

Town of Hamilton  
Planning Board Meeting  
Tuesday September 11, 2018, 7:00 PM  
Hamilton Public Library  
13 Broad Street, Hamilton

**Present:** Darrell Griff, Elaine Hughes, Mary Galvez, Bill Nolan, CEO Mark Miller, Deputy Town Clerk Elisa Robertson

**Absent:** Bettyann Miller

**Others:** Angel Rogers, Joshua Roe, William Bassett, and two others.

Meeting called to order 7:01 PM

**Holly Chapman, Special Use Permit Application, Preliminary Review, 7206 Chappel Road, Tax Map 185.-1-29.22**

Ms. Chapman would like to do some small dog boarding in her home. The board reviews the paperwork for the application there are a few questions that need to be answered. On the Ag Data statement a few questions are answered together with the board. Board member Galvez asks if the applicant has looked in to any health requirements, for example getting rid of waste. Chairman Griff asks about the size of the dogs. The applicant replies small to medium about the size of a Sheltie, with a limit of 40 pounds. The board wants to be able to quantify some of the parameters because once a Special Use Permit is issued it stays with the property. The Board needs to aware of what may happen to this property in the future. The board reviews the Short SEQRA (EAF) form.

The deputy clerk assisted Ms. Chapman with the Short form because she does not have access to a computer. Page two of the SEQRA form is missing from the board's packets; the deputy clerk provides the chairman with the original. The question is raised whether the applicant will need any special licensing requirements to operate a kennel. The deputy clerk will research this and a similar kennel application in the past that was approved.

**Resolution # 2018- 15: Motion to refer the Special Use Permit application made by Holly Chapman to the Madison County Planning Department for review.**

Motion: Bill Nolan

Second: Elaine Hughes

Vote: Yes – 4                      No – 0

ADOPTED

October 9<sup>th</sup> is the next scheduled Planning board meeting and the Public Hearing for this application.

**Steffco LLC., Special Use Permit Application; Preliminary Review, 1872 Quarterline Road, Tax Map #170.11-1-25**

**Resolution # 2018- 16: Motion to open the Public Hearing regarding the Special Use Permit application made by SteffCo Enterprises, LLC to refurbish/rebuild a residence located at 1872 Quarterline Road.**

Motion: Mary Galvez

Second: Elaine Hughes

Vote: Yes – 4                      No – 0

ADOPTED

There are two representatives from SteffCo Enterprises, LLC and they have brought a copy of the site plan with them for the board to view. The house will be the same footprint, same foundation. The foundation will be updated, made of concrete, the existing foundation is deteriorating. They will be putting drainage on both sides and there will be a French drain.

Chairman Griff ask what part, if any, of the original house is being salvaged.

Some of the framing will be replaced. The exact layout will be the same. The roof system will be reinforced. The property has a lot of water damage. The CEO has reviewed the plans. This will be a residential, single family dwelling.

There is some concern from the neighbors about what SteffCo's plans for the property are.

There is some confusion surrounding the property on the corner, the neighbors were told that it was going to be offices originally. The offer is made for the neighbors to come and look at the property on the corner that has already been finished. A SteffCo representative states that this property is going to be a house. It is stated that here are many young children on that road and they are worried about their safety. Angel Rogers is the concerned neighbor and the SteffCo representative is William Bassett.

Chairman Griff suggests that they have an open house. They have already done so two times. The chairman recommends extending specific invitations to the neighbors.

**Resolution # 2018- 17: Motion to close the Public Hearing regarding the Special Use Permit application made by SteffCo Enterprises, LLC to refurbish/rebuild a residence located at 1872 Quarterline Road.**

Motion: Bill Nolan

Second: Elaine Hughes

Vote: Yes – 4                      No – 0

ADOPTED

The Board continues to review this application. The turn their attention to the Madison County GML response which states that this project of taking an uninhabitable structure to make it habitable is good for the community. The CEO has reviewed the plans and they comply with

Hamilton Zoning Law. This a Type II action, the board makes a negative declaration regarding the SEQRA (EAF) form after reviewing each of the SEQRA questions.

**Resolution # 2018- 18: Motion to accept and direct the Chairman to sign Parts 1,2, and 3 of the SEQRA (EAF) regarding the Special Use Permit application made by SteffCo Enterprises, LLC to refurbish/rebuild a residence located at 1872 Quarterline Road.**

Motion: Mary Galvez

Second: Bill Nolan

Vote: Yes – 4                      No – 0

ADOPTED

There is some discussion of the Fence along the front of the property. It will meet code. Chairman Griff consults with the rest of the board, asking if they have any questions or comments. There is discussion surround what the Special Use Permit is for whether it is specifically for the construction or for the entire plot. If the applicant wishes to change the foot print or make any additions to the residence; they will need to come back before the board for an amendment to this permit. The representative for the applicant asks about the elevation of the house and if they are permitted to raise the elevation of the house to meet the same elevation as the surrounding properties. This would require moving dirt and is not covered in this permit. They can do drainage to help alleviate that issue, there is a ditch with drain tile in it already along the side of the property. The water issues that have affected the foundation in the past can be corrected with proper drainage. If the applicant decides to change the foot print ort he set backs they will need to seek and amendment. There is a question about the driveway; it appears that it will remain the same.

**Resolution # 2018- 19: Motion to approve of the Special Use Permit Application made by SteffCo Enterprises LLC for partial construction and reconstruction of a residence located at 1872 Quarterline Road; after a reviewing the Madison County Planning Department GML 239 response; making a Negative Declaration on Parts 1, 2, and 3 the SEQRA (EAF) Short form, and having examined the proposed plans set forth, and stamped on September 11, 2018. Any changes to this site plan will require the applicant to apply for an amendment and come before the board again.**

Motion: Bill Nolan

Second: Mary Galvez

Vote: Yes – 4                      No – 0

ADOPTED

The applicant's representative comments that they will hold another open house for the board to come out and see the place. Chairman Griff mentions that it would be good to invite the neighbors.

**Resolution # 2018- 20: Motion to accept the minutes dated August 21, 2018.**

Motion: Elaine Hughes

Second: Bill Nolan

Vote: Yes – 4            No – 0

ADOPTED

The next meeting is October 9<sup>th</sup>, 2018 at 7pm at the Hamilton Public Library.

There are two members of the community who wish to speak but are not on the agenda. They are here to inquire about changing a speed limit on a town road. That is an issue for the Town Board not the Planning Board. They are informed where and when the next Town Board Meeting is, so that their issue can be addressed.

**Resolution # 2018- 21: Motion to adjourn**

Motion: Mary Galvez

Second: Elaine Hughes

Vote: Yes – 4            No – 0

ADOPTED

Meeting adjourned at 7:47 PM

Respectfully submitted by:  
Elisa E. Robertson  
Deputy Clerk