

SUMMARY OF MINUTES  
Meeting of the 239-Review Committee  
Chenango County Planning & Development Board  
January 14, 2014

<u>Members Present</u>	<u>Staff Present</u>	<u>Guests Present</u>
Ted Guinn	Jennifer Tavares	
Perry Owen	Paul Romahn	
Bob Davis	Bruce Beadle	
Sup. George Seneck	Paul Thomsen	

The meeting was called to order at approximately 8:56 a.m.

**Old Business:**

**14-01 (City of Norwich) Dr. Russell Special Permit**

Chairman Guinn stated the application is for a Chiropractors office with apartments. Ms. Tavares added there is also a primary living space.

Mr. Beadle asked why the application was being reviewed. Chairman Guinn stated it is a change of use. Mr. Beadle stated zoning does not apply to someone who needs NYS approval.

Ms. Tavares stated parking is not an issue at the location. Mr. Butler stated it is in a flood zone.

**Mr. Thomsen motioned to approve the application with no concerns, seconded by Sup. Seneck. Members voted all ayes, motion carried.**

**14-02 (Town of Greene) BNA Site Plan**

Chairman Guinn stated the location is a small building where a BBQ business was formerly located and is currently an ice cream stand next door. Mr. Butler described what the facility would be used for and what the business entails.

Mr. Thomsen asked if they would need a permit. They are only taking a small amount to do the tests. Ms. Tavares stated we should know what material will be used. Mr. Butler stated he contacted NYSDEC but did not receive a response. The SEQR stated they do not need a permit.

**Mr. Beadle motioned to approve the application with the recommendation to acquire any and all necessary permits and to comply with NYSDOT, seconded by Mr. Thomsen. Members voted all ayes, motion carried.**

**14-03 (Town of Smyrna) Rienzo Subdivision**

Mr. Thomsen stated the applicant is subdividing a smaller piece from a larger parcel. The larger piece will surround the newly subdivided piece. Chairman Guinn stated there is an existing camp, shed, and outhouse on the parcel.

**Mr. Thomsen motioned to approve the application with no concerns, seconded by Mr. Owen. Members voted all ayes, motion carried.**

**14-04 (Town of Oxford) Hollings Subdivision**

Mr. Romahn stated this is the second of three subdivisions on the property. Chairman Guinn stated the first parcel was approved last month. Mr. Romahn stated the Town of Oxford wants the applicant to join the parcel with an abutting 10 acre parcel they already own to prevent it from being a spaghetti lot.

**Mr. Owen motioned to approve the application with no concerns, seconded by Mr. Beadle. Members voted all ayes, motion carried.**

With no further business, the meeting was adjourned at 9:15 a.m. until our next meeting on **February 11, 2014.**

SUMMARY OF MINUTES  
Meeting of the 239-Review Committee  
Chenango County Planning & Development Board  
February 12, 2014

<u>Members Present</u>		<u>Staff Present</u>	<u>Guests Present</u>
Ted Guinn	Paul Thomsen	Shane H. Butler	
Perry Owen	Bruce Beadle		
Sup. George Seneck			

The meeting was called to order at approximately 9:16 a.m.

**Old Business:**

**14-05 (Town of Norwich) Blenis Subdivision**

Chairman Guinn stated the property is located on County Road 10A near Hale Road. The majority of the property is being subdivided and sold to the neighbor. A second small parcel will be subdivided off and sold to another neighbor. The final piece of the subdivision will be kept by the owner.

Mr. Beadle stated there are nice trails throughout the large parcel. The owner wouldn't be one to have a development on the parcel and will probably stay relatively untouched.

**Sup. Seneck motioned to approve the application with no concerns, seconded by Mr. Thomsen. Members voted all ayes, motion carried. Chairman Guinn abstained.**

**14-06 (Town of New Berlin) Chemung Supply Site Plan**

Chairman Guinn stated the applicant would like to construct a sign on NYS Route 8. He researched the company and stated they sell highway supplies, spreaders, culverts, etc. Mr. Owen asked the size of the sign. Mr. Beadle stated it will be 5 foot by 3 foot.

Chairman Guinn asked if it was sent to NYSDOT. Mr. Butler stated he sent it yesterday but they have not met yet.

**Mr. Owen motioned to approve the application with the recommendation to comply with NYSDOT, seconded by Mr. Beadle. Members voted all ayes, motion carried. Mr. Thomsen abstained.**

**14-07 (Town of Guilford) Lake Road Subdivision**

Sup. Seneck stated the subdivision is basically to clean up a parcel. A 12 foot wide parcel will be subdivided equally into two pieces amongst the neighboring properties. The bank wanted to make sure the parcels had clear titles and this was a way to make sure.

