



Schoharie County Planning Commission

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Denise Lloyd
Chair

April 1, 2024

APPLICANT	MUNICIPALITY	REFERRING AGENCY	APPLICATION TYPE
<i>Tillapaugh</i>	<i>Town of Carlisle</i>	<i>Planning Board</i>	<i>2-Lot Subdivision</i>
<i>Risse</i>	<i>Village of Middleburgh</i>	<i>Joint Planning Board</i>	<i>12-Lot Subdivision</i>

Items italicized were deemed local concerns or other business by the Schoharie County Planning & Development Agency

INTRODUCTION:

This document will serve as both the draft minutes for the Schoharie County Planning Commission (CPC) and the *Official Notice of Findings and Decisions* for the applications received by the Schoharie County Planning Commission.

GENERAL PROCEDURES:

The CPC meets once a month to review referred local actions for intermunicipal and countywide impacts. They are separated into two categories, Local Review and Full Board Review.

Local Review: Applications that the Schoharie County Office of Community Development Services has formally decided have little potential intermunicipal or countywide impact according to Local Agreement, Schedule A.

Full Board Review: The CPC will identify intermunicipal or countywide impacts of applications that were not deemed local by the Schoharie County Planning and Development Agency.

LEGAL OBLIGATIONS FOR REFERRING AGENCIES:

Local Actions

If an application has been returned to the referring agency as a Local concern, the only requirement is that the referring agency considers any Commission comments forwarded to them by the CPC. Referring agencies are requested to add any CPC comments into the minutes of the meeting or hearing held for the subject application.

Full Board Review Actions

If the CPC has voted to **disapprove** or **modify** a referred application, then the local board needs a majority plus one vote of their full board to act contrary to that decision. **CPC approvals without modification** require no extraordinary local action. However, in all cases, the referring agency is still required to consider CPC comments as they would for Local applications.

INCOMPLETE APPLICATIONS:

Referrals need to meet the definition of “full statement of such proposed action” in NYS General Municipal Law. The CPC’s determination regarding the completeness of a particular application

is supported by factual findings and is made, whenever practical, after consulting with the submitting official or the chairs of the referring agencies. The CPC will not make a recommendation on an application that they have determined to be incomplete.

NYS General Municipal Law, Article 12-b Section 239-m (c)

REPORTING BACK TO THE CPC:

Report of Final Action- Within thirty (30) days after final action, the referring body shall file a report of the final action it has taken with the Schoharie County Planning and Development Agency. A referring body which acts contrary to a recommendation or modification or disapproval of a proposed action shall set forth the reasons for the contrary action in such report.

NYS General Municipal Law, Article 12-b, Section 239-m, Part 6

Schoharie County Planning Commission Members Attendance April 1, 2024

Town of Broome	Robert Breglio, Jr.	Absent
Town of Cobleskill	Bruce Stacey	Present
Town of Esperance	Raymond Gillis, Sr.	Absent
Town of Schoharie	Kathryn Saddlemire	Present
Town of Middleburgh	Denise Lloyd	Present
Town of Middleburgh	James Buzon	Present
Town of Fulton	Kayleigh Robinson	Present
Town of Fulton	Theodore Werner	Present
Town of Richmondville	Rebecca Leggieri	Absent
Town of Sharon	Ron Ketelsen	Present
Town of Gilboa	Patricia Coleman	Present

Alternate Members

Town of Richmondville	Dolores Benedict	Absent
Town of Schoharie	Ashley Foland	Absent

Names in bold are members that serve on a local Planning Board or ZBA.

County Staff Present: Zachary Thompson - County Planning.

Guests: Michele Stacey, Fred Risse, John Wingfield.

Call to Order: The meeting was called to order at 7:09pm by Denise Lloyd, Chair.

Pledge: Denise Lloyd led the Pledge of Allegiance.

Approval of the February 2024 CPC Minutes: Jim Buzon made a motion to approve the February 2024 meeting minutes as written. A second was provided by Ron Ketelsen and the motion carried 8-0.

1.) Tillapaugh 2-Lot Subdivision (T. Carlisle): The Town of Carlisle planning board referred a proposed 2-lot subdivision located the corner of South Crosby and Bear Swamp roads.

Jim Buzon made a motion that the referral does not have countywide significance. There was a second by Kathryn Saddlemire and the motion carried 8-0.

2.) Valley View Estates 12-Lot Major Subdivision & Site Plan Review (V. Middleburgh):

The Village of Middleburgh legislative board referred a 12-lot major subdivision and site plan review for the development of a PDD at 151 Main Street. The proposal involves the development of two new roads, the creation of a parcel that may be used commercially, and the creation of 11 residential parcels. All development would be connected to municipal water. Purchasers of lots will be responsible for individual septic systems.

Jim Buzon made a motion that the referral has countywide significance due to generating increased traffic on a state route. There was a second by Ted Werner and the motion carried 7-0 with Denise Lloyd recused.

Ron Ketelsen made a motion to recommend approval of the subdivision, as drawn by Steenburgh, P.E. PLLC dated November 10, 2023, with modifications: hours of operation be reduced to 9am to 7pm on Saturdays, Sundays, and holidays and that all NYSDOT recommendations be followed. A second to the motion was provided by Kathryn Saddlemire and the motion carried 7-0 with Denise Lloyd recused.

Jim Buzon made a motion to adjourn the meeting; second by Pat Coleman; motion carried 8-0 at 8:00pm.

Recorded by: Zachary Thompson