

**TOWN OF SMITHVILLE  
PLANNING BOARD MEETING MINUTES  
WEDNESDAY, AUGUST 5, 2020**

**Call to Order:** Chair Shane Butler called the meeting to order at 7:00 p.m.

**Planning Board Members Present:** Chair Shane Butler, Adam Whitbeck, Fred Heisler, Jr., Bob Brooks, Donna Marie Utter, Clerk.

**Planning Board Members Absent:** Dakota Warren

**Others in attendance:** Alison Owens, Town Clerk

**1. NEW BUSINESS:**

**Snashall Parcel Division:**

- Mark Snashall submitted a plan to divide a parcel of land located at 905 State Highway 220, into three parcels. Parcel #1 would be 1.5 to 2.0 acres with 200 ft of frontage. Parcel #2 would be 4 – 7 acres with 200 ft of road frontage. There would be a remainder of over 20 acres.
- Planning Board member Fred Heisler, Jr. asked what, if anything, doesn't purport with our current laws/rules.
- Chair Shane Butler stated that while our Subdivision Law does not specify a minimum lot size, for building purposes, the lot would need to be more than 2 acres. A 2 acre or less parcel would require a Site Plan Review as would a parcel with less than 200' of road frontage. Mr. Snashall need to submit a survey and a short form SEQR and then we will schedule a Public Hearing. If the survey can be submitted by the September 2, 2020 Planning Board meeting, then a Public Hearing can be set for October 7, 2020 as part of our monthly Planning Board meeting for October.
- Chair Shane Butler will contact Mr. Snashall with the above information.

**2. REVIEW/APPROVAL OF MINUTES:**

- Planning Board member Fred Heisler, Jr. asked that his comments under 2020 Project Ideas be clarified to read: *Planning Board member Fred Heisler, Jr., suggested the Planning Board review the Town's Comprehensive Plan to see if there is anything the Planning Board needs to do to implement any parts of the Comprehensive Plan.* He commented that the Comprehensive Plan could be a guide/plan of action for the Planning Board moving forward.
- Motion made by Planning Board member Fred Heisler, Jr. to approve the February 5, 2020 minutes with the above noted correction. Seconded by Planning Board member Adam Whitbeck. All members voted aye, motion carried.
  
- Planning Board member Bob Brooks, asked for the following corrections to the July 1, 2020 minutes: under Hazard Mitigation Plan: Second bullet – change Penny and Lynn to "*Patty Heisler and Lynn Brooks*". Third bullet – add *Fire Chief*, after Kenny Whitmore's name.

- Motion made by Planning Board member Fred Heisler, Jr. to approve the July 1, 2020 minutes with the above noted corrections. Seconded by Planning Board member Bob Brooks. All members voted aye, motion carried.
- Town Clerk Alison Owens commented that she has had a number of calls from individuals from Long Island and the New York City area regarding procedures and requirements for building and septic permits.

**3. OLD BUSINESS:**

**4. ADJOURNMENT:**

- There being no other business to come before the Planning Board.
- Motion made by Planning Board member Fred Heisler, Jr., seconded by Planning Board member Adam Whitbeck to adjourn the meeting at 7:29 p.m.

**Next Planning Board Meeting is Wednesday, September 2, 2020 @ 7:00 PM.**

**Submitted by:** Donna Marie Utter, Clerk