

**Town of Oneonta Planning Board  
Board Meeting  
Monday, April 21, 2025 at 7pm**

**Present:** Ed Dower; Dan Baker; Breck Tarbell; Jenny Koehn; Rob Lishansky; Reggie McGuinness (Chairman)

**Absent:** Carla Balnis

**Others Present:** Frank Sarratori, Esq.; Karen Smallin, Ron Totoro; James "Bryan" Hickman; Jody Zakrevsky; Alex Giacomelli; Russel & Elisa Fetterman; Kathleen Traynor; Hunter Roese; Roberta Frazier; Brett Holleran; Arley & Alex Hau; Hunter Grace; Melissa Jervis; Scott McDonough; Craig Gelbsman

The meeting was called to order at 7:02 PM.

**Continuing Business:**

**APPROVED**  
BY THE PLANNING BOARD  
TOWN OF ONEONTA

515 \_\_\_\_\_, 2025

Rob  
CHAIRMAN

**PB000701 Otsego Co IDA/Michael Manno TMP#309.00-1-1.08 & 309.00-1-1.03; 176 Corporate Dr**  
Lot Line Change Application

Attorney Frank Sarratori (Authorized Representative for Otsego Co IDA) appeared to represent the lot line change application to eliminate the encroachment of the existing structure at 176 Corporate Drive. On 12/11/2007, the Planning Board approved the lot line change (survey map dated 10/23/07). Apparently, the map only was filed. The descriptions prepared were for an offset that followed the building footprint. The packet includes an updated survey dated March 28, 2025 and the draft Bargain and Sale Deeds to be filed. The lot line change will not create any district dimensional non-conformances within the ID-2 district. Rob Lishansky advised that he was a board member in 2007, that he had no issue in 2007 and still didn't.

**Motion** made by Dan Baker and seconded by Jenny Koehn that the Lot Line Change will not have a negative impact on the environment.

**VOTING:** Unanimous. **MOTION CARRIES**

**Motion** made by Jenny Koehn and seconded by Dan Baker to approve the Lot Line Change, per survey map prepared by Hulbert Engineering and Land Surveying, DPC dated March 28, 2025. Map and deeds to be filed with at Otsego County within 60 days of approval.

**VOTING:** Unanimous. **MOTION CARRIES**

**Public Hearing:**

**PB000697 Bryan & Terri Touchstone/Melissa Jervis TMP#287.19-4-43.00; 5 Canal St**  
Special Use Permit Application for short term rental

Chairman McGuinness stated that next item on the agenda was a public hearing for a Special Use Permit for short term rental and that she assumed the turnout this evening was to express concerns and ask questions. She advised that everyone would be given an opportunity to speak, but that it is an allowable use.

**Motion** made by Rob Lishansky and seconded by Jenny Koehn to open the public hearing.

**VOTING:** Unanimous. **MOTION CARRIES**

Melissa Jervis (authorized representative) was present and the notifications were verified. Chairman McGuinness opened the public hearing for the Special Use Permit Application for short term rental and asked if anyone was in attendance to speak for or against the application. She advised that their comments would be limited to 3 minutes. Questions were raised regarding limits within neighborhoods, the width of streets regarding street parking, and whom has eyes on property to verify one family/10 people. The board advised that they have no jurisdiction to change the code. Members advised that the Town Code is set by the Town Board. Town residents were encouraged to attend Town Board meetings held on the 2<sup>nd</sup> Wednesday of every month at 7PM, at Town Hall. Brett Holleran (Acting Supervisor) advised to contact Ryan Pereria (Town Clerk), by the Friday before the scheduled meeting to be added to the agenda. Street parking is a traffic issue and to discuss with Highway Superintendent, as well as the Town Board. The board reiterated that the first person that the complainant should be contacting is the property owner/property manager. If issue requires law enforcement, then you should contact the Town Constable, Otsego County Sheriff or NYS Police. All complaints need to be submitted in writing to the Code Enforcement Office, for the record. If there are violations or complaints, the applicant will be asked to return to the Planning Board before the operating permit is renewed.

**Town of Oneonta Planning Board  
Board Meeting  
Monday, April 21, 2025 at 7pm**

The Planning Board has the authority to revoke a Special Use Permit and has in the past. The Property Manager, Melissa Jervis assured the board that she would continue to operate in the same manner and asked the residents to please call her if there are any issues. She does her best to prevent issues; installed a noise monitor on the back patio and has cameras. She stated that she is pro-active communicating the house rules to be a good neighbor or your reservation will be canceled and you must leave. The board had no additional questions.

