**Town of Otsego Planning Board**

# Minutes, January 7, 2025

(Will be approved with any necessary amendments at the next meeting)

**REGULAR MEETING**

The monthly meeting of the Town of Otsego Planning Board was held on this date at the Town Office Building in Fly Creek, New York. Chairman Tom Huntsman called the meeting to order at 7:31 PM, and led the Pledge of Allegiance.

Clerk Bill Deane took roll call. Board members present were Huntsman, Sharon Kroker, Ann Cannon, Elizabeth Horvath, and newly-appointed members Jay Bosley (completing Ted Feury’s term, through 2029) and Mike Hodgman (replacing Steve Talevi, through 2031). With May Leinhart absent, alternate member Matt Glynn joined the meeting table. Planning Board Attorney Jill Poulson and Zoning Enforcement Officer Wylie Phillips were also present.

The Board reviewed the minutes of December 3, e-mailed to the members. Kroker moved to approve the minutes as written. Cannon seconded the motion and it was approved, 7-0.

There was no correspondence received since the last meeting.

Chairman Huntsman asked if anyone had a legal or ethical conflict with tonight’s application. Cannon said she would be recusing herself from the application, as she works for the Clark Foundation.

Chairman Huntsman asked if anyone from the public had comments on a non-agenda item. No one responded. The Board moved on to applications.

**APPLICATIONS**

**Jane Clark (Padraic MacLeish/David Clinton) – First lot split in RA1 district – 5769 State Highway 28 (#114.00-1-22.03)**

 Ann Cannon recused herself and left the meeting table.

Representative Padraic MacLeish said that applicant Jane Clark wants to split off approximately 25 acres (including existing barn) from her c. 169-acre property across from the transfer station. He submitted an 11/19/24 survey plat showing the proposed division. Zoning Enforcement Officer Phillips said there had been no previous divisions of the property since 1987, making this a first lot split, with no fee required.

Board members examined the plat, and asked questions. MacLeish said the shape of the proposed new lot conforms to existing tree lines. He said there were no covenants or deed restrictions on the property, and there would be no change of use. Chairman Huntsman noted that the resulting lots would meet acreage and road frontage requirements.

The Board discussed State Environmental Quality Review (SEQR). Sharon Kroker moved to declare this a Type II action per SEQR Section 617.5(c)(16). Matt Glynn seconded the motion and it was approved, 6-0.

Kroker moved to waive a public hearing. Elizabeth Horvath seconded the motion and it was approved, 6-0.

Kroker moved to accept this as a first lot split. Glynn seconded the motion and it was approved, 6-0. Chairman Huntsman stamped the Mylar and file copy “approved” and signed them. Clerk Bill Deane advised MacLeish to file the Mylar with the County within 30 days.

Cannon returned to the meeting table.

**Tashi Rabten (Bruce Phillips) – Site plan review, special permitted use (recreational facility/place of worship) in RA2 district – 195 Stoller Hill Road (#112.00-1-20.01)**

 Zoning Enforcement Officer Phillips said that the applicant had advised him earlier today that he would not be coming tonight, but expected to return in February.

**OTHER BUSINESS**

Zoning Enforcement Officer Phillips said he had nothing new to report.

The Board discussed 2025 Planning Board personnel, specifically appointment of Clerk (currently Bill Deane) and Vice-Chairman (vacant). Sharon Kroker moved to reappoint Deane as Clerk. Jay Bosley seconded the motion and it was approved, 7-0. Kroker moved to appoint Bosley as Vice-Chairman. Matt Glynn seconded the motion and it was approved, 6-0, with Bosley abstaining. In December, the Board had reappointed Jill Poulson as Planning Board Attorney, contingent on her being amenable to it. Poulson said she was.

Tom Huntsman said he had missed the December 11, 2024 Town Board meeting, but that Town Supervisor Ted Feury had promised to pass on notes from the meeting on to him.

Deane said the Board should appoint either a permanent Planning Board liaison for 2025, as stipulated in the Board’s By-Laws, or monthly liaisons as done in recent years. After discussion, the following liaison appointments were made for upcoming Town Board meetings:

January 8: Tom Huntsman

February 12: Elizabeth Horvath

March 12: Sharon Kroker

April 9: May Leinhart

May 14: Jay Bosley

June 11: Matt Glynn

July 9: Ann Cannon

August 13: Mike Hodgman

Deane discussed the February 4 agenda. Rabten is expected to return, and Ken Stabler (storage facilities) should also return, depending on the Zoning Board of Appeals decision on January 21.

With no further business, at 7:53 PM Sharon Kroker moved to adjourn the meeting.

 Respectfully submitted,

Bill Deane, Clerk