



Town of Knox Planning Board

Established 1822

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Planning Board Meeting Minutes

Minutes: September 13 2018

Present: Bob Price, Bill Pasquini, Brett Pulliam, Tom Wolfe, Deb Nelson, Betty Ketcham, Todd LaGrange.

Meeting called to order at 1930.

Knox Town Lawyer, Javid Afzali in Attendance to present Knox Town law regarding absences

1. If a board member exceeds more than two absences in a calendar year, it can go to the Knox Town Board for review. Knox Town Board can determine whether or not they were excused or unexcused absences.
2. The Planning Board can help aid in creating a threshold/criteria as to what is considered an excused or unexcused absence. The Planning Board can then make those recommendations to the Town Board when a member's absence is being reviewed by the Town Board. Ultimately though, the decision is up to the Knox Town Board.
3. Deb wrote down some ideas that could be discussed regarding absences. Will send out an email with the list.

Boundary Line Adjustment Review, Presented by Joe Hammond

1. Joe Hammond from The Great Outdoors Land Survey Company, brought maps of recent survey done of Rich Paris and Eric McDonald's land. (Planning Board determined boundary line adjustment in June)
2. Tom signed new maps for boundary line adjustment.

Updates from September 2018 Knox Town Board Meeting

1. MRD for route 156/157-complete package to be done by the Town Board, including SEQRA and environmental impact study. Once completed a copy will be given to the Planning Board for review.
2. Discussion regarding the comprehensive plan. Two options proposed by Vas Lefkaditis, the town supervisor to either continue with the existing plan or begin to look at revising

- the existing plan. A few people volunteered to have an initial look at the existing plan.
- a. Amy Pokorny was in the audience and was part of a group that was reviewing and updating the comprehensive plan. There was an objective professional planner involved in the review as well. It was requested that Amy Pokorny send a copy of the old plan and all recommendations to the Planning Board members for review.
 - b. Workshops done with multiple people involved in revising and reviewing the old comprehensive plan. The recommendations from the professional planner as well as different studies done by the appropriate professionals were used to aid in the review.
 - c. Documents and studies can be found in the archives.
 - d. Planning Board would like to take some time and review all the documents and any review draft prior to making any recommendations to the Town Board.
3. Borrego (solar panel Company) that currently owns the solar ray located off of Old Stage Rd, in Knox, is changing ownership. Buyer needs a few things prior to the final sale, in order to get the financing. The Town is also trying to settle the PILOT agreement with Borrego.

Review of August Minutes

Motion to approve August minutes with revision made by Deb, seconded by Tom. All in favor.

Recent discussion between Tom and Doug Roether, ZBA Chair, regarding where all of the data/documents go once completed.

1. Tom and Doug discussed finding a computer program that could assist in organizing and keeping track of all the documents/data and have a way to easily access them.

Home Occupation discussion and review continued

1. Review of potential framework. Discussion on when to apply the parameters within the potential framework.
2. Todd spoke regarding his concern from last month's meeting of when a home occupation gets bigger it ultimately puts it out of the Planning Boards realm and into a zoning board one because as a business grows it puts an emphasis on looking at traffic, egress/regress etc.
3. Discussion between board members about setting a set of parameters regarding when a home occupation would need to be reviewed by the planning board/zoning board.
4. Deb made a point to remind everyone that the idea of a home occupation is not to be "a back door to have businesses scattered throughout the town." It is supposed to be consistent with the community. Home occupation should be available for people to have a small business in their home without changing the character of their home or community.
5. Special use variance discussed and that a person would need to prove unnecessary hardship. A special use variance is used when changing the use in a district where currently the business proposed is not allowed. A test is to be performed for determination.
6. Tom brought up last month's discussion about making a distinction between low impact and high impact businesses, based a number of criteria which has not been

- finalized. If a business becomes high impact it would go for further review.
7. Disagreements between board members regarding how specific or vague the parameters should be in the definition for home occupation and when it would apply to the businesses.
 8. More discussion and review of home occupation definition, what is a business and what is not a business to be done at next month's meeting.

Motion made by Deb to conclude the meeting, seconded by Tom. All in favor.

Meeting adjourned at 2050. Next meeting to be held October 11 at 1930.