

**Town of Urbana  
Planning Board Minutes  
February 6, 2012**

<b>Board Present:</b>	Randy Robinson	Chairman
	Betty Fitzpatrick	Board Member, Acting Recording Secretary
	Norm Hann	Board Member
	Andy Mazzella	Board Member
	Jim Mitchell	Board Member
	Tom Marshall	Alternate Board Member

**Public Present:** Andrew and Herta Lukacko, Jeff Winslow, Marilyn Rodkey, Catherine Powell, Douglas Schuckers, and John Dodge

**Public Hearing:** Opened at 7:02 PM

- A. Lukacko Subdivision
  - a. Parcel one will be divided into parcel numbers one & four.
  - b. Jeff Winslow wanted the borders clarified.
  - c. The application is complete.
  - d. Mr. Robinson explained that a draft deed will be required showing that parcel four will be annexed to Mr. Dodge's property.
  - e. No comments from the board.
- B. Public Hearing closed at 7:09

**Regular Meeting:** Opened 7:11 pm

- A. Minutes were reviewed from the regular meeting on January 9, 2012. Mr. Mitchell made a motion to approve the minutes as submitted. Seconded by Mr. Mazzella. All in favor.
- B. Old Business:
  - a. Concept Review / Site Plan
    - i. Robert Wilson & Chris Todd – No new submissions.
    - ii. Gurdeep Kundlas – No new submissions
    - iii. Douglas Schuckers – No new submissions. Applicants have received a verbal approval from Terry Debuck regarding the septic system. The Board will need the approval in writing. Still working on licensing.
    - iv. Heather Mitchell & Daniel Walsh – No new submissions.
    - v. Mercury Aircraft – No new submissions.
      - 1. The applicants are working with the ZBA for a use variance.
  - b. Subdivisions:
    - i. Carolyn Hopkins – no new submissions.
    - ii. Fred Newman /John Obrochta – no new submissions.
- C. New Business
  - a. Concept Review/Site Plan
  - b. Subdivision
    - i. Joe and Kelley Meade Subdivision [2012-007]
      - 1. Applicants would like to divide a 65.885 acre parcel into two lots, parcel one 1.414 acres and parcel two being 64.471 acres
      - 2. No representative present.
      - 3. The board tabled their application until such time the applicants can be present.

- iii. Jeff Winslow and Marilyn Rodkey Subdivision [2012-004 ]
    1. Ms. Rodkey would like to divide 34.496 acres into two parcels.
    2. Parcel four on survey will also be conveyed to Mr. Winslow.
    3. A discussion was held on where the property lines were and what the road frontage was. Lot widths, total acreage and road frontage for all parcels need to be clearly stated on the application.
    4. Applicants need a completed application for the subdivision, paid tax receipts, and a short form SEQR, part one completed.
    5. Once the application is determined to be complete, the Board will schedule a public hearing.
    6. Mr. Robinson informed the applicants that the subdivision needs to be referred to as parcel one and parcel two to clear up any confusion.
  - iv. Catherine Powell [2012-005]
    1. Ms. Powell would like to divide her property into two parcels. The current proposal does not have sufficient lot width to meet minimum requirements.
    2. Mr. Robinson referenced a letter sent to Ms. Powell on 9/2008. The letter stated requirements to subdivide in an agricultural district along with private road minimum construction standards. Current options are:
      - Sell the lot in its entirety
      - Subdivide a parcel and annex to an adjacent property owner
      - Build a private road in accordance with accepted engineering standards.
- c. Lukacko Decision
- i. Findings of Fact and Decision
  - ii. Part II SEQR
    1. SEQR, negative declaration
      - Motion to accept made by Mr. Hann and seconded by Mr. Mitchell
      - Roll call vote: Mr. Robinson-aye, Mr. Mazzella – aye, Mrs. Fitzpatrick – aye, Mr. Hann – aye, Mr. Mitchell – aye.

Findings:

- No negative impacts found-SEQR, unlisted classification.
- Application is complete with the exception of an updated draft deed describing the annexation to Dodge.
- Action is declared to be a minor subdivision.
- No negative comments at the Public Hearing.
- The proposed subdivision creates a non-conforming lot number four (4) which; is agreed upon by “Dodge” to be annexed to his existing deeded parcel. This action will result in no net increase in the number of lots described or recorded for Mr. Dodge.
- Motion to accept the findings made by Mr. Mazzella and seconded by Mr. Mitchell. Roll call vote: Mr. Robinson-aye, Mr. Mazzella – aye, Mrs. Fitzpatrick – aye, Mr. Hann – aye, Mr. Mitchell – aye.

Decision:

- The Planning Board by motion and unanimous vote has granted approval for Sketch Plat # 2011-113 with the following conditions:
  - The newly created parcel shall be conveyed and permanently annexed to the property presently know as the “Dodge” property.
  - The Deed, filed with the Steuben County Clerk, shall describe the annexation “Lukacko” to lands currently owned by “Dodge” and shall result in no additional parcels described by the “Dodge” deed. Satisfactory proof of the aforementioned condition must be submitted to the Town of Urbana Clerk for filing.
  - Motion to approve the subdivision: Based on the findings and conditioned upon a draft copy of the deed describing the annexation submitted to the Town Clerk for filing was made by Mr. Hann and Seconded by Mrs. Fitzpatrick.
  - Roll call vote: Mr. Robinson-aye, Mr. Mazzella – aye, Mrs. Fitzpatrick – aye, Mr. Hann – aye, Mr. Mitchell – aye.
- d. Board Matters
- i. Board members discussed the camping trailer parked at the Mexican Restaurant on State Route 54 and unlicensed vehicles on the Fish Hatchery Road. Mr. Robinson will pass concerns to Mr. Magee.
- e. Motion to Adjourn:
- a. Mr. Hann made a motion to adjourn the meeting. Seconded by Mrs. Fitzpatrick.
  - b. Meeting adjourned at 8:35 pm

Respectfully Submitted,

Betty Fitzpatrick-Acting Recording Secretary