

Town of New Scotland Planning Board

Minutes

March 6, 2018

Charles Voss, *Chairman*

Planning Board Members:

Robert Davies(Alt), Thomas Hart, Amy Schallop, Peter Richards, Christine Galvin
Lori Saba, *Planning Board Secretary*, Jeremy Cramer, *Building Inspector*,
Crystal Peck, *Planning Board Attorney*, Mark Dempf, *Town Engineer (Stantec Engineering)*

Public Hearings:

- 1) **Site Plan Application # 115:** Application submitted by New Salem Volunteer Fire Department for site plan review to allow for the replacement of their approximately 800 sq. ft. one bay fire house located at 2069 New Scotland Road in order to construct a new 2700 sq. ft. 3 bay fire house allowing for additional apparatus to be stored on site. The site contains approximately 0.86 of an acre, located within the Commercial Zone, and is identified as New Scotland tax parcel id # 84.-1-14. This application is made pursuant to Article V, Section 190-52 of the Zoning Law of the Town Of New Scotland.

Mr. Tuzzolo, explained to the public how they would like to replace the firehouse that is currently there and is outdated with a new three stall fire house. It is an outdate structure. No trucks will be washed at this site. Since the town is growing we would like to put another truck or two at this site. We did an engineering study for storm water. Stantec reviewed it and there were no issues.

Mr. Voss, post development flow will be less than pre-development flow, which is a big improvement on the site. The design will meet the requirements of the DEC.

Mr. Hart, in the last meeting I had inquired about where the down spots were we talked about how you might be able to run a swale along the back side of the building and I thought it was going to be integrated into the engineering review.

Mr. Frueh, it's not a requirement as part of the engineering review, if the Planning Board would prefer to have a swale in the back then we can look at that.

Mr. Tuzzolo, well we are going to have a swale in the back either way.

Mr. Hart, right, but there was a question as to where the down spout was coming and I don't see the plan in front of me as to which corner, the down spouts were kiddy corner from each other on the building and we talked about having one of them back further so it would run the length behind the building.

Mr. Tuzzolo, correct we did talk about that, but we did not really alter our plan. Not saying we aren't going to do something to slow down the water flow to get there, but we didn't alter the plan. It is all going to the same spot.

Mr. Hart, right, but it does increase the amount of percolation on these types of soils and increases the flow length time, so it is going to change how that pond fills up. It would slow it down, that is one of the objectives of doing storm water management design.

Mr. Frueh, right now the concentration is very close to the existing conditions on site right there with the storm water analysis.

Mr. Voss, we can make it a condition, I kind of agree with Mr. Hart, it manages the back flow there.

Mr. Hart, it has a way of having some over land filtration going on there rather than having it all direct discharge to that pond. What was the retention issue on the pond also; in terms of how wet that bottom is going to be? How much water is likely to be retained?

Mr. Tuzzolo, I believe what we were talking about was I had a big concern about too much water setting in there and I believe you made a comment of putting some kind of water bog in there.

Mr. Hart, rain garden with gravel.

Mr. Tuzzolo, again, I'm not particularly interested in making more work and maintenance than we absolutely necessarily need to do, because we are a volunteer organization that barely gets the attention that it needs. This design will work the way that it is I'm not looking to make it harder.

Mr. Hart, I don't think it would be made harder at all. It is a very common thing to do in terms of having an invert with a dome on it and then just have the bottom mulched or graveled and then have some plantings on the bottom of it. It is very easy to do.

Mr. Tuzzolo, can I weed whack it?

Mr. Hart, you wouldn't have to. That's the point of it.

Mr. Tuzzolo, so it would always retain water.

Mr. Hart, no, it wouldn't, it would be damp at those times when you have runoff, but during the times you wouldn't be more like garden space and would be like lawn space. That is my concern is if you have that as standing water over grass you will end up with mosquitos.

Mr. Tuzzolo, that is a concern of mine as well.

Mr. Hart, so we can look at more of rain garden kind of approach that will be mulched or graveled across the bottom and have some plantings on that. The amount of work wouldn't be more.

Mr. Frueh, well that's also the purpose of the 4-inch drain that comes out of it, the only purpose of the storm water pond is to detain the 100-year storm from adding additional drainage to the DOT drainage out at the highway. Being that they are less than an acre disturbance they don't need any of the formal water quality treatment or DEC is not concern with any of those requirements.

