

GERMANTOWN PLANNING BOARD

DRAFT MINUTES

FEBRUARY 29, 2024

The meeting was held at the Town Hall with the following members in attendance: Chairman Garrett Montgomery, Kerrie Abela, Chris Brown, Simon Burstall, Jennifer Crawford, Benjamin Davidson and Lauren Williams.

The meeting was opened at 7:15 pm.

Pledge of Allegiance.

The minutes of January 25, 2024 were reviewed and, on a motion, made by Chris, seconded by Jen, with all in favor and none opposed were accepted with one amendment made to correct the spelling of Davis to Davidson on page 1 paragraph 1.

Public Hearing:

Angus Mordant: Lauren Cawse appeared before the board on behalf of Mr. Mordant for the continued review of his application for a Special Use Permit for an Accessory Apartment at his property located at 403 Northern Boulevard. Ms. Cawse presented and reviewed the revised application and supporting materials to construct an 800 square foot one-bedroom accessory residential structure and remove a badly deteriorated barn on the parcel. Resubmitted with modifications to the board were the following: completed SEAF, design now state that outdoor lighting will be mounted less than 14' above grade and that cut-off fixtures will be utilized, max lot coverage/impervious surface filed has been removed from site plan table, site plan now shows the routing of electrical utilities to the house, garage, and proposed accessory residential structure, site plan shows that the residential structure will be connected to the existing well through the house, and that the history of the barn on the rear of the property was conducted and included was a description of the methodology and a letter of no effect issued by the NYS Office of Parks, Recreation and Historic Preservation.

The board proceeded to review all new documentation and the following was discussed: the stream that crosses over and above ground, drainage will be placed underground and that a current catch basin will be relocated, minimum width of driveway was not determined and it is stated that this could be a condition upon approval, location of new structure, photos to be taken of existing structure by town historian, and that the use of structure barn wood may be used for new structure. In their continued review of Part 1 SEAF number 12B answer was questioned and then clarified that the EAF predates the letter submitted from NYS which is filed with the application, and that question #13 needs to be reviewed, amended and resubmitted to the board.

Motion is made by Lauren, to open the Public Hearing, seconded by Kerrie, with all in favor and none opposed. No comments were received from the zoom attendees (1) or the audience (0).

On a motion by Ben, seconded by Kerrie, with all in favor and none opposed the Public Hearing was adjourned.

Old Business:

Member Kerrie Abela announced that she will be changing her business hours of operation with a new close time that will allow her to be in attendance at 7:15pm. Motion is made by Ben to start Planning Board Meetings at 7:15pm., seconded by Jen, with all in favor and none opposed.

Chairman Montgomery reminded the board the need of continued training of 4 hours annually and that a lunch and learn will be set in the future at Town Hall. The board stated they would prefer two-two-hour trainings and not one four hour.

New Business:

Chairman Montgomery shared that the Town Board along with suggestions from the Code Enforcement Officer and GPB/ZBA Chairpersons may implement a new policy to require Escrow accounts be established with applicants to cover town fees during the application process and more information will be shared as it is presented. In addition, discussion for a policy for the maintenance of inactive applications was discussed and the board determined it will look at other municipality boards online to see if more information is available to implement a policy for Germantown. Chairman Montgomery offered to respond to the letter received from New Lebanon in regard to Policy of Inactive Applications.

On a motion by Keri, seconded by Chris, with all in favor and none opposed, the meeting was closed.

Jami L. DelPozzo-Planning and Zoning Secretary