

Town of Portland Planning Board minutes for the for November 24, 2020 meeting.

At 6:30 pm Board Chairman Harold Smith called the Planning Board meeting to order with board members, Mr. David McIntrye, Mr. Bob Patterson Mr. Dan Larish, Alternate member Mr. Dale Carson and Code Enforcement Officer (CEO) Wendy Spinuzza present with approximately 10 guests (see sign in sheet) in attendance. Absent: Board member Mr. Dale Furman.

Chairman Smith invited and lead the the group in reciting the United States Pledge of Allegiance.

September Board minutes:

A motion by Mr. McIntrye and seconded by Mr. Patterson to accept the September 22, 2020 minutes as recorded. Carried (5/0/0).

Code Enforcement Report:

CEO Spinuzza presented and reviewed with the board, Town of Portland building permits and complaint / violation letters issued for the Month of October 2020.

Old Business:

Larry Meginnis 6044 Rt 5 property split: Cheryl Reed requested board approval for a sub-division of the above property. The board reviewed survey maps of the proposed sub-division's and current property boundaries. Board members noted that the proposed sub-division would have 140 feet of road frontage on route 5 and lot size of of a little over 1/2 acre (.6 acre). Also, the board inquired about the "shaded" area on the survey map. Ms. Reed stated that that

portion of the proposed .6 acre sub-division lot would be "quick claimed" due to some "1945" title issues.

Chairman Smith asked the board members if a public hearing was needed. Chairman Smith read Town requirements for a public hearing regarding this proposed sub-division and the Board determined that a Town public hearing was not required.

Mr. Patterson made a motion and seconded by Mr. McIntyre to approve the .6 acre lot, sub-divided from the current parcel # [127 20-1-4, 6044](#), Route 5, Portland, NY as noted in the survey, waiving the Town of Portland public hearing requirement. Motion Carried (5-0-0).

New Business:

Steve Smith/ David Harley [5725 Burr Rd.](#) Property split

A motion by Mr. Larish and seconded Mr. Patterson to approve a three acre sub-division lot on a current 43 acre property at [5725 Burr Road, Portland, NY](#), SBL: 179.00-1-24.1. Carried (5-0-0)

Other Business:

CEO Spinuzza stated that the owners of the Vine Cliff Farm, Route 5, are inquiring about approval for using the property as an event center / weddings etc.. The board noted that the owners should present a "business plan" outlining the events and improvements that would be needed for an events business. No further action at this time.

Mr. Patterson informed the board members that he had a conversation with Supervisor Schrantz regarding selecting a project for the Planning Board to

work on for the purpose of bringing a new tax source(s) into the Town. No action

A motion by Mr. Larish and seconded by Mr. McIntrye to cancel the December 22, 2020 meeting.

On the question: Mr. Patterson noted that if "something came up that needed attention" before Christmas from the CEO Office, that the board could meet.

Motion Carried (5-0-0).

(5-0-0).

A motion by Mr. McIntrye and seconded by Mr. Carson to adjourn the meeting [at 7:10pm](#). Carried (5-0-0).