

**Town of Austerlitz Planning Board  
Regular Meeting Minutes  
March 6, 2014**

**The Austerlitz Planning Board Meeting:**

Members present included Sue Geel, Jay Engel, and Marie Meehan.  
Absent- Richard Madonia.

**Also in Attendance:**

Joe Catalano, Attorney for the Town

**Public:**

Dan Russell, Surveyor (present for both Subdivisions)  
Wendy Madsen (daughter of Joel Dyslin)

*Beth Meehan motions to appoint Susan Geel as acting chairperson for tonight's meeting.  
Jay Engel approves.*

**\*\*Susan Geel calls the Regular Meeting to order at: 7:00pm\*\***

**New Business:**

**1.) Bruce Burns- Minor Subdivision on Crow Hill Rd- Presented by Dan Russell, Surveyor.**

*Maps given to each board member; to include previously approved maps- (2002 subdivision).*

Mr. Russell begins by explaining that Parcel 1 owns the road. Parcels 2 & 3 are separate. He explains that the current proposal is to revise the existing sub-division so that Parcel 1 can be split into sections A & B, in which A will remain owner of road. Parcel B has an existing house located on the property.

Sue Geel asks if there is an existing road that is currently up to town requirements.

Mr. Russell explains that on the current map it is notated, however they will need to tailor the note to meet the new conditions.

Attorney for the Town, Joe Catalano, reviews the map and explains that "Note 3" is the existing road maintenance agreement.

Mrs. Geel confirms that they will require a new road maintenance agreement, and will require that all parcels using the road will need to sign off on the new agreement.

Mr. Russell states that he will ask Freeman and Howard, attorney's for this subdivision, to draw up a new agreement.

*Attorney Catalano, asks the board if anyone has any other questions.*

Attorney Catalano states that the Declaration will need to be filed with the County Clerks office along with the map, or they can update the existing note on current map to include 1A & 1B.

*Mr. Russell hands Sue Geel payment for the application, as well as copies of both deeds.*

Attorney Catalano explains that they can accept the application and Environmental Assessment form and arrange the public hearing for next months meeting. He goes on to state that the new agreement can be e-mailed prior to the next meeting, if possible. The SEQR form will be completed at the Public Hearing.

Mrs. Geel reminds Mr. Russell that they will need certified return receipts to confirm notification to all surrounding neighbors for the next meeting.

Mrs. Geel motions to accept subdivision application for Bruce Burns contingent upon the submission of a Road Maintenance Agreement, and confirmation from the county that a referral is not required.

Second by: Jay Engel

Approval 3-0

Mrs. Geel to motion for a public hearing scheduled for next month's planning board meeting on April 3, 2014.

Second by: Beth Meehan

Approval 3-0

## ***2.) Joel Dyslin- Minor Subdivision on Route 203- presented by Dan Russell, Surveyor.***

*Wendy Madsen (daughter of Joel Dyslin) also present*

Mr. Russell explains that the subdivision consists of 7.7 acres, in which the idea is to construct a house on parcel 2 (1.7 acres located in the Hamlet). Mr. Russell goes on to explain that Joel Dyslin, the owner of this property, was once the Town Supervisor. There were existing plans previous to this that did not go through, therefore he wants to see if there will be any issues with this new proposed plan.

Mrs. Geel states that there does not seem to be any relevant issues with the proposal, but as far as the house and driveway placement goes- they will need to receive approval from the Code Enforcement Officer.

Attorney Catalano explains that some boards like to have the proposed placement of the projected house to include site conditions. He then reviews with the board that it is the authority as the planning board to make sure it is a suitable lot, and is suitable for the 'purpose,' and confirms that they can require to have zoning setbacks placed on proposed maps.

Attorney Catalano suggests that they will need a letter from County and can receive an approval contingent upon a curb-cut.

Mrs. Geel confirms that they will need a full survey and letter confirming the curb-cut, in addition to the map showing a proposed driveway. She goes on to explain that they will need the proposed location of the house, driveway, as well as the septic/well to be placed on Map, with topographical markers.

Attorney Catalano asks if the subdivision will follow natural contours.

Mr. Russell explains that the plan is to leave a clean-cut 6 acres- which will make more of a "natural cut".

Attorney Catalano reviews the map and confirms that there will still be road frontage for the larger parcel.

Mrs. Geel suggests that Mr. Russell comes back next month with a new map.

Copy of sketch is left with Attorney Catalano.

*Mr. Russell and Wendy Madsen exits.*

***General discussion takes place among board members about procedures, policies, etc.***

**Public Comments:** *None*

**Mrs. Geel motions to adjourn meeting at 8:15pm**

Second by: Marie Meehan

Approval: 3-0

\*\*\*\*\*Next Regular Planning Board Meeting Scheduled for April 3, 2014\*\*\*\*\*