**Mr. Owen motioned to approve the application with no concerns, seconded by Mr. Thomsen. Members voted all ayes, motion carried. Sup. Seneck abstained.**

With no further business, the meeting was adjourned at 9:28 a.m. until our next meeting on **March 11, 2014.**

SUMMARY OF MINUTES  
Meeting of the 239-Review Committee  
Chenango County Planning & Development Board  
March 11, 2014

<u>Members Present</u>		<u>Staff Present</u>	<u>Guests Present</u>
Ted Guinn	Paul Thomsen	Shane H. Butler	
Perry Owen	Bruce Beadle		
Sup. George Seneck	Paul Romahn		
Chris Lyons			

The meeting was called to order at approximately 8:58 a.m.

**Old Business:**

**14-08 (Town of Greene) F+S Auto Site Plan**

Mr. Lyons stated the site has a dilapidated barn and brush on the property. Pine trees had been clear cut previously on the property and it will still take some cleaning. He was not sure if there was currently a driveway. Chairman Guinn stated there was a previous application to put a sign on the barn.

Mr. Beadle asked about the topography of the site. Mr. Butler stated it is down gradient and NYSDOT has guardrails along the property. The application has been sent to NYSDOT but they have not held their meeting. Mr. Romahn asked where the drainage would go. This could be an issue due to the slope.

Mr. Romahn asked why this area of Greene has been so busy. Mr. Lyons stated it is due to availability of properties.

Chairman Guinn suggested requesting a more detailed site plan and waiting for NYSDOT comments.

**14-09 (Town of Greene) Greene Fitness and Health Club Site Plan**

Mr. Butler sent the application to NYSDOT and also notified the County Public Health Department. Public Health may have concerns about the water and sewage on the property. Chairman Guinn stated NYSDOT would most likely want a designated entrance and exit. Mr. Beadle asked why the application was sent to NYSDOT. Chairman Guinn stated all of the applications along State roads are sent and although the site is staying commercial, the change in amount of persons entering and exiting is larger.

Chairman Guinn recommended all lighting be faced downward and obtain any necessary permits prior to opening.

**Mr. Thomsen motioned to approve the application with the recommendation all lighting be faced downward, comply with NYSDOT and to obtain any necessary permits prior to opening, seconded by Mr. Romahn. Members voted all ayes, motion carried. Mr. Lyons abstained.**

With no further business, the meeting was adjourned at 9:13 a.m. until our next meeting on **April 8, 2014.**

SUMMARY OF MINUTES  
Meeting of the 239-Review Committee  
Chenango County Planning & Development Board  
April 8, 2014

<u>Members Present</u>		<u>Staff Present</u>	<u>Guests Present</u>
Perry Owen	Paul Thomsen	Shane H. Butler	Jean Stukel
Sup. George Seneck	Paul Romahn		
Chris Lyons			

The meeting was called to order at approximately 8:50 a.m.

**Old Business:**

**14-08 (Town of Greene) F+S Auto Site Plan**

Mr. Butler stated this application was tabled at the last meeting. He called the Town of Greene and asked for an overhead site plan. The Town of Greene called back about two weeks later and stated they had not received a decision letter. Mr. Butler again requested an overhead site plan of the application.

Mr. Lyons stated they met again about the application.

**Sup. Seneck motioned to table the application until an overhead site plan is received, seconded by Mr. Thomsen. Members voted all ayes, motion carried. Mr. Lyons abstained.**

**New Business:**

**14-10 (Town of Smyrna) Stukel Subdivision**

Ms. Stukel provided an overview of the application. They plan to sell the property and thought it would be easier if the two houses were on their own parcel. The driveway is shared and there is a right-of-way to the trailer. There is a well and a spring on the property. The well goes to both properties and the spring is accessed by the trailer.

Mr. Owen asked who was responsible for the driveway. Ms. Stukel stated it is shared. Mr. Thomsen stated all of the information should be put into the deed. There can be problems with getting a mortgage when a driveway is shared. Mr. Romahn asked whose liability it would be if someone were to get hurt on the right-of-way. Ms. Stukel stated she thought it would be the actual landowner but did not know for sure. Mr. Romahn stated it should be something to keep in mind. Generally the Town of Oxford discourages properties with a right-of-way but he could not speak for the Town of Smyrna.

Mr. Romahn asked why the property was flag shaped. Ms. Stukel stated they wanted to include as much acreage with the house as possible. They were unaware how much the trailer was in the middle of the parcel.