Mr. Hart, it's not perspective, it would be fairly easy to do a design like that. It would be less maintenance and actually have retention capabilities for that.

Mr. Cramer, my problem in the practical aspect of the rain garden is no different than as it is designed now the fire house would have to have a third party to do an annual inspection of the rain garden and someone will have to pull the invasive species out during the maintenance of that on a yearly basis, so if the fire department would like to hire a master gardener to identify which plants are supposed to be there or not on an annual basis then I have no problem with that. If they are not going to then it is just going to end up being not as it is designed per specs of the rain garden for the design manual.

Mr. Hart, if you just plant three species, those three species then it's easy.

Mr. Tuzzolo, well we are always accepting volunteers. If its maintenance free I'm all for it.

Mr. Voss, it can be. Are there any other comments?

Ms. Galvin, I have a question on the design. I missed the last meeting. I thought there was a mention of getting a copula to the roof, is that right?

Mr. Tuzzolo, yes we did mention that. We are going to incorporate the siren inside the copula. The pole with the siren will go.

Ms. Galvin, so my question with the siren is when does it operate, under what circumstances does the siren operate?

Mr. Tuzzolo, the siren operates theoretically at 5:00 every day to test it and it operates when we get a fire call.

Ms. Galvin, does a fire call include an ambulance call?

Mr. Tuzzolo, no strictly our fire department. We sometimes get a call at the same time, but the ambulance is separate from the fire department in our district.

Ms. Galvin, has there been any consideration of stopping use of a siren and relying on other methods of communication such as pagers?

Mr. Tuzzolo, we have pagers, they work most of the time, in most of the area but they are constantly changing that. There are certain areas that are dead zones. We also have a thing called I am responding which sends a page to your phone and you can say whether you are responding or not, which sometimes works and sometimes doesn't. The siren is the stand true system that alerts us, alerts the neighbors that something is going on. I bet there are a lot of moms that rely on it to get their kids home for dinner.

Ms. Galvin, when the siren goes off how many times does it repeat now?

Mr. Tuzzolo, I can't honestly answer your question.

Ms. Galvin, will that change at all?

Mr. Tuzzolo, I have no envision of changing the way the siren operates.

Ms. Galvin, will the volume be the same?

Mr. Tuzzolo, well you are going to want to hear it. To the best of my knowledge we haven't made any provisions to make the change other than putting it in a copula.

Mr. Voss opened the meeting to the public.

Mr. Boehlke, I belong to the Slingerlands Fire Department, without a siren during the day a lot of times we don't hear it. The siren does not blow constantly only on a fire call. If the people can't be inconvenienced and we are volunteering our time to help the community, then we ought to do away with the fire department and hire professional fire fighters. They don't need to ring the siren they have a full crew. See what your tax dollars will be then.

Mr. Olsen, New Scotland Road, I appreciate the work that they are putting in on their own being volunteers, if they go to a more elaborate building its not going to cost the taxpayers a lot of money. As far as the rain gardens go, I installed the rain gardens at the Onesquethaw Fire Department; they now look like a big pile of weeds. No one maintains them. The design, to tell you the truth, we've stuffed probably three times as many plants that we researched at the DEC level that the landscape architect had us put in. We installed it, but when I drive by it is terrible. I don't know what is growing in there now. The stuff that was supposed to grow died and they didn't replace it. Weeds and everything else has taken over. In concept it is a good idea, but reality if you don't maintain it I don't know what is going to happen and they are expensive.

Mr. Voss, we did get one correspondence that will be entered into the record, they had a concern with the siren they live on 7 Youmans Road. . They were concerned with the loudness of the siren and the time of year for the hearing, feels most people are away on vacation this time of year.

Mr. Voss moved to close the public hearing and Ms. Galvin seconded the motion; all in favor; motion so carried.

Ms. Peck, the Board needs to be cognizant that these did not make it to Albany County within the 30 days. None of the public hearings did today and it was because of the change in Albany County's scheduling not something else. They moved their meetings around.

Mr. Voss, polled the Board members regarding if they would like to see the rain garden on the site plan for the next meeting. Mr. Tuzzolo felt that should have been stated that it was mandatory requirement at the first meeting; he felt it was just a suggestion.

Mr. Voss, I am comfortable with this design that you have in front of us, but there is also validity in what Mr. Hart is suggesting, however, to me it is not a major shift either way. We are still managing the storm water appropriately on the site per the DEC regulations. I'm certainly more willing to gives you more flexibility because you don't have people at this facility 24/7. I am okay certainly with as it, but I will poll the rest of the Board and see.

