

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

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

**Absent:** Carla Balnis

**Others Present:** Hunter Grace; Christine Ryan; Barbara Hazen; Melissa Jervis; John Leahy

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

**Continuing Business:**

**PB000580 American Storage Systems/Barbara Hazen TMP#308.00-2-7.00; 330 Pony Farm RD**

Reaffirm Site Plan Review Approval

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

August 4, 2025  
Per  
CHAIRMAN

Barbara Hazen was present to request an extension of the Site Plan Approval for a 5200sf 2-story storage building that was approved on September 20, 2021. Per Town Code 103-76(1)(a), Site plan approval shall be valid for a period of four years. Applicant advised that due to financial constraints they were unable to proceed and before the approval lapsed, that they would like an extension.

**Motion** made by Dan Baker and seconded by Breck Tarbell to reaffirm the Site Plan Approval dated September 20, 2021 for another 4 years, as long as no changes are made.

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

**Public Hearing:**

**PB000501 April Harper TMP#287.09-1-14.00; 3945 St Hwy 23**

Special Use Permit Application for short term rental Revocation

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

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

Chairperson McGuinness opened the public hearing for the revocation of the Special Use Permit for short term rental at 3945 St Hwy 23 and asked if anyone was present to speak for/or against the revocation due to no renewal or intent received to date. No one appeared to speak. The hearing notification was mailed certified/return receipt on July 8, 2025. The returned receipt (green card) was signed by owner, April Harper and date stamped by Post Office JUL 10 2025.

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

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

**Motion** made by Rob Lishansky and seconded by Dan Baker to approve the Revocation of Special Use Permit for short term rental.

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

**New Applications:**

**PB000708 John C. Leahy/Leahy and Sons, LLC TMP#287.00-1-6.01; 169 Forest Ln**

Minor Subdivision Application

John Leahy appeared to represent the Minor Subdivision Application to subdivide a 1.152 acre lot off of 83.31 acre parcel for a private, personal single-family residence. All the Zoning District dimensional requirements have been met and no non-conformities will be created.

**Motion** made by Jenny Koehn and seconded by Rob Lishansky to set a public hearing for August 4, 2025 at or about 7:05 PM.

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

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**PB000709 Melissa Jervis/Barnett TMP#299.06-1-44.00; 60 Country Club Rd**

Special Use Permit Application for short term rental

Melissa Jervis was in attendance to represent the Special Use Application for short term rental of 4 bedroom single family residence at 60 Country Club Road. Ms. Jervis is in the process of purchasing the single family residence and has a signed representative form from the property owner. The required fire/property maintenance inspection was performed on July 9, 2025 and has passed.

**Motion** made by Dan Baker and seconded by Ed Dower to set a public hearing for August 18, 2025 at or about 7:05 PM.

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

**PB000710 Popp Butterfly Conservatory/Chirstine Ryan TMP#289.00-1-68.00; 5802 St Hwy 7**

Site Plan Review Application to reopen

Christine Ryan was in attendance to represent the Site Plan Review Application to re-open the Popp Butterfly Conservatory. Due to funding the conservatory has not been open to the public for several years and she would like to reopen in October. The conservatory has a Special Use Permit and the last completed inspection was 2019. The property has open violations from 2021 and an exterior inspection that was performed in 2022. The applicant advised the roof and circuit breaker had been repaired. The applicant requested a copy of violations. Due to the extent of violations cited, the board was uncomfortable with an approval and decided to table the decision, until a current property maintenance/fire inspection was performed and passed. Once that inspection is completed and all violations cleared, the applicant will be placed on the next available Planning Board agenda.

**Motion** made by Rob Lishansky and seconded by Dan Baker to table the decision for Site Plan Application approval to reopen, pending a property maintenance/fire inspection being completed and passed.

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

**Discussions:**

**PB000711 Abner Doubleday LLC/Hunter Grace TMP#287.00-1-54.00/55.00/33.00; 4143, 4147 & 4158 St Hwy 23**

Site Plan Review Application for a parking lot

Chairperson McGuninness advised the board that the Code Enforcement office had received a Site Plan Review Application for a parking lot and it is in the process of being reviewed. The application will be placed on the next Planning Board agenda, August 4, 2025. Hunter Grace was present and the board will have to forward the Site Plan Application, requesting to be the lead agency to Otsego County Planning, NYSDOT and NYSDEC. The other agencies have 30 days to reply and the comments will be forwarded to the applicant as they are received.

**Motion** made by Breck Tarbell and seconded by Ed Dower to declare lead agency role for this project.

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

**Minutes:**

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

**Abstain:** Ed Dower; Breck Tarbell

**Motion** made by Dan Baker and seconded by Rob Lishansky to approve the minutes.

**ALL IN FAVOR** **MOTION PASSED**

**Adjournment:**

**Motion** made by Dan Baker and seconded by Breck Tarbell to adjourn at 7:50 PM, with the next scheduled meeting August 4, 2025.

**ALL IN FAVOR** **MOTION PASSED**

Respectfully Submitted,  
Wendy Cleaveland  
Planning Board Clerk

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

August 4, 2025  
*Ron*

CHAIRMAN