

MINUTES OF THE 460th MEETING
OTSEGO COUNTY PLANNING BOARD

Meadows Office Building
Town of Middlefield, NY

January 10, 2011
6:00 P.M.

1. The regular meeting of the Otsego County Planning Board was called to order by senior member, Tom Clark at 6:04 pm in the CDC Conference Room of The Meadows Office Building near Cooperstown.

2. The roll was called and the following members were recorded as present: M. Babilonia, S. Fickbohm, P. Durkin, D. Greene, F. Loomis and T. Clarke. B.A. Schwerd and R. Streek were excused from the meeting. Also present were T. Bliss and P. Wyckoff - staff. Guests included Carolyn Lewis, Otsego County Economic Development, and Jim and Laura Marr (attending for the Participation in Government class).

3. No one was present to request the privilege of the floor.

4. Upon a motion by P. Durkin, seconded by M. Babilonia, and unanimously approved (6-0 vote) the board waived the reading of the minutes and accepted the minutes of December 13, 2010 as presented.

5. There were no communications reported.

6a. P. Wyckoff presented referral #21-11-01 from the Oneonta Town Board for a proposed zoning amendment for 23 acres at 18 Stadium Circle from PDD R/B to PDD R/B/I. Review included the aerial photograph of the property with the outline of the 23 acres proposed to be rezoned and the zoning map of the Town of Oneonta. Discussion included the zoning history of the property, the merits of rezoning versus a use variance, past, current and potential future uses of the property and the building, the intentions of IOXUS and the anticipated subsequent site plan review approval that will come to the County Planning Board as a referral. *Upon a motion by M. Babilonia, seconded by T. Clarke and unanimously approved (6-0 vote), the board recommended approval.*

6b. P. Wyckoff presented referral #32-11-01 from the Unadilla Village Board for proposed Local Law #1 of 2011, zoning amendments to section 159-78 of local code to allow sandwich board signs in the commercial and industrial districts. *Upon a motion by M. Babilonia, seconded by F. Loomis, and unanimously approved (6-0 vote), the board reported that the proposed action has no significant county-wide or inter-municipal impact.*

6c. P. Wyckoff presented referral #10-11-01 from the Town of Hartwick Planning Board for site plan review for a coffee/sandwich shop at the intersection of Seminary Rd and St Hwy 28 proposed by Nate Ingalls. Review included the aerial photograph with the approximate subdivision line and the site plan map. Discussion regarding process included the chronology of the sketch submission in October 2010 (as well as it's completeness relative to the requirements of the site plan law), the moratorium on site plan review and approval adopted in November 2010, the appropriate timing for a subdivision application, the need for a Agricultural Data Statement, and the site plan review application submitted in December 2011 and whether or not the County Planning Board is the appropriate body to determine if the moratorium applies to this application. Discussion specific to the site plan included the topography of the site and the grade of Seminary Rd, potential drainage issues and stormwater controls, existing flooding issues on properties down gradient, existing structures on the property (including the existing house, the shed, the old seminary sidewalk), the

sufficiency of the number of parking spaces, potential for foot traffic from adjacent seasonal rentals and the former seminary sidewalk, driveway placement relative to other curb cuts, lot size and setback adequacy, septic design and location, and the site plan checklist included in the law.

Upon a motion by P. Durkin, seconded by D. Greene, and unaimoausly approved (6-0 vote), the board recommended denial of the application because it lacks all the required documentation required on the site plan check list (Section 3.030 of the law), as well as lacks DOT, DOH and OPRHP documentation. Specifically, the requirements of the site plan check list that are lacking include:

- 3. Boundaries of the property plotted to scale.*
- 4. Existing buildings.*
- 5. Grading and drainage plan, showing existing and proposed contours, rock outcrops, depth to bedrock, soil characteristics, and watercourses.*
- 7. Provisions for pedestrian access.*
- 10. Location and design and construction materials of all existing and proposed site plan improvements including drains, culverts, retaining walls and fences.*
- 12. Description of the method of securing potable water and location, design and construction materials of such facilities.*
- 14. Location and design of all energy distribution facilities.*
- 16. Location and design of outdoor lighting facilities.*
- 20. Record of application for and status of all necessary permits from other governmental bodies.*

6d. P. Wyckoff presented referral #03-11-01 from the Town of Cherry Valley Planning Board for site plan review of a wireless telecommunications facility off Rendering Works Rd proposed by Verizon Wireless. Review included the aerial photography with line of sights (included in the application), the Lindsey Patent Historic District boundary and the drainage plan, and excerpts from the Town Comprehensive Plan regarding Natural Aesthetic/Visual Resources and Telecommunications Infrastructure. Discussion included the history of projects in the Cherry Valley area with potential for visual impact, stormwater controls, topography, drainage at the base of the slope, a request from the County Public Safety Committee that any site plan approvals for telecommunications towers include a stipulation that the tower owner provide space for emergency communications equipment free of charge. A motion by F. Loomis, seconded by P. Durkin, to approve was withdrawn by F. Loomis. *Upon a motion by M. Babilonia, seconded by D. Greene, and unanimously approved (6-0 vote), the board recommended approval on the stipulation that the tower owner provide space free of charge to the County for emergency communications equipment in perpetuity.*

7. No committees had reports to present to the board.

8. No other old business was brought by members.

9. No new business was brought by members.

10. T. Bliss reported that the office will be smaller in 2011. Funding for two positions within the department was not carried forward in the 2011 budget. The permanent full time key board specialist, Joy Garner, will take a leave of absence. A temporary employee, Meghan Lottridge, will fill the vacancy during that time. On Tuesday March 8, the NYS Dept of State land use training specialists will present training at the Oneonta Fox Care Center. Topics will include local government efficiency, zoning enforcement, and rural planning. The event will be co-sponsored by Otsego, Schoharie and Delaware Counties. On May 3rd, the Southern Tier East Regional Planning Development Board will present training entitled ZBA overview in the Meadows training center. The Planning Dept continues to work with local governments to assist them in understanding local controls that may be within their jurisdiction. These controls include road preservation, noise

regulations, and aquifer and flood plain regulations. The debate on jurisdiction is on going for some controls. The County wants to come to a consensus before offering guidance to towns on employing these controls. S. Fickbohm and F. Loomis are on the legislative liaison committee. S. Fickbohm will attend the upcoming IGA committee meeting on January 20th to present the proposed changes in the by-laws which requires a resolution before the County Board for adoption. The County Board Chairman has requested the Planning Department begin exploring ideas for shared services and efficiencies by partnering with neighboring counties.

11. Next month's meeting is the annual meeting of the County Planning Board, at which time new officers will be elected. Terry Bliss reminded the board that the nominating committee should present nominations for the planning board's officers at the February meeting. The meeting adjourned at 7:53 pm. The next meeting is scheduled for February 14th 2011.

Respectfully submitted,

Psalm Wyckoff
Planner

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