

**TOWN OF OTEGO PLANNING BOARD**

**Minutes of Regular Meeting**

**April 16, 2024**

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

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The regular meeting of the Town of Otego Planning Board opened at 7:08 pm.

The minutes from the March 19, 2024 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:** Lois reported from the Town Board:

- A new training facility for fire department staff, EMS workers, and security teams is opening in Milford.
- Brad Walrod has been accepted as the new member for the ZBA.
- May 11, 2024 is town clean-up day from 8 am to noon. Eight tires per household will be accepted as part of the clean-up.
- Otego Days will be on May 18, 2024.

**Old Business:** None

**New Business:**

- Kelly Mallette is present representing Marijane Cammilleri. She is requesting a Special Use Permit for a religious retreat with multiple dwellings. The property is located at 207 Bert Washburn Road with tax # 272.00-1-43.00.
- The retreat will consist of a greenhouse, a 3-car garage with living quarters above, a cottage living space with bathroom and kitchen, and a chapel with priest housing. There is also a main dwelling on the property which is the living quarters for Ms. Cammilleri and her sister.
- No subdivision is being requested at this time. There was some concern regarding future possibilities of subdivision which could created an issue. It was noted the property is in a trust for a religious organization. The church is the beneficiary of the trust.
- There will need to be a Public Hearing prior to taking action on this request due to the size and use of the property. The hearing will be held on May 21, 2024 at 7:00 pm.
- Mr. Mallette was informed regarding the need to notify adjoining property owners within 500 feet by certified mail and providing the Planning Board with that proof.

**Motion made by Kathy Leahy, seconded by Harry Martin, to accept this application as complete. No discussion.**

**Vote: Yes: 5 No: 0 Motion Carried.**

- The Planning Board will review the EAF and discuss any action following the Public Hearing on May 21<sup>st</sup>.

**New Business:** (continued)

- John Whelan submitted a Special Use Permit to move his auto repair business to an existing building on his property at 3777 State Highway 7 with tax # 308.00-1-15.01. He is not in attendance at this meeting.
- Dan Wilbur stated Mr. Whelan should contact him if he is converting an existing building into a shop. Mr. Whelan must bring the building up to code standards and will should be in contact with Dan.
- Lois will contact Mr. Whelan and request he contact Dan. This must be done prior to the Planning Board making a decision on this request.

**Privilege of the Floor:**

- Lois informed the Board that New York State has made “Learn at Lunch” training accessible any time.
- Otsego County will be offering in-person training in May. Lois will inform the Board when she has the information regarding this.
- Lois provided the secretary with a certificate of completion for 1 hour of training provided by New York Planning Federation which she completed on March 28, 2024. The training was for “Housing Solutions in Lake George: A Local Government Attempt to Combat the Housing Crisis”.

Next meeting: May 21, 2024 at 7:00 pm.     **NOTE: Public Hearing to be held at 7:00 pm prior to the regular meeting.**

**Motion made by Harry Martin, seconded by Kathy Leahy, to adjourn the meeting.** No discussion  
**Vote: Yes: 5   No: 0   Motion carried.**

Meeting adjourned at 7:51 pm.

Respectfully Submitted:

Colleen Bushnell, Secretary