

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

Minutes of the Planning Board Meeting –April 20, 2015

Chairman Jay Wilkinson called the meeting to order at 7:07 p.m. at the Charlton Town Hall.

Present: Jay Wilkinson, Chairman, John Kadlecek, Connie Wood, Dawn Szurek, Marilyn Phillips, Bruce Gardner and Susan York, Planning Board Clerk. Chris Mitchell joined the meeting at 7:26 p.m.

AGENDA MEETING

Mr. Wilkinson stated that there is a quorum.

Minutes

Mr. Wilkinson stated that the draft of the February 16, 2015 meeting minutes needed to be approved. Mr. Wilkinson stated that Mrs. York has previously provided comments. No other comments were provided. Mr. Wilkinson stated that the Board could vote on the minutes during the Business Meeting.

Public Hearings

None.

Subdivision and Lot Line Change Applications

Heflin/Durst (255.-1-40.1, 41, 43.1, 43.2, 43.3)

Mr. Wilkinson stated that the Board needs to address the extension for Pine Hollow a/k/a Heflin/Durst. Mr. Wilkinson stated that the Board received a letter from Scott Lansing dated April 10, 2015 requesting a 90 day extension. Mr. Wilkinson stated that the park fees still need to be funded.

Mr. Wilkinson stated that Mr. Lansing sent the revised plans to Mr. McNamara for review. Mr. Wilkinson stated that Mr. McNamara has reviewed the plans. Mr. Wilkinson stated that Mr. McNamara has stated that all of the conditions that the Planning Board requested at the November, 2013 meeting have been incorporated and nothing is outstanding.

Mr. Wilkinson stated that the Letter of Credit needs to be worked out. Mr. Wilkinson stated that a draft has been drafted by Mr. McNamara and has been forwarded to Mr. Keniry and

the Board for review. Mr. Wilkinson stated that the Department of Health has signed the plans. Mr. Wilkinson stated that Doug Flynn has the plans and will be dropping them off. Mr. Wilkinson stated that he advised Mr. Flynn that the plans cannot be signed until the escrow account has been funded and the park fees have been paid.

Mr. Wilkinson stated that the date on the letter requesting the extension is incorrect. Mr. Wilkinson stated that he will request the letter be revised with the correct date.

The Board reviewed the 9 conditions from the original conditional approval of Pine Hollow approved November 13, 2013.

Mr. Wilkinson stated that Mr. McNamara stated that all things will fall into place once they get going after the plans are signed.

Mr. Wilkinson stated that the Board will have to put a motion on the table to extend.

Pre-application Conferences

None.

Zoning Report

Mr. Wilkinson stated that the Board has received the reports for review.

Correspondence.

The Planning Board members who attended the Town Board Public Hearing for the proposed Zoning changes will brief the Board on the general discussions of the meeting.

Town Board Liaison

Mrs. Verola was not present.

Mr. Wilkinson made a motion to close the Agenda meeting, seconded by Mrs. Wood. All were in favor. Agenda meeting closed at 7:30 p.m.

BUSINESS MEETING

Opened at 7:30 p.m. with the Pledge of Allegiance.

Minutes

Mr. Wilkinson made a motion to approve the draft of the February 16, 2015 meeting minutes with changes incorporated. Mr. Kadlec seconded the motion. All were in favor.

SUBDIVISION AND LOT LINE CHANGE APPLICATIONS

Heflin/Durst (255.-1-40.1, 41, 43.1, 43.2, 43.3)

Mr. Wilkinson stated that the applicant's representative, Lansing Engineering has written the Board requesting an additional 90 day extension on the conditional approval granted for the Heflin/Durst subdivision on the west side of Swaggertown Road across from Crooked Street. Mr. Wilkinson stated that the town engineer has reviewed the most recent plans that have been signed by the NYS Department of Health and given his okay to sign them in an email when the letter of credit for subdivision, road and stormwater management has been approved and Park fees for all 23 new homes has been paid.

Ms. Phillips made the motion that the Planning Board approve the requested 90 day extension for the Heflin/Durst subdivision on the west side of Swaggertown Road across from Crooked Street, known as Pine Hollow. Mrs. Wood seconded the motion. All were in favor.

PRE-APPLICATION CONFERENCE

None.

ZONING REPORT

The Board reviewed the report.

CORRESPONDENCE

The Planning Board members who attended the Town Board Public Hearing for the proposed Zoning changes briefed the Board on the general discussions of the meeting.

TOWN BOARD LIAISON

Mrs. Verola was not present.

Mr. Wilkinson made a motion to adjourn the meeting. Mr. Kadlecsek seconded the motion. All were in favor.

The meeting was adjourned at 8:15 p.m.

Respectfully Submitted,

Kimberly A. Caron
Recording Secretary