

Minutes
Town of Otego Planning Board
September 17, 2019
PLANNING BOARD
Public Hearing
followed by the
Regular Meeting

APPROVED

Board Members Present: Kate Lawrence, Mark Dye, Lois Chernin, and Katie Higgins-
serving as an acting member.

Board Members Excused: Roberto Romano, Elizabeth Callahan

In Attendance Tonight:

**Codes Officer Dan Wilber, Planning Board Recording Secretary Teresa DeSantis,
Town Board Liason Dave Sheldon**

Members of the Public: Thomas Barrett.

**PUBLIC HEARING: Thomas Barrett-Minor Subdivision- # 325.00-1-5.03- split out of
15.118 acres from a 39.7 acre parcel.**

The Public Hearing officially opened at 7:09 PM. No members of the public spoke.

MOTION to close the Public Hearing.

Motion by Mark Dye and seconded by Lois Chernin.

Voice Vote: YES 4 NO 0

Four in favor, none opposed. Motion carried.

The Public Hearing officially closed at 7:11 PM.

The Regular Planning Board Meeting officially opened at 7:12 PM.

Note: All the Town Officials present for the Public Hearing were also present for the Regular Meeting.

REVIEW OF THE MEETING MINUTES FOR THE AUGUST 20th REGULAR MEETING:

The unapproved meeting minutes for the August 20, 2019 Planning Board Regular Meeting were reviewed. A Motion was made by Mark Dye to accept the Minutes as read.

MOTION to accept the August 20, 2019 Planning Board Regular Meeting Minutes as read.

Motion by Mark Dye and seconded by Lois Chernin.

Voice Vote: YES 4 NO 0

Four in favor, none opposed. Motion carried.

OLD BUSINESS:

Thomas Barrett-Minor Subdivision- # 325.00-1-5.03- split out 15.118 acres from a 39.7 acre parcel.

Thomas Barrett was present at the meeting tonight. Note that a detailed record of the discussions that took place in the May 21 and August 20, 2019 Planning Board meetings is recorded in the minutes of those meetings.

Mr. Barrett wants to split out 15.118 acres (with 170 feet of road frontage) with a house from a 39.7 acre parent parcel. 24.582 vacant acres (with 286.11 feet of road frontage) would be remaining after this split. The property is a pre-existing, non-conforming lot. He presented a survey map, work by Regen LLC- LLS Kevin Yerdon. (Survey Information: Survey Date: 6-12-19, WO # R843, Re: 2010-1227. Names on the Survey Map: Thomas E and Sylvia Elizabeth Barrett.)

In order that this application not go through the ZBA (Zoning Board of Appeals), the Planning Board is treating this Action as a Minor Subdivision, referencing Section 509 E of the Town's Zoning Ordinance. The application was declared complete at the August, 2019 Planning Board meeting.

A discussion followed. Katie Higgins asked if the receipts of certified mailing to the neighbors had been received. Teresa DeSantis and Dan Wilber both stated that the original receipts have not yet been received by the Planning Board. Teresa DeSantis stated that she had received an email transmission this afternoon from Mr. Barrett's attorney's office which stated that it contained a digital copy of the receipts, but she was unable to open the attachment. She replied to the email message asking that the actual original receipts be provided to the Planning Board. After consultation with Codes Officer Dan Wilber, it was decided to make the final approval of the application contingent upon receipt of the original receipts of certified mailing to Mr. Barrett's neighbors.

The Planning Board then went through the SEQRA review of the application. The Planning Board reviewed the SEQRA EAF Short Form Part 1 provided by the applicant, and noted that no boxes had been checked indicating any significant impact by the proposed action. Then the Planning Board went over Part 2 of the SEQRA form, and checked "no or small impact" to questions 1-11. Katie Higgins asked Thomas Barrett a question about slope at the site, and Mr. Barrett answered that the site contained less than a 10 % slope. Mark Dye asked about if there were houses on both parcels, and Mr. Barrett answered that there was a house on the 15.118 acre side, and only a farm stand present on the 24.582 acre side.

The Planning Board wished to declare a SEQRA negative declaration for the action.

MOTION that the Board finds this action does not pose any significant environmental issues and therefore makes a negative declaration and therefore authorizes the Chair to sign the EAF form.

Motion by Lois Chernin and seconded by Mark Dye.

The Planning Board then asked to suspend the above Motion.

MOTION to declare the Town of Otego Planning Board as the Lead Agency for the Minor Subdivision application of Mr. Barrett.

Motion by Lois Chernin and seconded by Mark Dye.

Voice Vote: YES 4 NO 0

Four in favor, none opposed. Motion carried.

Lois Chernin then asked the Planning Board to Move on the Motion that was

suspended.

MOTION that the Board finds this action does not pose any significant environmental issues and therefore makes a negative declaration and therefore authorizes the Chair to sign the EAF form.

Motion by Lois Chernin and seconded by Mark Dye.

Voice Vote: YES 4 NO 0

Four in favor, none opposed. Motion carried.

Then the Planning Board was ready to approve the application of Thomas Barrett for a Minor Subdivision of parcel # 325.00-1-5.03, with a resulting lot configuration of Parcel A - 15.118 acres, and Parcel B- 24.582 acres.

MOTION for final approval of the Action before the Board, contingent upon presentation of the original certificates of mailing for the verification of neighbors. Then the Board Chair may sign the Notice of Action.

Motion by Katie Higgins and seconded by Mark Dye.

Roll Call Vote:

Catherine Lawrence-Aye

Mark Dye- Aye

Lois Chernin- Aye

Katie Higgins- Aye

Roll Call Vote: YES 4 NO 0

Mr. Barrett stated that he would obtain the original certificates of mailing and drop them off to the Town Clerk.

NEW BUSINESS: Andrew Latham met with Codes Officer Dan Wilber prior to the Planning Board meeting to discuss a proposed major subdivision in the pre-application process.

COMMUNICATIONS and PRIVILEGE OF THE FLOOR:

Codes Officer Dan Wilber recommended that the Codes Office and the Planning Board both obtain a raised embossing seal, and said he would speak with the Town Clerk about purchasing them for the Town.

Town Board Liason Dave Sheldon stated that a letter had been sent from the Town Board to the Otsego County Planning Department asking them to assist the Planning Board with a review of its procedures and zoning law.

TRAINING REPORTS: None

MOTION to adjourn.

Motion by Mark Dye and seconded by Lois Chernin.

Voice Vote: YES 4 NO 0

Four in favor, none opposed. Motion carried.

Meeting was adjourned at 7:45 PM.

Respectfully Submitted- Teresa DeSantis- Town of Otego PB Recording Secretary