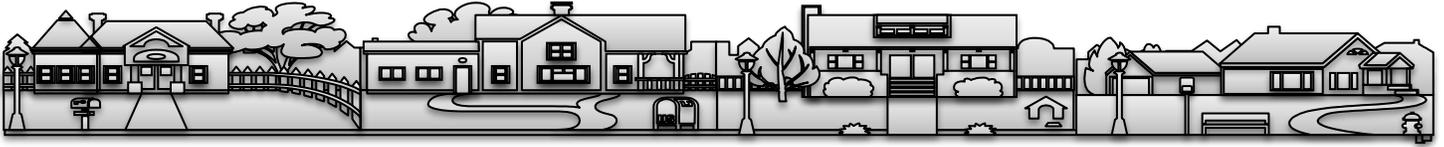


# Schuyler County Planning Commission

105 Ninth Street, Unit 39, Watkins Glen, NY 14891

Telephone: 607.535.8211



## AGENDA

Thursday, February 8, 2024

6:00 PM

1. Call to Order
2. Election of 2023 Officers
  - A. Chairman
  - B. Vice Chairman
  - C. Secretary
3. Opportunity for Public Comment
4. Approval of Minutes (November 2023)
5. General Municipal Law 239 Reviews
  - A. #24-001 – Town of Dix – Zoning update
6. Staff Report
  - A. Local Concern Only Projects
    - a. Watkins Glen – Site Plan Review – 223,301 N. Franklin – Change of Use *(Change of Use where no modifications are proposed to the existing building footprint which would result in an expansion of 10% of the building total.)*
    - b. Reading – Subdivision- 3501 St Rt 14 *(101.8 acres subdivided into 4 parcels -3, 2, 26, and 70 acres – existing house, well and septic)*
    - c.
7. Old Business
  - A. Project Updates
  - B. NY FORWARD – Montour Falls
8. New Business
  - A. Padua Gravel Expansion – <https://dec.ny.gov/news/environmental-notice-bulletin>  
Public Hearing
    - 2/12/24 – 6 pm Virtual
    - 2/13/24 – 2pm @ Seneca Lake Event Center
9. Planning Commissioner – Community Update
10. Adjourn (Next Meeting March 14, 2024)

## 11. Training:

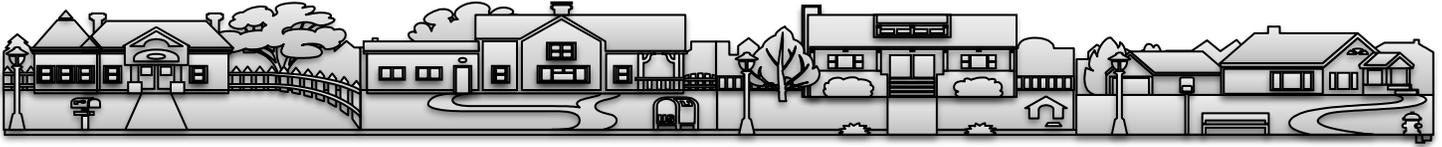
- A. <https://planning.org/planning/2024/jan/use-these-5-conflict-resolution-tips-to-design-better-meetings/>
- B. STC Regional Leadership Conference – April 4<sup>th</sup> Registration now open:  
<https://www.stcplanning.org/training/regional-leadership-conference/>

***Note: If you cannot attend, you must contact Marian Saks at 607.535.8211 or msaks@co.schuyler.ny.us***

# Schuyler County Planning Commission

105 Ninth Street, Unit 39, Watkins Glen, NY 14891

Telephone: 607.535.8211



## Meeting Minutes Schuyler County Planning Commission February 8, 2024

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**Present:** Mike Bergen, Roxanne Leyes, Norma Buriss, Kirk Sorensen, Justin Boyett, Brian Kenney, Jan Arcangeli, Nigar Hale

**Staff Present:** Marian Saks

**Absent:** None

**Excused:** Terry Gardner, Vikki Flynn, Nikki Fitch

**Public:** Scott Burnside

**Call to Order:** Mike Bergen called the meeting to order at 6:00 pm

### Elections of 2024 Officers

- a. Chairperson – Mike Bergen
  - Motion made by Sarah Agan, seconded by Justin Boyette – All in favor vote, 8-eyes. Motion Passed.
- b. Vice Chairperson – Sarah Agan
  - Motion made by Brian Kenney, second by Norma Burris – All in favor vote, 8-eyes. Motion passed.
- c. Secretary – Justin Boyette
  - Motion made by Brian Kenney, Second by Jan Archangeli – All in favor vote, 8-eyes. Motion passed.

### Opportunity for Public Comment:

Scott Burnside introduced himself as a resident of Meads Hill Road. He voiced concern about the PUD on Meads Hill Road and the future development of that project he also voiced concern about the general direction of the county as a whole and the value put on high income. He asked that members of the commission contact him directly if they would like to discuss his concerns further.

**Review and Approval of Minutes:** Sarah Agan motioned to approve the minutes from the November 2023 Planning Board Meeting, seconded by Justin Boyette. All in favor vote, 8-eyes. Motion passed.

### General Municipal Law 239 Review

#### a. #24-001 – Town of Dix – Zoning Update

- Marian reviewed the project. The proposed project is to amend the zoning classification for 3 parcels from Low Density Rural to Mixed Use.
- Kirk Sorensen noted that he talked to one of the parcel owners and they were unaware of the change. The discussion was had that the change was at the direction of the Town of Dix Planning Board and not coming from the owners. Kirk noted that his understanding was these parcels were missed in the last map revision and this was meant to correct that.
- Mike motioned to approve the update, seconded by Norma. All in favor vote, 8-eyes. Motion passed.

