

TOWN OF GRANBY PLANNING BOARD

Meeting Minutes

October 1, 2024

A regular meeting of the Granby Planning Board was held at the Granby Town Hall, 1919 State Route 3 Fulton; and was called to order at 7:12 pm by Chairman Jane Crego.

Meeting Attendance as follows:

David Crockford	Tom Anthony
Jane Crego, Chairman	Carl Nysten
Rhonda Nipper	Lisa Somers, Clerk
Lori Blackburn	

Also Present: Cheryl Anthony, and Attorney Jamie Lynn Sutphen.

BUSINESS

Granby Subdivision Regulations

The members completed the review from the 4/2/24 meeting and propose the following updates/changes of the Town's subdivision regulations:

- Authorization statements – The draft supplied to the Board had removed *Section 1.10 Enactment and Authorization*, and *Section 1.50 Administration*; the two sections empower the Planning Board with authority of implementation of the standalone regulations and should be added back in.
- Lot Line Adjustment and Reallotment – Both are contained within *Article 2 Definitions*. Keep lot line adjustment definition and remove reallotment definition because they are basically the same thing. New paragraph added to *Section 3.40 Preliminary Plat Review* as follows:

At the sketch plan meeting it may be determined by the Codes Department that the proposed project is a Lot Line Adjustment. If the matter is preliminarily determined by the Codes Department to be a Lot Line Adjustment, the matter shall proceed to the Planning Board, wherein the classification may be confirmed as a Lot Line Adjustment. At a regularly scheduled meeting, the Planning Board may, upon a finding that the Lot Line Adjustment will not affect neighboring properties; that notice to the public is not necessary because the subdivision affects only the subject properties; and that the Planning Board has enough information without additional input to make a determination, waive the public hearing or such other formalities or requirements of subdivision as may be set forth in this Article.

Add **or Lot Line Adjustment** to *Article 3.30 (1) Sketch Plan Conference*, after Classification as a minor or major subdivision.

- Subdivision - definition to remain unchanged in draft as a single sentence.
- Section 3.50 Public Hearing – The County still requires a mylar map to be filed, therefore add **for the Oswego County Real Property Office filing** after (1) mylar.
- Lot Frontage – Discussion ensued around the current 50' ROW requirement and the ZO Density Control Schedule's lot width at the building line to adequately protect current lots that would not meet a 100-foot frontage requirement and still allow a single lot subdivision, with the implementation of a minimum 100-foot Lot frontage requirement going forward for new subdivisions. New paragraph to be added to *Section 5.40 Lots after Dimensions* as follows:

Lot Frontage. Subject to any more restrictive requirements of the Zoning Code, each Lot must have frontage on a road of not less than 100 feet, except for the following:

For any parcel(s) of land which do not have such frontage as of the date of this Code, and provided the parcel otherwise meets minimum lot dimensional requirements, a lot proposed to be subdivided may have 100-foot minimum width at the building line and a right of way of 50 feet at the road. This requirement shall apply to a single new lot only.

The Zoning Ordinance Density Control Schedule (page 12) column title should also be amended from *Residential – width @ bldg. line* to **Minimum Lot Frontage**.

The Clerk will update the draft copy of proposed amendments to the Subdivision Regulations and distribute to members for recommendation for Town Board consideration of adoption at the November meeting.

CIT Zoning District

Member Tom Anthony initiated discussion of a topic that has been discussed by various Offices and Boards of the Town several times in the past few years – the overly strict CIT District regulations for pre-existing residential structures.

Home-owners are not permitted to expand their usage with accessory structures such as garages, pole barns, pools, or building additions solely due to the categorization of their property as a non-conforming building or use which does not allow for the expansion of the non-conformity. The Planning Board has not seen growth of the CIT Districts with new business since new District designation, but has seen that the restrictive nature of the regulation causes undue hardship to the residential properties in these districts. A motion was moved by Member David Crockford to recommend an *Exception Clause* for consideration of adoption by the Town Board. The motion was seconded by Member Tom Anthony and the motion carried (5 ayes, 0 nays, 0 abstentions, 1 absent).

Add to Section VI: Non-Conforming Buildings, Uses and Lots; Subsection C: Extension, Alteration, Restoration.

For properties where a single family or multifamily residential structure existed on the lot in the CIT Zoning District as of the date the lot was designated CIT, such residential structures or residential uses on the lot may be expanded by Special Permit given by the Planning Board.

The Clerk will draft letter of proposed Zoning Ordinance amendment to the Board.

MINUTES

A **motion** to approve meeting minutes for September 3, 2024 with was **moved** by Carl Nylén and seconded by Tom Anthony, all were in favor, and the **motion carried**.

ADJOURN

With no other business before the Board a **motion** to adjourn at 8:38 pm was **moved** by Carl Nylén and seconded by David Crockford, all were in favor, and the **motion carried**

Respectfully submitted by,

Lisa Somers
Planning Board Clerk