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Town of Campbell Planning Board Minutes for Meeting of

April 18, 2018 at 6:00 p.m. At the Campbell Town Hall
8529 Main Street, Campbell, New York

PRESENT: Board Members: Chairman Terry Brethen, Jeffrey Allen, Donald L. Markell and Alt. Member: Stanley Manning and Planning Board Secretaries: Sandra M. Austin and Michelle Seeley

ABSENT: Denice Thompson and Linda K. Baird.

GUESTS: Bruce and Karen Gerow, Gary Brown, Joe Seeley, Ashley and Shawn Knowles, Mary Alice Little, Hannah Waschezyn and Jason Smith.

Call to Order/ Prior Minutes.

The meeting was called to order at 6 p.m. by Chairman Brethen. The Board noted the prior minutes of March 28, 2018. A motion was made by Allen and seconded by Manning to accept the said minutes as presented. The motion passed unanimously.

Application #2018-04 of Bruce and Karen Gerow for subdivision of a 247.35-acre parcel at 5547 Meads Creek Road in the Ag Zone.

The first Application before the Board was #2018-04 of Bruce and Karen Gerow for a two-lot subdivision. It was noted that a Public Hearing notice was printed in The Leader on April 11, 2018 regarding said Subdivision Application, and posted on the Town Clerk's sign board and on the Town's website.

PUBLIC HEARING: At 6:02 p.m. Chairman Brethen declared the public hearing open with regard to the said Gerow application. Bruce Gerow explained the plan and spoke in favor of the applications. They are dividing off the house from the acreage. There was no one else who wished to speak for or against the application, and the public hearing was declared closed at 6:04 p.m.

SEQR: With regard to SEQR, the Board classified this as an unlisted action; and proceeded to go through Parts 1 and 2 of the EAF resulting is a finding of a negative declaration of environmental significance;

A motion was offered by Markell as follows: Regarding the Application 2018-04 of Bruce and Karen Gerow, that the Planning Board classifies this as an unlisted action and declares itself lead agency; the Planning Board having reviewed the EAF hereby makes and properly files a negative declaration of environmental significance; that the Planning Board declares the application complete; and having held a public hearing with no comment, the Planning Board further approves the plat as final and authorizes the Chairman to sign the plat. Applicant is advised that the approval expires if the plat is not filed with the County Clerk within 62 days of signature by the Chairman. The motion was seconded by Manning and passed with a unanimous vote. Chairman Brethen then signed the maps and gave applicant 3 signed maps, and kept 2 for the Town.

Application #2018-05 of Lewis Ernest Coates for subdivision.

The next item for review was Application #2018-05 of Lewis Ernest Coates for subdivision of a 119.148-acre parcel at 4844 McNutt Run Road in the Part R-1 and Part Ag Zone. It was brought before the Board and discussed with Gary Brown on behalf of the applicant. For this application, it was noted that a Public Hearing notice was printed in The Leader on April 11, 2018, and posted on the Town Clerk's sign board and on the Town's website.

PUBLIC HEARING: At 6:15 p.m. Chairman Brethen declared the public hearing open with regard to application #2018-05 of Lewis Ernest Coates. Gary Brown explained the plan and spoke in favor of the applications. There was no one else who wished to speak for or against the application, and the public hearing was declared closed at 6:17 p.m.

SEQR: It was noted that we had previously done a SEQR review for this parcel under application # 2016-10 which resulted in a negative declaration of environmental significance. No further SEQR review is necessary at this time.

POINTS OF DISCUSSION: This application involves Tax Map # 243.00-01-018.100 and Tax Map # 243.00-01-018.200 which we should ask to have appended back together and then when this map is filed it would be the new subdivision showing 1 lot as the house with 2 acres and the other lot, remaining acreage.

APPROVAL: A motion was offered by Allen as follows: Regarding the Application # 2018-05 of Lewis Ernest Coates, that the Planning Board declares the application complete; and having held a public hearing with no comment, the Planning Board further approves the plat as final and authorizes the Chairman to sign the plat. Applicant is advised that the approval expires if the plat is not filed with the County Clerk within 62 days of signature by the Chairman. The motion was seconded by Manning and passed with a unanimous vote. Chairman Brethen then signed the maps and gave applicant 3 signed maps, and kept 2 for the Town.

Application #2018-06 of Shawn R. and Ashley L. Knowles for floodplain development permit for construction of an addition of 24' x 30' and a 12' x 24' porch on the back of existing house at 5204 County Route 125.

Discussion was had with applicants regarding Application # 2018-06 of Shawn R. and Ashley L. Knowles for floodplain development permit construct a 12' x 24' porch and 24' x 30' addition on the back of the existing house.

For SEQR, this application was determined to be a ministerial action requiring no further action regarding SEQR. The Board went through SEQR anyways, ending with a negative declaration for the file.

POINTS OF DISCUSSION: Property is in the floodway. The proposed construction is located between the existing garage and existing house. It was noted that the regulation allows for an addition to be constructed in the confluence of an existing structure and must stay within the boundaries of the existing structures there. If any of the construction takes place outside of the existing structure boundaries, then a hydrological study would have to be done to show no rise in flood waters to the neighboring properties. It appears that construction is feasible at 2 feet above BFE.

There appears to be a typo on the elevation certificate which says the ground elevation is 1929 where it should be 1029.

APPROVAL: Following brief discussion with applicants and contractor, a motion was made by Markell and seconded by Allen to approve the Knowles flood plain permit application # 2018-06 with stipulations as follows: they will need to get the elevation certificate corrected and get the building permit from the Building Inspector for the 24' x 30' addition and 12' x 24' porch with the final elevation of the finished floor to be 1032.1'. The motion passed unanimously.

Other Business. - Training Materials.

It was noted that there were some training materials in this month's packet regarding ethical conduct for members of the Town's different Boards and also a copy of the Town's Code of Ethics. Also some of the members had attended training at the CCC conference.

Planning Board Procedures.

Jeff Allen noted that he had attended some recent Town Board meetings and felt that the Planning Board should follow their format with the pledge of allegiance and have a more formal-type way of adopting motions with individual votes taken and name tags so that people know who the Board members are.

A motion was then made by Allen and seconded by Brethen to adopt a more formal procedural format as described above. The motion passed unanimously.

Adjournment.

There being no further business before the Board, the meeting was upon motion, adjourned at 6:45 p.m.

Respectfully submitted,



Sandra M. Austin, Secretary to
Town of Campbell Planning Board

DATED: April 23, 2018.