**Staff Report:**

- a. Local Concern Only Project:
  - a. Watkins Glen – Site Plan Review – 223,301 N. Franklin – Change of Use (Change of Use where no modifications are proposed to the existing building footprint which would result in an expansion of 10% of the building total.)
  - b. Reading – Subdivision- 3501 St Rt 14 (101.8 acres subdivided into 4 parcels -3, 2, 26, and 70 acres – existing house, well and septic)Reading – Site Plan Review – 3815 St Rt 14 – Change of Use. The building was a hotel and is being converted to apartments.

**Old Business:**

- a. Village of Montour Falls – NY Forward
  - No updates. It is expected the award projects will be announced in the Spring of 2023.

**New Business:**

- a. Padua Gravel Expansion – Marian noted the time for the public hearings and suggested that members consider attending to be informed on the project should it come to the Planning Commission.

**Planning Commissioner – Community Update:**

- a. No update

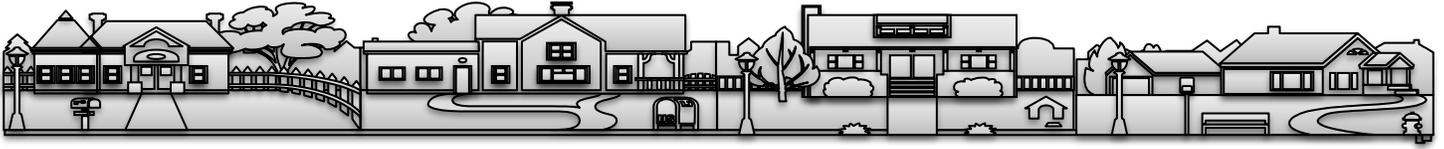
**Adjourn:** Motion made to adjourn the meeting by Brian Kenney at 6:19pm, seconded by Norma Buriss Meeting adjourned.

**Next Scheduled Meeting:** March 14, 2024

# Schuyler County Planning Commission

105 Ninth Street, Unit 39, Watkins Glen, NY 14891

Telephone: 607.535.8211



## AGENDA

Thursday, April 11, 2024

6:00 PM

1. Call to Order
2. Opportunity for Public Comment
3. Approval of Minutes (February 2024)
4. General Municipal Law 239 Reviews
  - A. #24-002 – Town of Dix – Fat City BBQ
  - B. #24-003 – Town of Dix – Cranberry Cabins
5. Staff Report
  - A. Local Concern Only Projects
    - a. Dix – Special Use Permit – 2351 Baker Hill Road – Home Occupation (*Any variance, site plan review, or special use permit required to establish a permitted home occupation within an existing residence or accessory structure*).
    - b. Montour – 2641 Upper Foothill Road (*Area Variance to construct a tiny house*)
6. Old Business
  - A. Project Updates
7. New Business
8. Planning Commissioner – Community Update
9. Adjourn (Next Meeting May 9, 2024)
10. Training:

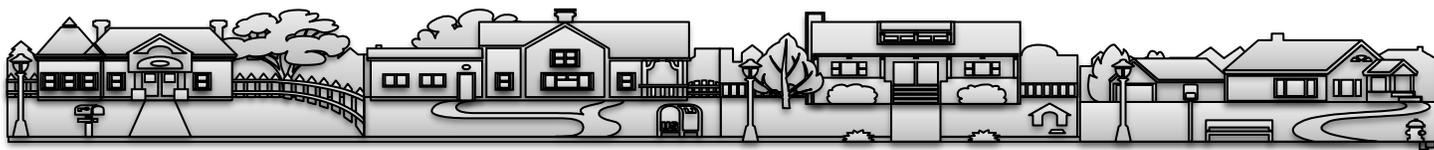
The Nuts and Bolts of SEQR – Thursday, April 25, 2024 6:00-7:00pm  
<https://register.gotowebinar.com/register/5399062126438965081>

*Note: If you cannot attend, you must contact Joann Lindstrom at 607.535.8211 or [jlindstrom@co.schuyler.ny.us](mailto:jlindstrom@co.schuyler.ny.us)*

# Schuyler County Planning Commission

105 Ninth Street, Unit 39, Watkins Glen, NY 14891

Telephone: 607.535.8211



## Meeting Minutes Schuyler County Planning Commission April 11, 2024

---

**Present:** Mike Bergen, Roxanne Leyes, Norma Buriss, Kirk Sorensen, Justin Boyette, Sarah Agan, Brian Kenney, Jan Arcangeli, Nigar Hale & Nikki Fitch

**Staff Present:** Joann Lindstrom

**Absent:** Terry Gardner

**Excused:** Vikki Flynn resigned from the commission in early April

**Public:** Audrey Mayette, Town of Odessa

**Call to Order:** Chairman Bergen called the meeting to order at 6:00 pm

**Opportunity for Public Comment:** None

**Review and Approval of Minutes:** Roxanne Leyes made a motion to approve the minutes from the February 2024 Planning Board Meeting, seconded by Nigar Hale. Sarah Agan noted a correction, she was present for the meeting, which was not recorded. All in favor.

