

TOWN OF MILAN PLANNING BOARD MEETING MINUTES  
Wednesday, October 2, 2024

MEMBERS PRESENT:

James Jeffreys, Chairman  
Stephen Callahan  
Lauren Cawse  
Thomas Darby  
Hannah Diamond  
John Mautone - Absent  
Ann Patty

ALSO, PRESENT

Marty Willms  
Spencer Hall  
Debra Blalock  
Maria Fitzgibbon  
Kevin Pike  
John Tamburino

Chairman Jeffreys opened the meeting at 7:07 PM

**Public Hearings: - None**

**Minutes:** Motion made by Mr. Callahan and seconded by Ms. Diamond to accept the September minutes.

Chairman, James Jeffreys	Aye	Thomas Darby	Aye
Stephen Callahan	Aye	Hannah Diamond	Aye
Lauren Cawse	Aye	Ann Patty	Aye

Motion Carried 6-0

**Pending Applications: Cramp LLC, 39 South Road.**

Spencer Hall (Surveyor/Engineer) presented to the board a new map with a flag lot and a total 3.15-acre lot instead of the 2-acre lot as initially proposed. If less than 5 acres would need to contact the board of health for approval. It would need at least 50 feet of road frontage. Mr. Hall needs to fill out an updated SEQR form and put it in there so that 2.25% would be disturbed and with all the changes. Mr. Hall would also need to contact Dutchess County Highway Department for approval of a driveway off south road. Mr. Hall will come back to November's meeting with an updated SEQR form and updated map. Mr. Hall should also contact The Hudsonian regarding any endangered species in the lot they are subdividing.

Note: Beginning this month and continuing forward, the clerk shall remind all members of site visits two days prior to the scheduled visit.

**14 Mitchell Lane:**

Mr. Willms (Surveyor/Engineer) presented that one thing has changed, that he gave them more of a buffer and they have a perspective buyer and only want two bedrooms. No endangered species. Chairman Jeffreys made a motion to set a public hearing for 14 Mitchell Lane for November 6<sup>th</sup> meeting.

Chairman, James Jeffreys	Aye	Thomas Darby	Aye
Stephen Callahan	Aye	Hannah Diamond	Aye
Lauren Cawse	Aye	Ann Patty	Aye

Motion Carried 6-0

### **818-820 Salisbury Turnpike – Kevin Pike**

Mr. Pike would like to merge parcel 6471-00-897111 with 20.07 acres and parcel 6471-00-784111 for a total of 77.3 for a total of 97.37 acres. The Highway Superintendent, Mr. Butler, was contacted regarding the driveway. The parcels have no endangered species. Chairman Jeffreys made a motion to approve the two-lot merger seconded by Ms. Cawse.

Chairman, James Jeffreys	Aye	Thomas Darby	Aye
Stephen Callahan	Aye	Hannah Diamond	Aye
Lauren Cawse	Aye	Ann Patty	Aye

Motion Carried 6-0

**NOTE:** Discussion regarding Habitat assessment guidelines and the Resource Assessment checklist to potentially be offered to applicants when they require a building permit. Mr. Jeffreys will do some research into when the form should be filled out and whether it's when they fill out the SEQR form or when they come to the planning board.

**Public Hearings:** The board concluded that extra copies of the agenda should be made available to the public at the meeting along with the public input guidelines and notifying them that they please stand, state their name, the application/topic to be addressed and any time limit.

Mr. Darby mentioned that a discussion was held at a recent educational seminar that the Board members in attendance should state that no decisions are made during the site visit. Applicants should be aware that attending members are there to gather information and ask pertinent questions; any further action must be taken during a regular board session.

Motion by Ms. Patty seconded by Mr. Callahan to adjourn the meeting; Chairman Jeffreys called for a vote:

Chairman, James Jeffreys	Aye	Thomas Darby	Aye
Stephen Callahan	Aye	Hannah Diamond	Aye
Lauren Cawse	Aye	Ann Patty	Aye

Motion Carried 6-0

The meeting adjourned at 8:01 PM.

Next Planning Board meeting is scheduled for Wednesday, November 6, at 7:00 PM.

Respectfully submitted,

Peggy Coons, Clerk  
Planning and Zoning

cc: Catherine Gill, Town Clerk  
Town Board