

**TOWN OF FORESTPORT
PLANNING BOARD MEETING MINUTES**

**OTTER LAKE FIRE HALL
OTTER LAKE, NEW YORK**

**July 12, 2016
6:30 P.M.**

**TOWN OF FORESTPORT
PLANNING BOARD MEETING MINUTES
OTTER LAKE FIRE HALL
July 12, 2016 @ 6:30**

MEMBERS PRESENT

Paul Rejman – Chairman
Gerry Ritter – Co-Chairwoman
Thomas Althoff
Mary Rieth-
Ginger Swasey
Bonnie LeBuis- Secretary

ABSENT

CALL TO ORDER:

The meeting was called to order at 6:30 pm by Chairman Rejman

PLEDGE OF ALLEGIANCE:

Recited.

REVIEW AND APPROVE MINUTES:

A motion was made by Member Reith and seconded by Member Althoff to accept the June 14, 2016 regular meeting minutes as filed.

Roll call vote

Chairman Rejman- yes
Member Rieth- yes
Member Althoff- yes
Member Swasey- yes
Co-Chairwoman Ritter – yes

SUBDIVISION/PARCEL LINE ADJUSTMENTS:

- Kimberly Field #68.000-2-37.1 – Request for 4 lot sub-division on Bellingertown Rd.
- Ms. Field was present with corrected survey maps.
- Public Hearing was held July 12, 2016 at 6:15 PM

A motion was made by Member Swasey and seconded by Member Rieth to approve the Field subdivision and have Chairman Rejman stamp maps tonight. The secretary will file maps at the county office this week.

*** Roll call vote***

Chairman Rejman- yes

Member Rieth- yes

Member Althoff- yes

Member Swasey- yes

Co-Chairwoman Ritter – yes

- Rich & Sue Schweinsberg #13.000-1-7.1, 2 lot subdivision, represented by Andy Baily

A motion was made by Member Althoff and seconded by Co-Chairwoman Ritter to schedule a Public Hearing for August 9, 2016 at 6:15 PM, to be held at the Woodgate Library.

*** Roll call vote***

Chairman Rejman- yes

Member Rieth- yes

Member Althoff- yes

Member Swasey- yes

Co-Chairwoman Ritter – yes

- John Pfeiffer/Judy Jernigan #13.001-2-28 Request to add current right of way property to another piece of property.

The board's suggestion was for them to request a variance from the Town Board at the July meeting, as it is already 2 substandard, non-buildable lots. With a variance they could return to Planning Board in August for sub-division request and public hearing on the matter in September.

OLD BUSINESS:

- A. Discussion for fees for residential and commercial solar panels.
- B. Adding a fine to cover costs for code violations (to help with mailing, fees etc.)
- C. An updated fee structure list from codes officer.

Further discussion was held regarding the fee structure list presented to the board and the need for clarification, justification and comparison was brought up by Member Althoff.

A motion was made by Member Swasey and seconded by Co-Chairwoman Ritter to have Chairman Rejman send a letter of request to Codes Officer, Brad Smith. The letter will request justification for increase in fees since last update was in 2014, also a spreadsheet of current fee and proposed increase along with a comparison to surrounding towns (Ava, Annsville, Boonville, Remsen, Town of Webb, New Hartford etc.) for same permits. Final decision will be made at the August 9, 2016 meeting, with or without requested documentation.

Roll call vote

Co-Chairwoman Ritter- yes

Member Rieth- yes

Member Althoff- yes

Member Swasey- yes

Chairman Rejman– yes

- D. Discussion to modify website to be more efficient. The secretary will look into combining the two areas on the website to just one and bring before the board at June's meeting.

The secretary brought in an outline for one area on town website, with two new document links, The SEQR form and Sub-Division Request Items with an attachment to pull up Application. She also presented a suggestion to have Board Meeting dates/times/place entered into the town calendar. Suggestions were made on revising the application and the Sub-Division Request list to meet our needs and bring in to next meeting.

A motion was made by Member Swasey and seconded by Member Rieth to approve the suggested updates to the Planning Board website link and have the website tech update as soon as possible.

Roll call vote

Chairman Rejman – yes

Co-Chairwoman Ritter- yes

Member Rieth- yes

Member Althoff-yes

Member Swasey- yes

NEW BUSINESS:

Amanda Gabler came in with change of use request for The Stumble Inn, to a flea market style business. Inquiring what is needed for this project. The board advised suggested needs would be exact plan, including set up, parking issues for vendors and customer, fencing, hours of operation, lighting, restroom facilities, signage etc. It was suggested they need to also check with the APA for approval.

A motion was made by Co-Chairwoman Ritter and seconded by Member Althoff to leave on as old business for next month's meeting, August 9, 2016 and give them the opportunity to find their answers and return with their exact plan for possible approval.

Roll call vote

Chairman Rejman – yes

Co-Chairwoman Ritter- yes

Member Rieth- yes

Member Althoff-yes

Member Swasey- yes

The next regularly scheduled Planning Board meeting is August 9, 2016 at the Woodgate Library at 6:30 pm.

ADJOURNMENT:

A motion was made by Co-Chairwoman Ritter and seconded by Member Swasey to adjourn the meeting.

*** Roll call vote***

Co-Chairman Rejman- yes

Co-Chairwoman Ritter - yes

Member Rieth- yes

Member Althoff- yes

Member Swasey- yes

There being no further business the meeting was adjourned by Chairman Rejman at 8:00 P.M.

Respectfully submitted,

Bonnie LeBuis
Planning Board Secretary