**Mr. Thomsen motioned to approve the application with no concerns, seconded by Mr. Owen. Members voted all ayes, motion carried.**

**14-11 (Town of Oxford) Chenango Land Trust Subdivision**

Mr. Romahn stated the Land Trust is proposing to buy the property and preserve the historic lock. The right-of-way accesses three parcels. The Town of Oxford doesn't recommend having a right-of-way but is approving this because of the nature of the project. They have asked the Land Trust to put into their future plans to purchase more of this portion of the canal in order to have road access and frontage. The land trust is taking liability on the right-of-way.

Mr. Butler stated he had sent the application to NYSDOT but they do not meet until Friday.

Mr. Romahn stated there won't be any construction on the property other than preserving the lock. Sup. Seneck asked what the ROW was made of. Mr. Romahn stated it is currently useable. They have talked to the landowner about future plans which could connect the property to the South Oxford Bridge Road giving them access. If this happens, they would abandon their use of the right-of-way.

**Mr. Owen motioned to approve the application with the recommendations to maintain the right-of-way and to extend the**

**ownership of the canal in the future, and to comply with NYSDOT, seconded by Sup. Seneck. Members voted all ayes, motion carried. Mr. Romahn abstained.**

**14-12 (Town of Oxford) Spalholz Subdivision**

Mr. Romahn stated this application is to settle a divorce. Both pieces will have road access. The Town is waiting for a more detailed subdivision application but wanted to have input from the 239-Review committee. A public hearing was already held by the Town of Oxford.

**Mr. Thomsen motioned to approve the application with no concerns, seconded by Sup. Seneck. Members voted all ayes, motion carried. Mr. Romahn abstained.**

With no further business, the meeting was adjourned at 9:13 a.m. until our next meeting on **May 13, 2014.**

SUMMARY OF MINUTES  
Meeting of the 239-Review Committee  
Chenango County Planning & Development Board  
May 13, 2014

Members Present

Paul Thomsen            Bob Davis  
Sup. Tom Grace        Paul Romahn  
Sup. George Seneck    Chris Lyons

Staff Present

Shane H. Butler

Guests Present

Alan Lord – NY Land and Lakes  
Wells Horton – Town of Columbus

The meeting was called to order at approximately 8:55 a.m.

**Old Business:**

**14-08 (Town of Greene) F+S Auto Site Plan**

Mr. Butler stated he received pictures of where the site is proposed to be located. A more detailed site plan of the property was not provided. Sup. Seneck stated it is quite a drop off from NYS Route 12.

Mr. Lyons stated the Town has no objections. They are recommending all lighting be faced down and the applicant stated they will not be open at night and the lights would be off.

**Mr. Thomsen motioned to approve the application with the recommendation to have all lighting faced down and to comply with NYSDOT, seconded by Sup. Seneck. Members voted all ayes, motion carried. Mr. Lyons abstained.**

**New Business:**

**14-13 (Town of Greene) Motion Auto Site Plan**

Mr. Lyons stated the applicant plans to open a used car lot with detailing and other services. There are street lights on in the parking lot. They would like to have a light above the sign which would be on at all times. The Town is asking to make sure the signs are shielded.

**Sup. Seneck motioned to approve the application with the recommendation to have all lighting faced down and to comply with NYSDOT, seconded by Mr. Thomsen. Members voted all ayes, motion carried. Mr. Lyons abstained.**

**14-14 (City of Norwich) City of Norwich Comprehensive Plan**

Mr. Lyons asked if it was still a draft. Mr. Butler stated it was and the maps have not been added yet.

Mr. Davis stated the word “standout” should be “stand-out” in the vision section. The verbiage of the word should be checked to make sure it is defined the way they want it to be. There is also verbiage on Page 11 in the Population and Income section which should be changed. Information regarding the Farmers Market should be updated to reflect the new changes.

**Sup. Seneck motioned to approve the application with the recommendation to check the word “standout” in the Vision Statement, and update information relating to the Farmers Market, seconded by Mr. Davis. Members voted all ayes, motion carried.**

**14-15 (Town of Columbus) Centerbrook Farm 29 Lot Subdivision**

Mr. Horton stated NY Land and Lake proposes to subdivide a property into 29 lots. The original plan was for 30 lots. Citizens in the Town of Columbus are opposed to the plan and have tried to push for a moratorium. It is the largest subdivision ever in the town. Perc tests have been completed for all of the proposed sites. There is a 30 acre Federal wetland down the center of the subdivision near the brook. The Army Corps would like the NYSDEC to consider it as a wetland as well. The NYSDEC is concerned about an unpermitted pond created in the middle of the brook, designated as a trout stream, restricting breeding. There are also concerns about NYS Route 80. NYSDOT has stated they are aware of the location but have no intentions on improving the area.

Mr. Lord stated one of the lots was taken off due to the driveway and the type of soils. There are substantial banks between the wetland and where anyone would build.

