

**TOWN OF FORESTPORT
PLANNING BOARD MEETING
For
September 8, 2014
Planning Board
6:30 P.M.**

**12012 Woodhull Road
Forestport Town Hall**

PLANNING BOARD MEETING
September 8, 2014
6:30 P.M.

MEMBERS PRESENT:

TJ Entwistle
Mary Rieth
Ginger Swasey
Thomas Althoff
Paul Rejman

MEMBERS ABSENT:

Kim Kratzenberg, Secretary

1. Call Meeting to Order:

- The September 8, 2014 Planning Board Meeting was called to order at 6:30 P.M. by Chairman Entwistle.

2. Pledge of Allegiance:

- Recited

3. Review and Approve Minutes:

A. August 11, 2014 Regular Planning Board Meeting Minutes

** A motion was made by Member Rejman and seconded by Member Swasey to approve the August 11, 2014 Planning Board Meeting Minutes as presented at tonight's meeting. The vote went as follows:

TJ Entwistle – YES
Mary Rieth – YES
Ginger Swasey – YES
Thomas Althoff – YES
Paul Rejman – YES

4. Subdivision / Parcel Line Adjustment Activity / Merge:

A. Renee Lee – 2 lot subdivision:

- 1.000-1-34.1
- Renee Lee was present for this matter.
- Mrs. Lee gave a handout to the Board Members for her proposal of her two lot subdivision.

- The Lees have a camp on the backside of Little Long Lake which has no road access to it. The only access is by water. Therefore the Town's minimum 200' of road frontage requirement does not pertain to this matter.
- The Board asked Mrs. Lee how the purchasers would access this property; is there a right of way? Mrs. Lee stated that in 2010 she purchased a 20' wide strip of land from Judson Foster to be used as a right of way to access property across the lake. This went before the Planning Board at the time and a map was recorded in the Oneida County Clerk's Office (M2010-000212).
- 1.000-1-34.1 is approximately 400' x 260' and Mrs. Lee would like to divide the piece directly in half - (200' x 260') making each lot approximately 52,000 sq. feet. The 52,000 sq. ft. exceeds the minimum 40,000 sq. ft. requirement of the Town of Forestport Site Review Law.
- Discussion took place regarding the preliminary map that Mrs. Lee provided to the Planning Board. It appeared that 1.000-1-34.1 was proposed to be divided into three parcels which went against what Mrs. Lee was currently proposing. The Board asked Mrs. Lee to have the preliminary map corrected to show 1.000-1-34.1 only being divided into two parcels with each being approximately 200' x 260'.
- The Board asked Mrs. Lee if she had completed the Jurisdictional Inquiry Form (JIF) with the Adirondack Park Agency. She stated that her attorney is handling that now. The Board told her that the sooner the JIF form is completed and sent to the Park the better it would be because the Park has at least a 28 day minimum review period.
- The Board gave Mrs. Lee a short SEQR form and instructed her to complete Part 1 and return it back to the Board either prior to or on the night of the October 14th meeting so that the Board can complete Parts 2 and 3 and make their determination as to what type of Action this matter is.

** A motion was made by Member Swasey and seconded by Member Rieth to accept the preliminary map provided with the changes (correcting 1.000-1-34.1 to show it being split into only two lots instead of three lots). The vote went as follows:

TJ Entwistle – YES
Mary Rieth – YES
Ginger Swasey – YES
Thomas Althoff – YES
Paul Rejman – YES

** A motion was made by Member Althoff and seconded by Member Rejman to schedule and hold a public hearing on October 14, 2014 at 6:00 P.M. for the proposed two (2) lot subdivision of lands of Renee Lee (1.000-1-34.1). The vote went as follows:

TJ Entwistle – YES
Mary Rieth – YES
Ginger Swasey – YES
Thomas Althoff – YES
Paul Rejman – YES

B. Joseph Petracca – 3 lot subdivision with 2 parcel line adjustments:

- 1.004-1-1.1, 2.003-1-2.1, 1.004-1-45.1, 1.000-1-6
- Approximately 190 +/- acres of land.
- Mr. Petracca was present for this matter.
- Mr. Petracca presented the Planning Board with a preliminary map done by Moncrief Land Surveying, Lowville, NY – Project No. 12112 dated November 19, 2013 of the proposed subdivision/parcel line adjustments.
- Lot 1 = 1.044 +/- acres; Lot 2 = 1.712 +/- acres; Lot 3 = 130.089 +/- acres; Lot 610 (to be known as Lot 4) = 0.246 +/- acres; Remaining Lands (to be known as Lot 5) = 57.108 +/- acres.
- Lot 610 to be known as Lot 4 and “Remaining Lands” to be known as Lot 5 will have parcel line adjustments. Lot 610 will be sold to the adjoining land owner (Thomas Kiely a/k/a Camp K5LLC) and immediately merged with his existing piece – 2.003-1-15. “Remaining Lands” to be kept by Mr. Petracca.
- The Board gave Mr. Petracca a short SEQR form and instructed him to complete Part 1 and return it back to the Board either prior to or on the night of the October 14th meeting so that the Board can complete Parts 2 and 3 and make their determination as to what type of Action this matter is.