### General Municipal Law 239 Review

#### a. #24-002 – Town of Dix – Fat City BBQ

- Joann reviewed the project. The proposed project is for Fat City BBQ, a Horseheads-based company, to site a food truck at 2750 State Route 14 for the summer months. Joann's only concern was regarding traffic. Chairman Bergen noted that the NYS DOT would only have an interest in the project if the applicant was seeking a new driveway, which they are not. After some discussion about a shed that is currently at the site, Sarah Agan made a motion to recommend approval of the project, Norma Buriss seconded. All in favor.

#### b. #24-003 – Town of Dix – Cranberry Cabins

- Joann reviewed the project. Chad and Suzanne Rexford are requesting Site Plan Review, a Special Use Permit and Subdivision approval to divide one parcel at 2250 State Route 414 into two parcels and build four tiny homes (450 SF) as short-term rentals. She explained that the zoning district described in her April 3, 2024 memo to the board was incorrect, as the county's zoning map had not been updated since the Planning Commission's February meeting where the zoning for this parcel was changed from Low Density to Mixed Use. In light of that change, the board then discussed many issues surrounding this plan including the need for a right-of-way through the Adams parcel on State Route 414 and the applicant's conflicting responses regarding public or private water/sewer. Justin Boyette made a motion to recommend approval of the project with the following two recommendations 1) that the applicant ensure proper access to the lots in the rear; and 2) connect to public water and sewer, Norma Buriss seconded. The recommendation passed 8-1 with Roxanne Leyes opposing.

**Staff Report:**

- a. Local Concern Only Projects:
  - a. Town of Dix – Special Use Permit – 2351 Baker Hill Road. Home Occupation involving small craft business and Notary services in a finished attic space.
  - b. Town of Montour – Area Variance – 2641 Upper Foothill Road. Construction of a tiny home in a vacant lot adjacent to applicant’s single family home.

**Old Business:**

- a. Padua Gravel Expansion – Sarah Agan asked for any updates, Nigar Hale noted that the DEC had extended the public comment period through this weekend; the Chamber of Commerce will be submitting a letter against the expansion; the county passed a resolution urging the DEC to require a Supplemental Environmental Impact Statement and the USGS provided a geological analysis of potential impacts to the DEC.
- b. Village of Montour Falls – NY Forward – Nigar Hale reported that the state was waiting for all funded NY Forward projects to be at the same level of progress before they decide which particular projects within each municipality will be funded.

**New Business:**

- a. On 4/10, Joann attended a meeting in Bath presented by FEMA and the DEC regarding floodplain maps in the towns of Orange and Tyrone, which will be updated in the coming year. The DEC may be updating the county’s Flood Insurance Rate Maps (FIRMs) in the coming year as well.
- b. The Odessa Walkability Study is moving ahead, the committee will be meeting next week.
- c. Sarah Agan asked about vacancies on the commission, there are currently five: Town of Dix, Town of Tyrone, Village of Montour Falls, Village of Odessa, Business leader, Industry leader

**Planning Commission – Community Updates: None**

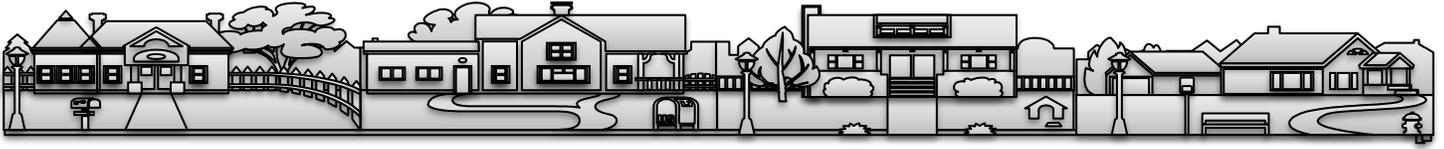
**Adjourn:** Motion made to adjourn the meeting by Brian Kenney at 6:49pm.

**Next Scheduled Meeting:** May 9, 2024

# Schuyler County Planning Commission

105 Ninth Street, Unit 39, Watkins Glen, NY 14891

Telephone: 607.535.8211



## AGENDA

Thursday, May 9, 2024

6:00 PM

1. Call to Order
2. Opportunity for Public Comment
3. Approval of April Minutes
4. General Municipal Law 239 Reviews
  - A. #24-004 – Town of Tyrone – Comprehensive Plan
  - B. #24-005 – Town of Reading – Site Plan for a 300 SF log cabin for use as short term rental
5. Staff Report
  - A. Local Concern Only Projects
    - a. Town of Catherine – Area Variance – 2620 State Route 228, Alpine NY
    - b. Village of Watkins Glen – Site Plan Review – 300 2<sup>nd</sup> Street
6. Old Business
  - A. Padua Ridge updates
7. New Business
  - A. Environmental Management Council: PC appointment
  - B. New Planning Commission Members: June appointments
8. Planning Commission – Community Updates
9. Adjourn

Next Meeting will be held on Thursday, June 13, 2024

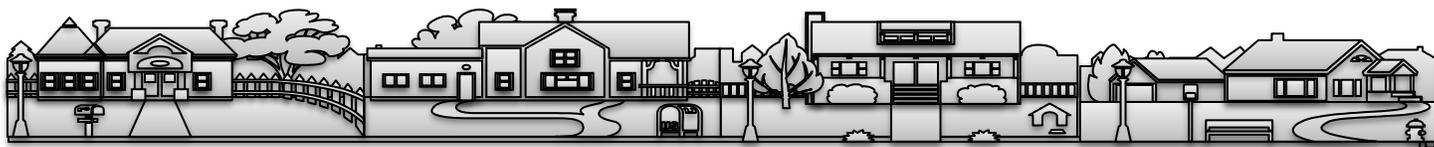
Training:

