

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

Minutes of the Planning Board Meeting –July 18, 2016

Chairman Jay Wilkinson called the meeting to order at 7:08 p.m. at the Charlton Town Hall.

Present: Jay Wilkinson, Chairman, Connie Wood, Marilyn Phillips, Dawn Szurek, Bruce Gardner, Chris Mitchell, Jonathan Riedinger, Bill Keniry, Esq., Planning Board Attorney, Susan York, Planning Board Clerk and Kim Caron, Recording Secretary.

**AGENDA MEETING**

Mr. Wilkinson stated that there is a quorum.

Minutes

Mr. Wilkinson stated that the draft of the June 20, 2016 meeting minutes needed to be approved. Mrs. York has previously provided comments. Mr. Wilkinson, Mr. Keniry and Ms. Phillips 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.

Lot Line Change Application

Hodgkins and Hodgkins (246.-1-63 & 246.-1-62.1)

Mr. Wilkinson stated that Mark Hodgkins has submitted an application for a lot line adjustment between his property located at 912 Charlton Road and vacant land property owned by his brother, Bruce Hodgkins and himself located at 920 Charlton Road. Mr. Wilkinson stated that the proposal is to increase the land at 912 Charlton Road from 3 acres to 20 acres and reduce the vacant land parcel to 51 acres. Mr. Wilkinson stated that the existing driveway to 912 Charlton Road will be realigned to be entirely on the newly created 20 acre parcel.

Subdivision Applications

Palmer/Wood (247.-1-78)

Mr. Wilkinson stated that at the last meeting Mr. Wood presented the Board with a sketch plan for a proposed subdivision of Shirley Palmer's land that he intends to purchase from Shirley. Mr. Wilkinson stated that the proposal is to subdivide the 71± acre parcel located on the south side of Charlton Road. Mr. Wilkinson stated that Lot 1 will be an 8.75± parcel that will consist the existing house and outbuildings. Mr. Wilkinson stated that the remaining 62± acres will be purchased by Mr. Wood for continued agricultural uses.

Pre-application Conferences

None.

Zoning Report

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

Correspondence.

Mr. Wilkinson stated that the Board has received a letter from Ron Serapillio regarding the proposed Maloney Banquet Hall. Mr. Wilkinson provided a copy for the Board to review.

Town Board Liaison

Mr. Grasso 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 7:20 p.m.

**BUSINESS MEETING**

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

**Minutes**

Mrs. Wood made a motion to approve the draft of the June 20, 2016 meeting minutes with changes incorporated. Ms. Phillips seconded the motion. All were in favor. Mr. Gardner abstained from the vote.

**PUBLIC HEARINGS**

None.

**LOT LINE CHANGE APPLICATION**

**Hodgkins & Hodgkins (246.-1-63 and 246.-1.-62.1)**

Duane Rabideau appeared before the Board.

Mr. Rabideau stated that the proposal is to increase the acreage of 912 Charlton Road, owned by Mark Hodgkins, from 3 acres to 20 acres using vacant land at 920 Charlton Road that is jointly owned by Mark Hodgkins and Bruce Hodgkins. Mr. Rabideau stated that 912 Charlton Road will become 20 acres with the existing house and improvements. Mr. Rabideau stated that the vacant land parcel will decrease to 51 acres. Mr. Rabideau stated that the driveway for 912 Charlton Road will now be entirely located on that parcel. Mr. Rabideau stated that they will obtain the necessary permits for realigning the driveway.

Ms. Szurek inquired if there was a house located on the farmland.

Mr. Rabideau showed the parcel on the drawing.

Ms. Szurek inquired where the pond was located on the vacant parcel.

Mr. Rabideau stated that the location of the pond is off the drawing.

Ms. Szurek asked for clarification of the lot lines.

Mr. Rabideau showed on the drawing the location of Bruce Hodgkins parcel which is a different parcel owned entirely by him.

Mr. Rabideau provided aerial photos of the properties.

Ms. Szurek inquired if the existing driveway for 912 Charlton Road crosses several tax parcels.

Mr. Rabideau stated that the existing driveway does but the lot line change puts it entirely on the newly created 20 acre parcel.

The Board asked for further clarification of the driveway.

Mr. Rabideau stated that the driveway to 912 Charlton Road will be entirely on the newly created 20 acre parcel.

Mr. Gardner inquired what the frontage was.

Mr. Rabideau stated approximately 630 feet.

