

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

Minutes of Planning Board Meeting – October 19, 2009

Chairman Jay Wilkinson called the meeting to order at 7:05 p.m. at the Charlton Town Hall.

Present: Jay Wilkinson, Chairman, John Kadlecsek, Mark Hodgkins, Mike Armer, Chris Mitchell, Tracy Bullett, Esq. representing William Keniry, Planning Board Attorney, and Susan York, Planning Board Clerk and Acting Recording Secretary. Connie Wood and Dawn Szurek joined the meeting at 7:12 p.m.

AGENDA MEETING:

Mr. Wilkinson stated that there is a quorum.

Mr. Wilkinson stated that there would be a short agenda, but he called for an October meeting of the Planning Board because there had been no September meeting.

Minutes

Mr. Wilkinson stated that the draft of the August meeting minutes needed to be approved. Mr. Wilkinson stated that Mrs. York had provided comments. Mr. Kadlecsek, Mr. Wilkinson, Mr. Hodgkins and Ms. Bullett provided additional comments and clarifications to the minutes. After discussion by the Planning Board, Mr. Wilkinson stated that the revised minutes could be approved in the business meeting.

Public Hearings

Mr. Wilkinson stated that there would not be any Public Hearings.

Subdivision Applications

Mr. Wilkinson stated that there were no new applications on the agenda. The Muscanell application has been received too late for the October agenda.

Lot Line Change

Mr. Wilkinson stated that there were no lot line changes to discuss.

Zoning Administrator Report

Mr. Wilkinson noted that Mr. LaFountain was not present to provide his reports.

Town Board Liaison

Mr. Wilkinson noted that Mrs. Verola was not present.

Correspondence

Mr. Wilkinson stated there are two training opportunities on the agenda. There is a Zoning and Planning Breakfast briefing on October 22, 2009, sponsored by Bond, Schoeneck, and King, PLLC. There has also been a notice received from the County Planning Board to save the date of January 25, 2010 for the annual Saratoga County Planning and Zoning Conference.

Mrs. Wood stated that she had gone online to review the October 22nd conference and noted that the content is the same as that which was presented at last fall's conference.

Ms. Szurek commented that Board members don't know what courses are still needed for credits, or what courses to pick from those offered at the training to achieve certification.

Mrs. Wood asked Mrs. York to contact Ms. O'Neill at County Planning and ask her to provide this information for Planning Board members.

Old Business

Mr. Wilkinson stated that there was one more thing to discuss. The Heflin/Durst application was started in 2005 and was placed on hold in 2006. New maps were provided in 2007 and the applicant was asked to provide additional information. Mr. Wilkinson stated that the last formal discussion was at the January 21, 2008 meeting. Mr. Wilkinson read from page 6 of the subdivision application instructions and asked, can the Planning Board declare this application closed?

The Planning Board received legal council.

Mr. Wilkinson made the motion to close the agenda meeting, seconded by Mr. Hodgkins. The agenda meeting was closed at 7:30 p.m.

BUSINESS MEETING

Opened at 7:42 p.m. with the Pledge of Allegiance.

Minutes

Mr. Wilkinson made the motion to approve the draft of the August 17, 2009 minutes with changes incorporated. Mr. Hodgkins seconded the motion. All were in favor.

Public Hearings

None.

Subdivision Applications

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

Mr. Wilkinson asked Ms. Bullett, Esq. that, since there has been no activity on this application since the January 21, 2008 meeting, would she please draft a letter to the applicants requesting their plans to proceed with the project. The Planning Board requires a project update and answers to questions asked regarding wetland delineation and perk tests for the proposed subdivision application to remain active. A response by November 2, 2009, two weeks prior to the November 16th meeting will be required, otherwise their application will be closed.

Zoning Administrator Report

None

Correspondence

Two training opportunities were previously discussed in the agenda meeting.

Town Board Liaison

No report.

Other

Mr. Wilkinson stated that the Muscanell application, received too late for October, would be on the November agenda. Mr. Kadlecek expressed an interest in walking the property and Mr. Wilkinson said that he would call Mr. Muscanell to make the arrangements.

Mrs. York listed other possible applicants who might request pre-application conferences at the November meeting.

Mr. Hodgkins asked Mrs. York to bring the tax maps to the November meeting.

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

The meeting was adjourned at 8:00 p.m.

Respectfully Submitted,
Susan York
Acting Recording Secretary