

TOWN OF OTEGO PLANNING BOARD

Minutes of Regular Meeting

December 19, 2023

Planning Board Members Present:	Lois Chernin, Mark Dye, Kathy Leahy, Harry Martin, Lonnie Ridgway
Planning Board Members Absent:	None
Planning Board Member Excused:	None
Planning Board Alternate Present:	David Sheldon
Planning Board Recording Secretary Present:	Colleen Bushnell
Codes Officer - Dan Wilber:	Present
Town Board Liaison – Jimmy Hamm:	Present
Members of the Public:	3

The regular meeting of the Town of Otego Planning Board opened at 7:10 pm.

The minutes from the November 21, 2023 regular meeting were reviewed by members.

Motion made by Harry Martin, seconded by Kathy Leahy, to accept the minutes as written. No discussion.

Vote: Yes: 5 No: 0 Motion Carried.

Reports:

Jimmy Hamm reports for the Town Board:

- The Town has accepted bids for the sale of a bulldozer. A bid of \$130,000 has been made.
- The Town Board voted to allow training for the Town Planning Board to change from 4 hours to 2 hours annually.

Old Business:

- Lois discussed a proposed fee schedule change due to the cost of advertisement for Public Hearings. The fee will change to a minimum fee of \$25.00.

New Business:

- There was some discussion regarding Special Use Permits and Home Occupation Permits.
 - A Home Occupation does not need a Special Use Permit and does not require a Public Hearing.
 - It was the consensus that this issue be reviewed and addressed by the Zoning Commission and then discussed at a Planning Board meeting.
- Site Plan Review is mandated by New York State. It will be left on the Special Use Permit application.
- Site Plan Review fee will be changed to \$75.00. Lois will not present any fee schedule changes to the Town Board until after the fee schedule has been completed.
- Training was presented by Beth Westcott on December 13th to Kathy, Lois, Lonnie, and Mark attended that training.
- The Secretary received Education Training certificates from Lois and Lonnie for on-line training given by New York Planning Federation. The training was 4 hours.

Privilege of the Floor: None

Next meeting: January 16, 2024 at 7:00 pm.

Motion made by Kathy Leahy, seconded by Harry Martin, to adjourn the meeting.

Vote: Yes: 5 No: 0 Motion carried.

Meeting adjourned at 7:35 pm.

Respectfully Submitted:

Colleen Bushnell, Secretary