Mr. Davis asked why citizens were opposed to the project. Mr. Horton stated the property was formerly a farm and there are few houses in the area. They do not want to see the land broken up. Sup. Grace stated much of the opposition is based on a full build-out.

Mr. Thomsen asked if there were flooding concerns. Mr. Butler pulled up the map and it appears any flooding would remain in the area of the wetland. Mr. Lord stated the Town has done some grading near the road which should fix some of the issues.

Mr. Thomsen stated the area is very wet and didn't think some of the sites would be suitable to build on. He asked who would decide if the sewer systems were up to code. Sup. Grace stated the Town of Columbus has a Sanitary Officer. Mr. Butler stated there is nothing to say people will actually be building on the lots. Mr. Lord stated the well and sewer setbacks are double what the codes allow for.

Mr. Horton stated the Town of Columbus is working on a Site Plan Review law which will be sent to the Town Attorney soon. There was thought of having width and depth ratios for subdivisions due to spaghetti lots.

Mr. Horton stated they have talked with the Chenango Land Trust about enforcing the deed restrictions. Mr. Lord stated they have enforced deed restrictions in the past but it is complaint driven. Most people will follow the restrictions anyways.

**Sup. Seneck motioned to approve the application with the recommendation to comply with NYSDOT recommendations, seconded by Mr. Davis. Members voted all ayes, motion carried. Sup. Grace abstained.**

#### **14-16 (Town of New Berlin) Bice Site Plan**

Mr. Thomsen stated the applicant would like to place a doublewide on the property. The applicant has ample distance from the road and an existing driveway.

Sup. Seneck asked if there were Town concerns. Mr. Thomsen stated there were none.

**Sup. Seneck motioned to approve the application with the recommendation to comply with NYSDOT recommendations, seconded by Mr. Davis. Members voted all ayes, motion carried. Mr. Thomsen abstained.**

#### **14-17 (Town of New Berlin) Christian Site Plan**

Mr. Thomsen stated the applicant would like to demolish the existing structure and place a singlewide manufactured home on the property. The site would have Village water and a new septic. There is an existing driveway.

Sup. Seneck asked if they would have ample distance from the boundary. Mr. Thomsen stated the home will be centered on the lot.

**Sup. Seneck motioned to approve the application with the recommendation to comply with NYSDOT recommendations, seconded by Mr. Davis. Members voted all ayes, motion carried.**

#### **14-18 (Town of Smyrna) Hodge Subdivision**

Mr. Butler stated the application is a simple subdivision. Sup. Seneck asked who owns around the parcel. Mr. Butler stated the family owned around it and the subdivided property is being sold to the son.

**Mr. Thomsen motioned to approve the application with no concerns, seconded by Sup. Seneck. Members voted all ayes, motion carried.**

#### **14-19 (Town of Guilford) Galleazzi Subdivision**

Mr. Butler stated the application came in on Friday and didn't send it out. There was some confusion and the application has not gone to the Town for review yet. Sup. Seneck asked if the subdivision would meet the frontage to depth ratio. Mr. Davis stated it would.

**Mr. Thomsen motioned to approve the application tentatively on being reviewed by the Town of Guilford, with the recommendation to comply with NYSDOT, seconded by Sup. Grace. Members voted all ayes. Sup. Seneck and Mr. Davis abstained.**

With no further business, the meeting was adjourned at 9:45 a.m. until our next meeting on **June 10<sup>th</sup>, 2014.**

SUMMARY OF MINUTES  
Meeting of the 239-Review Committee  
Chenango County Planning & Development Board  
June 10, 2014

<u>Members Present</u>		<u>Staff Present</u>	<u>Guests Present</u>
Ted Guinn	Bruce Beadle	Shane Butler	
Paul Thomsen	Perry Owen		
Sup. Tom Grace	Paul Romahn		
Sup. George Seneck			

The meeting was called to order at approximately 8:35 a.m.

**New Business:**

**14-20 (City of Norwich) Price Special Use Permit**

Chairman Guinn stated the applicant would like to turn the house across from NBT Bank into a bed and breakfast. The site was used as a bed and breakfast previously. Mr. Butler stated they own another bed and breakfast a couple of houses down. NYSDOT did not have any concerns.

**Sup. Seneck motioned to approve the application with the recommendation to comply with NYSDOT, seconded by Mr. Beadle. Members voted all ayes, motion carried.**

**14-21 (Town of Norwich) Auto Zone Site Plan**

Chairman Guinn stated the property is located on NYS Route 12 across from Burger King and near Munro Muffler. The town has addressed the dumpster and screening. There is an old NYSDOT right-of-way which there are still questions about. NYSDOT is willing to sell the ROW but it could take 6 months. Mr. Butler stated NYSDOT will meet on Thursday.

