

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

---

**Date:** February 4, 2021

**Present:**

Joe Martin, Chair, Mike Vincent, Mark Sengenberger (via Zoom), Bob Kipper, Larry Zimmerman, Pat Safford (Alternate) (via Zoom), Carl Trichilo (Alternate) Cathy Shultes (Planning Board Secretary), Chance Townsend Code Enforcement Officer (via Zoom), Javid Afzali (Town Attorney) (via Zoom) and other interested citizens.

**Regular Meeting:**

- Joe Martin, Planning Board Chair called the meeting to order at 7:05 pm.
  
- Review of Minutes from January 14, 2020.
  1. ***Motion:*** Mike Vincent made a motion, seconded by Mark Sengenberger to accept the minutes from January 14, 2021. Motion carried with the following members voting aye: Joe Martin, Mike Vincent, Mark Sengenberger, Larry Zimmerman and Bob Kipper.

**New Business:**

- Preliminary Subdivision Review prior to application  
Melanie and Jeff Teats  
1579 Thacher Park Road  
East Berne, NY 12059  
SBL: 80.-2-18
  1. The Teats reviewed their plans to subdivide the family property formerly owned by (Melanie's) parents, William and Margaret Hayden. There are 39 acres total, including a house with a two-acre parcel. Two proposals were presented:
    - a. 37 acres and the two-acre parcel with the house (preference).
    - b. 34 acres and a five-acre parcel with the house.
  2. Town Code states subdivisions are a minimum of 5 acres. The Teat's will move forward with subdividing a five-acre parcel including the house, and having the entire property surveyed. Notations for the septic and well must be added to the survey. The Teats have stated they are not looking to complete additional subdivisions, ant that the property will stay in the family.
  3. The Teats will return once the survey has been completed and an application for Subdivision is on file.

**Old Business:**

- 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. Albany County has completed merging of the two parcels – 102.-1-15 remains, and 102.-1-16 has been cancelled.
  2. The Conservation Board will follow up with an additional report, and has no objections to this project moving forward.

3. Mr. Whipple provided a new survey that shows the relocation of the driveway for the proposed Lot 1. The driveway was moved away from the adjoining Carr property and towards Lot 2. He will request that the surveyor forward an electronic copy for our files.
  4. **Motion:** Joe Martin made a motion, seconded by Mike Vincent to send the application to Albany County Planning Board for review. Motion carried with the following members voting aye: Joe Martin, Mike Vincent, Mark Sengenberger, Larry Zimmerman and Bob Kipper.
  5. **Motion:** Mike Vincent made a motion, seconded by Larry Zimmerman to schedule the Public Hearing for Thursday, March 4, 2021. Motion carried with the following members voting aye: Joe Martin, Mike Vincent, Mark Sengenberger, Larry Zimmerman and Bob Kipper.
- 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. Previously, the Albany County Planning Board rejected the referral application due to the unofficial survey map that was provided. Mr. Demis has submitted the official survey for our review and forward to Albany County Planning Board.
    2. **Motion:** Mike Vincent made a motion, seconded by Bob Kipper to send the Demis (for Helderberg Bluestone) Lot Line Adjustment application to the Albany County Planning Board for review. Motion carried with the following members voting aye: Joe Martin, Mike Vincent, Mark Sengenberger, Larry Zimmerman and Bob Kipper.
    3. **Motion:** Larry Zimmerman made a motion, seconded by Bob Kipper to schedule the Public Hearing for Thursday, March 4, 2021. Motion carried with the following members voting aye: Joe Martin, Mike Vincent, Mark Sengenberger, Larry Zimmerman and Bob Kipper.

**Other:**

- Review of Proposed Local Laws (Industrial Solar and Home Occupations) received from the Town Board on February 3, 2021.
  1. Both laws were discussed, and it was noted that much of the responsibility has been shifted from the Planning Board to the ZBA.
  2. The Planning Board will put in a request to the ZBA to be added to their next agenda February 17, 2021) to discuss the changes and request their feedback for both proposed laws.
- SEQRA Review
  1. The SEQR Handbook, Fourth Edition, 2020 was distributed to everyone.
  2. 6 NYCRR Part 617 – State Environmental Quality Review was distributed to everyone
- Training Opportunities
  1. A newer brochure from the New York Planning Federation was distributed.
  2. There is a March 3 webinar, “The Comprehensive Plan” that Planning Board members should consider attending live or as a replay later.

**Adjourn**

**Motion:** Larry Zimmerman made a motion, seconded by Mike Vincent to adjourn the meeting at 9:20pm. Motion carried with the following members voting aye: Joe Martin, Mike Vincent, Mark Sengenberger, Larry Zimmerman and Bob Kipper.

Respectfully submitted,  
Cathy Shultes, Administrative Assistant