

Town of Highland
Planning Board Minutes
October 23, 2024

Chairman calls the meeting to order/ The meeting opens at 6:00 PM

Motion to open the meeting:

Motion: Dave Pietkiewicz

Seconded: JT Vogt All in Favor

Chairman states the meeting is being recorded

As a reminder while this meeting is open to the public to watch, unless there is a public hearing with comments specific to that hearing, there are no conversations, comments or questions from the public. If there are any questions or comments, we ask that you please go up to the podium and speak into the microphone.

Pledge of Allegiance

The chairman makes an announcement that after a number of years serving on the planning board, that Steve Bott has decided to step off the planning board. The chairman thanks Steve for all his years of volunteer service, his commitment to the town, his dedication and all he provided to the planning board. The chairman goes on to announce that Dave Pietkiewicz has been made a permanent planning board member and that Ted Knuetter has moved up to the first alternate. The town board is accepting any applications for a new alternate and if anyone is interested they should contact the town board.

Attendance:

Jeffrey Spitz - Chairman		Present
Frank Monteleone – Vice Chairman		Present
JT Vogt		Present
Tim McKenna		Present
Dave Pietkiewicz		Present
Alternate #1	Ted Knuetter	Present
Board Secretary	Helene Hoffmann	Present
Town Attorney	Javid Afzali	Present
Town Engineer	Kenneth Ellsworth	Absent
Code	Rich Manley	Present

Motion to approve the September 23, 2024 Meeting Minutes

Motion: Dave Pietkiewicz

Seconded: Frank Monteleone All in Favor

Planning Board Contact Information:

Email: planningboardzba@townofhighlandny.com

tel: [845-557-8203](tel:845-557-8203)

The chairman asks if there is any general correspondence and the secretary states there was none.

Public Hearings:

Application #13-2024 – Julius Robinson – 3512 State Route 97

Section 27 Block 7 Lot 5.1

Represented by Julius Robinson

The applicant presents for a special use permit. Mr. Robinson would like to construct a shelter storage structure.

The public hearing notice is read by the secretary:

Please take notice that the Planning Board of the Town of Highland will hold a Public Hearing pursuant to Section 190 of the Town of Highland Code on the application #13-2024 of Julius Robinson for approval of a special use permit for construction of a storage building on a vacant lot on the property located at 3512 Route 97, Barryville, NY 12719, identified as Town of Highland Section 27 Block 7 Lot 5.1.

Said hearing will be held on the 23rd day of October 2024 at the Eldred Town Hall, 4 Proctor Road, Eldred, NY at 6:00 PM, at which time all interested parties will be given an opportunity to be heard.

Number of Letters Sent: 15

Number of Return Receipts Received:11

Motion to open Public Hearing:

Motion: JT Vogt

Seconded: Dave Pietkiewicz All in Favor

Public Comment:

E mail received by Frances M. Goehl residing at 2 Becks Hill Road. The secretary reads the e mail. Ms. Goehl voices two concerns. 1. There should not be parking allowed on Becks Hill Road for this storage facility. The second issue addresses the problem of the debris not being cleaned up on this applicant's properties on previous construction done and requests a landscape proposal and proper clean up of the property after construction is completed.

The chairman explains that since this property is located on the River Corridor, there is a process where it needs to be sent to the UDC for review which was sent on October 18th. The UDC has 45 days to review it and provide their comments. It is then sent to the NPS who has 45 days to review it and provide their comments. Once they submit the comments back to the planning board, it gets reviewed and discussed at that meeting. Therefore, the public hearing will not be closed until it goes through the entire process.

The applicant expresses concern regarding the time frame which will be three months. The board explains that he can call both the UDC and the NPS to expedite the process.

Application #15-2024 – Deborah Jane Cooper – 76 Beaver Brook Road, Yulan NY

Section 15 Block 1 Lot 5.2

Represented by Jeffrey Maisonette. Deborah Jane Cooper is present by phone to answer any questions as she is out of the country.

The applicant is presenting for approval of a Short Term Rental.

Motion to open Public Hearing: Dave Pietkiewicz Seconded: Frank Monteleone All in Favor

Public Notice to be Read by Secretary

Please take notice that the Planning Board of the Town of Highland will hold a Public Hearing pursuant to Section 190 of the Town of Highland Code on the application #15-2024 of Deborah Jane Cooper for approval of a Short Term Rental on the property located at 76 Beaver Brook Road, Yulan, NY 12792, identified as Town of Highland Section 15 Block 1 Lot 5.2.

Said hearing will be held on the 23rd day of October 2024 at the Eldred Town Hall, 4 Proctor Road, Eldred, NY at 6:00 PM, at which time all interested parties will be given an opportunity to be heard.

