

**TOWN OF FORESTPORT
PLANNING BOARD MEETING MINUTES**

**FORESTPORT TOWN HALL
WOODHULL ST.
FORESTPORT, NY**

**November 14, 2017
6:30 P.M.**

**TOWN OF FORESTPORT
PLANNING BOARD MEETING MINUTES
FORESTPORT TOWN HALL
November 14, 2017 @ 6:30 PM**

MEMBERS PRESENT

Paul Rejman – Chairman
Gerry Ritter – Co-Chairwoman
Adam Daktor

ABSENT

Mary Rieth
Ginger Swasey

Bonnie LeBuis- Secretary

CALL TO ORDER:

The meeting was called to order at 6:30 pm by Chairman Rejman

PLEDGE OF ALLEGIANCE:

Recited.

REVIEW AND APPROVE MINUTES:

A motion was made by Co-Chairwoman Ritter and seconded by Member Daktor to accept and approve the October 10, 2017 regular meeting minutes as filed.

Roll call vote

Chairman Rejman- yes
Co-Chairwoman Ritter – yes
Member Rieth- absent
Member Daktor - yes
Member Swasey- absent

SUBDIVISION/PARCEL LINE ADJUSTMENTS:

A. Reid Eberley – Tax #49-000-2-2 (2 lot subdivision), River Road

The survey maps for the property were sent into the office ahead of the board meeting and no one was present to respond to any questions. The maps were confusing compared to what was previously verbally presented to the board. The surveyor, Mr. Schnell, will be contacted by the Chairman Rejman for clarification and possible need for new maps to be drawn.

A motion was made by Co-Chairwoman Ritter and seconded Member Daktor to table item to next month's meeting, December 12, 2017, pending the clarification of the survey maps.

Roll call vote

Chairman Rejman – yes

Co-Chairwoman Ritter- yes

Member Rieth- absent

Member Daktor - yes

Member Swasey- absent

OLD BUSINESS:

1). Decision was made to add the mandatory tax search certificate to the subdivision procedure and have the proof of tax search certificate presented when their final maps are presented.

2). The board approved the option to have the Co-Chairperson stamp and signed approved survey maps, in the absence of the Chairman.

3). More discussion took place regarding the waiver option in our subdivision law. Phil Street, the Director of Planning for the NYS Tug Hill Commission was present to help answer questions and give his knowledge on this procedure and discussed the need for the creation of a subdivision procedures waiver application.

4). Wording for a simple subdivision as stated in the subdivision law was discussed as needing possible clarification or removal.

Item #1 and Item #2 will be sent to the town board by Chairman Rejman for approval and a public hearing to make the changes. Item #3 and Item #4 will be removed from agenda and revisited at a later time.

A motion was made by Member Daktor and seconded by Co-Chairwoman Ritter to send Item #1 and Item #2 to the Town Board for a public hearing and remove other items from the agenda.

Roll call vote

Chairman Rejman – yes
Co-Chairwoman Ritter- yes
Member Rieth- absent
Member Daktor - yes
Member Swasey- absent

Code Officer Lance Hoffert presented the board with the NYS mandatory Truss Identification Markers Law and the required \$50 fee information. A sticker is required to be visible on all residence, for first responders to be able to identify that the building contains trusses. The planning board sent their recommendation to the Town Board and a public hearing.

A motion was made to table item until a future meeting, pending the outcome of the public hearing.

Roll call vote

Chairman Rejman – yes
Co-Chairwoman Ritter- yes
Member Rieth- absent
Member Daktor - yes
Member Swasey- absent

NEW BUSINESS:

Daniel Abrial - #5001-1-26 presented plans for a garage building permit that did not meet the setback requirements and a letter of recommendation was given to Mr. Abrial to take to the town board for a variance.

A motion was made by Co-Chairwoman Ritter and seconded by Member Daktor for recommendation for a variance from the town board.

Roll call vote
Chairman Rejman – yes
Co-Chairwoman Ritter- yes
Member Rieth- absent
Member Daktor - yes
Member Swasey- absent

Open Discussion:

- Co-Chairwoman Ritter and Secretary LeBuis attended the GIS (Geographic Information System) Workshop on October 26, 2017, at the Deerfield Town Hall.
- Chairman Rejman attended a class on Stormwater Regulation for Local Boards on Nov. 2, 2017 and presented his completion of training certificate for 3 hours.
- Chairman Rejman also received a certificate of completion for a 1 hour webinar on Exploring Standards of Ethical Conduct for Members of Planning Boards and Zoning Boards of Appeals.

The next regularly scheduled Planning Board meeting is **Tuesday, December 12, 2017** at the Forestport Town Hall at 6:30 pm.

ADJOURNMENT:

A motion was made by Co-Chairwoman Ritter and seconded by Member Daktor to adjourn the meeting.

*** Roll call vote***
Co-Chairman Rejman- yes
Co-Chairwoman Ritter - yes
Member Rieth- absent
Member Daktor - yes
Member Swasey- absent

There being no further business, the meeting was adjourned by Chairman Rejman at 7:35 P.M.

Respectfully submitted,

Bonnie LeBuis
Planning Board Secretary