

**Present at Meeting:** Chairperson William McGhie  
Vice-Chairperson Teri Schuerlein  
Dan Freebern  
Bill Siegle  
Georgia McMeekin  
Joe Turcotte

**Also Present:** Town Attorney Leah Everhart, Bernie Hill, Don Butler, Darlene Butler, Brian Bearor, Tammie LaGuerre, Town Board Member Bob Olson and Zoning Administrator James Steen.

**ADENDA ITEMS:** File 2017-01 BLA, Tax Map # 88.10-1-53  
File # 2017-01 CU, Tax Map # 72.13-2-48  
File # 2016-08 CU, Tax Map # 72.-1-59

### **Pledge**

Chairperson William McGhie called the meeting to order at 7:00 p.m.

Chairperson William McGhie appointed alternate member Georgia McMeekin as a voting member in the absence of Mike Raymond.

**Approval of minutes:** Vice-Chairperson Teri Schuerlein made a motion to approve the October 19, 2016 minutes as written. Second by Bill Siegle. **ALL AYES.**  
Vice-Chairperson Teri Schuerlein mad a motion to approve the December 14, 2016 minutes as written. Second by Bill Siegle. **ALL AYES.**

Brian Bearor, Chief Executive Officer of the FAMILY YMCA OF THE GLENS FALLS AREA gave an update to the Planning Board members regarding the programs that are taking place at the Horicon Center YMCA outreach. He apologized to the Board for not submitting the application for a Zoning Compliance Certificate for the installation of the fence at the center and stated he would be submitting that to the Zoning Office by the end of the week. Right now they are doing after school reading program and working closely with the school. They will be developing additional programs for infants to seniors. Brian Bearor introduced Tammie LaGuerre the newly hired Center Director. Tammie gave a presentation to the Planning Board members regarding the types of programs that they have going on at the Center and the future programs they plan on putting in place for the community.

**NEW BUSINESS:** File 2017-01 BLA  
Tax Map # 88.10-1-53 (portion of subdivided lot 2)  
Bernard Hill  
6514 State Route 8  
Tax Map # 88.10-1-54  
Brant Lake Holdings LLC/Jason Hill  
6504 State Route 8

### **Seeking a .14 Acre Boundary Line Adjustment**

James Steen, Zoning Administrator showed the Planning Board on the map the original lot Tax Map # 88.10-1-53 belonging to Bernie Hill that was subdivided and approved a few months ago and explained that lot 2 of that subdivision is being proposed for a Boundary Line Adjustment. A 0.14 acre portion of previously subdivided lot 2 will be given to Brant Lake Holdings LLC/Jason Hill and granting a small easement of 554 square feet to Jason Hill. Both are conforming lots.

Georgia McMeekin asked if both of the applicants on the application are doing this BLA together. Bernie Hill responded yes. Georgia McMeekin then asked what the planned use of this property is after the Boundary Line Adjustment. Bernie Hill stated that Jason's plan is to clear some trees in the back and utilize it for a turnaround for truck access.

Vice-Chairperson Teri Schuerlein stated it will be much safer and makes it much more compliant with setbacks.

There is no Public Hearing required for Boundary Line Adjustments.

This is a subsequent change to a previous SEQRA review on a previous subdivision and being no new or different impacts likely to occur Vice-Chairperson Teri Schuerlein made a motion there are no impacts left to review. Second by Georgia McMeekin. **ALL AYES.**

Being no further questions or comments Vice-Chairperson Teri Schuerlein made a motion to approve the portion of previously subdivided lot 2 from Tax Map # 88.10-1-53 for a 0.14 acre Boundary Line Adjustment to Brant Lake Holdings LLC/Jason Hill Tax Map # 88.10-1-54. Second by Georgia McMeekin. **ALL AYES.**

**NEW BUSINESS:**

**File # 2017-01 CU**  
**Tax Map # 72.13-2-48**  
Brant Lake Heights Homeowner's Association  
Route 8 and Grassville Road  
Brant Lake, NY 12815

**Seeking a Conditional Use for a Multiple Access Dock in order to move dock out of wetlands.**

Don Butler representing Butler Loop docks owned by Brant Lake Heights Homeowner's Association is seeking a Conditional Use to extend the existing dock forty-nine (49') into the water. No more dock slips will be added. Last year he added two additional sections and had gone over the allowed square footage and had to remove the additional sections. The Fourteen of Us beach lot had problems with mooring their boat and taking it out because the Butler Loops docks were over the property line. Don Butler stated that he wants to move the current docks out of the wetlands and only the ramp to the docks will go over the wetlands. Don Butler stated that he did send a JIF to the APA and the APA sent a letter that they will have to look at the docks in June or July to assess any potential impact to the wetlands and whether an APA agency permit is required. By moving the docks further out into the lake he will be able to move the swimming area and will make the swimming area much safer and be able to keep the boats out of the swimming area. Don Butler stated to the Board that he submitted the hand drawn map in order for the Board to see what the proposal will look like in relation to the Brant Lake Heights docks. The fingers on the docks will be adjustable in order to accommodate different size boat sizes. The end fingers will be stationary.

Zoning Administrator Jim Steen stated that he originally contacted Don Butler and Brant Lake Heights Home Association in June 2016 regarding moving the Butler Loop docks extending their docks and stated they would need to come before the Planning Board for approval. This became more complicated because of the Fourteen of Us beach lot with the Kohany's dock had issues with getting their boat out last year. The Butler Loop docks were blocking their boat from getting out into the water. The Kohany's dock is seven (7') feet from the side line; however, their dock is grandfathered. Don Butler stated that he will make sure that this summer the last boat on his dock will not cross over the line to the Fourteen of Us docks.