Sup. Seneck stated this will be the fourth auto shop in Norwich. Chairman Guinn stated they think Norwich can support it. Mr. Romahn stated the driveway could be a problem. They will need a definitive area. Chairman Guinn stated NYSDOT will design the driveway. They owners have an agreement with the Kabota dealer for clearing the brush and trees near the driveway.

Mr. Butler recommended having lighting faced down.

**Mr. Romahn motioned to approve the application with the recommendation to comply with NYSDOT and have all lighting faced down, seconded by Sup. Seneck. Members voted all ayes, motion carried. Chairman Guinn abstained.**

**14-22 (Town of Oxford) Hollings Multiple Subdivisions**

Mr. Romahn stated the applicant is merging some of the parcels they have already subdivided in October and also subdividing off more acreage from another parcel. The County only merges parcels once a year. The Town is asking them to merge the parcels in the future and have a survey completed when they have finishes their subdivisions.

Mr. Romahn stated the applicant has another piece they would like to subdivide and reconnect with another piece so that it isn't a spaghetti lot and make the frontage wider. This is a very steep lot and they wouldn't be able to build a house at the top without having a wider driveway. This property is across the road from the other subdivision. The Town of Oxford has waived the requirement of five subdivisions in five years because they are merging the parcels together.

Mr. Beadle stated this is basically a reverse subdivision which is a good thing.

**Mr. Thomsen motioned to approve the application with no concerns, seconded by Mr. Beadle. Members voted all ayes, motion carried. Mr. Romahn abstained.**

#### **14-23 (Town of New Berlin) Bundy Site Plan**

Mr. Thomsen stated the applicant would like to construct a 40 ft. by 40 ft. building for an auto garage. The UV bus garage is just south of the property and is about two miles from the Village. Chairman Guinn stated this property isn't far from existing businesses.

Mr. Romahn asked if the well takes care of the garage and house. Mr. Thomsen stated they would have to satisfy the code enforcement. They would need to add a bathroom to the building. The Town has asked for a better drawing.

Chairman Guinn suggested some sort of screening for the neighbors. Mr. Beadle recommended a natural screen. Mr. Romahn suggested a limit on the number of unregistered cars. Chairman Guinn stated there are concerns about the distance from the well to the building due to petroleum products.

Mr. Romahn asked if the parking would be asphalt. He recommended an oil/water separator. Mr. Thomsen stated they would need a SPDES permit.

**Mr. Beadle motioned to approve the application with the following recommendations and concerns;**

- **Comply with NYSDOT;**
- **Recommend a screen to obscure the view from neighbors;**
- **Recommend limiting the number of unregistered cars on the property;**
- **Recommend an oil/water separator;**
- **Recommend a hard surface (paved) where vehicles will be parked;**
- **Concerned there is insufficient distance between the water well and the garage, providing a way for petroleum products to enter the drinking water;**

**Seconded by Sup. Seneck. Members voted all ayes, motion carried.**

With no further business, the meeting was adjourned at 9:01 a.m. until our next meeting on **July 8<sup>th</sup>, 2014.**

SUMMARY OF MINUTES  
Meeting of the 239-Review Committee  
Chenango County Planning & Development Board  
June 10, 2014

<u>Members Present</u>		<u>Staff Present</u>	<u>Guests Present</u>
Paul Thomsen	Bruce Beadle	Shane Butler	Debralee Foster
Sup. George Seneck	Paul Romahn		Ralph Scalzo
Sup. Tom Grace			

The meeting was called to order at approximately 8:35 a.m.

**New Business:**

**14-24 (Town of Oxford) Town of Oxford Zoning Ordinance Amendments**

Mr. Romahn stated the amendments had been reviewed previously but there were some additional changes. One change is for the Planning Board to review some matters where the Planning Board has an increased level of knowledge rather than the Zoning Board of Appeals per their request.

Sup. Seneck asked if there would be a public hearing. Adjacent towns should be notified. Mr. Romahn stated there would be a public hearing and he would notify the adjacent towns. They wanted to wait until this review was complete in case there were additional comments.

**Sup. Seneck motioned to approve the application with no concerns, seconded by Sup. Grace. Members voted all ayes, motion carried. Mr. Romahn abstained.**

**14-25 (Town of Columbus) Town of Columbus Site Plan Review Law**

Sup. Grace stated this had been reviewed previously but there was controversy among those in the town. Residents want the law to cover commercial and industrial development and do not want it to cover residential. Sup. Grace introduced Ralph Scalzo who is a member of the Planning Board.