**Motion** made by Rob Lishansky and seconded by Ed Dower to close the public hearing.  
**VOTING:** Unanimous. **MOTION CARRIES**

**Motion** made by Breck Tarbell and seconded by Dan Baker that the Special Use Permit will not have a negative impact on the environment.  
**VOTING:** Unanimous. **MOTION CARRIES**

**Motion** made by Breck Tarbell and seconded by Rob Lishansky to approve the Special Use Permit for short term rental.  
**VOTING:** Unanimous. **MOTION CARRIES**

**New Applications:**

**PB000694 Lynx & Hare, LLC/Hunter Roese TMP#299.07-2-39.00; 10 Jackson Ave**  
Special Use Permit Application for short term rental

**APPROVED**  
**BY THE PLANNING BOARD**  
**TOWN OF ONEONTA**  
5/5/25, 2025  
*Per*  
**CHAIRMAN**

Hunter Roese was present to represent his Special Use Permit Application for short term rental of a 3 bedroom single family residence rental. Mr. Roese submitted his application back in February, but had to complete the open building permit for repairs due to the Richards Avenue explosion. He received his Certificate of Completion on 4/3/25. He intends to stay local and manage the property himself during the baseball rental season. There is a one car garage and space for multiple cars (3) in the driveway. The required fire safety inspection was completed and passed. Chairman McGuinness verified that the applicant had no questions regarding the "Conditions" form that was completed and signed.

**Motion** made by Breck Tarbell and seconded by Rob Lishansky to set a public hearing for May 5, 2025 at or about 7:05 PM.  
**VOTING:** Unanimous. **MOTION CARRIES**

**PB000699 J Bryan Hickman TMP#300.13-2-3.00; 5 Bevins Rd**  
Special Use Permit Application for short term rental

J Bryan Hickman was present to represent his Special Use Permit Application for short term rental of 3 bedroom single family residence rental. He lives locally in Franklin and will be managing the property himself. He will be listing the property on Airbnb. Chairman McGuinness verified that the applicant had no questions regarding the "Conditions" form that was completed and signed. The fire safety inspection was completed and passed.

**Motion** made by Dan Baker and seconded by Rob Lishansky to set a public hearing for May 5, 2025 at or about 7:10 PM.  
**VOTING:** Unanimous. **MOTION CARRIES**

**PB000698 Alex Giacomelli TMP#300.08-3-36.00; Main\*St**  
Site Plan Review Application

Alex and Nick Giacomelli appeared to represent the Site Plan Review Application to display lawn and garden equipment for on-line sale. The equipment will be located on the parcel below 5366 St Hwy 7, and will have a QR code affixed. Customers will be able to scan the QR code for information and be able to complete their purchase on line. The application has been forwarded for the required 239 review to Otsego County and NYSDOT. The NYSDOT has replied that nothing may be placed within the State right-of-way, including signage or parking. Once the response has been received from Otsego County, the board will continue the review of the application. Applicant advised they have a 2'x2' sign at this time and Chairman McGuinness cautioned the applicants that they should wait on ordering equipment until approval. The applicant will be placed on the May 5, 2025 agenda.

**Town of Oneonta Planning Board  
Board Meeting  
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**PB000700 Abner Doubleday LLC/Hunter Grace TMP#287.00-1-33.00; 4158 St Hwy 23**

Site Plan Review Application for temporary parking & hydration station

Hunter Grace appeared to represent the Site Plan Review Application to allow temporary parking for the 2025 season in the 50 State tent area for their hotel guests and to add a hydration station down by the fields. The temporary parking will have painted lines on the existing concrete pad and gravel entrance/exit. The hydration station will be in a 24x12 gazebo over a concrete slab, across from the Beer Garden. The application has been forwarded for the required 239 review to Otsego County and the NYSDOT. The NYSDOT has replied that nothing may be placed within the State right-of-way, including signage or parking. Once the response has been received from Otsego County, the board will continue the review of the application. Applicant will be placed on the May 5, 2025 agenda.

**Discussion:**

Chairman McGuinness advised the board that Craig Gelbsman had contacted her earlier, requesting to speak with the board regarding the policy with short term rentals. She stated that the board would listen, he would be given 3 minutes and that the board would not be answering any questions or comments at this time. Mr. Gelbsman advised that he has purchased a property on Richards Avenue and is doing a gut remodel. He has been advised that an application for a Special Use Permit for short term rental would not be forwarded to the Planning Board until the building permit is closed and property/maintenance inspection is completed and passed. This is a business for him. He is trying to make his money back and feels he is no different than a new hotel. Chairman McGuinness thanked Mr. Gelbsman and stated that the board would discuss the policy in executive session.

**Minutes:**

Minutes were reviewed by the board from April 7, 2025 board meeting.

**Motion** made by Ed Dower and seconded by Breck Tarbell to approve the minutes.

**ALL IN FAVOR                      MOTION PASSED**

**Adjournment:**

**Motion** made by Rob Lishansky and seconded by Jenny Koehn to adjourn at 8:24 PM, with the next scheduled meeting May 5, 2025. Chairman McGuinness stated the board would consider entering into executive session to discuss the current Special Use Permit Application for short term rental policy. After discussion, the board determined that an executive session was not necessary at this time.

**ALL IN FAVOR                      MOTION PASSED**

Respectfully Submitted,

Wendy Cleaveland  
Planning Board Clerk

**APPROVED**  
**BY THE PLANNING BOARD**  
**TOWN OF ONEONTA**  
5/5, 20 25  
Ren  
**CHAIRMAN**