

Town of Corinth Planning Board

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**Planning Board Meeting Minutes:
May 21, 2026**

Chair: David Barrass

Town Attorney: Jackie White

Members:

Planning Board Secretary: Lynn Summers

Dan Willis
Joan Beckwith
Kevin Cleveland
Nicholas Denno
Bill Duell (Alternate)

Chairman Barrass called the meeting to order at 6:00 PM

Attendance: Board Members Present:

Dave Barrass, Dan Willis, Joan Beckwith, Kevin Cleveland, Nicholas Denno, Bill Duell (Alternate)

Town Attorney Present: Jacquelyn White

Public Present:

Stephen Dean

Previous Minutes Review/Approve 4-16-26:

Motion made to approve the 4-16-26 Planning Board Minutes as presented by Dan Willis, seconded by Joan Beckwith. All in favor- aye

New Application:

Minor Subdivision Application (PB-2026-0002)

Mitchell: TM# 87.-2-37.12

55 Hollister Rd

Representing applicant: Stephen Dean – Engineer

Proposing a 3 Lot Subdivision by merging tax map parcels 87.-2-37.11 and 87.-2-37.12 and creating 3 separate building lots, with lot 1 having the existing residence at 51 Hollister Rd and establishing two new residential flag lots for sale to future landowners each having separate driveways to Hollister Rd, along with individual septic systems and well. Lots will be for sale. Ellen Mitchell will not actually be doing the construction.

Concerns/Suggestions

Planning Board Chair pointed out that the Plans submitted are titled Site Plan, however the Application submitted is for a Minor Subdivision (3 Lot), the zoning administrator agrees this meets the zoning requirements and are buildable lots for a minor subdivision. The Plan shows septic system design and grading for the new lots. The chairman stated that it has been the policy of the Planning Board to not require detailed septic system design for minor subdivisions. This design depends on the actual size and location of the proposed house, which will not be determined until the lots are sold and the new owner makes plans to build.

The problem is if the Planning Board (PB) approves this plan we are looking at now, we are approving the septic, etc. plans.

All this can change in the future when the new owners apply for a building permit.

PB Chair pointed out that we have a new Zoning Administrator this year and is pointing out several things in this review which are listed in our subdivision regulations but the Planning Board has not been requiring for minor subdivisions. These issues will need to be addressed.

Points discussed:

Water supply note – The PB has not been requiring this note

Sewer System Design – The PB has not been requiring this for minor subdivisions

Drainage and Grading Plans – The PB has not been requiring this for minor subdivisions.

Dead End Streets – The PB has applied the 2 means of access requirement only to major subdivisions having new streets serving multiple residences, not to private driveways.

Fire truck access – The PB has approved long driveways in the past with a note requiring special design for emergency access.

Surveyor Certification – The survey standards in the Town Code are outdated and the PB has not been requiring this certification.

The chairman suggested that since the applicant had attended pre-application conferences and was given guidance based on our current requirements, we may want to remain consistent with those requirements for this review.

The applicant was given some suggested corrections to the plan.

Overall – too much information has been provided, need simpler drawings, less information would be helpful

Show the house location, septic, just show there is enough room, it can be a one sheet drawing – maybe with a cover sheet

Applicant has been asked to come back with:

8 Full Size drawings revised and drawn to scale delivered to the Planning Board office, as well as an electronic copy sent-by email in PDF form prior to the next PB meeting on 6/18/26

PB will schedule the Public Hearing at that meeting and applicant will be provided with the Public Hearing notices to be mailed. The applicant commented that he had followed the application check list.

Town Attorney – Jackie White will review the Town Code regarding the Zoning Administrators comments on his determination. A discussion was held by the Board regarding the need to revise the submittal check list or to request that the Town Code subdivision requirements be revised and updated, with no decisions made.

Motion to close the meeting at 7:00 PM made by Joan Beckwith seconded by Kevin Cleveland.

All in favor- aye

Respectfully submitted by Lynn Summers, Planning Board secretary.