

TOWN OF OTEGO PLANNING BOARD
Minutes of Regular Meeting
October 19, 2021

Planning Board Members Present:	Lois Chernin, Mark Dye, Harry Martin, Lonnie Ridgway, Kathy Leahy
Planning Board Members Absent:	None
Planning Board Member Excused:	None
Planning Board Alternate:	None
Planning Board Recording Secretary:	Colleen Bushnell
Codes Officer - Dan Wilber:	Present
Town Board Liaison - David Sheldon:	Present
Town Lawyer - Beth Westfall	Present
Members of the Public:	7

The regular meeting of the Town of Otego Planning Board opened at 7:01 pm.

The minutes from the August 17, 2021 meeting were reviewed by members. No corrections needed.

Motion made by Harry Martin, seconded by Lonnie Ridgway to accept the minutes as written.

Vote: Yes: 5 No: 0 Motion Carried.

Reports: David Sheldon stated a proposal will be discussed later in this meeting regarding a request to change the zoning for property on State Highway 7. A recommendation for or against this change needs to be submitted to the Town Board.

Old Business:

- Lois states the memorial tree markers have been delivered. The Town Highway Department will place them.
- Beth Westfall brought the Planning Board up to date on the Ridgetop Rentals Special Use Permit requested by Michael Perry. The Public Hearing was held in September regarding this and was closed. The Planning Board now should start their deliberation. They have up to 62 days following the Public Hearing to make this decision.
- Beth states Mr. Perry had sent the certified notices to all property owners as required prior to the Public Hearing. The certified mailing receipts received by the Planning Board showed the date, charges and addresses sent to but failed to include the names of who received them. Beth has prepared an affidavit for Mr. Perry stating the letters were sent certified to the list of required property owners. Mr. Perry signed the affidavit.
- Beth states Mr. Perry is now completing the short SEQR form as required. He states he submitted that with his original application in 2019 but that is not available at this meeting. He is completing the first part of the form now. The Planning Board then will complete their required part of the form. Once that is complete the Planning Board can act on the Special Use Permit.
- Beth states the Board can review the Codes for Special Use Permits found in #604 and 605 of the Codes if needed
- Noise from the venue is of concern. It was stated the Planning Board cannot limit noise as it cannot be quantified. They can, however, limit the hours of operation.
- Mr. Perry states the Special Use Permit is to use the venue on weekends on a seasonal basis.

**Minutes of Regular Meeting
October 19, 2021**

Old Business: (continued)

- Lois suggested the application be changed from a wedding venue to a special event venue as this will allow other events. Mr. Perry is in agreement with this suggestion.
- Beth states the Planning Board cannot issue a conditional permit for a specific period of time. They can only stipulate reasonable limits for the permit. The Planning Board can only revisit the permit in the future if there are complaints submitted in writing received by the Board.
- A question was raised regarding water and toilet facilities. Mr. Perry states they have portable toilet facilities, a water supply, and bottled water brought in.
- It is noted there is no noise ordinance in place for the Town of Otego.
- Beth states the second part of the SEQR form must be completed if the application is for property of more than 20 acres.

Motion made by Mark Dye, seconded by Harry Martin to declare the Planning Board of Otego lead agency in the matter of the Special Use Permit for Ridgetop Rentals.

Vote: Yes: 5 No: 0 Motion Carried.

- Lois read the questions from the second part of the EAF form. The answer to each question was no. This Special Use Permit results in no adverse environmental impact and can be given a negative declaration. No further SQER action is required.

Motion made by Mark Dye, seconded by Lonnie Ridgway, to declare this a negative declaration under SEQR needing no further action.

Vote: Yes: 5 No: 0 Motion Carried.

- Lois declared the application as complete.

Motion made by Kathy Leahy, seconded by Harry Martin to approve a Special Events Venue Special Use Permit for Ridgetop Rentals.

- There was discussion on stipulations that the Planning Board may want to add to the Special Use Permit, i.e. seasonal, weekends, hours of operations, etc..

The motion amended made by Kathy Leahy, seconded by Harry Martin to approve a Special Events Venue Special Use Permit for Ridgetop Rentals with hours of operation to be 7:00 am to 12 midnight.

Vote by roll call: Yes: 5 No: 0 Motion Carried.

New Business:

- Michael Pentaris, CEO of Kition LLC, is present with a request for the Planning Board to make a decision regarding a zoning change. Kition has entered into a contract to purchase Hometown Auto located at 3954 State Highway 7 in Otego. It is now zoned commercial and the request is to change it to light manufacturing for assembly only. The Planning Board it to make a recommendation to the Town Board regarding this request.
- Kition LLC will lease the property to Custom Electronics Inc. They will use the facility for electronic assemblies and packaging and energy storage systems. The zoning change request is to accommodate that company's activities which may include 20 employees.
- Dan has determined that the requested use is considered light manufacturing.

**Minutes of Regular Meeting
October 19, 2021**

New Business: (continued)

- Beth states the Planning Board must look at adjoining properties that may be included in a zoning change as the Board cannot rezone just one property. That is considered spot zoning.
- The Planning Board studied the map of properties including tax #s 308.00-1-31.00, 308.00-1-32.01, 308.00-1-32.02, 308.00-1-32.03, and 308.00-1-32.04.

Motion made by Kathy Leahy, seconded by Lonnie Ridgway to make a recommendation to the Town Board that the above parcels be rezoned from commercial to R4.

Vote: Yes: 5 No: 0 Motion Carried.

- A letter of recommendation will be made to the Town Board for their next meeting. They will send a 239 to the county. Once the county responds to the 239 a Public Hearing must be held after which the Town Board would be able to vote on the change.

Communications/Privilege of the Floor: None

Next meeting: November 16, 2021 at 7:00 pm.

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

Vote: Yes: 5 No: 0 Motion carried.

Meeting adjourned at 8:08 pm.

Respectfully Submitted:

Colleen Bushnell, Secretary