

**Town of Oneonta Planning Board
Board Meeting
Monday, June 16, 2025 at 7pm**

Present: Edward Dower; Jenny Koehn; Carla Balnis; Rob Lishansky; Reggie McGuinness (Chairperson)

Absent: Breck Tarbell; Dan Baker

Others Present: Jamie Parks; John Parks; Jen Hubbs; Rev. John Grenier; Kirt Mykytyn; Dan Hunter

The meeting was called to order at 7:01 PM.

Public Hearing:

PB000703 Oneonta Assembly of God/Rev John Grenier TMP#299.00-2-1.02; 1667 Co Hwy 48

Special Use Permit Application

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

July 7, 2025
John Grenier
CHAIRMAN

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

VOTING: Unanimous. **MOTION CARRIES**

Rev John Grenier was in attendance and the notifications were verified. Reggie McGuinness, chairperson opened the public hearing for the Special Use Permit Modification Application to build a second parsonage on the parcel. No one appeared to speak for/or against the application. Chair McGuinness verified that the board members had no questions or concerns.

Motion made by Jenny Koehn and seconded by Ed Dower to close the public hearing.

VOTING: Unanimous. **MOTION CARRIES**

Motion made by Jenny Koehn and seconded by Ed Dower that the Special Use Permit Modification Application will not have a negative impact on the environment

VOTING: Unanimous. **MOTION CARRIES**

Motion made by Ed Dower and seconded by Carla Balnis to approve the Special Use Permit Modification Application for a second parsonage.

VOTING: Unanimous. **MOTION CARRIES**

New Application:

PB000705 Jennifer Hubbs/JDO Partners, LLC TMP#299.07-2-54.00; 17 Jefferson Ave

Special Use Permit Application for short term rental

Jennifer Hubbs was present to represent the Special Use Permit Application for the short term rental of 3 bedroom single family residence rental. Chair McGuinness verified that the applicant had no questions regarding the conditions checklist. The property maintenance fire inspection was performed and passed. Chair McGuinness questioned if there was a way to lock the door to the third floor and if it was necessary. Applicant stated the living room was small and that the third floor was a den, with a sofa (not a sleeper sofa), tv and work station. The room does have an egress window, but there is no fire escape. The Code Official had verified with her at the time of her inspection, that the third floor predated code. Chair McGuinness advised that the other short term rentals that have 3rd floors have been required to have locked and secured. The board would go ahead and set a public hearing, but that the permit may be conditional on the 3rd floor access being locked. Applicant still wants to proceed whether or not she can use the 3rd floor, and would like to be know what she would need to do in order to use the 3rd floor. Chair McGuinness advised her that she would contact Paul Neske, Code Enforcement Officer to verify information and get back in touch with her.

Motion made by Rob Lishansky and seconded by Ed Dower to set a public hearing for July 7, 2025 at or about 7:05 PM.

VOTING: Unanimous. **MOTION CARRIES**

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Continuing Business:

PB000618 Ford & Hill Holdings LLC/Brian Belknap TMP#287.19-1-25.00; 128 Winney Hill Rd

Site Plan Review Application Modification

Dan Hunter, authorized representative appeared before the board for a modification of the Site Plan that was approved 8/25/24. During construction, it was noted that the design professional had left off a telephone pole that fell in the middle of the entrance to the parking lot on the Winney Hill Road side, therefore they had to adjust the parking. Chair McGuinness advised that the crosswalk had been moved farther away from Winney Hill Road, as agreed with James Hurtubise, Highway Superintendent. Dan Hunter advised that they installed an elevator/lift, rather than running a ramp down the entire length of the building. Chair McGuinness verified elevator/lift would be periodically serviced/inspected. The Town Code Official will require a copy of the unit service/inspection by a qualified entity, at its required annual inspection.

Motion made by Ed Dower and seconded by Jenny Koehn to approve the Site Plan Review Application Modification Site Plan & Details sheet 2 of 3 REV6 with the condition that they provide drawings with the elevator/lift labeled.

VOTING: Unanimous. **MOTION CARRIES**

Discussions:

The Town Board referred a Zoning Map Amendment Application from Hillside Rentals, LLC 157 Co Hwy 47; TMP#301.07-2-61.00 for review and comment. Jamie and John Parks were in attendance to answer any questions that the board may have at this time regarding the application before the Town Board. Jamie Parks and her father John Parks advised the board that they had purchased the land as a family venture to provide for the future. The property has 2 existing single family residences and they are proposing a phased project to build up to 14 – one story cabins/single family residences to be used for baseball families, traveling nurses, and parents/families visiting college students. They advised the board that there would not be a manager living on site and board discussed the need for a local contact, as they live 30 minutes away. While being geared toward baseball rentals and closing in November, if the market demands the units will be insulated and have heat. They will have engineered septic and would like to hookup to municipal water, if that is possible. Chair McGuinness advised them that the Planning Board would be sending their input to the Town Board, as requested and that the Town Board would be touch with them directly and thanked them for their time.

Chairperson McGuinness shared that we should be mindful of where growth and development are in the town. There have been some zoning changes and we should be cognizant of where growth and development are being implemented. With a comprehensive plan that is a little outdated, we do not want to be spot zoning. It is always nice to see new projects coming to the board and we appreciate the interest developers have in Oneonta. Items on the long form SEQRA were shared with board members. Discussion reflected the Town's pledge to be a Pro-Housing Community. Due to the significant changes, potential impact, and all the other agencies that will be involved, the board agreed that the Town Board should require a long form SEQRA.

Minutes:

Minutes were reviewed by the board from June 2, 2025 board meeting.

Abstain: Rob Lishansky

Motion made by Ed Dower and seconded by Carla Balnis to approve the minutes.

ALL IN FAVOR MOTION PASSED

Adjournment:

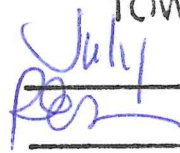
Motion made by Rob Lishansky and seconded by Carla Balnis to adjourn at 8:25 PM, with the next scheduled meeting July 7, 2025.

ALL IN FAVOR MOTION PASSED

Respectfully Submitted,

Wendy Cleaveland
Planning Board Clerk

APPROVED
BY THE PLANNING BOARD
TOWN OF ONEONTA

July 7, 2025

CHAIRMAN