

## Germantown Planning Board Minutes

June 27, 2019

Members in attendance: Acting Chairman Tim Otty, Kerrie Abela, Chris Brown, Jen Crawford, Peter Dedrick, and George Sharpe.

Meeting was opened at 7:00p.m.

Pledge of Allegiance

Minutes of May 30, 2019 were reviewed and on a motion by Kerrie, seconded by Peter, were accepted as written.

### New Business:

Pierce Lot Line Adjustment: Mr. Pierce presented to the board his application for a Lot Line Adjustment of his property located at 162 Hilltop Road, Germantown. Mr. Pierce stated that both lots are non-conforming and that he is hoping to make the boundaries of the property more favorable, and equalize the frontage of the property. New maps were prepared with the proper label of "Lot Line Adjustment" added as requested by the board previously.

Acting Chairman Otty referred the board to Page 15 of the Zoning and Subdivision Law for review of dimensional standards and indicated that lots would still be non-conforming, in addition the acreage description on map is questioned as it does not match the application. Mr. Pierce stated that he would follow the acreage of Mr. Massaro, who prepared the maps. Acting Chairman Otty adjusted the application to match the acreage of the maps so that Tax Map Parcel 159-1-19 reads 1.115 acres.

Motion is made by Jen Crawford to declare the application as complete and the board as Lead Agency, second by Peter, with all in favor and none opposed.

After review of the completed application, the Board determined this application to be a Type II Action with no SEAF or Public Hearing required. The board determined that a fence located on the Southerly parcel may be in violation, and recommend that Mr. Pierce could ask his neighbor for a letter stating the approval of the fence at the location shown, and that a condition will be listed on the final Notice of Action for referral to the Code Enforcement Officer.

Motion to Approve the Lot Line Adjustment, with Condition of referral to the Code Enforcement Officer is made by George, seconded by Kerrie, with all in favor and none opposed.

Maps were stamped, returned to the applicant with filing instructions, filed with the Town Assessor and applicant file.

Notice of Action was completed, and will be verified by the Town Clerk and filed accordingly with the CCPB, Town Clerk, CEO and applicant.

Old Business:

The board determined that in regards to SEQR, a call to the Town Attorney is suggested and that they will continue to follow NYS Guidelines and Attorney recommendations.

Continued review of checklists and flow charts was conducted and the board determined more review of other municipalities is favored and will continue their review at next meeting.

New Business:

Member Sharpe requested that in addition to receiving an email copy of the Draft Minutes, one be prepared and filed in each member's mail.

Acting Chairman Otty, stated that he spoke to CEO Sam Harkins, who requested that a binder be created to contain all Notice of Actions. Secretary DelPozzo stated that Notice of Actions are on file and will now change to this request of the CEO.

Motion is made by Peter to adjourn meeting at 8:35 p.m., seconded by Kerrie, with all in favor and none opposed.

Jami L. DelPozzo- Planning and Zoning Secretary