*Note: If you cannot attend, you must contact Joann Lindstrom at 607.535.8211 or [jlindstrom@co.schuyler.ny.us](mailto:jlindstrom@co.schuyler.ny.us)*

# Schuyler County Planning Commission

105 Ninth Street, Unit 39, Watkins Glen, NY 14891

Telephone: 607.535.8211



## Meeting Minutes Schuyler County Planning Commission May 9, 2024

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**Present:** Mike Bergen, Roxanne Leyes, Norma Burris, Justin Boyette, Sarah Agan, Brian Kenney, & Nikki Fitch

**Staff Present:** Joann Lindstrom

**Absent:** Jan Arcangeli

**Excused:** Kirk Sorensen, Terry Gardner, Nigar Hale

**Public:** Audrey Mayette, Town of Odessa

**Call to Order:** Chairman Bergen called the meeting to order at 6:04 pm

**Opportunity for Public Comment:** None

**Review and Approval of Minutes:** Brian Kenney made a motion to approve the minutes from the April 2024 Planning Commission Meeting, seconded by Norma Burris. All in favor.

### General Municipal Law 239 Review

#### a. #24-004 – Town of Tyrone – Comprehensive Plan

- The Town of Tyrone has written its first comprehensive plan. Sarah asked if the plan could be updated more frequently than ten years. Norma Burris made a motion to approve; Brian Kenney seconded. All in favor.

#### b. #24-005 – Town of Reading – Scott Bronstein/Barnstormer Site Plan Review Tiny House

- The group had some discussion about Phases II and III, but the applicant will need to come back before the commission for any subsequent Site Plan review. Sarah Agan made a motion to approve; seconded by Justin Boyette. All in favor.

### Staff Report:

#### a. Local Concern Only Projects:

- a. Town of Catherine – Area Variance – 2620 State Route 228, Alpine NY
- b. Village of Watkins Glen – Site Plan Review – 300 2<sup>nd</sup> Street

**Old Business:** None.

**New Business:****A. Planning Commission appointment to Environmental Management Council**

- The Planning Commission appoints one member to the Environmental Management Council. Joann asked the members to consider nominating themselves or another member. The EMC meets quarterly at 6:30pm on the third Thursday of the month.

**B. New Planning Commission Members: June appointments**

- The Village of Odessa has nominated Gary Hanson to serve
- Abby Wilkens of Lakewood Vineyards has been nominated to represent Industry

**Planning Commission – Community Updates:**

Sarah Agan asked what a Land Bank is and why the county does not have one. Norma Burris provided a summary of land banks. Joann Lindstrom stated that she had discussed this with Shawn Rosno recently and he was going to bring it up with the legislature.

The commission also discussed the issue of short-term rentals. The Town of Reading is in the process of writing a law to regulate them, but ultimately the Commission has no control over town and village regulations of short-term rentals.

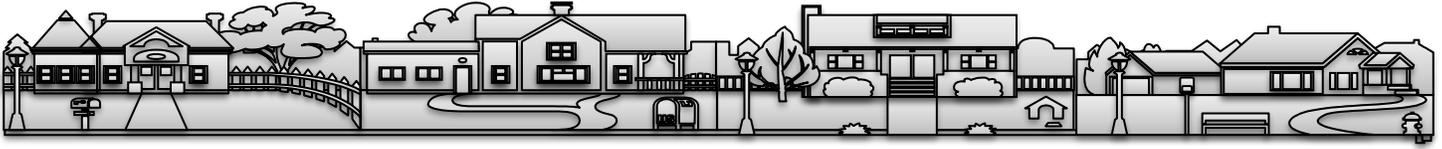
**Adjourn:** Motion made to adjourn the meeting by Sarah Agan at 6:35pm.

**Next Scheduled Meeting:** June 13, 2024

# Schuyler County Planning Commission

105 Ninth Street, Unit 39, Watkins Glen, NY 14891

Telephone: 607.535.8211



## AGENDA

Thursday, June 13, 2024

6:00 PM

1. Call to Order & Welcome to New Members
2. Opportunity for Public Comment
3. Approval of May Minutes
4. General Municipal Law 239 Reviews
  - A. #24-006 – Village of Montour Falls – Zoning Revision
  - B. #24-007 – Town of Dix – Two tiny homes for short term rentals
5. Staff Report
  - A. Local Concern Only Projects
    - a. Town of Dix – 2531 Old Joe Road – Subdividing one lot into four
    - b. Town of Dix – County Road 16 – Subdividing one lot into two
6. Old Business
7. New Business
8. Planning Commission – Community Updates
9. Adjourn

Next Meeting will be held on Thursday, July 11, 2024

### Training

Thursday, June 27, 2024 – 6:00 p.m. – 7:00 p.m.

SESSION 6: Putting the home in hometown: Strategies for attracting housing investment to your community

<https://www.hancocklaw.com/events/2024-municipal-bootcamp-trainings/>

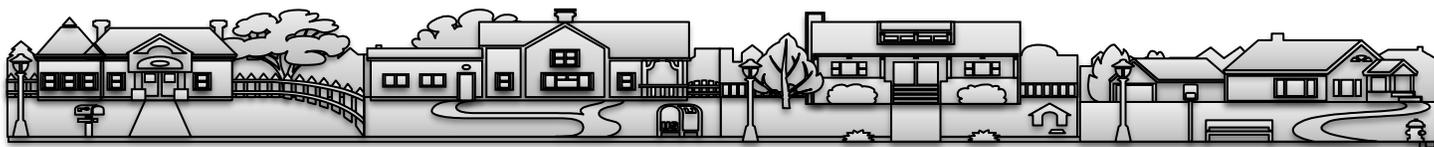
The U.S. is in the depth of a significant crisis relating to housing. The short answer is that supply is lacking, driving up prices and putting some community members on or beyond the brink of safe, affordable housing. This session will focus on regulatory and other tools that communities can use to address housing shortages and enhance affordability.

