

Minutes

Town of Otego Planning Board

February 21, 2017

REGULAR PLANNING BOARD MEETING

APPROVED

The Regular Planning Board Meeting opened at 7:05 PM.

ROLL CALL:

Board members present: Chairwoman Kate Lawrence, Roberto Romano, Elizabeth Callahan, Mark Dye, Lois Chernin

In Attendance Tonight: Teresa DeSantis, Planning Board Recording Secretary and Codes Officer Dan Wilber.

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REVIEW OF THE MEETING MINUTES FOR THE JANUARY 17th REGULAR MEETING:

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

**MOTION to accept the January 17, 2017 Planning Board Regular Meeting Minutes as amended.**

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

**Voice Vote: YES   5              NO   0**

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

NEW BUSINESS:

Pre-Application Conference: John Attanasio- Simple Lot Split- 1641 Co Hwy 8; Tax Map #272.00-1-30.00:

**John Attanasio appeared before the Planning Board with an application (dated 2-21-17) for a simple lot split of his approximately 163.9 acre property at 1641 County Highway 8; Tax Map #272.00-1-30.00. He presented a rough sketch map, and an existing survey of the**

property (Rowe, Woodin and Parsons-dated 11-28-1997.) He is proposing to split off approximately 10 acres with the house on it with about 153.9 acres remaining. Mr. Attanasio states that there is currently adequate road frontage at the site (approximately 1100 feet total.)

The Planning Board discussed the proposed action with Mr. Attanasio. Chairwoman Catherine Lawrence would like to check on the following with regards to this application: Its conformance to zoning lot ratio requirements; history of the parcel- has it been previously split; is it acceptable to waive the requirement for SEQRA for a simple lot split; is a sketch plan adequate in lieu of a survey for approval of the application, and is a simple lot split exempt from the requirement for a Public Hearing? Planning Board Members Roberto Romano and Elizabeth Callahan asked to see the whole parent parcel shown with the parcel being split out in detail on the sketch map, as only the split-out portion of the parcel was shown.

The Planning Board reviewed the current lot split form, which is posted online (Form TOPB-20, dated 9-21-16.) Chairwoman Kate Lawrence offered to work on an application checklist for simple lot split procedures. The Planning Board offered several items to include on the checklist.

Dan Wilber offered to check with Otsego County Real Property Tax Mapping to see what the requirements are on the County's end for a simple lot split- ie. is a survey needed of the split out portion, or is a full survey needed of both pieces, or if a sketch map is adequate.

Mark Dye will print out a copy of the current Zoning Law (amended 2005) and the Site Plan Review Law (1997) that the Planning Board can use to make notations on during meetings.

#### 2017- ELECTION OF THE SLATE OF OFFICERS OF THE PLANNING BOARD:

**The Planning Board Elected the Slate of Officers for the 2017 year:**

**Kate Lawrence- is appointed by the Town Board.**

**MOTION to Approve Roberto Romano as Vice Chairman. Nominated by Kate Lawrence and Seconded by Elizabeth Callahan. Voice Vote: All Aye, No Nay, Motion Passed.**

**MOTION to Approve Elizabeth Callahan as Secretary. Nominated by Roberto Romano and Seconded by Mark Dye. Voice Vote: All Aye, No Nay, Motion Passed.**

OLD BUSINESS:

Review of Forms for Special Use Permit form and Site Plan Review:

**Kate Lawrence stated that review of the above forms would continue at our next meeting.**

COMMUNICATIONS:

**There was no further news this meeting on the proposed subdivision of Mr. Thomas Barrett at 292 County Highway 48.**

**Planning Board Member Elizabeth Callahan stated that she anticipates being absent/excused for the April Meeting due to travel. Planning Board Member Mark Dye stated that he anticipates being absent/excused for the May meeting due to a planned surgery.**

**PRIVILEGE OF THE FLOOR: Elizabeth Callahan stated that the Village of Otego has completed their revised Comprehensive Plan, and has sent a copy to us. News has also been received that the Otego Elementary School will be closing by the fall of 2017.**

**TRAININGS: The Town Attorney Beth Westfall is interested in conducting Planning Board trainings on issues such as the zoning law and zoning map. Chairwoman Kate Lawrence will ask the Town Board for permission for the Town Attorney to conduct Planning Board trainings this year. Teresa DeSantis, the Planning Board Recording Secretary, announced the upcoming New York Planning Federation Training in Saratoga Springs, NY, to be held on March 26-28.**

**TRAINING REPORTS: NONE**

**The Meeting was adjourned at 9:05 PM.**

**Respectfully Submitted-**

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**Teresa DeSantis**

**Town of Otego Planning Board Recording Secretary**