

**Town of Hamilton**  
**Planning Board Meeting**  
Tuesday, March 12, 2024, 7:00 PM  
Hamilton Town Community Room  
38 Milford Street, Hamilton

**Present:** Mike Welshko, Bettyann Miller, Elaine Hughes, Mary Galvez, Kathleen Palmer, Planning Board Alternate Pam Salmon, Deputy Town Clerk Elisa Robertson, Code enforcement Officer Chuck Ladd.

**Absent:** None

**Others Present:** Jordan Ashcraft, Brian Chapin, Haley and Shawn Furner  
7:03 PM Chairperson Mike Welshko calls the meeting to order.

**NEW BUSINESS**

**Joshua Furner; MINOR SUBDIVISION, Preliminary review; Poolville Road; Tax Map # 185.-1-30.2**

The applicant wishes to subdivide their property into two lots: totaling +/- 42.5 acres on Poolville Road, Hamilton, NY. The applicant wishes to build a house on the 11-acre piece that will be divided out.

The Board reviews Part 1 of the SEQRA form, no corrections are made.

**Resolution 2024- 7: Motion to accept the review of Part 1 of the SEQRA short form and declare the Town of Hamilton Planning Board lead agency.**

Motion: Kathleen Palmer

Second: Bettyann Miller

Vote: YES – 5 NO - 0

ADOPTED

**Resolution 2024- 8: Motion to schedule a Public Hearing for this application on April 9, 2024.**

Motion: Mary Galvez

Second: Elaine Hughes

Vote: YES – 5 NO - 0

ADOPTED

**Shawn Furner; MINOR SUBDIVISION, Preliminary review; Quarterline Road; Tax Map # 155.-1-23.3**

The applicant wishes to subdivide their property into two lots: totaling +/- 4 acres on Quarterline Road, Hamilton, NY. Both proposed lots have houses already on them. They are hoping to sell off one house at some point.

The board reviews part 1 of the SEQRA short form making a correction to #3. It should read 4.003 acres instead of +/- 11 acres. There is a shed that will be encroaching on the side yard set backs and needs to be removed.

**Resolution 2024- 9: Motion to accept the review of Part 1 of the SEQRA short form and declare the Town of Hamilton Planning Board lead agency.**

Motion: Kathleen Palmer

Second: Bettyann Miller

Vote: YES – 5 NO - 0

ADOPTED

**Resolution 2024- 10: Motion to schedule a Public Hearing for this application on April 9, 2024.**

Motion: Elaine Hughes

Second: Kathleen Palmer

Vote: YES – 5 NO - 0

ADOPTED

**Hamilton Forward, LLC (Cris Amann, Owner), SPECIAL USE PERMIT, Preapplication Conference; 1325 Poolville Road; Tax Map #199.12-1-2**

The applicant is part of a grant program sponsored by New York State to help restore abandoned or derelict houses in local communities. The project is refurbishing or replacing 6 houses in the Hamlet of Poolville. This proposed project is to demolish the existing house and rebuild on the same lot. According to the Town's Zoning Law, they will need a Special Use Permit to rebuild on a substandard lot as well as a few variances to make this project be in compliance. Jordan Ashcraft is the project manager representing Hamilton Forward. He explains what the project is, possible timelines, and some challenges that the project presents. All of the project houses are on substandard lots and will need to be careful about the placement for septic and wells. He plans to approach neighbors and community members to introduce himself and explain the project.

There is some discussion about procedure with the ZBA and section 3.5 of the Zoning Law.

**Resolution 2024- 11: Motion to Approve the Minutes from the Planning Board Meeting on January 9, 2024.**

Motion: Mary Galvez

Second: Elaine Hughes

Vote: YES – 5 NO - 0

ADOPTED

The Board signs their vouchers and gives them to the Deputy Clerk.

Chairman Welshko asks the Board if they have any other business to discuss. There is none.

**Resolution 2024-12: Motion to adjourn at 7:55.**

Motion: Elaine Hughes

Second: Bettyann Miller

Vote: YES – 5 NO - 0

ADOPTED

Respectfully submitted by  
Elisa E Robertson  
Deputy Clerk  
Secretary to the Planning Board