

Minutes

Town of Otego Planning Board

May 16, 2017

REGULAR PLANNING BOARD MEETING

APPROVED

The Regular Planning Board Meeting officially opened at 7:15 PM.

Note: There was a pre-meeting discussion lasting from 6:55 PM to 7:15 PM with the Codes Officer, Dan Wilber, about his May 3rd visit with Otsego County to see Real Property Tax Services Director Hank Schecher and the Deputy County Clerk Jennifer Basile about the procedures for the filing of simple lot splits with the County. Hank Schecher said that the most important item to be filed is a deed description of the lot split. He said that if the new deed description of the lot split is not filed, it can cause problems later on if and when a parcel is sold. A discussion followed and the Planning Board is still not sure if the County requires a mylar survey map to be filed for lot splits.

Dan Wilber stated that he would like to see the County generate a written policy statement on what is required. Dan will re-visit the County again to discuss this with them.

ROLL CALL:

Board Members Present: Chairwoman Kate Lawrence, Elizabeth Callahan, Mark Dye, Lois Chernin, Katie Higgins (as a voting member.) Note: Mark Dye was excused from the meeting at 7:18 PM.

Board Member Excused: Roberto Romano

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 APRIL 18 REGULAR MEETING:**

The unapproved meeting minutes for the April 18, 2017 Planning Board Regular Meeting were reviewed. A Motion was made by Roberto Romano to accept the Minutes as amended.

**MOTION to accept the April 18, 2017 Planning Board Regular Meeting Minutes as amended.**

Motion by Elizabeth Callahan and seconded by Lois Chernin.

Voice Vote: YES   5   NO   0  

All in favor, none opposed, motion carried

## NEW BUSINESS:

John Attanasio- Simple Lot Split- 1641 Co Hwy 8; TM #272.00-1-30.00:

**John Attanasio did not attend this evening, but he has previously dropped off all his completed application materials, including an updated map using the County maps. Mark Dye presented his research on New York Town Law. He presented copies of NY Town Law 276, 277, and 278. NY Town Law 276 details subdivision review, approval of plats, and development of filed plats. He underlined the part "Subdivisions may be defined and delineated by local regulation, as either "major" or "minor", with the review procedures and criteria for each set forth in such local regulations." Discussion following regarding the fiscal burden on property owners for new mapping and the focus of this issue with Beth Westfall during the June training.**

## OLD BUSINESS:

Continuing Discussion About Lot Split Procedures and Dan Wilber's Visit to the County:

**Recording Secretary Teresa DeSantis received a letter from the County Clerk's Office, dated March 28th, 2017, but the letter only addressed subdivisions, not simple lot splits by themselves. In a follow-up phone call, the Deputy County Clerk Jennifer Basile said that lot splits are considered sub-divisions. Teresa sent a second letter to the County Clerk's office dated April 27th to clarify that the question we were asking was about simple lot splits only. She received a second letter back from the County Clerk's office dated May 2. This letter basically re-stated what the first letter said. On the following day, May 3rd, Dan Wilber made a visit to speak with both Hank Schecher in Real Property Tax Services and Jennifer Basile, the Deputy County Clerk. At that time, RPTS Director Hank Schecher stated that the most important thing to be filed was the deed description of the newly-formed parcel(s).**

**Dan Wilber offered to visit again with Otsego County RPTS and the County Clerk's Office to verify what the County's requirements are for a simple lot split, and to ask for a checklist of the County's requirements for future use.**

**There was informal consensus that the Planning Board would not care to burden property owners with the high cost of a survey and mylar map if possible.**

Review of Lot Split Checklist and Site Plan Review:

**In April, Codes Officer Dan Wilber presented his sample site plan sheet and site plan worksheet to the Planning Board for review. The members of the Planning Board like it. However, Kate did not receive the copy which Dan sent. Dan will again send it to Kate to revise it slightly to make it more suitable for the Planning Board's site plan review process.**

COMMUNICATIONS:

Codes Officer Dan Wilber said that the Feiks were in the process of drilling their well. The first attempt at drilling a well failed, and they believe they may have to go down to 500 feet. Because of difficulties at the site, he stated they probably cannot make the normal 100 feet distance between well and septic, and that it would more likely be 80 feet between the two.

A modular (?) home has been installed at the site. Dan stated that the elevation of the front door was 5 feet above freeboard. (The site is in the 100 year flood plain, which requires that the first floor of the building be a minimum of 2 feet above freeboard.)

Across State Highway 7 from the Feiks and on the other side of Mill Creek is a vacant lot which the Code Officer stated Wade Barney of Barney and Sons Well Drilling was interested in purchasing to construct a building to house his well drilling business equipment. Dan stated that any construction at this site will need an elevation certificate. He also agreed he should review any special use permit applications for the site previous to Planning Board review.

PRIVILEGE OF THE FLOOR: A discussion about memorial trees for the recently passed-away Planning Board members Marla Calabro and Stephen Butler was discussed. A pink flowering dogwood was originally proposed by the Butler family, but there is concern about this type of tree in our climate zone. Upon discussion, the Planning Board decided on two pink flowering crab apples. Elizabeth Callahan, Lois Chernin, Dan Wilber, and Dave Sheldon will work together to provide transportation and planting strategies for the two trees. Members discussed the possible locations of the two trees on the right side of the front of the Town Hall.

TRAININGS: Town Attorney Beth Westfall at the upcoming Town Otego training scheduled for Thursday, June 8th- 6-8 pm.

TRAINING REPORTS: Katie Higgins and Teresa DeSantis attended Pipeline Safety Awareness Training held in Oneonta on May 12th from 6-8 PM.

The Meeting was adjourned at 8:00 PM.

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Respectfully Submitted-

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Teresa DeSantis

Town of Otego Planning Board Recording Secretary