

**TOWN OF JACKSON**  
**JOINT PLANNING & TOWN BOARD MEETING**  
**September 28, 2016**

The Town of Jackson Planning & Town Boards held a joint meeting on September 28, 2016 at the Town Hall at 7:30 pm with the following members present:

Planning Board Members

Noel Hanf, Chairman  
Doug Gordon  
Irene Headwell  
Mark Mahoney  
Jamie Nolan  
Cheryl Record  
John Tully

Town Board Members

Supervisor Jay Skellie  
Councilman Michael Nolan  
Councilman Travis Rea  
Councilman Edward Rouse  
  
Highway Supt. Sean Carney

Others present:

Sharon Dunn

**SITE PLAN REVIEW DRAFT (SPR)**

The joint meeting convened with Chairman Hanf providing an overview of the general process of the proposed site plan review.

The group discussed several subject areas including:

- Potential costs for an applicant
- Clarifying accessory buildings/garages
- Utilizing existing agencies/resources (i.e. County Code Enforcement, Soil & Water, DEC, etc. for evaluating certain projects
- Site Plan Checklist
- Procedures for appeal process
- Examples of past projects and how SPR would have impacted the project

Overall, the Town Board was very pleased with the progress made on the plan. Chairman Hanf will edit the document and give revisions back to each Board.

The meeting adjourned at 9:16 p.m.

Respectfully submitted,

Tammy Skellie-Gilbert, RMC  
Town Clerk/Planning Board Clerk