real estate law and manufactured homes. Chairwoman Kate Lawrence asked if Dan Wilber was interested in doing trainings for the Planning Board, and asked him to think about topics. He will check with the Town Board, as they may also like to participate in the trainings.

**Trainings Recorded for 2017:**

**January- NYSDOS-Webinar-Attended at ZBA member Stuart Anderson's house: Kate Lawrence, Elizabeth Callahan, Teresa DeSantis. 2 hours of training.**

**May- Pipeline Safety Awareness Training-Held at Foothills in Oneonta: Katie Higgins and Teresa DeSantis. 2 Hours of training.**

**June- Beth Westfall Training- in Planning Board Room: Kate Lawrence, Elizabeth Callahan, Mark Dye, Lois Chernin, Roberto Romano, Katie Higgins, Teresa DeSantis. 2 hours of training.**

**Mark Dye Training Hours- June 2, 2017- Coughlin and Gerhart training- 2 hours**

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**The Meeting was adjourned at 8:10 PM.**

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**Respectfully Submitted-**

**Teresa DeSantis**

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**Town of Otego Planning Board Recording Secretary**