Mr. Scalzo stated they have limited volunteer resources on the Planning Board and decided they should only review the major forms of development. The residential section does not cover anything above and beyond the NYS Building Code and Code Enforcement at the County would handle. They plan to look at a wind farm law and are unsure what they want to do relating to natural gas drilling.

Sup. Seneck asked if they were holding a public hearing and were doing a SEQR.

**Sup. Seneck motioned to approve the application with no concerns, seconded by Mr. Beadle. Members voted all ayes, motion carried. Sup. Grace abstained.**

**14-26 (Town of Coventry) Maple Dream Manor Site Plan**

Mr. Butler stated the application came yesterday and was forwarded to NYSDOT this morning. They will meet on Thursday. The application is on NYS Route 206 and they would like to operate a facility to host weddings and other large events. The facility is an old barn with a pond and can hold approximately 400 people.

Sup. Seneck asked where the site was located. Mr. Butler stated it is just west of the Hamlet of Coventry towards Greene.

Mr. Beadle asked if the neighbors were notified of their intentions. Mr. Thomsen recommended having a public hearing. Mr. Romahn asked about parking. Ms. Foster stated they are adding parking per the application.

Mr. Thomsen stated they would need to be approved for any health, fire code, or safety permits as needed. Mr. Romahn stated they may need a sprinkler system for fire prevention but was unsure what the regulations are for NYS.

**Mr. Thomsen motioned to approve the application with the recommendations to Comply with NYSDOT, and Obtain any necessary health, safety, or fire code permits as necessary, seconded by Sup. Grace. Members voted all ayes, motion carried.**

**14-27 (Town of New Berlin) Ashton Sign Site Plan**

Mr. Thomsen stated the sign has already been placed on County Road 29. The applicant submitted an application from NYS even though it is on a County road. He is going to talk with County Highway about what they would require.

Mr. Romahn asked what size the sign is. Mr. Beadle stated it would be 8' long by 4' tall based on the application.

Mr. Thomsen stated it isn't obstructing any views from the roadway but it appears to be on the County Right of Way.

**Sup. Seneck motioned to approve the application with no concerns, seconded by Sup. Grace. Members voted all ayes, motion carried.**

With no further business, the meeting was adjourned at 8:51 a.m. until our next meeting on **July 8<sup>th</sup>, 2014.**

SUMMARY OF MINUTES  
Meeting of the 239-Review Committee  
Chenango County Planning & Development Board  
August 12, 2014

<u>Members Present</u>		<u>Staff Present</u>	<u>Guests Present</u>
Ted Guinn	Bruce Beadle	Shane Butler	
Sup. George Seneck	Bob Davis		
Sup. Tom Grace	Paul Thomsen		

The meeting was called to order at approximately 8:35 a.m.

**New Business:**

**14-28 (Town of Guilford) Town of Guilford Comprehensive Plan**

Sup. Seneck stated they have been working on this since 2009. They have been able to keep the costs to a minimum because Mr. Davis has done a lot of the work. They hired a consultant to review the document and administer a survey.

Chairman Guinn stated he read over the plan and thought they did an excellent job.

Mr. Butler stated he and Rena Doing read through the plan and made a list of suggested edits. Most of them are minor grammatical errors but also suggested reference to the All Hazards Mitigation Plan after talking with Jonathan Raser from TetraTech.

**Mr. Owen motioned to approve the application with the suggested edits provided by the Planning Department, seconded by Mr. Thomsen. Members voted all ayes, motion carried. Sup. Seneck and Mr. Davis abstained.**

With no further business, the meeting was adjourned at 8:51 a.m. until our next meeting on **September 9, 2014.**

SUMMARY OF MINUTES  
Meeting of the 239-Review Committee  
Chenango County Planning & Development Board  
September 9, 2014

<u>Members Present</u>		<u>Staff Present</u>	<u>Guests Present</u>
Ted Guinn	Perry Owen	Shane Butler	
Sup. George Seneck	Paul Romahn		
Sup. Tom Grace	Paul Thomsen		
Chris Lyons			

The meeting was called to order at approximately 8:35 a.m.

**New Business:**

**14-29 (Town of New Berlin) Pounds Subdivision**

Chairman Guinn stated the application backs up to NYS Route 8. Mr. Butler stated the application was sent to NYSDOT and they basically said to stay out of the Right-of-Way.

Mr. Thomsen stated a new manufactured home will be replacing the old one.

**Mr. Romahn motioned to approve the application with the recommendation to comply with NYSDOT, seconded by Mr. Owen. Members voted all ayes, motion carried.**

**14-30 (Town of Oxford) Maceda Variance**

Chairman Guinn stated the application is located on Gerry Lake. They would like to add a second story and deck onto the structure. They would like relief from the zoning law because the lot is too small.

