

**PLANNING BOARD
TOWN OF BERNE
PO Box 57
Berne NY 12023**

Date: December 3, 2020

Present:

Mike Vincent, Planning Board Chair, Mark Sengenberger, Emily Vincent, Larry Zimmerman, Joe Martin, Pat Safford (Alternate) Cathy Shultes (Planning Board Secretary), Mat Harris (Town Councilmember, Liaison), Javid Afzali (Town Attorney) and other interested citizens.

Regular Meeting:

- Mike Vincent, Planning Board Chair called the meeting to order at 7:00 pm.
- Review of Minutes from November 5, 2020.
 1. ***Motion:*** *Larry Zimmerman made a motion, seconded by Mark Sengenberger to accept the minutes from November 5, 2020. Motion carried with the following members voting aye: Mike Vincent, Mark Sengenberger, Emily Vincent, Larry Zimmerman and Joe Martin.*

New Business:

- Lot Line Adjustment: John Demis (representing Helderberg Bluestone and Marble, Inc.)
Helderberg Bluestone and Marble, Inc.
43 Old Road
East Berne, NY 12059
SBL: 115.-1-17 and 115.-1-18 (Properties located on Cole Hill)
 1. The purpose of the proposed Lot Line Adjustment is to include the pond on the alternate lot.
 2. EAF Part 1 was reviewed. Per Town Attorney, Mr. Afzali, Parts 2/3 will not be necessary.
 3. The application will be forwarded to Albany County Planning Board.
Motion: *Mark Sengenberger made a motion seconded by Emily Vincent to forward the application to the Albany County Planning Board for review and comment. Motion carried with the following members voting aye: Mike Vincent, Mark Sengenberger, Emily Vincent, Larry Zimmerman and Joe Martin.*
- Subdivision: Henry Whipple (Lands formerly owned by Carr)
Henry Whipple
325 Old Stage Road
Altamont, NY 12009-3310
SBL: 102.-1-15 and 102.-1-16 (Properties located on Gifford Hollow Road)
 1. The application is for a Minor Subdivision of 4 lots.
 2. Restrictions will be added to the final plat (to include no mobile homes – single or double wide, no unregistered vehicles parked outside, house must have at least a 1,000 square feet of living area, no temporary structures, etc.). Restrictions have also been filed with the County Clerk's Office.
 3. The Conservation Board will be contacted to complete a site visit.

4. Proposed Lots 3 & 4 are part of Federal Wetlands.
5. Emily Vincent and Joe Martin will complete the site visit on behalf of the Planning Board.
6. A letter from Tom Brady of the Albany County Health Dept. is on file for the well and septic.
7. Once the Conservation Board and the Planning Board site visits are complete and reports are available, the EAF will be reviewed and the application forwarded to the Albany County Planning Board.

Old Business:

Other

- Mike Vincent read / discussed Sean Lyon's memo regarding Governor Cuomo's November 17 orders which reviewed Town guidelines for holding public meetings.
- Property Line Adjustment (rather than Lot Line Adjustment)
Mark Sengenberger reviewed the new proposed document that was shared with Planning Board members in November and discussed the following:
 1. Attachments similar to those required with a Subdivision still need to be completed – should be as simple as modifying those included in the Subdivision application.
 2. Would review by Albany County Planning Board still be required?
 3. Would modifications need to be made to the Zoning ordinance to allow for this?
 4. Our goal is to finalize these documents in 2021.
 5. Comments should be forwarded to Mark Sengenberger.
- Home Occupations - It was suggested to table any further work until the Local Law is finalized.
- There was much discussion about the proposed local laws, including Planning Board review, public hearings and the process. The Planning Board is asking for a formal request from the Town Board requesting Planning Board review of the Local Laws 7, 8 and 9.
- Comprehensive Plan
 1. Larry Zimmerman drafted a resolution to be forwarded to the Town Board regarding instituting the Comprehensive Plan.
 2. **Motion:** *Larry Zimmerman made a motion seconded by Emily Vincent to send the said resolution to the Town Board. Motion carried with the following members voting aye: Mike Vincent, Mark Sengenberger, Emily Vincent, Larry Zimmerman and Joe Martin.*
- Mike Vincent, Planning Board Chair made a recommendation to reappoint Emily Vincent to the Planning Board as Planning Board Chair.

Adjourn

Motion: *Emily Vincent made a motion, seconded by Larry Zimmerman to adjourn the meeting at 9:25pm. Motion carried with the following members voting aye: Mike Vincent, Mark Sengenberger, Emily Vincent, Larry Zimmerman and Joe Martin.*

Respectfully submitted,
Cathy Shultes, Administrative Assistant