

**Town of Otsego Planning Board**  
Minutes – October 7, 2014

**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. Chairman Donna Borgstrom called the meeting to order at 7:02 PM, and led the Pledge of Allegiance.

Clerk Bill Deane took roll call. Members present were Borgstrom, Joe Potrikus (Vice-Chairman), Rosemary Craig, Tom Huntsman, Ed Hobbie, and Scottie Baker. With Steve Purcell and first alternate member John Phillips absent, second alternate member Darryl Szarpa joined the meeting table (Phillips arrived at 7:16 but Szarpa remained at the table, as the application had started). Planning Board Attorney Jim Ferrari and Town Board member Julie Huntsman were also present.

The Board reviewed the minutes of September 2, e-mailed to the members. Potrikus moved to approve the minutes as written. Baker seconded the motion and it was approved, 7-0.

Correspondence received since the last meeting consisted of:

- A Planning Board 2015 training budget worksheet from Town Supervisor Ann Geddes-Atwell. Chairman Borgstrom said she would work on it with member input.
- A package from Attorneys Schlather & Birch, concerning a proposed first lot split of lot #68.00-1-27.222 into parcels of 11.61 and 5.12 acres. Chairman Borgstrom said that she would contact Schlather and explain that he will need to come before the Board for this.
- The Summer/Fall 2014 issue (passed around) of the *Biological Field Station Reporter*.
- Fliers (distributed) from Lorman Education Services, advertising a training seminar on “Wetland Regulation” at Albany on December 4.
- Copies of Volume 28, Issue 5, September/October (distributed) of *Talk of the Towns & Topics*.
- A mailing (passed around) from the Town of Columbia, advertising a training seminar on “Storm-water Regulation and Open Space Planning” at Mohawk Valley Community College on November 10.

Chairman Borgstrom asked if there were any member disclosures regarding potential conflicts. No one reported any conflict.

Chairman Borgstrom asked if there were any public comments on non-agenda items. Julie Huntsman asked about the recent training session at Schoharie. Ed Hobbie reported that it was worthwhile.

The Board moved on to the application.

**APPLICATION**

**John Caven (Jon McManus) – Site plan review, addition of living space and deck to existing residence within 100 feet of Otsego Lake – 6458 State Highway (#84.12-1-12.01)**

Bill Deane read aloud from the August 5 Planning Board minutes relevant to the application. Deane also read aloud from the minutes (not yet approved) of the September 16 Zoning Board of Appeals meeting, during which a public hearing was held with no negative comment, and the ZBA granted the following variances: a 30’ variance on the front (west side); a 9’6” variance on the rear (east, or Lake side); a 20’ variance on the south side; and a variance allowing construction within 100 feet of the Lake. Applicant John Caven had requested an 11’6” variance on the front, allowing for an eight-foot deck, but the ZBA granted only enough for a six-foot deck. The site plan still shows an eight-foot deck.

The Board reviewed the application, went through the site plan requirements in the *Land Use Law*, and asked questions of representative Jon McManus. McManus said that Caven was not sure if the addition would be one or two stories, but that he was applying for two. He hopes to start construction this fall and finish by next fall. For erosion control, McManus plans a silt fence in the front, and retention of all existing vegetation. The only permit they require is a building permit. McManus was not sure about lighting.

The Board discussed the State Environmental Quality Review (SEQR) process. Though the consensus was that this is a Type I action (due to wetlands), a new process allows a short environmental assessment form (EAF), as long as the Board agrees there is no significant environmental impact. McManus submitted a short EAF; the meeting was suspended from 7:30 to 7:36 while McManus went to his office to retrieve a missing page.

Chairman Borgstrom went through the EAF question by question with member input. After discussion, Joe Potrikus moved that the project as presented will have no significant environmental impact. Ed Hobbie seconded the motion and it was approved, 7-0.

Potrikus moved to deem the application complete, with the deck size modification approved by the ZBA, and to waive the public hearing due to the result of the ZBA hearing. Hobbie seconded the motion and it was approved, 7-0.

Scottie Baker moved to approve the site plan as stipulated. Rosemary Craig seconded the motion and it was approved, 7-0. Chairman Borgstrom advised McManus to return before the Board if they were doing anything different from the approved plan.

## **OTHER BUSINESS**

Tavis Austin was not present, so there was no Zoning Enforcement Officer report.

Bill Deane discussed the November 2014 agenda. As of now, there are no new applications (though Bill Miller is due back for his conditional approval extension, and Schatler & Birch may have the first lot split mentioned during correspondence). Jon McManus said that he would have nothing new on the Heroux application. Heroux is planning to erect one building, which is permitted without Planning Board intervention. Chairman Borgstrom advised McManus that Heroux could not use the building for commercial storage without Planning Board approval. Deane again noted potential conflicts for the November meeting: the first Tuesday (November 4) falls on Election Day, the second on Veterans' Day, and the third on the same day as the ZBA meeting. The consensus of the Board was to hold the meeting in the main room of the Town building on November 4.

With no further business, at 7:57, Ed Hobbie moved to adjourn the meeting. Jon McManus then gave a training presentation on "Lakeshore and Steep Slope Development Issues."

Respectfully submitted,  
Bill Deane, Planning Board Clerk