Mr. Romahn stated the second story is going to put a lot of weight on the first floor. He recommended they take down the original house and construct a new one.

Chairman Guinn read the statement regarding the second story blocking views of the lake from others. Mr. Romahn stated the members went out and looked at the property and do not feel it blocks the view. Mr. Owen stated this would be a Code Enforcement issue.

Mr. Romahn stated he is unsure where the well and septic are located on the property because it was not shown on the map.

**Mr. Thomsen motioned to approve the application with no concerns, seconded by Mr. Owen. Members voted all ayes, motion carried. Mr. Romahn abstained.**

**14-31 (Town of Oxford) Moore Subdivision**

Mr. Romahn stated the applicant would like to subdivide two acres to the grandson who is going to put a manufactured home on it. The driveway is existing. A public hearing has been scheduled for Tuesday.

Chairman Guinn asked if there was a well and septic. Mr. Romahn stated it is already existing. Mr. Lyons stated the map shows a septic but not a well. Mr. Romahn thought the well was serving both properties.

**Mr. Thomsen motioned to approve the application with no concerns, seconded by Mr. Lyons. Members voted all ayes, motion carried. Mr. Romahn abstained.**

**14-32 (Town of Oxford) Fowler Subdivision**

Mr. Romahn spoke with the Town of Coventry because the parcel is on the border. Coventry was supposed to hold a meeting but he has not heard from them. The applicant is subdividing nine acres and adding a Right-of-Way. The lot does have a dam for Bracket Lake which the owner is concerned about.

Chairman Guinn asked how people access the lake. Mr. Romahn stated there is a private road.

**Sup. Seneck motioned to approve the application with no concerns, seconded by Mr. Owen. Members voted all ayes, motion carried. Mr. Romahn abstained.**

#### **14-33 (Town of Guilford) Spreutels Subdivision**

Sup. Seneck stated the applicant is subdividing off a piece of the property and deeding it to the son. There are currently two homes on the property which is accessed by a private road. The Town of Guilford has no issues with it.

Mr. Romahn stated the property line will run along the center of the driveway.

**Mr. Romahn motioned to approve the application with no concerns, seconded by Mr. Thomsen. Members voted all ayes, motion carried. Sup. Seneck abstained.**

#### **14-34 (Town of Smyrna) Pryor Subdivision**

Chairman Guinn stated the applicant is subdividing 3.7 acres from an approximately 100 acre piece. The lot will be subdivided along an existing farm road.

Mr. Romahn asked where on the map the subdivision was going to be taking place.

**Sup. Seneck motioned to approve the application with no concerns, seconded by Mr. Romahn. Members voted all ayes, motion carried.**

#### **14-35 (Town of Smyrna) Blackman Subdivision**

Chairman Guinn stated the application is to subdivide four acres from a 22.64 acre piece in order to settle an estate.

Mr. Thomsen stated they are subdividing off a field along a farm road. Mr. Romahn stated the lot is landlocked and would be considered a spaghetti lot in the Town of Oxford. He asked if there were any regulations on the width of the Right-of-Way. He recommended they make the Right-of-Way wider to ensure emergency vehicles can utilize it.

Mr. Butler stated this is only a subdivision and they may never build on it.

**Sup. Seneck motioned to approve the application with the recommendation to widen the driveway to allow access to emergency vehicles, seconded by Mr. Romahn.**

#### **14-36 (Town of New Berlin) Harrington Subdivision**

Chairman Guinn stated the application is off of NYS Route 8 in the Town of New Berlin. Mr. Thomsen stated this is between a father and son. The father is going to put in a new driveway so that they do not share one. NYSDOT has been working with them on the project. The road frontage falls within the Town's regulations.

Mr. Butler stated he had sent the application to NYSDOT but they had not met yet.

**Mr. Romahn motioned to approve the application with the recommendation to comply with NYSDOT, seconded by Mr. Owen. Members voted all ayes, motion carried.**

#### **14-37 (Town of Greene) F+S Auto Site Plan (2)**

Mr. Lyons stated the applicant was originally limited to ten cars. They currently have 13 cars and would like to increase their limit to 25 to accommodate. The owners buy cars from the auction and then resell them. The property is looking in much better shape than it previously looked and the Town would be OK with adding to the limit as long as they are "complete cars" not used for parts.

Mr. Thomsen suggested making sure the cars are looking road-worthy. Mr. Lyons stated there would be a public hearing next month.