Ms. Schallop, if the plan has already been approved as being sufficient to address the storm water issue, if it would require amending the plan and undergoing additional expenses I'm in favor of just approving it the way it is now.

Mr. Richards, I am in of the same opinion, I am sympathetic to as I mentioned at the last meeting I think landscaping can solve any problems and it would be a lot easier than mowing the lawn but I am agreed that Stantec says its fine. I don't have a strong opinion, I don't think it is a hardship to weed the area.

Ms. Galvin, so the Planning Board doesn't really prescribe certain types of drainage plans. We get drainage plans submitted to us and then we make comments for ways that they may be improved if it is called for. That is what happened here, as I understand it, I wasn't here at the last meeting, but as I understand it Mr. Hart made the request for improvement and apparently it wasn't considered in the course of the month that followed. So you know I am going to defer to Mr. Hart. He is the most knowledgeable about this area, particularly drainage. It is one of his areas of expertise. Therefore my preference would be to require and honor the request that Mr. Hart made about the change in the drainage plan.

Mr. Voss, I understand where this is, but what I want to get us away from is just looking at an engineering solution plans and steer the applicant in the way that we have been kind of caught here, the way the review has gone forward, so I appreciate your, it's very clear to me that this could have done better but there are three of you that have a position that says it's okay where it is and that's not a big deal for me.

Mr. Voss, so we don't want to put you through the additional expense. I think Mr. Hart has made a good point as we start to look at these things and start to incorporate newer ideas for things I think the Board can certainly be more pro-active early on.

Mr. Hart, I like to see us have that at the start next time. Like I said we have a Storm Water Conservation Board here that has a rain garden right there at their site. All you have to do is look at and see what it looks like. I'm not saying you, but we over all need to take a look at it. We can end up with a better solution than a weed whack basin.

Mr. Galvin, I would like to see what the final project is going to look like.

Mr. Voss, since we are forced to delay a vote on this because of Albany County we would like an updated site plan with the following shown on the site plan.

- Show an updated plan with the copula.
- The down spout location with the swale.

- 2) **Special Use Permit # 596:** Application submitted by James Olsen for a Special Use Permit to allow for a detached sign with manually changeable message board for the new self-storage facility to be constructed. The parcel is located in the Commercial District of Slingerlands at 1944 New Scotland Road, and is identified as New Scotland tax parcel id # 84.-2-18.10. This application is a Special Use of Article II, Section 190-32 (C) (7) of the Town of New Scotland Zoning Law.

Mr. Voss, at the last meeting, just for the benefit of the public, you might want to speak on this, we had asked you to basically provide us with a new design based on the impending hamlet guidelines that are coming out. A color rendering with additional elevation looks and we discussed illumination, it is going to be an external illuminated sign. You are looking at the gooseneck or down lighting design. There will be down lighting inside the roof structure. The message board component of this will be a manually fixed message board, not an internal illuminated or anything like that.

Mr. Hart, do you still have your canopy? I have the sign height for the actual dimensions for the sign.

Mr. Olsen, it will probably add 18 inches to two foot on the top.

Mr. Hart, then from ground to bottom of the sign?

Mr. Olsen, about 2-feet, depending on the landscape. I think we had 12, with the original, I think even with the roof on the top it will be close to that.

Mr. Hart, so you have 8-feet on the signage and then two on the bottom and then less than two at the top.

Mr. Olsen, yes, I think we will be close to that.

Mr. Voss, we talked about these LED lights underneath and you can reduce the level of light. They are adjustable lights. You talked about keeping the sign lit until 10:00 p.m. and then reducing the light down more, because obviously you might have customers during the night.

Mr. Olsen, there will be a glow, Stewarts leaves their prices on all night. I just want a glow.

Mr. Hart, how does this compare to our current allowed signage requirements?

Mr. Cramer, Mr. Olsen has the ability to have a 50 sq. ft. sign. As far as the sign area itself. Currently in our zoning code now free standing signs have the ability to be up to 25-feet tall. Jim does have a variance to allow for it to be a little bit closer to the road, to be in line with the other signs on adjacent properties. As far as the sign law is concerned I was just doing the calculations to make sure that the square footage was right.

Mr. Hart, so we are at 48 sq. ft. and 50 sq. ft. is what is allowed.

Mr. Cramer, yes.

Mr. Hart, anything in controversy with the lettering that is allowed?

