

Town of Otsego Planning Board

Minutes, March 5, 2024

(Will 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. Acting Chairman Ted Feury called the meeting to order at 7:32 PM and led the Pledge of Allegiance.

Clerk Bill Deane took roll call. Board members present were Feury (Vice-Chairman), Steve Talevi, Sharon Kroker, Ann Cannon, and Elizabeth Horvath. With Tom Huntsman and May Leinhart absent, Feury took over as acting chairman, and alternate members Jay Bosley and Matt Glynn joined the meeting table (Huntsman arrived at 8:15, during “other business”). Planning Board Attorney Jill Poulson and Zoning Enforcement Officer Wylie Phillips were also present.

The Board reviewed the minutes of February 6, e-mailed to the members. Kroker moved to approve the minutes as written. Bosley seconded the motion and it was approved, 7-0.

There was no correspondence received since the last meeting:

Acting Chairman Feury asked if anyone had a conflict with any of tonight’s applicants. No one reported any conflict. Feury asked if anyone from the public had comments on a non-agenda item. Again, no one responded. The Board moved on to applications.

APPLICATIONS

Andrew Tillapaugh (Martin Tillapaugh/Teresa Drerup/Virginia Ofer) – Site plan review, addition to existing camp within 100’ of Otsego Lake in RA1 district – 6688 State Highway 80 (#69.76-1-9.00)

Clerk Bill Deane read aloud from the Planning Board’s minutes of January 2, and the Zoning Board of Appeals’s minutes (not yet approved) of February 20 relevant to the Tillapaugh application. The property had gotten ZBA variances and site plan approval back in 2010, when Joe Galati owned the property, but he had never completed the project. In January the Planning Board had voted to send this application to the ZBA for review. In February, the ZBA voted that the 2010 variances are still valid, thus this application needs no further ZBA review or variance.

Virginia Ofer of Altonview Architects represented applicant Andrew Tillapaugh. She explained the project, including the addition of a bathroom. Ofer said that they will need Department of Transportation (DOT) approval following Planning Board approval. The Board agreed that sign-offs from the Department of Environmental Conservation (DEC) and Watershed Supervisory Committee (WSC) would also be necessary.

Acting Chairman Feury went through the site plan requirements in Section 8.04 of the *Land Use Law*. The consensus of the Board was that it had everything it needed.

The Board discussed State Environmental Quality Review (SEQR). Sharon Kroker moved to deem this a Type II action per SEQR Section 617.5(c)(2). Steve Talevi seconded the motion and it was approved, 7-0.

Talevi moved to deem the application complete. Kroker seconded the motion and it was approved, 7-0. Elizabeth Horvath moved to schedule a public hearing for April 2. Kroker seconded the motion and it was approved, 7-0.

Arlene Nygren (Barb Monroe) – Site plan review, replacement of existing camp within 500’ of Otsego Lake in RA1 district – 6769 State Highway 80 (#69.60-1-12.00)

Representative Barb Monroe explained that applicant Arlene Nygren wants to replace an existing camp located 116 feet of Otsego Lake, and 12 feet from both the north and south boundary lines. It would essentially be in the same footprint, except for the “squaring off” of the section replacing a porch. Monroe said that there would be no new bedrooms, and she would seek WSC sign-off.

Clerk Bill Deane noted that, though the c. 3x8’ squared-off sections would be no closer to the property lines than the existing camp, they would represent increases in non-conformity, possibly requiring ZBA variances. Planning Board Attorney Poulson and Zoning Enforcement Officer Phillips discussed the situation, but were not sure if it would require variances. Deane said he would discuss it with ZBA Chairman Greg Crowell.

Acting Chairman Feury went through the site plan requirements in Section 8.04 of the *Land Use Law*. Monroe had no survey, though Feury noted that may be waivable. However, the consensus of the Board was that the application was not complete regardless. They asked Monroe to submit a more-detailed site plan/map drawn to scale, showing measurements (including setbacks), lighting, etc. Monroe said she would return to the April 2 meeting with that, and also check whether a survey is available. Feury said the Board would do SEQR in April.

OTHER BUSINESS

Zoning Enforcement Officer Phillips reported issuing a Land Use permit and a potential violation notice.

Tom Huntsman said he attended the February 14 Town Board meeting as Planning Board liaison. He said the Town Board has appointed a committee to improve the *Land Use Law* and *Land Subdivision Regulations*. Ted Feury is scheduled to serve as liaison at the March 13 Town Board meeting.

Deane discussed the April 2 agenda. Tillapaugh (public hearing) and Nygren are expected to return. Peter Mateunas (minor subdivision from February) is expected to return at some point, and there is a ZBA application (Peter Kapsales) which will come to the Planning Board if approved by the ZBA on March 19. Also, Joseph Stagliano’s lakeshore application was conditionally-approved by the ZBA in December; it will require site plan review when they are ready to proceed with that. With no further business, at 8:22 PM Sharon Kroker moved to adjourn the meeting.

Respectfully submitted,

Bill Deane, Clerk