

Town of Smithville

Planning Board Meeting Minutes

**Monday, November 11, 2013
7 P.M.**

Planning Board Members: Chairperson Jackie Centerwall, Tom Pollard, Doug Garnar, Robert Brooks, and Tim Hanna.

Planning Board Members in Attendance: Doug Garnar, Tim Hanna, Tom Pollard, and Jackie Centerwall

Planning Board Members Absent/Excused: Robert Brooks

Others in Attendance:

Jackie Centerwall called the November 11, 2013 Planning Board Meeting to order at 7:05 P.M.

1 – Review and Approval of Meeting Minutes

- October 14, 2013 meeting minutes were presented for approval. Chairperson Jackie Centerwall asked for a motion to approve the October 14, 2013 meeting minutes, motion made by Doug Garnar, 2nd by Tom Pollard, vote unanimous, motion approved.

2 – New Business - Telephone Call:

- Tom Emerson's office called regarding subdivision – have made two return phone calls but the office does not have an answering machine. J. Centerwall will continue to reach Tom Emerson's office.
- Doug Garnar noted that he had been contacted by Jelani Asantewa about the sale of acreage associated with the estate of Pauline Lewis located on Lewis Road in the Town of Smithville. Doug referred Ms. Asantewa to the Planning Board Chair. Jackie Centerwall reported that she had received a call from Ms. Asantewa regarding the acreage sale.

Intension was to use tax map/natural boundaries to section off 17 acres to be sold to an adjoining property owner. Ms. Asantewa asked about easement requirements. Wanted to complete the sale before the end of the year.

J. Centerwall contacted Bob Brooks with the information provided and without looking at the maps it was decided that the sale would not qualify under the Town of Smithville Subdivision Law. PB Discussion: Based on information provided the sale does not appear to qualify as a subdivision; Town of Smithville does not currently have laws in place to restrict this land division.

3 –Old Business

- Planning Board Clerk – still in need of a Planning Board Clerk; J. Centerwall requests that PB member continue to be on the lookout for suitable candidates.
- Tom Pollard brought a copy of the Town of McDonough Road Use Law – Amendment. PB discussed the need to meet with Donna Jones from Chenango County Planning and Development before moving forward. Also noted the need to include the new Town Highway Supervisor in the development process.
- Site Plan Review law – that was presented by Tom Pollard to Town Board August 19, 2013
 - o No additional information at this time.

- Town Board request Planning Board members to attend Public Hearing
- Town Survey – J. Centerwall presented to Town Board at October meeting the Planning Boards plan to develop and implement a Town Survey in 2014. Provide general information regarding need to form a community based committee to develop survey schedule/format/questions/compilation method. Town Board asked if they would be able to review questions before they were distributed to Town residents. Doug Garnar noted that he did not have an issue as long as Town Board could not require Survey Committee/PB to make changes. Doug also noted that the Town Board could appoint a nonvoting ex-officio member to the committee. PB Discussion: Number of committee members; who will be in charge of the committee; Planning Board member? PB decided on five (5) to seven (7) committee members. Committee members should be recruited from: Fire Company, Historical Society, Town Businesses, community at large. Tom Pollard has been tasked with making contact with these groups. Doug Garnar has been tasked with putting together basic information about survey development in order to provide guidance on question development and implementation. Doug will develop scenarios on how to put together a community committee.

4 –Adjournment

- Jackie Centerwall asked for a motion to adjourn; Motion made by Doug Garnar, 2nd by Tom Pollard. Vote unanimously in favor, motion approved.

Meeting was adjourned at 8:24 P.M.

Planning Board meetings are scheduled for the second Monday of every month at 7:00 p.m. at the Smithville Community Center.

Next Planning Board Meeting is Monday, December 9, 2013 @ 7:00 PM

PLANNING BOARD 2013 SCHEDULE:

January 14th
March 11th
May 13th
July 8th
September 9th
November 11th

February 11th
April 8th
June 10th
August 12th
October 14th
December 9th

Respectfully submitted by Planning Board Chair Jackie Centerwall