

**Town of Charlton
Planning Board Minutes
758 Charlton Road
Charlton, New York 12019**

Minutes of the Planning Board Meeting –September 18, 2017

Chairman Jay Wilkinson called the meeting to order at 7:15 p.m. at the Charlton Town Hall.

Present: Jay Wilkinson, Chairman, Connie Wood, Dawn Szurek, Marilyn Phillips, Bruce Gardner, Jonathan Riedinger, Tracey Bullet, Esq., Acting Planning Board Attorney, Susan York, Planning Board Clerk and Kim Caron, Recording Secretary.

AGENDA MEETING

Mr. Wilkinson stated that there is a quorum.

Minutes

Mr. Wilkinson stated that the draft of the August 21, 2017 meeting minutes needed to be approved. Mrs. York has previously provided comments. No other comments were provided. Mr. Wilkinson stated that the Board could vote on the minutes during the Business Meeting.

Public Hearings

None.

Subdivision Applications

Mothon (224.-1-13)

Mr. Wilkinson stated that this is a request for a subdivision of a 96 ± parcel located on the east side of Route 147. Mr. Wilkinson stated that the purpose of the subdivision is to create two lots. Mr. Wilkinson stated that Lot 1 will contain the existing house and improvements and will be approximately 92.7 acres. Mr. Wilkinson stated that Lot 2 will be an approximately 4 acre lot for a new single family house.

Mr. Wilkinson stated that he has reviewed the drawings that have been submitted. Mr. Wilkinson stated that the drawings are 3 pages which, under the subdivision regulations page 14 section “P”, require certain things. Mr. Wilkinson stated that he spoke to Mike Brooks who prepared the drawings and gave him some concerns. Mr. Wilkinson stated that the drawings are missing the overall scale of less than an inch equals 400 feet and the length of the driveway is missing. Mr. Wilkinson stated that he suggested preparing one map. Mr.

Wilkinson stated that new drawings have been submitted that are one sheet and address the concerns raised with the exception that the site location map is missing.

Ms. Szurek stated that the standard notes were also missing.

Mr. Wilkinson stated that the Board could request the additions in the business meeting. Mr. Wilkinson stated that he also requested that the drawings show the adjacent lands with tax id numbers. Mr. Wilkinson stated that the driveway is 430 feet and does not require any special note because it is under the 500 foot requirement.

Lot Line Change Application

None.

Zoning Report

Mr. Wilkinson stated that the Board has received the report for review.

Mr. Wilkinson stated that the new building inspector is Paul Borisenko.

Correspondence

Mr. Wilkinson stated that the Board received a letter from the Saratoga County Planning Board dated August 31, 2017 requesting notification of new drawings if changes have been made to the drawings they have reviewed.

Mr. Wilkinson stated that the Regional Planning Commission meeting will be held on October 18, 2017 for anyone that is interested.

Town Board Liaison

Mr. Grasso was not present.

Mr. Wilkinson made a motion to close the Agenda meeting, seconded by Mrs. Wood. All were in favor. Agenda meeting closed at 7:31 p.m.

BUSINESS MEETING

Opened at 7:32 p.m. with the Pledge of Allegiance.

Minutes

Mr. Wilkinson made a motion to approve the draft of the August 21, 2017 meeting minutes with changes incorporated. Ms. Phillips seconded the motion. All were in favor. Mrs. Wood abstained from the vote.

PUBLIC HEARING

None.

SUBDIVISION APPLICATIONS

Mothon (224.-1-13)

David Mansfield appeared before the Board representing Mr. Mothon.

Mr. Mansfield stated that they have consolidated their drawings to one plan. Mr. Mansfield explained the drawings showing the parcel, intersections and cemetery locations. Mr. Mansfield also showed the two Stewart's locations and the existing house and outbuildings. Mr. Mansfield stated that Mr. Mothon also owns the additional piece of land shown on the drawing. Mr. Mansfield showed the location of the runway. Mr. Mansfield stated that the proposed 4 acre lot is bounded by a hedgerow common with the cemetery. Mr. Mansfield stated that the driveway is a pre-existing farm road. Mr. Mansfield showed the proposed location for the new house.

Mr. Wilkinson inquired if the lot was being sold to a family member.

Mr. Mansfield stated that he believed that Mr. Mothon's grandson would be building on the new lot.

Mr. Wilkinson stated that the drawings are missing the site location map and the standard notes. Mr. Wilkinson inquired if the applicant would be willing to put the proposed building envelope on the drawing for approval.

Mr. Mansfield stated that they will put it on the drawing.

Mrs. York provided a copy of the standard notes.

Mr. Wilkinson asked Mrs. York to refer the application to the County Planning Board and town engineer, Mike McNamara.

Mr. Wilkinson made the motion to declare the Planning Board as lead agency status for the purposes of SEQRA and declare the action as unlisted with a negative impact declaration relative to SEQRA for the Mothon subdivision located at 1342 Route 147. Mrs. Wood seconded the motion. All were in favor.

Ms. Szurek made the motion to schedule the Public Hearing for October 16, 2017 at 7:30 p.m. Mr. Gardner seconded the motion. All were in favor.

Mrs. York provided the Public Hearing cards.

LOT LINE CHANGE APPLICATIONS

None.

ZONING REPORT

The Board reviewed the report.

CORRESPONDENCE

Addressed in the agenda meeting.

TOWN BOARD LIAISON

Mr. Grasso was not present.

Mr. Wilkinson made a motion to adjourn the meeting. Mr. Gardner seconded the motion. All were in favor.

The meeting was adjourned at 7:50 p.m.

Respectfully Submitted,

Kimberly A. Caron
Recording Secretary