Don Butler asked how the Public Hearing process works and the Chairperson William McGhie explained the process of notification deadlines.

Chairperson William McGhie asked what the increase in square footage will be with this proposal. Don Butler stated 98 square feet plus 160 square feet for a total of 258 square feet increase. Because this is a multiple access dock it is exempt from the single dock regulations.

Georgia McMeekin asked Zoning Administrator Jim Steen if the Zoning Law on page 83, Section 14B (non-conforming structures to be expanded) would have to be addressed prior to seeking approval for a multiple access dock from the Planning Board. Zoning Administrator Jim Steen responded no it would not be applicable in this situation.

The Board members had a discussion about the hand drawn map that was submitted as opposed to having a professionally prepared map by an engineer submitted. The map provided by Don Butler was hand drawn and Chairperson William McGhie asked that the applicant Don Butler have an engineered site plan to scale done by a professional engineer showing the proposed location of the dock prior to the next meeting on February 15, 2017. This requested site plan should be received by the Zoning Office no later than February 1, 2017 because of the time frame needed for notice for Public Hearings.

Being no further comments or questions Teri Schuerlein made a motion to deem the application complete pending a receipt of an engineered site plan drawn to scale showing the proposed location of the dock and to set a Public Hearing for February 15, 2017 and if the requested engineered site plan is not received in the necessary time frame the Public Hearing will be scheduled for March 15, 2017. Second by Dan Freebern. **ALL AYES.**

**PUBLIC HEARING:**                      **File # 2016-08 CU**  
   **Tax Map # 72.-1-59**  
   Island Pond Corp.  
   7201 St. Route 8  
   Brant Lake, NY 12815

**Seeking a Conditional Use of a 100 acre vacant parcel for a parking lot to provide extra parking to the Camp and Jimbo's.**

Chairperson William McGhie recused himself from this Public Hearing because of his absence from the December 14, 2017 Planning Board meeting when this application was deemed complete. Vice-Chairperson Teri Schuerlein sat in as acting Chairperson for the Island Pond Application Public Hearing.

Vice-Chairperson Teri Schuerlein asked if there were any questions or comments.

Brandon Himhoff was not present to speak or answer any additional questions about the Island Pond Corporation proposed parking lot. Board Secretary, Terri Katsch stated that one adjoining owner, Barbara Cotton had called the office wanting to know if she would be able to see this parking lot from her property and was told she would not be able to see it from where she is located. Dave Krogman was in to the Zoning Office today, January 18, 2017 to look at the proposed application and questioned how this parking lot can be an accessory use to a separate parcel not currently used as a group camp. Zoning Administrator Jim Steen stated that he told Dave Krogman that the Town looks at the proposal as an allowed use for a group camp.

Vice-Chairperson Teri Schuerlein read the Warren County Planning Department Review that stated No County Impact with a suggestion that the applicant consult NY State Department of Transportation regarding the proposed parking lot adjacent to NY-8. It is suggested that an advanced warning of the pedestrian crossing be provided to motorists and that adequate lighting be provided.

Town Attorney Leah Everhart discussed with the Board members the SEQRA review and indicated that there is likely to no impact on the proposed change as it is an accessory therefore no SEQRA review would be necessary.

Zoning Administrator Jim Steen has a concern about how the people would be entering the camp and pointed out on the map where the people would be walking on Route 8.

Dan Freebern has concerns about people walking on Route 8 especially after dark and asked the Town Attorney, Leah Everhart if the Town would have any liability if anyone was hurt on Route 8. Town Attorney, Leah Everhart indicated that the Town would not have any liability.

Vice-Chairperson Teri Schuerlein asked if anyone knows how far it is to walk from the parking lot to the entrance and Zoning Administrator Jim Steen responded that it is about 550'.

A discussion ensued by the Board members bringing up additional lighting, possible different entryways, getting people off of Route 8, foot paths, shuttle, staff with flashlights and guide to parking area and along Route 8.

Vice-Chairperson Teri Schuerlein asked why the applicant could not move the parking lot proposed location to right across from the existing entryway. Zoning Administrator Jim Steen responded that that area is too hilly to place the parking lot and the area chosen is the most flat area on the property for the proposed parking lot.

Board members had a discussion on whether or not to call the applicant as he stated at the previous meeting he would be available by phone. It was decided that the best option would be to wait for the applicant to return at the next Planning Board meeting on February 15, 2017 because he might have to use the map to point out areas in question and there were too many questions to be answered by phone.

Vice-Chairperson Teri Schuerlein suggested that they leave the Public Hearing open and table the application until the February 15, 2017 Planning Board meeting due to the additional concerns the Board members have in order to have further discussions with the applicant.

Being no further questions or comments Dan Freebern made a motion to hold the Public Hearing open until next month's Planning Board meeting on February 15, 2017 for additional conversation with applicant. Second by Georgia McMeekin. **4 AYES, 1 NAY**

Chairperson William McGhie rejoined the Board at this time.

**Correspondence:** Chairperson William McGhie passed out information to each Board member about Training at the Horicon Town Hall on February 17, 2017 regarding an Introduction to Storm Water Erosion.

**Board Comments:** The Planning Board members requested that in the future the Warren County Planning Board Reviews be sent to the Planning Board members.

**Public Comments:** None

Dan Freebern made a motion to adjourn the meeting. Second by Vice-Chairperson Teri Schuerlein. **ALL AYES.**

**Meeting adjourned:** 8:40 pm

Next Meeting: February 15, 2017

Respectfully Submitted,  
Terri Katsch, Secretary