

Minutes

Town of Otego Planning Board

July 18, 2017

REGULAR PLANNING BOARD MEETING

APPROVED

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

ROLL CALL:

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

Board Members Excused: NONE

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 JUNE 20 REGULAR MEETING:**

The unapproved meeting minutes for the June 20, 2017 Planning Board Regular Meeting were reviewed. A Motion was made by Elizabeth Callahan to accept the Minutes as amended.

**MOTION to accept the June 20, 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:**

**Bernard Freudenmann on Franklin Mountain Road- Pre-Application meeting for a lot split**

**Bernard Freudenmann did not attend this evening, and has not dropped off any completed application materials. He was going to come to the Planning Board for a pre-application meeting.**

OLD BUSINESS:

Planning Board Review of Lot Split Procedures:

The Planning Board continued its review of lot split procedures. An extended discussion about past practice and the Town 2003 Subdivision Ordinance followed.

Planning Board members clarified four distinct categories:

- 1) lot line change (often called boundary line adjustments and removals)
- 2) split
- 3) minor subdivisions of 3-4 lots
- 4) major subdivisions of 4 lots or more

Elizabeth Callahan referred to the 2003 Town Subdivision Ordinance which defines a split (often referred to in Planning Board meetings as a "simple lot split") as a division of land on pages 7-8, which "shall not be called a subdivision." In the ordinance, it further says that a sketch plan drawn to scale is adequate for a simple lot split. The importance of having an accurate deed description was also discussed by Planning Board members. Codes Officer Dan Wilber noted that the filing of the new deed with the County was very important.

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

John Attanasio did not attend this evening. He has previously dropped off all his completed application materials. The proposed action is to split off 23.7 acres off of the 163.73 acre parent parcel. The Planning Board reviewed the application, the sketch maps, and the SEQRA EAF form provided by Mr. Attanasio.

*MOTION to Declare John Attanasio's Application for Simple Lot Split Complete.*

Motion by Lois Chernin and Seconded by Roberto Romano.  
Voice Vote: All Aye, no Nay, motion Passed.

*MOTION to Declare the Town of Otego Planning Board the Lead Agency for his SEQRA review.*

Motion by Elizabeth Callahan and Seconded by Roberto Romano.  
Voice Vote: All Aye, no Nay, motion Passed.

The Planning Board then reviewed the Applicant's SEQRA EAF form Part 1. The Applicant checked "No" to SEQRA Questions 9, 10 and 11, dealing with energy requirements, water supply and waste water utilities, respectively. The Planning Board discussed if "NA" for these three questions would be more correct.

**The Planning Board then reviewed Part 2 of the SEQRA application and answered all questions "no," but did not yet complete a negative or positive declaration.**

**Then the Planning Board went back through the applicant's SEQRA Part 1 and agreed that question 9 should be answered "yes," and questions 10 and 11 should be answered "no." It was decided that Mr. Attanasio was ok now with SEQRA part 1, but that he just needed to add more detail to the form. The Planning Board will re-review any additions made to the form by Mr. Attanasio and will issue a SEQRA decision at the August Planning Board meeting.**

**Planning Board Chair Kate Lawrence will contact Mr. Attanasio about coming to the August meeting.**

**Planning Board Review of Lot Split and Site Plan Forms:**

**The Planning Board continued its review of the site plan and sketch plan worksheets. The goal is to have a packet to present to future applicants to make the application process easier.**

**A discussion was held on possibly dropping the word "simple" from "simple lot split." This also will be discussed at the August meeting.**

**COMMUNICATIONS:**

**The Codes Officer Dan Wilber was present at the meeting tonight. He mentioned that on State Route 7, a landowner wanted to use a "conex box" (8' x 40' shipping container) as a storage building. The Codes Officer will require that he install a walk-through door for safe ingress and egress to the structure. He noted that there was nothing in the Town regulations to prevent re-use and modification of a shipping container as a storage building.**

**PRIVILEGE OF THE FLOOR:**

**Dick Downey gave an update on the closing of the Village of Otego elementary school, with a summary of the possibility of future uses of the former school building.**

**TRAINING REPORTS: NONE**

**The Meeting was adjourned at 8:27 PM.**

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**Respectfully Submitted-**

**Teresa DeSantis**

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**Town of Otego Planning Board Recording Secretary**