Mr. Wilkinson stated that there are some issues with the application. Mr. Wilkinson stated that the narrative is missing Deborah Hodgkins name and the acreage amount is wrong. Mr. Wilkinson asked that it be corrected and resubmitted.

Mr. Wilkinson stated that clarification is required of the total acreage of the vacant land parcel before the lot line change. Mr. Wilkinson stated that it is listed as 74 acres in some places and 71 acres in other places.

Mr. Rabideau stated that it is a typo and can be corrected.

Mr. Wilkinson stated that since Deborah Hodgkins is an owner of the property located at 912 Charlton Road, an affidavit from her is also required. Mr. Wilkinson stated that the site location map needs to be added to the drawings. Mr. Wilkinson stated that page 12 of the subdivision regulations requires that all tax id numbers of the surrounding parcels needs to be on the drawing. Mr. Wilkinson stated that the missing tax id numbers need to be added to the drawings. Mr. Wilkinson stated that the drawings are also missing the standard curb cut note, the septic note and the well note. Mr. Wilkinson stated that the engineering stamp and signature are also missing from the drawing. Mr. Wilkinson stated that the acreage amount of the vacant land parcel also needs to be corrected.

Ms. Phillips made the motion to declare the Planning Board as lead agency for the purposes of SEQRA and that the action is an unlisted action with a negative impact declaration relative to SEQRA. Mr. Mitchell seconded the motion. All were in favor.

Ms. Szurek made the motion to waive the Public Hearing, application and park fees and engineering review for the Hodgkins lot line change. Mrs. Wood seconded the motion. All were in favor.

Mr. Wilkinson stated that the application needs to be forwarded to the Saratoga County Planning Board for their recommendations. Mr. Wilkinson stated that the Board needs their comments before the application can proceed.

## **SUBDIVISION APPLICATION**

### **Palmer/Wood (247.-1-78)**

Mrs. Wood recused herself and exited the building.

Mr. Rabideau appeared before the Board.

Ms. Phillips acknowledged that she rents her land to Dave Wood.

Ms. Szurek acknowledged that she rents her land to Dave Wood.

Mr. Rabideau stated that the request is for a two lot subdivision of Shirley Palmer's lands located at 499 Charlton Road on the southerly side against the westerly line of the Town of Ballston. Mr. Rabideau stated that the proposal is to subdivide off an 8.7 acre parcel out of the 71 acre farm. Mr. Rabideau stated that the approximate 9 acre parcel will encompass Shirley's existing house and improvements and the remaining 62 acre farmland will be sold to Dave Wood.

Ms. Szurek inquired if the newly created 62 acre parcel will have its own access.

Mr. Rabideau stated yes.

Ms. Phillips stated that the drawing does not have dimensions or a north arrow. Ms. Phillips stated that she would like to see the setback from the existing pond.

Mr. Rabideau stated that he will add the site location map to the drawing and the tax id numbers of the surrounding parcels.

Mr. Wilkinson stated that the drawing needs a north arrow added, a revision block added, standard well note added and the engineering stamp and signature added.

Mr. Wilkinson stated that in 2008 there was a lot line change on the property that also needs to be listed on the application. Mr. Wilkinson asked that page 1 of the application be changed to reflect the information from that lot line change.

Ms. Szurek inquired about a perk test since it is AG lands.

Mr. Wilkinson stated that the perk test is no longer required in the Zoning Ordinance.

Mr. Keniry asked that the linear feet setback for the pond be shown.

Ms. Phillips made the motion to declare the Planning Board as lead agency for the purposes of SEQRA and that the action is an unlisted action with a negative impact declaration relative to SEQRA. Mr. Gardner seconded the motion. All were in favor.

Mr. Wilkinson made the motion to schedule the Public Hearing for August 15, 2016 at 7:30 p.m. Mr. Mitchell seconded the motion. All were in favor.

Mr. Wilkinson stated that the application needs to be forwarded to the Saratoga County Planning Board for their recommendations. Mr. Wilkinson stated that the Board needs their comments before the application can proceed. Mr. Wilkinson stated that the application will be forwarded to Mr. McNamara for engineering review.

**PRE-APPLICATION CONFERENCE**

None.

**ZONING REPORT**

The Board reviewed the report.

**CORRESPONDENCE**

Addressed in agenda meeting.

**TOWN BOARD LIAISON**

Mr. Grasso was not present.

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

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

Respectfully Submitted,

Kimberly A. Caron  
Recording Secretary