*Note: If you cannot attend, you must contact Joann Lindstrom at 607.535.8211 or [jlindstrom@co.schuyler.ny.us](mailto:jlindstrom@co.schuyler.ny.us)*

# Schuyler County Planning Commission

105 Ninth Street, Unit 39, Watkins Glen, NY 14891

Telephone: 607.535.8211



## Meeting Minutes Schuyler County Planning Commission June 13, 2024

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**Present:** Mike Bergen, Terry Gardner, Nigar Hale, Norma Burris, Jan Arcangeli, Abby Wilkens

**Staff Present:** Joann Lindstrom

**Absent:** Gary Hanson, Brian Kenney

**Excused:** Kirk Sorensen, Roxanne Leyes, Justin Boyette, Sarah Agan, Nikki Fitch

**Public:** Audrey Mayette, Village of Odessa

**Call to Order:** Chairman Bergen called the meeting to order at 6:10 pm

**Opportunity for Public Comment:** None

**Review and Approval of Minutes:** The minutes could not be approved due to a lack of a quorum and will be presented at the July meeting.

### General Municipal Law 239 Review

**a. #24-006 – Village of Montour Falls – Zoning Revision**

No action due to lack of quorum

**b. #24-007 – Town of Dix – Rexford – two tiny homes on Wedgewood Road**

No action due to lack of quorum

### Old Business:

**A. Planning Commission appointment to Environmental Management Council**

Mike Bergen will represent the Planning Commission as a member of the Environmental Management Council

### New Business:

New Short Term Rental law has been passed by the state legislature and is awaiting the governor's signature.

**Planning Commission – Community Updates:** None

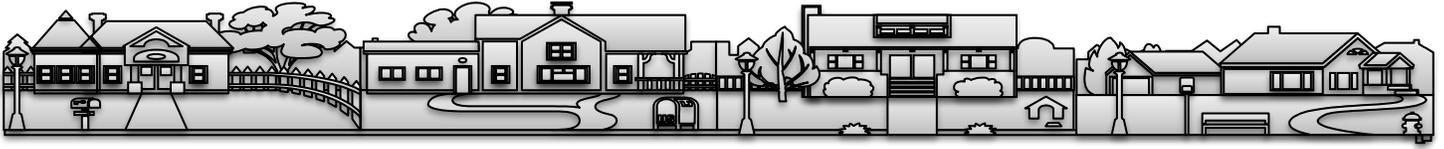
**Adjourn:** The meeting was adjourned at 6:26 pm.

**Next Scheduled Meeting:** July 11, 2024

# Schuyler County Planning Commission

105 Ninth Street, Unit 39, Watkins Glen, NY 14891

Telephone: 607.535.8211



## AGENDA

Thursday, July 11, 2024

6:00 PM

1. Call to Order
2. Opportunity for Public Comment
3. Approval of May Minutes
4. Approval of June Minutes
5. General Municipal Law 239 Reviews
  - A. #24-008 – Town of Dix – Special Use Permit: 4 Short Term Rentals
6. Staff Report
7. Old Business
  - A. Discuss timeline, recommendation of new Comp Plan to legislature for their August Meeting
8. New Business
9. Planning Commission – Community Updates
10. Adjourn

Next Meeting will be held on Thursday, August 8, 2024

### Training

Thursday, July 25, 2024 – 6:00 p.m. – 7:00 p.m.

#### SESSION 7: FROM BIG TO SMALL – TRANSLATING COMPREHENSIVE PLANS INTO LAND USE REGULATION

Comprehensive plans are amazing tools to facilitate development of a community vision and charting a road map toward realizing your priorities. But how do you translate these big picture concepts into actionable projects and regulatory frameworks? This session will offer guidance on development of comprehensive plans and transitioning from big picture to action items – including regulatory reform.

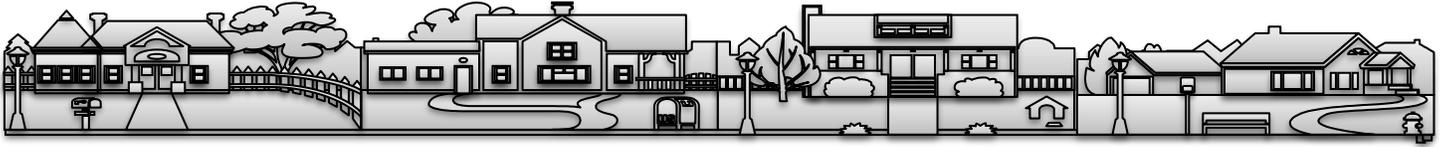
<https://www.hancocklaw.com/events/2024-municipal-bootcamp-trainings/>

*Note: If you cannot attend, you must contact Joann Lindstrom at 607.535.8211 or [jlindstrom@co.schuyler.ny.us](mailto:jlindstrom@co.schuyler.ny.us)*

# Schuyler County Planning Commission

105 Ninth Street, Unit 39, Watkins Glen, NY 14891

Telephone: 607.535.8211



## Meeting Minutes Schuyler County Planning Commission July 11, 2024

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**Present:** Mike Bergen, Gary Hanson, Terry Gardner, Justin Boyette, Kirk Sorenson, Nikki Fitch

**Staff Present:** Joann Lindstrom

**Absent:** Nigar Hale

**Excused:** Roxanne Leyes, Sarah Agan, Norma Burris, Abby Wilkens, Brian Kenney, Jan Arcangeli

**Call to Order:** Chairman Bergen called the meeting to order at 6:01 pm. Welcome to Gary Hanson, the Commission's new member representing the Village of Odessa.

