

TOWN OF JAY

Office of the Planning Board

Melinda Beuf
Planning Board Acting Chair
planning@townofjayny.gov

P.O. Box 730, 11 School Lane
Au Sable Forks, NY 12912
Telephone: (518) 647-2204
Fax: (518) 647-5692

Carol Greenley Hackel
Town Clerk
townclerk@townofjayny.gov

Planning Board Regular Meeting 3/13/2024

Meeting called to order 6:04 PM

1) Roll Call

Present

Melinda Beuf- Chair
Wally Walters
Matt Gilman- Secretary
Mike Straight

Absent

Pete Vincent
Dustin Frederick

Guests

Ralph Schissler
Olivia Dwyer- Councilor (online)

2) Pledge of Allegiance

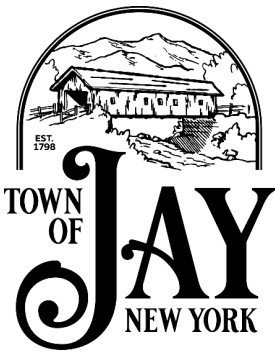
3) Approval of Minutes – Postponed to April meeting

4) Guest Comments

Olivia Dwyer presented about the Parks Committee meeting, its scope of work and the proposed name change to “Town of Jay Parks and Open Space Committee”. A discussion was held as to whether or not the Planning Board would be affected by any work done by the committee and it was agreed that the scope of work would more encompass the Comprehensive Plan Committee.

5) Education & Training

- AARCH training videos – <https://www.youtube.com/@adkarch>
- NY DOS training resources – <https://dos.ny.gov/training-assistance>
- NY DOS online training – <https://dos.ny.gov/local-government-training-schedule>
- <https://nypf.org/annual-conference-registration>
- https://apa.ny.gov/local_government/apf/apf2024-attendeeresistrationform.pdf
- Will request Supervisor Stanley to inquire if Essex County will be providing training again this year.



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6) Applications

Fitzgerald – Presented by Ralph Schissler

- minor division between 3 parties – Mr. Fitzgerald, Mr. Patnode & Mr. Heidrick
- adjustment of property line, merged on to Mr. Fitzgerald's property behind Mike's Flower Shop
- SEQRA read aloud
- motion to approve the minor division- 1st Mr Gillman, 2nd Mr. Walters, all in favor

Ignatuk – Presented by Ralph Schissler

- Subdivision of a 44.7 acre parcel from 147 acre lot
- APA permit not yet filed
- Section already has a slab, trailer and septic on it, with separate road access from the rest of the lot
- SEQRA read aloud
- Motion to call for public hearing on April 10 at 5:30- 1st by Mr. Gillman, 2nd by Mr. Straight

7- Correspondence

Local Government Notification Forms from NYSEG, Verizon and Ausable River Association

8) Discussion

- Wally Walters was reappointed for another term
- County referrals- the county does not review subdivisions so referrals do not need to be shared
- Comprehensive Plan Update
 - Application went to the DEC end of January, intended award period is late March/April
- Application fees- board sees no need to adjust current fee schedule
- Next meeting schedule for April 10, 2024
- Will recommend 3 year terms for members to Town Board

9) Public Comments – none

10) Subdivision Regulations

- Agreed to hold off until Comprehensive Plan is settled

Motion to adjourn meeting at 6:50PM- 1st by Mr. Walters, 2nd by Mr. Gillman, all in favor