Mr. Cramer, the lettering is allowed, currently we don't address changeable, the changeable message board portion is the special use aspect of this sign that we are dealing with right now. Non-internally illuminated lights we have not needed a special use permit previous to now, but with the zoning changes that are coming up we will not allow any illuminated sign in that district will require special use permit. In the new zoning code we are prohibiting the changeable message boards in that zone. As of right now it is a legal sign.

Mr. Voss opened up the meeting to the public

No public comments

Mr. Voss moved to close the public hearing and Mr. Hart seconded the motion; all in favor; motion so carried.

Mr. Voss, we cannot make a decision tonight do to Albany County not having seen this application. We are prepared to move forward, we have our SEQRA done.

Mr. Hart, I would like to thank you for doing this redesign from our last meeting, this looks quite good to me.

- 3) **Special Use permit # 586:** Application submitted by Hudson Valley Italian Rest. Inc. for a Special Use Permit to allow for an illuminated sign and changeable message board detached from the new restaurant to be constructed. The parcel is located in the Commercial Hamlet District of Feura Bush at 1368 Indian Fields Road, and is identified as New Scotland tax parcel id # 107.2-2-54. This application is a Special Use of Article II, Section 190-32 (C)(7) of the Town of New Scotland Zoning Law.

Ms. Elliott, representing applicant, what we are looking is an illuminated sign. It has a variance for 44 sq. ft. that is what we will be utilizing. It has a variance for its location, because it is in line where the original posts are presently. I submitted pictures to the Board. The bottom of it is a manually changeable message board. It is internally lit, it will be 3-foot up off the ground, because then Joe can change them without having to get a step ladder every day. The top portion will say Track 32 is a black background with the words Track 32 in red. They don't blink, they don't do anything. The LED lights which are dimmable, which is what we will be utilizing. We have made that decision, which is why did

not get a 48-foot variance, because there is no economic hardship, because we are not having tubes inside that would have to be custom made.

Ms. Galvin, is that a two sided sign?

Ms. Elliott, yes it is.

Ms. Galvin, so when you say that it's going to be internally lit how does that happen on a two-sided sign?

Ms. Elliott, it is a box mechanism where there is LED on the inside, in between the two sides. Then the top also is the same thing, no change, the canopy will mimic the building kind of over the pergola area in a reduce form. I show that siding going horizontally on the canopy it may go vertically to mimic and be the same as the building. The rendering is drawn to scale. It is going to look nice.

Mr. Voss, I don't have any issues with the photometric.

Mr. Hart, what hours would you like it lit by and last time we talked about having a time at which it would be reduced to a glow. What is your plan for that?

Ms. Elliott, our hours of operation will be lit, the hours are extended on Friday and Saturday night and I believe you are open until 1:00 and usually during the week it is 10:00 or 11:00, so I would say in order to do clean up and be able to be out of there at the time period of closing the restaurant that's when it would be dimmable, so it would vary.

Mr. Hart, as long as you have a plan for taking advantage of that capability on the sign. Next time explain the capability of the sign and the dim ability.

Ms. Galvin, my other question is so I think we have been working under the assumption this will be the only sign for the business.

Ms. Elliott, we are allowed a sign on the building; we have not chosen to exercise that at this time, we have a variance for a 44 sq. ft. internally illuminated sign. That will be the only exterior self-standing or free standing sign. Will he put a sign on the building? We haven't discussed that, but we are allowed to do so is that not correct?

Mr. Cramer, that wouldn't be 100% accurate because we've had a building permit application for a shadow box sign attached to the building, depending on the design of the illumination, depending on the size of this sign versus that sign to make sure that they are both under 75 sq. ft. there would be things that would have to be looked at before that would be done.

Mr. Voss, as long as you conform with the code then you are fine.

Ms. Elliott, the code is 75 for the two together.

Mr. Cramer, correct.

Mr. Voss opened up the meeting to the public. No public comments.

Mr. Voss moved to close the public hearing and Ms. Galvin seconded the motion; all in favor; motion so carried.

Mr. Voss, as you know our hands are tied tonight we cannot proceed due to Albany County not reviewing the application. I don't see any outstanding issues. We would like to see a landscape design around the sign.

Ms. Peck, when the building was approved by the Board there was an agreement that the detached sign and the landscaping was going to be done at the same time. I don't know if that is something you would like to discuss now.

Mr. Voss, the landscaping dealt with the patio, which was constructed out front.

