

Roxbury Town Planning Board Meeting
Roxbury Town Hall
March 16, 2022

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 David Cowan, Ed Hinkley and Diane Munro. Ned Brower of Delaware County Planning was also present.

The Minutes of the January 19, 2022 meeting were approved on motion of by Ed Hinkley, second by David Cowan.

AYES – All.

There was no meeting on February 16, 2022.

**Jonathan Follender, Ferris Hill Rd
Parcel 91.-1-63, Two Lot Subdivision**

The Map was signed by the Chairman on February 9, 2022.

**Steven Gulla, 2107 Jump Brook Rd
Parcel 72.-1-27, 72.-1-20.112, Boundary Line Adjustment**

Steven Gulla presented all required documents for a BLA that will add 1.55 acres to Steven's parcel 72.-1-27, taken from parcel 72.-1-20.112, owned by Dennis Muthig.

The appropriate fee was paid.

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

A motion to approve this Boundary Line Adjustment was made by Ed Hinkley, second by Diane Munro.
AYES – All.

The application and drawings were signed.

On motion of Diane Munro, second by David Cowan, the meeting adjourned at 7:50 PM.
AYES – all

Phillip Zorda, Chairman

Roxbury Town Planning Board Meeting
Roxbury Town Hall
June 15, 2022

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 Brad Zambri, Robert Cole, Diane Munro and Kevin DePodwin. Ned Brower of Delaware County Planning was also present.

The Minutes of the March 16, 2022 meeting were approved on motion of by Brad Zambri, second by Diane Munro.
AYES – All.

There were no meetings on April 20, 2022 or May 18, 2022.

**Manhattan Country School, 3536 New Kingston Mountain Rd
Parcels 200.-1-81, 200.-1-78, Boundary Line Adjustment**

Vic Fairbairn presented documents for a proposed BLA that will add 3.1 acres to parcel 200.-1-81 (0.59 acres), taken from parcel 200.-1-78, (163.6 acres). Both parcels are owned by Manhattan Country School.

The application was not signed and notarized as required and the deed was not submitted as required. Vic will provide the proper documents.

The appropriate fee was paid.

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

A motion to approve this Boundary Line Adjustment, contingent on the Board receiving the notarized application and a copy of the deed, was made by Diane Munro, second by Robert Cole.
AYES – All.

The application and drawings will be signed after the required documents are provided.

*** Harriet Smith Living Trust, 2175 County Hwy 41
Parcel 179.1-1-44, Two Lot Subdivision**

Steven Sibbern, surveyor, presented a proposed two lot subdivision located on County Hwy 41. The owners are proposing to create a 6.76 acre parcel on the East side of the highway and a 8.3 acre parcel on the West side of the highway.

Soils testing is not required due to availability of town water and sewer along the highway.

The Application was neither signed or notarized. The proper application must be provided before the subdivision will be approved.

A letter requesting a waiver from surveying the remaining 8.3 acre parcel was submitted.

The appropriate fee was paid.

A motion to approve the waiver was made by Brad Zambri, second by Robert Cole.
AYES – All.

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

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

A motion to refer this action to the Delaware County Planning Board for the 239 review due to the action being on a county highway was made by Kevin DePodwin, second by Robert Cole.
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 Brad Zambri, second by Robert Cole.
AYES – All.



A motion to hold a Public Hearing on July 20, 2022 was made by Brad Zambri, second by Diane Munro.
AYES – All.

**Harriet Smith Living Trust, 2175 County Hwy 41
Parcels 179.1-1-44, 179.1-1-47, Boundary Line Adjustment**

Steven Sibbern, surveyor, presented documents for a proposed BLA that will add 0.76 acres to parcel 179.1-1-47 (0.302 acres), owned by William Finch, taken from parcel 179.1-1-44, (6.76 acres after subdivision), owned by Harriet Smith Living Trust.

The application was not signed and notarized as required. Steve will provide the proper document at the next meeting.

The appropriate fee was paid.

A motion to classify this as a Boundary Line Adjustment was made by Robert Cole, second by Kevin DePodwin.
AYES – All.

The application and drawings will be approved and signed after the required document is provided.

On motion of Diane Munro, second by Kevin DePodwin, the meeting adjourned at 8:20 PM.
AYES – all

Phillip Zorda, Chairman