

**Town of Charlton  
Planning Board Workshop Minutes  
758 Charlton Road  
Charlton, New York 12019**

Chairman Jay Wilkinson began the workshop at 7 PM at the Charlton Town Hall.

Present: Jay Wilkinson, Chairman, John Kadlecek, Connie Wood, Dawn Szurek, Marilyn Phillips, Chris Mitchell, Richard Potts, Alternate, Joe Grasso, Town Board Liaison, and Susan York, Planning Board Clerk.

Mr. Wilkinson informed those present that the Heflin/Durst final plans have recently been signed and returned.

Other items of interest were discussed.

Mr. Wilkinson said that there were 2 main reasons for the workshop.

- 1) One purpose of the workshop was to discuss how Mr. Wilkinson and Mrs. York review a subdivision application. Mr. Wilkinson distributed copies of a blank and a completed version of the checklist that he uses.
- 2) The second purpose of the workshop was to discuss the proposed changes to the Zoning Ordinance. Mr. Grasso informed the group that he is serving as liaison to the Planning Board until year end, replacing Mrs. Verola. Mr. Grasso also said that there have been three drafts of the revised Zoning Ordinance, placed on the website, and that the latest is dated 03/31/15. Also, it was ZORC that drafted the proposed changes to the Zoning Ordinance, and that the Town Board added the two appendices to address cell towers and solar arrays.

Respectfully Submitted,

Susan York  
Acting Recording Secretary