

**TOWN OF JACKSON
PLANNING BOARD MEETING
March 6, 2018**

The Town of Jackson Planning Board met on Tuesday, March 6, 2018 at the Town Hall at 7:00 pm for the monthly meeting with the following people in attendance:

Board members:

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

Others present:

- Peter Bell
- Bob & Richard Headwell
- Mike Morgan
- Carol Rich

MINUTES

A **motion** was made by Headwell, seconded by Gordon to approve the February 6th meeting minutes as written. Motion carried in favor, 5-0 with Nolan and Record abstaining.

ROBERT AND IRENE HEADWELL

Bob Headwell was present with a survey map of his property at 96 Dunbar Road where he wishes to subdivide 2.89 acres from his 10.96 acre residential parcel #247.-1-20. The proposed parcel contains the small rental home and current driveway entrance to it. If the subdivision is approved, it would leave their primary residence and barn on a landlocked parcel. Therefore, they will combine the remaining land of 8.08 acres with their adjacent, vacant 8.02 acre parcel #247.-1-20.1 that runs parallel on the north side of the residential parcel. A new driveway has been proposed and approved by the Highway Supt. for parcel 247.-1-20.1 that would provide access to the primary residence.

The Board reviewed Part 1 of the SEQR and completed Part 2.

A **motion** was made by Gordon, seconded by Tully to classify the project an unlisted action. Motion carried in favor 6-0.

Roll Call:

Doug Gordon	Aye	Jamie Nolan	Aye
Noel Hanf	Aye	Cheryl Record	Aye
Mark Mahoney	Aye	John Tully	Aye

A **motion** was made by Gordon, seconded by Tully to give the project a negative declaration. Motion carried in favor 6-0.

Roll Call:

Doug Gordon	Aye	Jamie Nolan	Aye
Noel Hanf	Aye	Cheryl Record	Aye
Mark Mahoney	Aye	John Tully	Aye

Irene Headwell has recused herself from this project since she's a joint owner of both parcels.

A public hearing will be scheduled for Tuesday, April 3, 2018 at 7:00 pm. The Clerk will mail letters to the adjacent property owners.

CAROL RICH

Carol Rich was present with surveyor Peter Bell to present a sketch plan to subdivide 1.38 acres from her 28.5+/- acre parcel #240.-4-7.1. The proposed parcel is located just off the intersection of Dobbin Hill and Shunpike Roads and contains a house and barn. The Board agreed this would be a minor subdivision and didn't identify any concerns. An application, SEQR and fee will be completed before the April meeting.

BOUNDARY LINE ADJUSTMENT PROCEDURES

The Clerk determined that projects designated as boundary line adjustments (BLA) are not consistently combined with adjacent land as required. The Board brainstormed ways to track BLAs once the maps have been stamped. A few suggestions were:

- Be sure there's a note on the Mylar stating that the adjusted land will be combined with a specific parcel ID;
- Update the BLA Checklist to state that the Tax Parcel Combination must be completed;
- Ask the Assessor for a copy or confirmation that a Tax Parcel Combination form has been signed and sent to Washington County Real Property Tax Services (RPTS); and
- Ask RPTS for a confirmation that the Tax Parcel Combination form has been approved.

SITE PLAN REVIEW/ACCESSORY BUILDING DISCUSSION

(continued from February)

Mike Morgan was present again to discuss the topic of accessory buildings vs. the term structures, potential septic challenges on non-buildable lots and the limited of authority the Site Plan Review Law provides the Planning Board. It was explained to Mr. Morgan that Site Plan Review Law doesn't permit the Planning Board to deny a project, but rather to help modify it so that landowner and the neighbors can co-exist peacefully. There was a comment made about whether the Town should have a law relevant to port-a-johns and accessory buildings. Mr. Morgan was asked that he and his fellow lake residents identify a some primary issues that they would like changed and that perhaps form a Homeowners' Association to help address concerns.

The Planning Board expressed their appreciation to the Town Board for the annual Volunteer Dinner that was held March 2nd.

NEXT MEETING: Tuesday, April 3rd at 7:00 pm

Adjourned at 8:50 pm

Respectfully submitted,

Tammy Skellie-Gilbert
Planning Board Clerk