

Town of Otsego Planning Board
Meeting Minutes, May 5, 2026, 7:30 PM
(To be approved with any necessary amendments at the next meeting)

PUBLIC HEARINGS

None.

REGULAR MEETING

Call to Order

Pledge of Allegiance

The Pledge of Allegiance was recited.

Roll Call

Present:

- Tom Huntsman – Chairman
- Matt Glynn
- Sharon Kroker
- Elizabeth Horvath
- May Leinhart
- Alexander Nirenberg
- Jeffrey Banner

Absent:

- Mike Hodgman

Also Present:

- Braden Lourido-Erickson – Clerk
- Wylie Phillips – ZEO
- Jill Poulson – Attorney

Minutes of April 7, 2026

The Board reviewed the April 7, 2026 meeting minutes and discussed the following corrections:

- Sharon Kroker’s name was corrected from “Croker” to “Kroker” throughout the document.
- For the Gary and Chris Farmer lot split application, the minutes were corrected to reflect that representative Mitch Brown appeared on behalf of the applicants, and that Gary and Chris Farmer were absent.
- The minutes were corrected to include that Sharon Kroker made the motion to close the public hearing, which had been omitted from the April minutes.

Motion by Alexander Nirenberg to approve the April 7, 2026 minutes as amended. Seconded by Sharon Kroker. Motion approved 7-0, with all present voting in favor and none opposed or abstaining.

Correspondence

Chairman Huntsman reported receipt of correspondence from the Town Clerk acknowledging that the Oak River Park LLC subdivision map filing had been completed.

Potential Conflict Disclosures

No conflicts were disclosed.

Public Comments on Non-Agenda Items

No public comments were made.

APPLICATIONS

Snyder Family Trust – Minor Subdivision – 343 Hoke Road (#97.00-1-27.01)

The Clerk read aloud from the Planning Board minutes of February 3, 2026 relevant to the Snyder Family Trust application.

Applicant Snyder was accompanied by representative Robert Patterson and Attorney Bob Birch, who appeared together on behalf of the application. Mr. Patterson submitted a new survey dated May 1, 2026. The Snyder Family Trust confirmed that the revised proposal reduced the subdivision from six lots to four lots.

Chairman Huntsman reviewed Sections 5.1 and 3.2 of the Land Subdivision Regulations. The Board reviewed updated survey materials, lot configurations, road frontage, wetlands, restrictive covenants, application materials, and ownership/authorization requirements.

The Board discussed State Environmental Quality Review (SEQR).

Motion by Sharon Kroker to deem the application a Type II Action pursuant to SEQR Section 617.5(c)(47). Seconded by Elizabeth Horvath. Motion approved 7-0, with all present voting in favor and none opposed or abstaining.

Motion by Sharon Kroker to deem the application complete, contingent upon receipt of signatures from the other three siblings. Seconded by Matt Glynn. Motion approved 7-0, with all present voting in favor and none opposed or abstaining.

Motion by Elizabeth Horvath to schedule a public hearing for the June 2, 2026 Planning Board meeting. Seconded by Matt Glynn. Motion approved 7-0, with all present voting in favor and none opposed or abstaining.

**Holly Lee and David Lyons – Boundary Line Adjustment – 212 and 224 Goose St
(#98.00-1-55.01 & #98.00-1-55.02)**

No representatives were present. No action was taken.

Chokgyur Lingpa Foundation – Site Plan Review for Storage Building – 412 Glimmerglen Rd (#98.00-1-67.01)

Neil Newman, representing the Chokgyur Lingpa Foundation, presented an application for construction of a storage building associated with the Foundation's existing special permitted use.

The Board reviewed the proposed building dimensions, location, appearance, lighting, drainage considerations, and relationship to the existing development.

Chairman Huntsman states the application meets all requirements for Special Permitted Use.

Motion by Sharon Kroker to deem the application a Type II Action pursuant to SEQR Section 617.5(c)(9). Seconded by Elizabeth Horvath. Motion approved 7-0, with all present voting in favor and none opposed or abstaining.

Motion by Matt Glynn to waive formal site plan review requirements due to the minimal impact and limited scope of the proposed storage building. Seconded by Jeffrey Banner. Motion approved 7-0, with all present voting in favor and none opposed or abstaining.

Motion by Jeffrey Banner to waive the public hearing requirement. Seconded by Matt Glynn. Motion approved 7-0, with all present voting in favor and none opposed or abstaining.

A motion was made to approve the proposed storage building as an addition to the existing special permitted use. Seconded by Jeffrey Banner. Motion approved 7-0, with all present voting in favor and none opposed or abstaining.

OTHER BUSINESS

Wylie Phillips – Zoning Enforcement Officer Report

ZEO Wylie Phillips reported receipt of a preliminary application for a proposed solar installation project near Ainslie Road. He stated the submission was incomplete and additional materials would be required before the project could proceed.

Mr. Phillips also reported a future application may be forthcoming related to a lakeside piling and dock structure.

Town Board Meeting / Planning Board Liaison Report

The Board, with Attorney Jill Poulson, discussed General Municipal Law (GML) §239 referral requirements, including referrals to the Otsego County Planning Department and DOT notification requirements for projects located within 500 feet of state highways.

The Board reviewed prior waiver agreements related to county referrals and discussed confirming current procedures.

Member & Employee Discussion

Attorney Jill Poulson participated in discussion at the conclusion of the meeting regarding referral procedures and prior county waiver agreements related to GML §239 referrals.

The Board discussed the June 2, 2026 Planning Board meeting date.

The Board also discussed appointing a Vice Chair.

Motion by Sharon Kroker to appoint May Leinhart as Vice Chair. Seconded by Matt Glynn. Motion approved 7-0, with all present voting in favor and none opposed or abstaining.

Adjournment

Motion by Jeffrey Banner to adjourn the meeting. Seconded by Matt Glynn. Motion approved 7-0, with all present voting in favor and none opposed or abstaining.

Meeting adjourned at 8:33 PM.