Ms. Peck, I just wanted to make sure that was going to be covered.

Mr. Voss, at the time it was off months so you couldn't do additional landscaping and we understood that.

Ms. Elliott, we are at that point as well, so if there is additional landscaping we would prefer it to be of a moveable type.

Mr. Voss, that will be part of your site plan approval.

Ms. Peck, the only question I have then, is that there is a landscaping plan that was submitted with the building approval, so if that is changing that needs to be reflected.

Mr. Voss, it's not changing, we are just talking about putting additional pots under the sign.

Ms. Peck, I just wanted to make sure it was clear.

Mr. Hart, next month just as we discussed what is the capability for dimming and how you are going to achieve that for after hours. It may be based on what you can do.

Old Business:

- 1) **Update: Major Subdivision Application # 624:** Application originally submitted by Frank Burnett as subdivision # 573 to divide his land into three parcels received preliminary plat approval January 5, 2016. The project approval's time frame had expired while working towards receiving water and sewer approvals in order to apply for final plat subdivision approval. The project was recently purchased by Maxim Real Estate LLC and they are looking to reapply for the original project and to include an extra lot. The parcel identified as tax id # 84.-2-55.20 consists of 11.8+/- acres and is located within the MDR Zoning District at 22 Toby Lane. The scope of this subdivision is defined in Article II, section 164-6 and is subject to the major subdivision review procedures as described and made pursuant to Article III, Section 164-19 of the subdivision law.

Mr. Voss moved to schedule a public hear for April 3, 2018, as long as the applicant has provided the requested material by March 20, 2018. Ms. Galvin seconded the motion; all in favor; motion so carried.

Board would like to see the following at the April 3, 2018 meeting:

- Stantec to review fire truck access to Toby Road.
- Updated EAF
- Updated map with emergency access turnaround point
- Draft easement agreement
- Submission of materials by March 20, 2018.

Vote: 5-0

New Business:

Postponed:

- 1) **Referral: Variance Application # 522:** Application submitted by Ray Signs to request relief from Article II, Section 190-32 (B-1) of the Town of New Scotland Zoning law to allow for two attached signs for a new commercial use on an existing commercial building. The applicant is seeking 10.05 square feet of relief to allow the two attached signs to total 60.05 feet in area. The proposed signs are located on a lot owned by Chris and Melanie Frueh, leased to Xylem Dewatering Solutions, is located in the Commercial Hamlet District of Feura Bush at 1373 Indian Fields Road, and is identified as New Scotland tax parcel id # 107.2-2-61.
- 2) **Special Use Permit Application # 598:** Application originally submitted by David Moreau for a Special Use Permit to allow for the construction of a single family dwelling on a 3.07 acre parcel owned by him. The new owner, Milt Orietas, is requesting to finalize the original special use request to build a dwelling. The property is located within the Commercial District on Youmans Road as 3 Greylock Lane and is identified as New Scotland tax parcel # 72.-3-41.52. This application is a special use of Article II, Section 190-17 of the town zoning Law.

Mr. Voss, you are familiar with the water issues on Youmans Road?

Mr. Orietas, yes, I am aware.

Mr. Voss, just so you know the wells aren't producing very well.

Mr. Cramer, he is all set, I believe his well is yielding 7 gallons per minute. His house has the best well in the area and this new lot has the second best well.

Mr. Voss moved to schedule a public hearing for April 3, 2018, asking the applicant to provide the following by March 20, 2018 to the Board:

- Original deed;
- Documentation of the well yield;
- House elevations and blue prints;
- Show on the site plan the lawn grading area;
- Update EAF to show wetlands.

Ms. Galvin seconded the motion; all in favor; motion so carried.

Vote: 5-0

- 4) **Site Plan Application # 116:** Application submitted by Damien Coffey to allow for a 5.886k Ground mounted solar PV system. The site contains approximately 7.02 acres, and is located within the RA Zone. The property is located at 356 New Salem Road and is identified as New Scotland tax parcel id # 72.-1-25.12. This application is made pursuant to Local Law V of 2017, Section 2, part 2-6(B) of the Town Of New Scotland.

Mr. Voss moved to schedule a public hearing for April 3, 2018 and Mr. Hart seconded the motion; all in favor; motion so carried.