With no further business, the meeting was adjourned at 9:22 a.m. until our next meeting on **October 15, 2014.**

SUMMARY OF MINUTES  
Meeting of the 239-Review Committee  
Chenango County Planning & Development Board  
October 15, 2014

Members Present  
Sup. George Seneck  
Sup. Tom Grace

Bob Davis  
Paul Romahn

Staff Present  
Shane Butler

Guests Present

The meeting was called to order at approximately 8:40 a.m.

**New Business:**

**14-39 (Village of Bainbridge) Champlin Variance**

Mr. Butler stated this is on NYS Route 206 in the Village of Bainbridge in the former Jerry's Inn. The applicant would like to expand the doorway on the side entrance. NYSDOT had no concerns as long as they were not in the right of way.

**Sup. Grace motioned to approve the application with the recommendation to comply with NYSDOT, seconded by Mr. Davis. Members voted all ayes, motion carried.**

**14-40 (Town of New Berlin) Contantinou Subdivision**

Sup. Seneck asked how many acres are being subdivided. Mr. Butler stated it is a one acre piece which will be given to the parents.

Mr. Romahn stated they plan to place a manufactured home on the property.

**Sup. Seneck motioned to approve the application with no concerns, seconded by Sup. Grace. Members voted all ayes, motion carried.**

**14-41 (Town of New Berlin) Warren Subdivision**

Mr. Butler stated the applicant would like to place a mobile home on the property. The site has been reviewed before but they were looking to put a pizzeria on the property. Mr. Davis asked why this is being reviewed. Mr. Butler stated it is within 500 feet of a county road.

Sup. Seneck asked if they are replacing the existing home or if they are putting another home on the property. Mr. Romahn asked why the building is not shown on the aerial. Mr. Butler stated this is an older map.

Mr. Romahn asked if a survey is required. Sup. Seneck stated it is not because they are not subdividing.

**Sup. Seneck motioned to approve the application with a concern of the application not being clear on whether or not the applicant is replacing the existing home or placing a second mobile home, seconded by Sup. Grace. Members voted all ayes, motion carried.**

**14-42 (Town of Oxford) Oxford Zoning Special Exceptions**

Mr. Romahn stated the Town of Oxford is taking some of the duties from the Zoning Board and placing them on the Planning Board. These are the guidelines they came up with and were looking for comments and suggestions. The major change is having a survey and posting the property with notification to neighbors because not everyone reads the newspaper. The applicant will have to also take pictures.

Sup. Seneck stated this is mainly a procedural change. He asked if many apply for variances. Mr. Romahn stated the variances mainly come from Gerry Lake. There are plans to make changes to the subdivision law as well.

Mr. Davis stated notifying nearby farms is a big issue. Mr. Romahn stated it will be the applicant's responsibility to find out if the neighbors are active farmers. They will have to show a return receipt when they notify neighbors.

Sup. Seneck stated the town will find out how well this works as time goes on. Mr. Davis stated it will be interesting to see how the applicants react.

**Sup. Seneck motioned to approve the application with no concerns, seconded by Sup. Grace. Members voted all ayes, motion carried. Mr. Romahn abstained.**

#### **14-43 (Town of Greene) Greene Fitness Site Plan (2)**

Sup. Seneck stated we have reviewed this application before. Mr. Butler stated they are now looking to double the size of the building.

Mr. Romahn suggested having the same comments and add one comment to make sure they are up to existing code.

**Sup. Seneck motioned to approve the application with the recommendations to bring the building up to existing code, obtain any necessary permits (Code Enforcement, Public Health, etc.) and comply with NYSDOT, seconded by Sup. Grace. Members voted all ayes, motion carried.**

With no further business, the meeting was adjourned at 9:12 a.m. until our next meeting on **October 15, 2014.**

SUMMARY OF MINUTES  
Meeting of the 239-Review Committee  
Chenango County Planning & Development Board  
December 18, 2014

Members Present  
Ted Guinn                      Paul Thomsen  
Sup. George Seneck

Staff Present  
Shane Butler

Guests Present

The meeting was called to order at approximately 8:30 a.m.

**New Business:**

**14-45 (Town of New Berlin) Harrington Subdivision (2)**

Mr. Thomsen stated the property is an old railroad right of way off of NYS Route 8. He asked if there would be enough property there. Mr. Butler stated they will have 250 foot of road frontage. They are only about 90 feet deep. Mr. Guinn asked if there was a right of way to the properties behind this parcel.

Mr. Butler stated NYSDOT was notified of the subdivision and are holding their meeting today. They will most likely say to stay out of the DOT right of way.

**Mr. Thomsen made a motion to accept the application with the recommendation to comply with NYSDOT, seconded by Sup. Seneck. Members voted all ayes, motion carried.**

With no further business, the meeting was adjourned at 9:12 a.m. until our next meeting on **December 18, 2014.**