Number of Letters Sent: 14

Number of Return Receipts Received: 3

The chairman asks if there was any correspondence and there was none.

The issue with the railing on the back porch, which did not pass code was rectified and fixed. The fire inspection has now been passed. Rich Manley, the CEO, confirms this. Also, the insurance, which had been missing at the last meeting, has now been submitted.

Public Comment:

Richard Cardillo – 77 Beaver Brook Road. The comments were all in favor of this application.

Motion to close public hearing

Motion: Tim McKenna

Seconded: Dave Pietkiewicz All in Favor

Motion for Classifying as Unlisted Action:

Motion: Tim McKenna

Seconded: JT Vogt All in Favor

Javid Afzail reviews the criteria of the SEQR. All 11 points were answered as no.

Motion to classify this as a negative declaration:

Motion: Dave Pietkiewicz

Seconded: Tim McKenna All in Favor

Motion to approve the short term rental application:

Motion: JT Vogt

Seconded: Tim McKenna All in Favor

New Business:

Application #16-2024 – The Eldred Preserve – Sunrise Lake, 68 Roberts Lane

Section 4.-1-3.1

Represented by James Bacon

The applicant is presenting for a special use permit for renovations of building on Sunrise Lake for an accessory use.

The applicant reviews the plans to have the Sunrise Lake house, which is not currently being used, renovated as a wedding venue. It is a separate tax lot on 430 acres. The applicant states that the use is a service establishment, which fits our code, since there will be no production of food. The food prep will be done down at the Eldred Preserve, such as hors d'oeuvres but there will be no seating area for eating. There will be a barbecue space which would be for maximum of 50 people but would like the venue for a maximum of 100 people.

The issue of the septic is addressed and the applicant states that the plans are based on the DOH approving the septic.

The planning board asks about access to this facility and necessity of an easement. The applicant explains that access to this facility will be through the internal road by the Eldred Preserve. The applicant explains that no parking will be permitted at this facility and guests will be transported by bus, shuttle or car. No private cars will be allowed. The code office asks if the fire department has access and the applicant explains that there is access from Robert Lane. They state that there will be a sign restricting public access on this road. It is brought up that there are 2 gates, one at Roberts Lane and one at County Road 55 which are locked. Snow maintenance is brought up and the applicant states that this facility will not be used in the winter. They assured that there will be landscaping and the lighting will be low lighting. Signage will be small. Garbage removal will be transported down to the compacter at the Eldred Preserve. Flooding, run off is discussed and they state the facility is on a rise and they don't feel these will be an issue. The CEO is concerned regarding the issue of the fire department getting in since the gates are locked. He suggests an electronic gate instead. The applicant also claims they will not be renting out this space to anyone to use. The weight of the bridge is discussed and they will be checking with the engineer.

A site plan review is requested

There are upgrades to the map that is requested by the board:

- Landscape
- Lighting
- Fire Access
- Site Distance on 55 as a safety standpoint,
- Internal Roads

A 239 form will not be submitted until the updates are made and submitted.

The applicant will be on next month's agenda to present the updates that were requested.

Motion for Lead Agency:

Motion: Dave Pietewicz

Seconded: Tim McKenna

No letters need to be sent for lead agency approval since no other agencies need to review and approve this and make any decisions. The DOH will make an internal review themselves.

Application #17-2024 – Steven Stolte and William Stolte – North Side Airport Road west of Washington Beach Road

Section 11.-13-1

Represented by Michael Parker, Parker Associates

The applicants are presenting for approval of a subdivision of a 10 acre parcel.

The applicant reviews the plans for the subdivision. He explains that the subdivision plans, septic test and culver permit are included. They are planning a 10 acre lot with access being an

old logging road currently present on the property. The applicant explains the intent of the subdivision is to build a house. The applicants presents a copy of the site plan.

Motion to schedule a public hearing for November 20:

Motion: Tim McKenna

Seconded: JT Vogt All in Favor

It is confirmed that an escrow check has been received.

Motion for Lead Agency:

Motion: Frank Monteleone

Seconded: Dave Pietkiewicz

A GML-239 form needs to be sent to the county.

Other Business:

The chairman announces that the planning board received the next response from Camp Fimfo today. The following is the new shared link for review of the new comments from Camp Fimfo:

<https://labella-pc.sharefile.com/public/share/web-s0d22298eb5184bd2a70225f021c21311>

The link will be posted on the town website.

The chairman announces that there will be a workshop session scheduled for November 13, 2024 at 6:00 PM to review these new comments from Camp Fimfo.

The next Planning Board Meeting is November 20, 2024 due to the holidays.

Motion to close the meeting:

Motion: Dave Pietkiewicz

Seconded: JT Vogt

The meeting closed at 6:59 PM.