

**Approved**  
**11-8-2021**

**October 27, 2021**  
**Town of Taghkanic**  
**Town Board Meeting**

Note all documents in these minutes may be clicked on and enlarged for easier reading

**6:35 pm:** The Taghkanic Town Board and Zoning Commission held a Special meeting on the above date, attendance as follows.

**Town Board**

**Present:** Ryan Skoda Supervisor  
Elizabeth Craig Board Member  
Kara Gilmore Board Member  
Linda Swartz Board Member  
Joyce Thompson Board Member  
Cheryl Rogers Clerk

**Via Zoom**

**Zoning Commission**

**Present:** Alvin Huehnel John Roberts

**Excused:** ZC Members ,

**Via Zoom:** Don Critchell Kathy Bainer Elizabeth O'Donnell

**Public Audience:** Barbara Hermance Joshua Plass Joseph Cordato  
Clara Cordato Carmen Nero Karen Lansing White

**Via Zoom:** Jason Lennon Jenna Winocur Roberts Patterson Marge Blaine  
Celine Kagan

*Supervisor Ryan Skoda* opened the meeting with the Pledge of Allegiance and turned the meeting over to **Board Member Joyce Thompson Co-Chair of the Zoning Commission:**

**Zoning Commission Chair Joyce Thompson** asked for the Board's concerns, changes, and recommendations starting at Section 90-B Site Plan Review and Approval; **Zoning Commission Co-Chair and Secretary, Linda Swartz**, made all duly noted changes, concerns and recommendations in her attached minutes.

**In-person and ZOOM attendance, as well as meeting opening and adjournment times, as per Town Clerk's Minutes.**

**Section 90 Site Plan Review and Approval**

- **90-B.** Reference to Section 60-J. needs to be checked since numerous changes were made to Section 60 during this review. Joyce said that all such references will be checked during the rewrite.

Elizabeth O'Donnell pointed out that Site Plan Review tends to be for larger projects; not all projects would require Site Plan Review. The Zoning Commission put a lot of thought into which projects would be subject to

conditions. The lead paragraph in 90-C. seems to indicate that every project needs to go through this process, but the second paragraph lists several uses that do not require Site Plan Review. This paragraph will be rewritten for clarity. **TABLED**

- **90-C.1.b.** is shortened to read as follows: *“A site containing an identified local historic building or historic structure.”*
- **90-C.1.c.** delete *“lying within a scenic viewshed or”*
- **90-C.2., 90-C.3., and 90-C.4.** are deleted.
- **90-C.5.** and rewritten as follows: *“An amendment to a previously approved Site Plan, when there is an increase in volume of traffic or space devoted to parking, a change to signage or lighting, or increased demands on water supply, sanitary sewage disposal, storm water management and zoning compliance..”*
- **90-C.6** and **90-C.7.** are deleted
- **90-C.8.** The beginning of this paragraph was slightly reworded as follows: *“For all uses that require Site Plan Review and Approval where alterations will occur in principal site elements, the following elements should be considered: location, number and configuration of parking spaces; . . .”*. Also **90-C.8.** will be moved to the end of Section **90-D.** as a new paragraph number 4. Joyce asked Kathy Bainer, Chair of the Planning Board, how detailed an application would have to be for screening, lighting or other elements. Kathy said the applicant can just tell the Planning Board what they plan to do and it is put into the report. Kathy added that the Planning Board doesn’t usually through every detail; they just deal with what is applicable.
- **90-C.9.** to be rewritten. Secretary will search code for any other reference to “condominium”.

The Town Board and Zoning Commission had a very long discussion about how to rework this section. As a result of the discussion, it was suggested that 90-C.1. through 8. be deleted because 90-D., Sketch Plan Conference, is where the applicant actually sits down with the Planning Board and those requirements listed in 90-C. would be considered at that time. **TABLED**

- **90-D.** At the end of the first paragraph add *“SEQRA and a Public Hearing is required for every application.”*
- **90-D.1.** Delete “Administratively” at the start of this sentence. At the end of this paragraph, delete *“and complying structures, as determined by the Code Enforcement Officer, wherein no substantial site improvements are either required or proposed”* and instead say *“The application is subject to the requirements of Section 90-G.4.”* (NOTE: Be sure that 90-G.4. meshes with 90-D.1.)

Regulations need to be clear that the form sent to the Planning Board for the sketch plan conference include property owner name, address, tax lot number, and to-scale sketch with a written description of the proposal. It is also recommended that the application include a local tax map image showing 1000’ radius to show neighboring properties that will require notification if the proposal moves forward.

- **90-E.** Ryan said asked why an application goes to CEO. Kathy that when she became chair, she was told to do it that way. This practice slows down the application process and should be changed; applications for Site Plan Review and Approval should be made directly to the Planning Board Chair, making the rest of the paragraph unnecessary. Paragraph may need additional rewrite. **TABLED**

**Meetings Set: Wednesday, November 3; Wednesday, November 17; and Wednesday, December 1, 2021.**  
**All meetings begin at 6:30 p.m.**

*Minutes Prepared by: Linda Swartz*

## List of Items Tabled:

80-D.6. Ted to check on legality of adding “preference given to parents of residents” (Minutes of 10/14/21)

80-D.6.f. What is Affordable Housing Plan? What does it include? (Minutes of 10/14/21)

80-D.11. Make Printing into two or three usage levels? Small (home based), Medium, and Large Commercial Offset (Minutes of 10/6/21)

80-D.12. Recreation Area, Commercial and Non-Commercial: Two separate sets of regulations. (Minutes of 10/6/21)

80-D.13. Need to decide on whether or not Automobile Repair Shops will be permitted in residential districts.

80-D.19. Farm Industry (as noted in Minutes of 10/20/21)

90-C. Rewrite or delete paragraph and regulations 1-8 (Minutes of 10/27/21)

90-E. Does application go to CEO or PB? Rewrite paragraph. (Minutes of 10/27/21)

List of housing uses tabled pending decision on minimum lot size, setbacks, and maximum number of guests, outdoor lighting requirement and public address systems, and other items as noted:

- **80-D.4. Housing: Assisted Living or Nursing Home. What scale is appropriate for Taghkanic?**
- **80-D.5. Housing, Group Home**
- **80-D.6. Housing, Senior Citizen**
- **80-D.8. Conference Center**
- **80-D.15. Resort or Lodge, and paragraph h.: public address systems; use same language as in 80-D.3.f.?**
- **80-D.16. Hotel or Motel**
- **80-D.20. Hostel**
- **80-D.23. Inn**

The Town Board set the following for Joint Special Meeting with the Zoning Commission:

**November 3, 2021 at 6:30 pm**

**November 17, 2021 6:30 pm**

**December 1, 2021 6:30 pm**

### Executive Session:

With no further business, on a motion by *Board Member Elizabeth Craig*, seconded by *Board Member Linda Swartz* the meeting was adjourned at **8:42 pm**, carried unanimously by all members present. The next Regular meeting will be **November 8, 2021** at the Taghkanic Town Hall.