**Opportunity for Public Comment:** None

**Review and Approval of Minutes:** The minutes could not be approved due to a lack of a quorum and will be presented at the next meeting.

### General Municipal Law 239 Review

a. **#24-008 – Town of Dix – Johnson Hollow Road -- Special Use Permit – Four STRs**

No action due to lack of quorum

**Old Business:** Countywide Comprehensive Plan update discussion. Planning Commission members can distribute surveys and attend public meetings.

**New Business:** A discussion ensued on whether applicants, once receiving approval from the County Planning Commission, have to come before the Commission again if a certain amount of time has passed and the project has not been initiated.

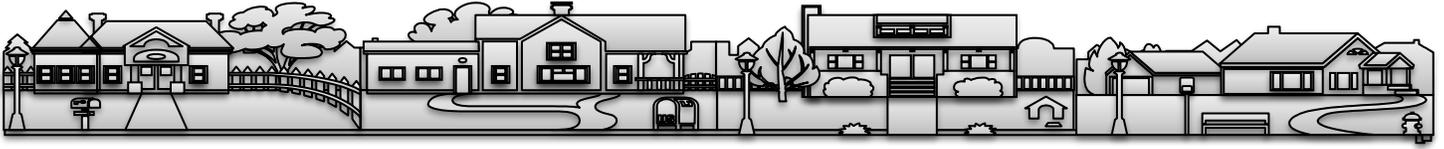
**Planning Commission – Community Updates:** None

**Adjourn:** The meeting was adjourned at 6:12 pm.

# Schuyler County Planning Commission

105 Ninth Street, Unit 39, Watkins Glen, NY 14891

Telephone: 607.535.8211



## AGENDA

October 10, 2024

6:00pm HSC Room 120

1. Call to Order
2. Opportunity for Public Comment
3. Approval of May, June and July Minutes
4. General Municipal Law 239 Reviews  
#24-009 – Town of Reading – Faus Ag Building on Chase Road/Route 14A Site Plan Review
5. Staff Report
6. Old Business
7. New Business
8. Planning Commission – Community Updates
9. Adjourn

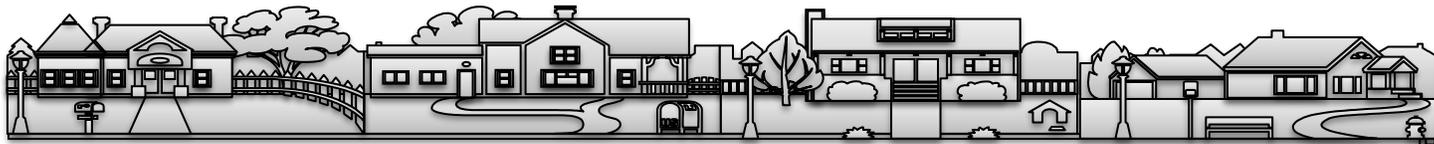
**Next Meeting will be held on Thursday, November 14<sup>th</sup>, 2024 at 6:00pm**

*Note: If you cannot attend, please contact Joann Lindstrom at 607.535.8211 or [jlindstrom@co.schuyler.ny.us](mailto:jlindstrom@co.schuyler.ny.us)*

# Schuyler County Planning Commission

105 Ninth Street, Unit 39, Watkins Glen, NY 14891

Telephone: 607.535.8211



## Meeting Minutes Schuyler County Planning Commission October 10, 2024

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**Present:** Mike Bergen, Gary Hanson, Justin Boyette, Kirk Sorenson, Nikki Fitch, Abby Wilkens, Nigar Hale, Norma Buriss, Brian Kenney, Jan Arcangeli

**Staff Present:** Joann Lindstrom

**Public Present:** Audrey Mayette, Town of Hector

**Excused:** Roxanne Leyes, Sarah Agan, and Terry Gardner

**Call to Order:** Chairman Bergen called the meeting to order at 6:04 pm. The commission again welcomed Gary Hanson, the Commission's newest member representing the Village of Odessa as several people were unable to attend the last meeting.

**Opportunity for Public Comment:** Audrey Mayette announced that Meck-tober Fest will be held on Saturday, October 12<sup>th</sup> in Mecklenberg Park, 11am-8pm.

### **Review and Approval of Minutes:**

A motion to accept the May 2024 and June 2024 minutes was made by Justin Boyette, seconded by Norma Buriss. All in favor. The July minutes were not included in the meeting materials and will be approved at the next meeting.

### **General Municipal Law 239 Review**

- a. #24-009 – Town of Reading – Chase Road/Route 14A – Site Plan Review – New Building to repair tractors (Faus, applicant)

The commission expressed concerns about the lack of restrooms and water at the new building, as well as commercial vs agricultural buildings.

Norma Buriss asked if the applicant was intending to use more than the acre surrounding the building or would expand outdoor storage to the other 130+ acres.

