

**TOWN OF CHATHAM PLANING BOARD  
MEETING MINUTES**

**MARCH 10, 2015  
FINAL COPY**

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**Members Present:**

Marilyn Cohen  
Wendy Carroll  
Mike Hart  
Aven Kerr  
Tony Ooms  
Bonnie Schoonmaker  
Donna Staron, Deputy Chairperson  
Paul McCreary, Town Engineer

**Public Present:**  
Dorothy Mackerer  
Timothy Mackerer

The March 10, 2015 Planning Board meeting was called to order at 7:00 PM by Chairperson Marilyn Cohen. The Pledge of Allegiance was recited. Chairperson Marilyn Cohen thanked Aven Kerr for taking minutes at the February meeting, and Deputy Chairperson Donna Staron for running the meeting. Wendy Carroll moved to approve the minutes from the February meeting. Bonnie Schoonmaker seconded and this carried. Chairperson Marilyn Cohen announced that the Uhlar site plan review was put on hold as a result of the moratorium that is in place with regard to any projects on town dirt roads. The next step would be for the Uhlar's to apply for a hardship if they desire. The application is still open. Notifications for the NYPF conference were handed out to the Board members. The conference will be held from April 12 to the 14<sup>th</sup>.

**TIMOTHY AND DOROTHY MACKERER – SUBDIVISION (LOT LINE ADJUSTMENT)  
ROUTE 295  
EAST CHATHAM  
PUBLIC HEARING**

Cynthia Elliott submitted new maps to the Board for review. Postal receipts from the notices sent to adjoining property owners, the pinning letter, the deed description and deed on record were also submitted. The new maps show the survey, location map, adjoining land owners, and bar scales. Ms. Elliott also handed out a map from 1854 which showed the original piece of land. Town Engineer Paul McCreary pointed out that the overall concern from the February meeting regarding the lack of survey was about the verification on the front and back boundary lines. Ms. Elliott stated that the boundary line in the front is Elliott Road. The back line was taken from the neighbor's survey map. Paul McCreary added that the lands have to be represented properly. Ms. Elliott pointed out that the Mackerers are just making the parcel bigger. Mike Hart stated that anyone could reference the assessor's roles if they want to check the acreage on the bigger parcel, which is the remainder of the D. Mackerer parcel after the subdivision. The Public Hearing opened at 7:38. There were no comments. The Public Hearing closed at 7:39. Wendy Carroll reviewed the short form SEQR application, which shows no adverse effects to the following: air quality, surface or groundwater quality or quantity, noise levels, existing traffic patterns, solid waste production or disposal, potential for erosion, drainage or flooding problems. Also, there are no aesthetic, agricultural, archaeological,

historic, or other natural or cultural resources or community or neighborhood character concerns. There are no significant effects to vegetation or fauna, fish, shellfish or wildlife species, significant habitats or threatened or endangered species. The community's goals for the land are not affected, and there are no long or short term effects identified. Since this is the case, Ms. Carroll moved that this is to be considered an unlisted action, and there is no significant adverse environmental effect in approving this subdivision/lot line adjustment. Deputy Chairperson Donna Staron seconded and this carried. Aven Kerr motioned to accept the subdivision pending Town Attorney Tal Rappleyea's review of the deed and back history. Deputy Chairperson seconded and this carried. Aven Kerr moved that Chairperson Marilyn Cohen be permitted to sign the maps once this information has been accepted. Bonnie Schoonmaker seconded and this carried.

Site plan and subdivision checklists were discussed in order to gather information regarding the requirements for applicants. The third draft was reviewed and discussed. Mike Hart motioned to approve the third draft as an interim requirement list for applicants. Chairperson Donna Staron seconded and this carried. There was discussion regarding the role of the Planning Board and the Code Enforcement Officer in terms of site plan enforcement after an applicant's project has been approved. Paul McCreary pointed out the fact that the existing Town Code has no provisions enabling the C.E.O. to require an applicant to submit as-built surveys (prepared by a licensed land surveyor). This is something the Implementation Committee should consider. Our ZIC committee members will take this to committee when site plans are considered. Paul McCreary suggested that the Town may want to entertain a lot line adjustment law. There was also discussion regarding who can prepare a site plan sketch to be presented to the board. There is debate over whether or not a site plan sketch should be prepared by a land surveyor. The board needs to be consistent and nondiscriminatory in making a decision on this for each application. It was suggested that certain conditions might be the arbitrator. Several examples were suggested. We asked each other to think of what other conditions might be. We will continue this discussion at a future meeting. Deputy Chairperson Donna Staron moved to adjourn the meeting. Tony Ooms seconded and this carried. The meeting was adjourned at 8:35PM.

Respectfully submitted,

Gail Chamberlain, clerk

Marilyn Cohen, chairperson