

Town of Otsego Planning Board
Minutes, January 13, 2026
(To 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 7:30 PM.

Tom Huntsman notes that before the meeting begins, the Clerk and the Chairman must be sworn in. Tom was nominated by the Town Board and appointed by The Board.

Prior to the opening of the meeting, Town Clerk Molly Hernandez administered the oath of office to Tom Huntsman, and he signed the oath.

The Board then appointed Braden Lourido-Erickson as Planning Board Clerk. Mike Hodgman made a motion to appoint Lourido-Erickson as Clerk; the motion was seconded by Matt Glynn. The motion was carried unanimously. Hernandez then administered the oath of office to Lourido-Erickson, who signed the oath.

Chairman Tom Huntsman called the meeting to begin at 7:40 PM.

Chairman Huntsman led the Pledge of Allegiance.

Clerk Lourido-Erickson took roll call. Board members present were Huntsman, Ann Cannon, Elizabeth Horvath, May Leinhart, and Mike Hodgman. Matt Glynn and Alexander Nirenberg were also present. Sharon Kroker was absent due to illness. Planning Board Attorney Jill Poulson was not present at roll call, but arrived later in the meeting. Town Supervisor Ted Feury and Zoning Enforcement Officer Wylie Phillips were also present.

APPOINTMENTS OF 2026 PLANNING BOARD PERSONNEL

Planning Board Attorney

Matt Glynn made a motion to reappoint Jill Poulson as Planning Board Attorney for 2026; the motion was seconded by Mike Hodgman. The motion carried unanimously.

Vice-Chairwoman

Mike Hodgman made a motion to appoint Sharon Kroker as Vice-Chairwoman; the motion was seconded by Elizabeth Horvath. The motion carried unanimously, noting that Kroker was not present at the time.

MINUTES

The Board reviewed the minutes of November 11, 2025. Chairman Huntsman explained to the alternate members that minutes are not official until approved by the Board. Upon motion by Cannon and seconded by Hodgman, the minutes were approved as written, with all members voting in favor.

The Board reviewed the minutes of December 2, 2025. Upon motion by Glynn and seconded by Horvath, the minutes were approved as written, with all members voting in favor.

CORRESPONDENCE

Clerk Lourido-Erickson said there was no correspondence in the mailbox.

POTENTIAL CONFLICT DISCLOSURES

Chairman Huntsman asked if anyone had a legal or ethical conflict with any matter on the agenda. No one reported any conflict.

PUBLIC COMMENTS ON NON-AGENDA ITEMS

Joe Potrikus, 115 Phoenix Mills Road, Cooperstown, requested that the Planning Board recommend that the Town Board consider invoking a moratorium on subdivisions affecting parcels greater than 20 acres, pending completion of the updated Comprehensive Plan and related zoning revisions.

In response to a question from Chris Patterson regarding the age of the Comprehensive Plan, Chairman Huntsman said it was adopted in 2008, and that revisions have been under active development and are expected to be presented soon.

No further public comments were offered.

APPLICATIONS

Snyder Family – Sketch plan conference, subdivision – 343 Hoke Road (#97.00-1-27.01)

Chris Patterson, representing the Snyder family, presented a sketch plan proposing subdivision of approximately 83 acres into six lots. Patterson stated that each proposed lot meets the minimum three-acre lot size and 150 feet of road frontage required in the RA2 zoning district.

Members discussed lot configuration. Chairman Huntsman noted the Board's preference for relatively rectangular lots and its general discouragement of "flag lots" and parcels configured on both sides of a road, while acknowledging historical patterns where a house and barn may be on opposite sides of a roadway. Patterson explained the intent to keep the farmhouse, barn, and pond together where practicable, and described wetland and tree-line constraints affecting some lot boundaries.

Chairman Huntsman reviewed the Land Use Law subdivision procedures and stated that, because the proposal would create more than four lots, it is classified as a major subdivision. He reviewed the sketch plan submission requirements and the general criteria used to determine whether the proposal is consistent with the Land Use Law, zoning requirements, and the Comprehensive Plan. It was noted that percolation testing is not required at this stage, and that State Environmental Quality Review (SEQR) will be part of the preliminary plat phase. Zoning Enforcement Officer Phillips discussed application fees per newly created lot.

Alternate member Nirenberg noted that an older map in the packet reflected a five-lot concept; Patterson provided a corrected version reflecting the current six-lot proposal.

Board members stated mild reservations regarding the configuration of Lots 1 and 4 (including road crossing and wetland/setback practicality), but agreed these issues should be addressed through a survey and the preliminary plat submission.

Upon motion by Glynn and seconded by Horvath, the Board voted unanimously to accept the Snyder sketch plan submission as presented as the first step in the major subdivision process.

Chairman Huntsman explained the next steps, including preparation of a surveyed preliminary plat, SEQR, neighbor notification within 200 feet, and subsequent public hearings prior to final plat consideration.

Gary Wehner – Minor subdivision in RA2 district – 225 Bristol Road (#112.00-1-12.01)

Zoning Enforcement Officer Phillips reviewed the Wehner matter as a continuation of prior discussion and map revisions referenced in the November 11 minutes. Phillips stated that an updated map had been submitted, but the applicant was not present. Phillips said he had reached out, and noted that final action would require applicant representation. The Board discussed statutory review timelines that apply once an application is deemed complete. No action was taken.

OTHER BUSINESS

Zoning Enforcement Officer Phillips reported no additional matters requiring action.

Town Board liaison reports: Sharon Kroker was absent and did not provide a report from the November 12 Town Board meeting. Jay Bosley provided a report from the December 10 Town Board meeting, including routine business, highway department matters, and notes regarding Planning Board quorum at the December 2 meeting.

Planning Board liaison assignment(s) for 2026: The Board discussed liaison assignments. Mike Hodgman said he would attend the January 14 Town Board meeting as Planning Board liaison.

Member & Employee Discussion

Hodgman proposed that the Planning Board consider formally recommending a temporary moratorium on major subdivisions, pending completion of the Comprehensive Plan update. Planning Board Attorney Poulson advised that further discussion of legal considerations would be appropriate in executive session.

Meeting Time Discussion

May Leinhart asked whether meetings could begin at 7:00 PM instead of 7:30 PM. Chairman Huntsman explained that the current start time was adopted to maintain consistency year-round, and no change was made.

FEBRUARY 3, 2026 AGENDA

Clerk Lourido-Erickson reviewed the anticipated February 3 agenda, including:

- Possible Wehner application
- Potential ZBA-referred application
- Review of January 13, 2026 minutes

Note: If no applications are received, the meeting may be canceled.

With no further business, Chairman Huntsman adjourned the meeting to enter executive session at approximately 8:30 PM. The meeting room cleared.

Upon motion duly made, the Board entered executive session to discuss matters requiring attorney-client consultation.

EXECUTIVE SESSION

Chairman Huntsman said that, during executive session, the Board discussed attorney-client matters, and no votes were taken.

With no further business, at 8:45 PM Chairman Huntsman adjourned the meeting.

Respectfully submitted,
Braden Lourido-Erickson
Planning Board Clerk