

# TOWN OF VIRGIL PLANNING BOARD

Minutes of Regular Meeting - Monday, 25 January 2016 - 7 PM  
Town Hall - 1176 Church Street - Virgil, NY 13045

## **Board Members** (\*absent)

Jeffrey Breed, Chairman  
\*Gary Wood  
Carole Lathrop  
Ann Howe  
Vacancy  
\*Mark Baranello, Alternate

## **Others Present**

Craig Umbehauer, Town CEO  
Joan Fitch, Board Secretary  
Patrick Snyder, Town Attorney

## **Applicants & Public Present**

NONE

## **REGULAR MEETING**

The Regular Meeting of the Town of Virgil Planning Board was called to order by Chairman Jeffrey Breed at 7 p.m.

## **ORGANIZATIONAL MATTERS**

It was noted for the record that the Virgil Town Board has re-appointed Jeffrey Breed as Chairman of the Town Planning Board for 2016.

### **Selection of Board Secretary for 2016**

A motion was made by Member Carole Lathrop to select Joan Fitch as the Planning Board's secretary for 2016. The motion was seconded by Member Ann Howe, with the vote recorded as follows:

<b>Ayes:</b> Chair Breed Member Lathrop Member Howe	<b>Nays:</b> None
	<b>Absent:</b> Member Wood Alternate Member Baranello

Motion carried.

**This becomes Action #1 of 2016.**

### **Selection of Meeting Day/Time for 2015**

A motion was made by Member Lathrop that the regular meeting day/time for 2016 will be the fourth Monday of each month at 7 p.m., as needed. The motion was seconded by Member Howe, with the vote recorded as follows:

<b>Ayes:</b> Chair Breed Member Lathrop Member Howe	<b>Nays:</b> None
	<b>Absent:</b> Member Wood Alternate Member Baranello

**This becomes Action #2 of 2016.**

## **OLD BUSINESS - NONE**

**NEW BUSINESS**

**Sherry Halladay, Applicant/Reputed Owner – 2428 Kohne Road – TM #115.00-06-05.000 – Proposed Minor Subdivision**

CEO Craig Umbehauer stated that the applicant was unable to be present as she was stuck in Pennsylvania with the Blizzard of 2016; therefore, he explained to the Board that she was seeking approval to subdivide a 5±-acre parcel from her 18.77± acres, as indicated on the annotated survey map accompanying the application. As noted, the proposed parcel would be “Approx. 255 feet by 853 feet.” The applicant is selling this 5± acres to Scott Elston who owns the adjoining parcel on the south; Mr. Elston will be combining this newly purchased lot with his existing parcel.

The Board reviewed the map and noted the subdivided parcel indicated a reserved strip along Kohne Road which would remain with the remaining 13± acres. This strip was discussed at length.

Chairman Breed then read aloud the 23 December 2015 Cortland County Planning Department memo by Dan Dineen, Director of Planning, returning the application to the Town for final determination, as what was being proposed was “technically adequate and has no State- or County-wide impact.”

The Board then completed their portion of the Short Environmental Assessment Form. Negative responses were obtained to all questions in Part 2.

**A motion was then made by Member Howe that the action, based on the information submitted, will not cause any significant adverse environmental impact, resulting in a Negative Declaration. The motion was seconded by Member Lathrop, with the vote recorded as follows:**

<b>Ayes:</b>	<b>Chair Breed</b>	<b>Nays:</b>	<b>None</b>
	<b>Member Lathrop</b>		
	<b>Member Howe</b>	<b>Absent:</b>	<b>Member Wood</b>
			<b>Alternate Member Baranello</b>

**Motion carried.**

**This becomes Action #3 of 2016.**

**A motion was then made by Alternate Member Baranello to approve the Minor Subdivision, as requested, conditioned upon the 5±-acre subdivided parcel being combined with the adjoining parcel owned by Scott Elston so as not to create a landlocked parcel. The motion was seconded by Member Howe, with the vote recorded as follows:**

<b>Ayes:</b>	<b>Chair Breed</b>	<b>Nays:</b>	<b>None</b>
	<b>Member Lathrop</b>		
	<b>Member Howe</b>	<b>Absent:</b>	<b>Member Wood</b>
			<b>Alternate Member Baranello</b>

**Motion carried.**

**This becomes Action #4 of 2016.**

**ADJOURNMENT**

At 7:30 p.m., a motion was made by Member Lathrop, seconded by Alternate Member Baranello, to adjourn the meeting. All Board members present voted in the affirmative.



Joan E. Fitch  
Planning Board Secretary

Emailed to Town Supv., Clerk, Atty., CEO, PB  
Members & Co. Planning on 1/26/16.