Vote: 5-0

- 5) **Site Plan Application # 117:** Application submitted by George and Judy Klapp to allow for an 8.4k Ground mounted solar PV system. The site contains approximately 3.4 acres, and is located within the RA Zone. The property is located at 18 Tractor Path and is identified as New Scotland tax parcel id # 83.-1-39.2. This application is made pursuant to Local Law V of 2017, Section 2-6 B of the Town Of New Scotland.

Mr. Voss moved to schedule a public hearing for April 3, 2018 and Ms. Galvin seconded the motion; all in favor; motion so carried.

Vote: 5-0

Discussion items:

- 1) Lead agency request from the county legislature for the purchase of Clarksville Elementary School and their plans for retrofitting.

Mr. Voss, the County is looking to purchase Clarksville Elementary School, they have plans to retrofit the building. They've submitted a lead agency request as part of the SEQRA requirement for their legislative action. We were listed as one of the interested agencies, Planning Board Town Board we typically don't have any jurisdiction over this. This is just really a SEQRA coordination issue. It will be for County use. We do not have any jurisdiction over the project or over this action.

Ms. Peck, it is one of those things where if the Town wanted to it could attempt to request lead agency status, however I do believe the County could challenge that request. It would probably go up to the DEC Commissioner I would expect that it would be decided for the County to serve as lead agency on this. Their lead agency is typically the one that is funding the project, doing the construction, actually the agency that is most involved in the project and the way the DEC typically views it is that simply because the project falls within a municipal jurisdiction does not mean that municipality is the one with the most involvement in the project. The Town can absolutely go through and give feedback on the project; it should, if it has any concerns about environmental factors that it thinks needs to be mitigated. That is something that should go over to Albany County, but I would expect that Albany County would continue with lead agency status.

Mr. Voss, my only concern is the garage they plan on building, because it is close to neighbors.

Mr. Hart, one of the things I would like to add to that having attended the comprehensive plan meeting at that community was that when the school was closed for that use there was a sense of loss of community center along with the playground functions that were there and a place to meet. I know the community itself is very sensitive to that change and although it's use currently isn't changing that's one of the environmental impacts is social, cultural impact that is large in the past and the potential for that in the future was something that the residence were concerned about. That is one of the things that would need to be voiced through that process. That is what I see as the biggest impact. What does that do to the community fabric? I know they would love to see that as reinstated as a school at some point.

Ms. Galvin, I think that raises the question whether even if we don't challenge their lead agency status does the Town want to officially in some written document submit information to the County as to what we feel is important to our residents. The other thing that I wonder is and I was at the same meeting Mr. Hart is talking about and certainly part of the draft comprehensive plan update refers to the need for a center or activities for adults, children, and the elderly in that plan. How do we or how can the Town Board or what do we do to get the message out to that community or our residence in this town that this process is going on and this is how you can participate in it. No one is going to know about our conversation here.

Ms. Snyder, I agree with that question. My concern is how do people know when the County is reviewing any of this as the lead agency. How do the residence know? What

obligations does the Town Planning Board or whoever is reviewing it, what do they have for the community? I always thought of that building or location as being used by the Sheriff's department and being retrofitted or whatever, maybe I misunderstood something, but are you saying there is also going to be like a DPW function there?

Mr. Cramer, no. It is more of a garage that will store equipment or vehicles. It will be a 100x150.

Ms. Peck, the town can publish on their website the hearing dates.

The Planning Board recommendation to the Town Board that we consent to Albany County being the lead agency with the following concerns:

- The local residence should be notified by the Town directly when a comment period is available.
- The community center values that place has historically provided and also it is historical listed structure.
- The size and use of the storage building, which is very large.
- Our local legislators should be notified and made aware of our concerns.

Mr. Hart seconded the recommendations; all in favor; motion so carried.

Vote: 5-0

- 2) **Minutes** for February 2018; Mr. Voss moved to approve the February 2, 2018 minutes and Ms. Schallop seconded the motion; Ms. Galvin abstained, all others in favor; motion so carried.

Vote: 4-1-0

- 3) **Minor Subdivisions** for the month of February 2018
- Two lot subdivision of the lands of Blackman on Pangburn Road.
 - Merger that I approved at the beginning of February for Cook on Font Grove Rd.
 - Lot line adjustment was stamped in February between the lands of Ziehm and Mitchell.

Anything else that may come before the board -Open Discussion (2-minute limit per person)

Adjournment: At 9:35 p.m. Mr. Voss moved to adjourn and Mr. Hart seconded the motion; all in favor; motion so carried.

Respectfully submitted,

Lori Saba