



Planning Board Minutes 5/13/2024 Draft

Members Present: Barbara Olsen Pascale, Chairperson, John Avenia, Suzanne Werner, Dan McKinsky Kyle McGraw.

Danielle Camacho, Planning Board Secretary, recorded the minutes.

Others attending: Gretchen Stevens, ?

Called to Order: 7:06 pm

Chair Comments: Will finalize minutes of past 4 months of meetings due to not having a secretary.

First order of Business

Minor Subdivision

**Applicant: Dan Russell on behalf of Avenel Real Estate
2653 SR 23 (Main St) Tax Map ID#:145.4-1-22,**

The applicant seeks to subdivide existing lot (3.992 acres) into two parcels of 1.281 and 2.711 acres.

Mr. White currently has no plans to develop the lot. He is currently trying to sell the home on the lot. There was conversation as to whether or not the 11-foot driveway meets the fire code which requires 500 feet and a 12 foot pull off for emergency access. Dan mentioned that there is a wording he can submit to support no building permit being issued without septic approval from CCDH. Barbara said she would contact Ken Dow regarding driveway size per unit. Barbara set a motion to schedule a public hearing for next month. Once a vote takes place. A decision can be made about the subdivision. Checks can be submitted once approved. Application was given to the planning board secretary.

Lot Line Adjustment

**Applicant: Dan Russell on behalf of John & Josephine Harvey
10 Collins St, 2945 and 2951 SR23 Tax Map ID#: 146.-1-43, 44 and 45**

Applicant seeks to move common boundary between 10 Collins Street and 2951 Route 23 about 40 feet.

Outcome: Approved

Application and checks for \$160 and \$100 were submitted by Dan Russell.

Comments: Barbara asked Gretchen if she would like to speak. Shona? a member of the public asked who Gretchen was and why she was involved in the town meetings. Barbara explained that Gretchen is a 15-year member of the Citizens Advisory Committee. She added that the planning board does listen to the CAC. Shona? Voiced that she is considering building another home in Hillsdale and she attended this meeting to get a vibe check of the current planning board. Barbara emphasized that it is the job of the Planning board to follow the code specifically property in forestry. Barbara is going to draft a letter to the Town Board stating that the Planning Board concurs with a Comprehensive Plan review. The board should tell the planning board what role it wants it to play. Suzanne voiced submitting the letter as soon as possible, so we can apply for grants.

Enforcement actions were discussed. John proposed that there be a plan for marking dead trees and that fines and moratoriums be put in place. Suzanne noted that a plan should be set forth to notify citizens that fines and moratoriums are being put in place. A new form of enforcement should be done fairly and consistently. Lee might be the one to enforce it. Mark might know if enforcement occurred in the past. We will speak to the attorney regarding enforcement and the Avenel real estate subdivision. John will address Lee about steep slope concerns.

Barbara motioned to adjourn at 8:34pm.