

**TOWN OF JACKSON
PLANNING BOARD MEETING
June 6, 2023**

The Town of Jackson Planning Board met on June 6, 2023 at 6:30 pm at the Town of Jackson Town Hall. The following people were in attendance-

Board Members:

- Kelly Donahue
- Erik Vandenberg
- Mark Mahoney
- Irene Headwell
- Tim Thomas

Others Present:

- Dwight McGee
- Kathleen Fraher
- Arthur Matatt
- Michael Morgan
- Sharon Dunn

MINUTES

A **motion** was made by Erik Vandenberg and seconded by Tim Thomas to approve the May 2, 2023 meeting minutes as written. Motion carried in favor 5-0.

DWIGHT MCGEE

Subdivision applicant Dwight McGee and his Attorney Kathleen Fraher were present to clear up some confusion the Board had with Mr. McGee's survey map of his property at 122 Colfax Road (Parcel ID #239.-2-49.1) at the May meeting. Mr. McGee is subdividing a 36.1-acre lot that borders Route 22 to the east and Colfax Road to the west. Ms. Fraher explained that the neighboring property labeled as 'Parcel B' on the survey map is not a part of the current subdivision, but must keep that classification as it was deeded over years ago in a prior subdivision. 'Parcel A' is labeled as such for the same purpose. Board member Mahoney explained that this makes the map confusing as it looks like a major subdivision and the intention of the subdivision is not clear. Ms. Fraher stated that the map shows exactly what property is being subdivided so therefore is the same idea as what the Board is asking for. Board member Mahoney stated that the Board needs to see clear lot designations on the map so that we can easily explain it in the future. He requested that the parcels in question state "formally" Parcel A and B and that the lots of Mr. McGee's subdivided property be labeled on the map as Lot A1, Lot A2, and Remaining Lands. Ms. Fraher and Mr. McGee agreed to come back to the July meeting with the corrected map. The Board agreed that to expedite the subdivision, they could approve the survey map on the contingent that the map is correctly labeled at the time of Mr. McGee's Public Hearing.

A **motion** was made by Mark Mahoney and seconded by Erik VandenBerg to approve the survey map for the subdivision of 122 Colfax Road, survey dated February 20th, 2023 by William A. Wiley, on the contingent that the final map show the 15.41 acres on State Route 22 labeled as ‘Parcel A1’, the .64 acres on Colfax Road labeled as ‘Parcel A2’, and the 19.96-acre parcel in between labeled as ‘Remaining Lands’.

The Board then reviewed the application as well as the Part 1 SEQR and made a few small changes. The Board completed the Part 2 SEQR with Mr. McGee.

A motion was made by Mark Mahoney and seconded by Erik VandenBerg to classify the project and unlisted action.

Motion carried in favor 5-0.

Roll Call:

| | | | |
|-----------------|-----|----------------|-----|
| Erik VandenBerg | Aye | Irene Headwell | Aye |
| Mark Mahoney | Aye | Kelly Donahue | Aye |
| Tim Thomas | Aye | | |

A motion was made by Mark Mahoney and seconded by Erik VandenBerg to give the project a negative declaration.

Motion carried in favor 5-0.

Roll Call:

| | | | |
|-----------------|-----|----------------|-----|
| Erik VandenBerg | Aye | Irene Headwell | Aye |
| Mark Mahoney | Aye | Kelly Donahue | Aye |
| Tim Thomas | Aye | | |

A motion was made by Erik VandenBerg and seconded by Tim Thomas to set the date for the public hearing on the subdivision for Dwight McGee, trustee of the Louise M. Walrath Irrevocable Trust at 122 Colfax Road, to Tuesday, July 11th, 2023 at 6:35 pm.

Motion carried in favor 5-0.

Roll Call:

| | | | |
|-----------------|-----|----------------|-----|
| Erik VandenBerg | Aye | Irene Headwell | Aye |
| Mark Mahoney | Aye | Kelly Donahue | Aye |
| Tim Thomas | Aye | | |

ARTHUR MATATT

A subdivision applicant who had originally applied through the Town in 2022, returned with an updated survey map of a 1-lot subdivision for the Board to review. Arthur Matatt of 82 Plains Road (Parcel ID #248.3-3-18) explained that he and his neighbor, Loretta Barker, wish to move the line to expand Arthur's lot. One side of the lot in question is 100.7 ft., making it over the 100-ft requirement for a BLA. The Board suggested he move the line back to 100 ft. so it can continue as a BLA and save him both time and money. Otherwise, Ms. Barker would have to apply for the subdivision. Board member Vandenberg advised Mr. Matatt to have the surveyor update the map for a BLA. Otherwise, change the map to show lot 1 and remaining lands for a minor subdivision. Mr. Matatt will plan to return to the July meeting with an updated survey map.

MIKE MORGAN

Mike Morgan was present with a survey map to show the Board his plan for a boundary line adjustment of his property on 360 High Road Way (Parcel ID #231.16-4-17) and his neighbor Anne Jennings's property on 358 High Road Way (Parcel ID #231.16-4-15). In 2021, the Board had approved a BLA that Mr. Morgan never followed through with as he now wishes to give a larger piece to her, moving the line to 112 ft. He explained that he wishes to follow this with a BLA for his other property under Allen's Alley Way, LLC. The Board explained that it would be simpler to do one minor subdivision under his LLC for all 3 of the parcels. This would create lot 1, lot 2 and remaining lands. Mr. Morgan agreed to come back to a future meeting with an updated survey map for the subdivision.

SOLAR CHECKLIST

The Board reviewed the solar checklist prepared by the Clerk and all agreed the document looked good. Board member Donahue suggested revising the header to reflect that the checklist is for utility scale solar energy facilities only. The Board had no further comments on the document and requested the Clerk send the checklist to the Town Attorney to confirm all matches up to solar and site plan laws. The Clerk will also ask the Attorney if we should incorporate a Designated Agency form that is specific to site plan, as she noticed we currently only have one for subdivisions.

COMPREHENSIVE PLAN

Board member Donahue advised the Board of a conversation she had with County Planner Pamela Landi earlier in the month about the many possibilities of creating a comprehensive plan. Ms. Landi stated that she could provide a lot of expertise on comp. plans and can assist the Town in finding funding for the project. Comprehensive plans are vital in protecting the Town and can help us to secure grant options. Board member Mahoney suggested we plan a date in the future outside of our regular meeting to explore the draft, as doing several projects in one night can be too much. The Board agreed that creating a 5-10 year plan would be the most realistic for Jackson and would most likely only take the Town a year or two to create. Clerk Dixson and Board member Donahue will touch base with Ms. Landi to see what dates and times work best for her to set up a meeting.

PROJECTOR/TV SCREEN EQUIPMENT UPDATE

Board member VandenBerg wanted to acknowledge Budget Officer Nolan for helping the Planning Board in purchasing all the items needed through Bestbuy. Most equipment items have been set up at Town Hall, with the exception of the screen caster to connect the laptop and the TV. The Clerk is currently working with technical services to work this out.

New Business:

- Board member Headwell will be unable to attend the July 11th regular Planning Board meeting.

A **motion** was made by Irene Headwell and seconded by Tim Thomas to adjourn the meeting at 8:23 pm.

Motion carried in favor 5-0.

Next Meeting: Tuesday, July 11th, 2023 @ 6:30 pm

Adjourned: @ 8:23 pm

Respectfully submitted,

Molly Dixson, Town of Jackson