

TOWN OF NEWSTEAD - PLANNING BOARD MINUTES

Newstead Town Hall – 7:00PM

April 4, 2016

MEMBERS Tom Cowan, Chairman
PRESENT: John Potera
Terry Janicz
Don Hoefler
Erik Polkowski
John Olaf
Andy Kelkenberg
OTHER: Christine Falkowski, Recording Clerk

Minutes from last meeting: Andy made a motion to approve the minutes of March 21, 2016, seconded by

Erik: Tom - Aye
Terry - Aye
Andy - Aye
John Potera - Aye
Erik - Aye
John Olaf - Aye

Pending: Tom reported on the status of the following

Don entered the meeting.

- 14-lot major subdivision – Clarence Center & Utley Roads – Thering: no action
- 7-lot major subdivision – 12089 Clarence Center Road – Rothland's: no action
- 1-lot minor subdivision – 13634 main – McConnaughey: no action
- 1-lot minor subdivision – 8155 Maple Road – Ranney: no action
- 2-lot minor subdivision – V/L Meahl Road – Wideman: no action
- Site Plan – 13661 Main Road – Pole Barn & Driveway - Fancher Properties, LLC: Randy Fancher was recently advised that his site plan submittal will not be reviewed by the Code Enforcement Officer until the adjacent land he plans on purchasing is merged with his land. Upon site plan review and acceptance it will be reviewed by the Town Engineer. The Planning Board would like Christine to invite Mr. Fancher to the April 25th meeting for a preapplication conference.
- Site Plan – Pole Barn – 113 Cedar Street – Whiting Door: no action
- Site Plan – Communications Tower – 113 Cedar Street – Whiting Door: no action
- Site Plan – (6) Storage Buildings – 11167 Main Road – Kelly Schultz: Tom stated that a Master Plan of Mr. Schultz's total holdings, including full parcel boundaries, may be requested in the future.
- Site Plan – garage – Faith Fellowship Church: no action

Relocating lot lines –Town of Clarence subdivision code defines “resubdivision” as “any change to an existing plat is considered a resubdivision and thus, depending on the application, requires approval of either the Town Board or Planning Board and may be deemed by that approving body as a major or minor subdivision”. Their subdivision code also addresses “parcel line adjustment” as “any applicant wishing to make a parcel line adjustment must submit sufficient information to the Planning and Zoning Office to allow review for compliance with this section and the Town of Clarence Zoning Law (Chapter 229 of the Code). This shall include six copies of a plat map sealed by a licensed surveyor reflecting both existing and proposed parcel boundaries, wells for potable water, and septic system locations, if any.”

Don reported that any change of boundary requires Planning Board submission, so as not to overlook one bad apple. Will Newstead Town Board agree? The suggested procedure is Code Enforcement Officer review with possible referral to Town Board. It was agreed to first poll the Town Board to see if they want the Planning Board to recommend changing our Code such as Clarence's, with a fee to be determined with waiver at the Planning Board's discretion. A memo will be prepared.

There being no further business, John Potera made a motion to adjourn the meeting at 8:00PM, seconded by Terry and all approved.

Respectfully submitted,
Christine Falkowski, Recording Clerk