Abby Wilkens asked about the status of the Town of Reading's junkyard ordinance. Joann Lindstrom had the town's code at the meeting, which included the approved junkyard ordinance.

Nigar Hale noted that OSHA requires at least one bathroom for businesses between 1 and 15 employees.

Brian Kenney made a motion to recommend Referral # 24-009 with the following recommendations: 1) that the applicant install a septic and well prior to operating the business; 2) business use of the land should be limited to one acre and if vehicles are stored outside, a fence should be required. Seconded by Kirk Sorensen. All in favor.

**Old Business:** Planning Commission vacancies still exist for the Towns of Dix and Tyrone, the Village of Montour Falls, and a seat for Business.

Of the thirteen seats currently held on the commission, 11 will be expiring this December.

Mike Bergen, who represents Agriculture, will represent the Town of Hector starting in January 2025; Justin Boyette, who represents the Town of Hector, will represent Agriculture also in January 2025.

Jan Arcangeli and Sarah Agan's last terms expire at the end of 2023. Each has offered to identify a replacement; each is welcome to ask the replacement to serve a one-year term so they can come back to the commission at the beginning of 2026.

**New Business:** Gary Hanson asked about legal requirements for village planning boards as the Village of Odessa has recently lost members. Abby Wilkens, who is a Village of Odessa resident, offered to serve.

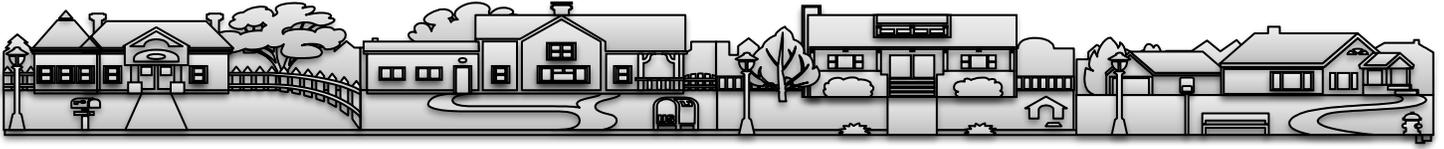
**Planning Commission – Community Updates:** None.

**Adjourn:** Brian Kenney made a motion to adjourn at 6:34 pm.

# Schuyler County Planning Commission

105 Ninth Street, Unit 39, Watkins Glen, NY 14891

Telephone: 607.535.8211



## AGENDA

**November 14, 2024  
6:00pm HSC Room 120**

- 1. Call to Order**
- 2. Opportunity for Public Comment**
- 3. Approval of July and October Minutes**
- 4. General Municipal Law 239 Reviews**
  - #24-010 – Town of Dix – Peter Miraglia – 4 STRs on Demunn Road
  - #24-011 – Town of Dix – Trashmasters – Formalize operation of transfer station at 2640 State Route 14 (behind Parmenter Auto)
- 5. Staff Report**
- 6. Old Business**
- 7. New Business**
- 8. Planning Commission – Community Updates**
- 9. Adjourn**

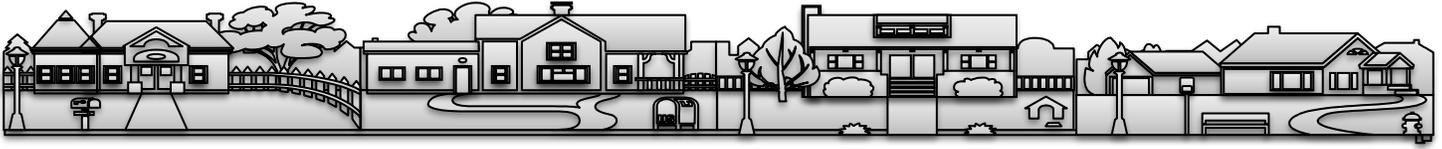
**Next Meeting will be held on Thursday, December 12<sup>th</sup>, 2024 at 6:00pm**

*Note: If you cannot attend, please contact Joann Lindstrom at 607.535.8211 or [JLindstrom@schuylercountyny.gov](mailto:JLindstrom@schuylercountyny.gov)*

# Schuyler County Planning Commission

105 Ninth Street, Unit 39, Watkins Glen, NY 14891

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## Meeting Minutes Schuyler County Planning Commission November 14, 2024

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**Present:** Mike Bergen, Jan Arcangeli, Justin Boyette, Norma Buriss, Nigar Hale, Gary Hanson, Brian Kenney, Abby Wilkens.

**Staff Present:** Joann Lindstrom

**Public Present:** Audrey Mayette, Town of Hector, Matt Simpson, Trashmasters

**Excused:** Roxanne Leyes, Sarah Agan, Nikki Fitch, Kirk Sorensen

**Absent:** Terry Gardner

**Call to Order:** Chairman Bergen called the meeting to order at 6:01pm.

**Opportunity for Public Comment:** No comments.

**Review and Approval of Minutes:** A motion to accept the July and October 2024 minutes was made by Brian Kenney and seconded by Nigar Hale. All in favor.

### General Municipal Law 239 Reviews

- a. #24-010 – Town of Dix – Peter Miraglia – 4 STRs on Demunn Road

The committee discussed the definition of a Short-Term Rental, but otherwise expressed no concerns about the project. Brian Kenney moved to recommend approval, Norma Buriss seconded. All in favor.

- b. #24-011 – Town of Dix – Trashmasters – Formalize operation of transfer station at 2640 State Route 14 (behind Parmenter Auto)

Matt Simpson appeared to represent the project. He stated that the DEC noted that the Town of Dix had not provided a Special Use Permit when the operation started several decades ago and is now asking for one. Brian Kenney moved to recommend approval, Justin Boyette seconded. All in favor.

