

Roxbury Town Planning Board Meeting  
Roxbury Town Hall  
February 21, 2024

The regular meeting of the Town of Roxbury Planning Board was called to order at 7:30 PM at the Roxbury Town Hall.

Present: Chairman Phillip Zorda, members Dave Cowan, Ed Hinkley, Brad Zambri and Kevin DePodwin. Ned Brower of Delaware County Planning was also present.

The Minutes of the December 20, 2023 meeting were approved on motion of by Brad Zambri, second Ed Hinkley.

AYES – All.

THERE WAS NO MEETING IN JANUARY.

**Jack Bologna Estate, 1524 & 1528 Ferris Hill Rd  
Parcel 91.0-1-56.2, Two Lot Subdivision**

Steven Sibbern, surveyor, presented a map of parcel 91.0-1-56.2 showing the proposed two lot subdivision located on Ferris Hill Rd. The owner is proposing to divide a 2.39 acre parcel into a 1.379 acre parcel and a 1.013 acre parcel. There are two existing residences located on the property, each with its own septic system, but a shared well. Steve also presented the Board with copies of the required deed, application, SEAF part 1 and other documents.

The appropriate fee was paid.

A motion to classify this action as a minor subdivision was made by Dave Cowan, second by Kevin DePodwin. AYES – All.

A motion to classify this action as Unlisted was made by Brad Zambri, second by Dave Cowan. AYES – All.

Part 1 of the EAF was reviewed and Parts 2 and 3 were completed.

A motion to find a negative environmental significance of this subdivision was made by Kevin DePodwin, second by Ed Hinkley. AYES – All.

A motion to hold a Public Hearing on March 20, 2024 was made by Brad Zambri, second by Ed Hinkley. AYES – All.

There was a discussion on possible changes to the existing Site Plan Review law. Sections of the original draft of the proposed law, a second draft of the law, and the law as passed were given to the board members so they could see the evolution of the law. Members were asked to send the chairman their proposed changes to the law.

On motion of Rob Cole, second by Dave Cowan, the meeting adjourned at 8:55 PM. AYES – all

Phillip Zorda, Chairman

Roxbury Town Planning Board Meeting  
Roxbury Town Hall  
March 20, 2024

The regular meeting of the Town of Roxbury Planning Board was called to order at 7:35 PM at the Roxbury Town Hall.

Present: Chairman Phillip Zorda, members Diane Munro, Rob Cole and Kevin DePodwin.  
Ned Brower of Delaware County Planning was also present.

A Public Hearing for the Jack Bologna Estate subdivision was opened. One person, Jonathan Follender was present for the hearing and questioned the board about the subdivision.

A motion to close the Hearing at 8:00 was made by Diane Munro and second by Kevin DePodwin.  
AYES – All.

**Jack Bologna Estate, 1524 & 1528 Ferris Hill Rd  
Parcel 91.0-1-56.2, Two Lot Subdivision**

The owner is proposing to divide a 2.39 acre parcel into a 1.379 acre parcel and a 1.013 acre parcel. There are two existing residences located on the property, each with its own septic system, but a shared well.

A motion to approve the subdivision was made by Kevin DePodwin, second by Rob Cole.  
AYES – All.

The Minutes of the February 21, 2024 meeting were approved on motion of by Kevin DePodwin, second Rob Cole.  
AYES – All.

**Stephen and Peter Lake, NYS Rt. 30  
Parcels 200.-2-9, 200.-2-10, Boundary Line Adjustment**

Bill Lehn presented a drawing showing a proposed BLA that will take 1.19 acres from parcel 200.-2-10 (2.19 acres), to be added to parcel 200.-2-9 (3.35 acres). Both parcels are owned by Stephen and Peter Lake. The remainder of parcel 200.-2-10 has a residence with a well and a septic system.

A motion to classify this as a Boundary Line Adjustment was made by Diane Munro, second by Rob Cole.  
AYES – All.

As the Lakes were not present for the meeting and have not yet provided the Board with a completed application, no further action on this BLA could take place.

**Joseph and Linda Rohacevich, Rt. 23  
Parcels No. 92.-1-16.1 and 92.-1-16.2, Boundary Line Adjustment**

Victor Fairbairn of Victor Fairbairn Land Surveying presented drawings and documents for a proposed BLA that will take 8.95 acres from parcel 92.-1-16.1 (127.4 acres), owned by Linda Rohacevich and Debora Rodrigues, and add it to Parcel 92.-1-16.2 (6.12 acres), owned by Joseph, Tanya and Jonathan Rohacevich.

The appropriate fee was paid.

A motion to classify this as a Boundary Line Adjustment was made by Rob Cole, second by Diane Munro.  
AYES – All.

A motion to approve this Boundary Line Adjustment was made by Diane Munro, second by Kevin DePodwin.  
AYES - All

A further discussion on amending the Site Plan Review Law took place. Two Board members feel like any changes to the law should wait until the new Comprehensive Plan is complete. The existing Site Plan Review law only guides a proposed use and expressly states that it is not a tool to address whether a use should be allowed or not. The Town Board would need to make a major revision to the law to allow the ability to disapprove a proposed use.

A discussion on how combining parcels is done in Delaware county took place. Apparently, the other towns in the county treat combining parcels as an extension of the Boundary Line Adjustment policy and is reviewed by the Planning Board. The Roxbury Planning Board has never considered combining complete parcels a proper use of the BLA process. The chairman will contact the Town attorney to ask if the Planning Board can amend the BLA policy or create a separate police to cover combining entire parcels.

On motion of Diane Munro, second by Kevin DePodwin, the meeting adjourned at 9:00 PM.  
AYES – all

Phillip Zorda, Chairman