

**TOWN OF FORESTPORT  
PLANNING BOARD MEETING MINUTES  
For  
April 13, 2015  
Planning Board  
6:30 P.M.**

**12012 Woodhull Road  
Forestport Town Hall**

# PLANNING BOARD MEETING MINUTES

April 13, 2015

6:30 P.M.

## MEMBERS PRESENT:

TJ Entwistle, Chairman  
Paul Rejman, Co-Chairman  
Thomas Althoff  
Mary Rieth  
Ginger Swasey

## MEMBERS ABSENT:

Kim Kratzenberg, Secretary

### 1. Call Meeting to Order:

- The April 13, 2015 Planning Board Meeting was called to order at 6:30 PM by Chairman Entwistle.

### 2. Pledge of Allegiance:

- Recited

### 3. Review and Approve Minutes:

#### A. March 9, 2015 Regular Planning Board Meeting Minutes:

\*\* A motion was made by Member Rejman and seconded by Member Althoff to accept and approve the March 9, 2015 Planning Board Meeting Minutes as filed. The vote went as follows:

TJ Entwistle = YES

Pau Rejman = YES

Thomas Althoff = YES

Ginger Swasey = ABSTAIN (due to absence)

Mary Rieth = ABSTAIN (due to absence)

### 4. Subdivision / Parcel Line Adjustment Activity / Merge:

#### A. Richard Anderson – 85.002-1-10.1:

- Proposed two (2) lot subdivision
- 3.07 +/- acre parcel
- Andy Bailey was present to represent Mr. Anderson
- Mr. Bailey provided the Planning Board with a handout (packet)
- Proposed subdivision divided by existing Spring Street
- There are already two (2) individual deeds for the proposed lots.

- No wetlands on site
- Mr. Bailey presented the Board with a “preliminary map” at this time. He will have a final map the night of the scheduled public hearing.

\*\* A motion was made by Member Swasey and seconded by Member Rieth to schedule and hold a public hearing for the proposed two (2) lot subdivision of Richard Anderson on May 11, 2015 at 6:15 PM. The vote went as follows:

TJ Entwistle = YES

Paul Rejman = ABSTAIN (conflict of interest)

Thomas Althoff = YES

Ginger Swasey = YES

Mary Rieth = YES

B. See “Old Business” regarding the proposed illegal subdivision letter from the Planning Department and the Assessor.

## 5. Old Business:

### A. Local Government Day:

- Local Government Day was held on March 26, 2015 at JCCC.
- All Planning Board Members who attended need to submit their certificates of completion to the Planning Board Secretary.
- Chairman Entwistle spoke of one of the classes that he and other board members attended while at Local Government Day, The Power and Duties of the ZBA.
- Although the Town of Forestport does not have “zoning” per say, they do have a law that regulates the use of your land and therefore, a board of appeals is needed. The attorney giving the lecture stated that the Town Board cannot be the board of appeals. The Town Board must appoint either a 3 or 5 member board to hear appeals.
- The Planning Board would like Chairman Entwistle make the Town Board aware of this by way of a letter and to discuss this at their April 15, 2015 Town Board meeting.
- The Planning Board would also like Chairman Entwistle to get an opinion from the Association of Towns legal division.
- It was also discussed that the Planning Board Minutes must be filed with the Town Clerk every month. The Town Clerk will stamp them received and any Applicant will then have thirty

(30) days from the date filed with the Town Clerk to begin their appeals process.

- The Open Meetings Law was discussed.
- Again, all members who attended Local Government Day felt it was very informative.

B. Sewer Dye Testing:

- The Planning Board secretary sent out a letter to the (7) waterfront associations within the Town alerting them to the purpose and scope of the proposed program.
- There has been no feedback as of tonight's meeting.
- The cost of the program was discussed with a \$17.00/per site times 200 sites visited a year would equal \$3,400.00 per year. This cost is approximated using Old Forge's estimates.

C. Illegal Subdivision proposed letter:

- The Board members reviewed the proposed letter from the Planning Board and the Assessor.
- The Board would like Attorney Ted Earl to review the proposed letter and create language to be inserted into the existing subdivision law regarding the fines, penalties and enforcement of noncompliance. The Board would like to see the Code Enforcement Officer be the enforcer.

D. Amend Section 6.3 of the Site Review Law:

- Approved by the Town Board at their March 18<sup>th</sup> meeting.
- In the process of being filed with the Secretary of State.
- The Planning Board Secretary will work with the Town Clerk to update the Site Review Law.

6. New Business:

A. Packet from SOLA

- The Packet from Mr. Silverman, Development Committee Chairman from Snowbird Lake Association was discussed.

B. Beth Roberts:

- New Business proposal to be located at 12346 St. Rte. 28
- See handout
- Building owned by Timothy Hulser

- Proposed wine and liquor retail store.
- Parking was discussed.
- Chairman Entwistle will check with Code Enforcement Officer Smith to find out the requirements regarding ADA compliance and water/sewer regulations for a commercial building.
- The existing driveway was discussed and the Board would like DOT's input on this matter.
- A County Planning 239 review must be completed.
- Sewage disposal was discussed and Ms. Roberts stated that the State Liquor Authority told her that she is not required to have a bathroom on site. The Board will research this matter.

\*\* A motion was made by Member Althoff and seconded by Member Rejman to schedule and hold a public hearing for the proposed "new business" of Beth Roberts at 12346 St. Rte. 28 on May 11, 2015 at 6:00 PM. The vote went as follows:

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

7. Open Discussion:

- The next regularly scheduled meeting is for May 11, 2015 at 6:30 PM.
- A public hearing is scheduled for 6:00 PM for Beth Roberts' new business proposal
- A public hearing is scheduled for 6:15 PM for Richard Anderson's two (2) lot subdivision.

8. Adjourn Meeting:

There being no further business, the meeting was adjourned at 7:12 PM.