### Staff Report:

Joann reported that the Commission will welcome two new members in January: a representative from the Village of Montour Falls and Alyssa Wixsom of SCT Computers Inc. (Watkins Glen) who will be representing Business on the Commission.

**Old Business:** None

**New Business:** Joann mentioned that the Village of Watkins Glen has not shared any applications with the Commission since March, which is likely due to staff turnover in the Code Enforcement position. She will follow up with the mayor.

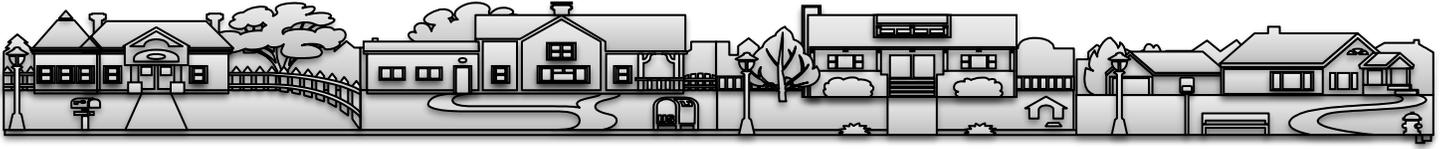
**Planning Commission Updates:** None.

**Adjourn:** Justin Boyette made a motion to adjourn at 6:18pm.

# Schuyler County Planning Commission

105 Ninth Street, Unit 39, Watkins Glen, NY 14891

Telephone: 607.535.8211



## AGENDA

December 12, 2024

6:00pm HSC Room 120

1. Call to Order
2. Opportunity for Public Comment
3. Approval of November Minutes
4. General Municipal Law 239 Reviews
  - #24-012 – Town of Dix – Cell Phone Tower KOA
  - #24-013 – Town of Dix – Cell Phone Towers WGI
5. Staff Report
6. Old Business
7. New Business
8. Planning Commission – Community Updates
9. Adjourn

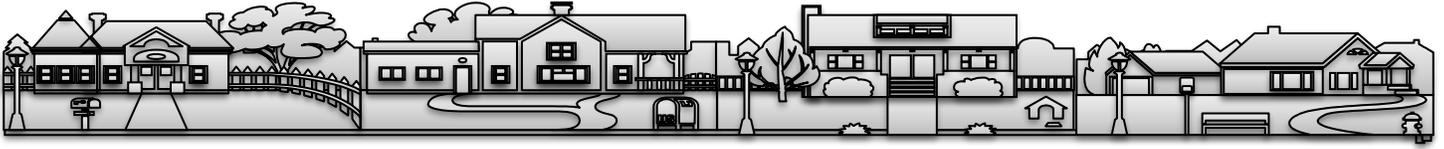
**Next Meeting will be held on Thursday, January 8, 2025 at 6:00pm**

*Note: If you cannot attend, please contact Joann Lindstrom at 607.535.8211 or [JLindstrom@schuylercountyny.gov](mailto:JLindstrom@schuylercountyny.gov)*

# Schuyler County Planning Commission

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## Meeting Minutes Schuyler County Planning Commission December 12, 2024

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**Present:** Mike Bergen, Sarah Agan, Jan Arcangeli, Justin Boyette, Nikki Fitch, Kirk Sorensen, Brian Kenney, Abby Wilkens

**Staff Present:** Joann Lindstrom

**Public Present:** None

**Excused:** Roxanne Leyes, Gary Hanson, Nigar Hale

**Absent:** Terry Gardner, Norma Buriss

**Call to Order:** Chairman Bergen called the meeting to order at 6:00pm.

**Opportunity for Public Comment:** No comments.

**Review and Approval of Minutes:** A motion to accept the November 2024 minutes was made by Brian Kenney and seconded by Justin Boyette. All in favor.

### General Municipal Law 239 Reviews

**a. #24-013 – Town of Dix – Two telecommunications towers at Watkins Glen Intl**

Corey Auerbach from Barclay Damon, American Tower Corp's law firm, was present via Zoom. Sarah Agan posed the following questions: 1) was the applicant aware of the proposed telecommunications tower at KOA and 2) was the applicant aware that the Town of Dix restricts the number of telecommunications towers? Mr. Auerbach replied that they were aware of the KOA tower and that they had submitted the required study to ensure that the towers were addressing an existing gap in coverage.

Joann asked Mr. Auerbach to specifically address Sarah's question regarding the Town of Dix code—when their Planning Board reviewed the application last month did they have an issue with it? He replied that the Planning Board was supportive of this project.

Brian Kenney moved to recommend the project; Abby Wilkens seconded. All in favor.

**b. #24-012 – Town of Dix – Telecommunications tower – KOA**

The commission discussed the total height of the tower, as it is described as 150' in height and 154' in height. Justin Boyette pointed out that the extra 4' was due to a lightning rod.

Mike Bergen moved to recommend the project; Brian Kenny seconded. All in favor.

**Staff Report:** Joann reported that the Planning Department will be hiring a full time GIS staff person shared with Real Property, in January.

**Old Business:** Sarah Agan asked about the status of the Padua Ridge permit, no one had an update to share.

**New Business:** Mike Bergen thanked Jan Arcangeli and Sarah Agan for their service to the Commission.

**Planning Commission Updates:** None.

**Adjourn:** Justin Boyette made a motion to adjourn at 6:42pm.