** A motion was made by Member Rejman and seconded by Member Rieth to accept the preliminary map provided with the changes (correcting “remaining lands” to be known as Lot 5 and “lot 610” to be known as Lot 4. Also to have the “acreages” portion of the map corrected to read “Lots 1- 5” with their descriptive acreages). The vote went as follows:

TJ Entwistle – YES
Mary Rieth – YES
Ginger Swasey – YES
Thomas Althoff – YES
Paul Rejman – YES

** A motion was made by Member Rieth and seconded by Member Swasey to schedule and hold a public hearing on October 14, 2014 at 6:15 P.M. for the proposed three (3) lot subdivision with 2 parcel line adjustments of lands of Joseph Petracca (1.004-1-1.1, 2.003-1-2.1, 1.004-1-45.1, and 1.000-1-6). The vote went as follows:

TJ Entwistle – YES
Mary Rieth – YES
Ginger Swasey – YES
Thomas Althoff – YES
Paul Rejman – YES

5. Old Business:

A. 239 Review Form – Oneida County Planning:

- Chairman Entwistle stated that the County would like to streamline the 239 review process as much as the Town would like to and therefore a binding agreement between the Town and Oneida County Department of Planning needs to be put in place.
- Discussion took place and it was decided that the Board wanted to have this matter removed from the Agenda.

** A motion was made by Member Rejman and seconded by Member Swasey to remove this item from the Planning Board Agenda. The vote went as follows:

TJ Entwistle – YES
Mary Rieth – YES
Ginger Swasey – YES
Thomas Althoff – YES
Paul Rejman – YES

B. Hogweed Bulletin:

- At the August Town Board Meeting, the Town Board approved the DEC bulletin to be placed on the Town's website for informational purposes to all.
- Chairman Entwistle stated that after last month's meeting, Councilwoman Kwasniewski called him inquiring as to why the Planning Board discussed the Hogweed matter. Chairman Entwistle stated that the Planning Board received various bulletins from many agencies and the Planning Board felt that this bulletin would make a great "informational" tool for the public.
- Councilwoman Kwasniewski stated that she had spoken to a landowner who has the Hogweed plant growing on their property and the landowner has agreed to have the DEC come and remove the plant from their property.
- Chairman Entwistle will check with the Town Board to see, if in fact, they have instructed the Webmasters to put the Hogweed Bulletin on the Town's Website for all citizens to read.

C. Amending the Town of Forestport Planning Board By-Laws, Policies and Procedures:

- Chairman Entwistle attended the August Town Board Meeting and explained the amendments to the Town Board. The Town Board wanted to table this matter until their September meeting so that they could review the proposed amendments. Chairman Entwistle will attend the September meeting to see the outcome of this matter.

6. New Business:

A. SOLA – Presentation on Snowbird Lake:

- Carmen Annunciato was not present to speak at tonight's meeting.
- We will leave this on the agenda for the October 14th meeting.

B. Tug Hill Commission:

- 2015-2019 Tug Hill Commission Strategic Plan
- Workshop – Tuesday, September 30, 2014

- The Planning Board reviewed the handout given to them.
- Chairman Entwistle stated that the Work Session scheduled looked to be interesting and that he is hoping to attend this. If anyone else would like to attend please either RSVP themselves or let Kim know and she will RSVP for you.

7. Open Discussion:

A. FYI:

- As a reminder once again
- The Planning Board has a new email address – planningboard@townofforestport.org
- Discuss matter

B. October Planning Board Meeting:

- Next regularly scheduled Planning Board Meeting is scheduled for October 14, 2014 at the Forestport Town Hall.
- REMINDER – There are two public hearings scheduled – 6:00 and 6:15 p.m. The regular Planning Board Meeting will resume immediately after the close of the 6:15 public hearing.
- The October meeting is scheduled for Tuesday night due to Monday being a holiday.

C. Budget Discussion:

- It is budget time again and the Planning Board has to provide the Town Board with their proposed 2015 budget.
- Discussion took place

8. Adjourn Meeting:

** A motion was made by Member Althoff and seconded by Member Rieth to adjourn the September 8, 2014 Planning Board Meeting at 7:25 P.M. The vote went as follows:

TJ Entwistle – YES
 Mary Rieth – YES
 Ginger Swasey – YES
 Thomas Althoff – YES
 Paul Rejman – YES