



# DELAWARE COUNTY DEPARTMENT OF PLANNING AND WATERSHED AFFAIRS

Highway Department Building • P.O. Box 367 • Delhi, New York 13753  
Phone (607) 832-5444 • Fax (607) 832-6070 • Email: [pln@co.delaware.ny.us](mailto:pln@co.delaware.ny.us)

---

## DELAWARE COUNTY PLANNING BOARD

**DATE:** September 6, 2023

**TIME:** 7:00 PM

**PLACE:** 111 Main Street, Delhi, NY

**CPB:** Art Edel  
Will Outsen  
Mark Lee  
Bruce Dolph  
Matthew Gray  
James Erwin  
Travis O'Dell  
Diane Munro

**STAFF:** Shelly Johnson-Bennett, Director  
Kent Manuel, Chief Planner  
Audrey Benkenstein, Grants Manager II  
Jessica Ulmer, Admin. Asst.

**PUBLIC:** Jesse Hilson, The Reporter

Will Outsen opened the September meeting of the Delaware County Planning Board at approximately 7:00 PM.

### Minutes

Motion by Bruce Dolph to approve the August meeting minutes, seconded by Art Edel. All in favor. Motion carried.

### General Municipal Law 239 Reviews

Referral from the Town of Delhi Planning Board, presented by Kent Manuel for a Subdivision for Seth and Kacie Button. The property is located on County Hwy. 18. The applicant is proposing a 2-lot subdivision. Soils tests have not been done yet and an access permit has not been approved yet. Motion by Mark Lee to approve pending approved soils tests and an approved access permit, seconded by Bruce Dolph. All in favor. Motion carried.

Referral from the Town of Delhi Planning Board, presented by Kent Manuel for a Subdivision for Luke VanUnen and Sarah Bronilla. The property is located on County Hwy. 2. The applicant is proposing a 2-lot subdivision. A survey has not been done yet. Soils tests have not been done yet and an access permit has not been approved yet. Motion by Travis O'Dell to approve pending approved soils tests and an approved access permit, seconded by Diane Munro. All in favor. Motion carried.

Referral from the Village of Deposit Zoning Board of Appeals, presented by Shelly Johnson-Bennett for an Area Variance for R. Peter Carson. The property is located at 38 Main Street. The applicant is proposing to build a deck and needs a 2-foot variance for the distance from the deck to the river. The Village requires five feet and he is only three feet from the river. Motion by Travis O'Dell to take no action, seconded by Diane Munro. All in favor. Motion carried.

Referral from the Village of Delhi, presented by Kent Manuel for a Site Plan Review for Palm Coast Capital LLC (Tractor Supply). The property is located at 69 Main Street. The applicant is proposing to house a propane tank in their fenced in area for customers to be able to have their tanks refilled. Motion by Mark Lee to approve, seconded by Travis O'Dell. All in favor. Motion carried.

## **Other Business**

Climate Smart: No update.

Audrey presented the RFPs for the Housing Study and the County Comprehensive Plan. The Board had comments and some changes to the RFPs that Audrey will address before the RFPs are mailed out.

Shelly went through Department updates with the Board and informed the Board that we are looking into what creating a Parks Department under the Planning Department would entail to address issues with trespassing on the flood buyout parcels.

The RFP for the SUNY Buffalo study of Sustainable Community and the impact of the Watershed will be going through CWC.

Motion by Art Edel to adjourn, seconded by Bruce Dolph. All in favor. Motion carried.

Meeting ended at 9:15 PM.