

# Town of Schroon – Planning Board

*Thursday, February 12, 2026*

*7:00 PM at the Town Hall*

## *Meeting Minutes*

### **ATTENDANCE:**

- Attending Members: Glen Repko, Bruce Murdock, Duke Connor, Matt Massiano and Ken Clark (alternate).
- Absent Members: Doug Bleier
- Others Attending: Cathy Fariss, Shawn Fariss, Brett Steenburgh, Chase Steenburg

Meeting was called to order by Glen Repko, Board Chair, at 7:00 PM with Pledge of Allegiance.

### **NOTICES:**

- None issued.

### **ORDERS OF BUSINESS:**

#### **Old Business**

- Review and approve the Minutes of the January 8, 2026 meeting. The Minutes were emailed earlier in the month to the Board members for review. Murdock motioned to accept the minutes with a second from Connor. The Board voted unanimously to approve the minutes.
- Item #1: Final review of the 86 Skylark Lane Lot Line Adjustment located at 82 and 86 Skylark Lane, Schroon Lake, NY 12870
  - Brett Steenburgh represented the property owner, Andrea Crisafulli.
  - The 0.83-acre lot is located in the vicinity of Skylark Lane, US Route 9 and Underhill Road. The adjoining properties affected by the boundary line adjustment are 82 and 86 Skylark Lane. The proposed lot line adjustment is in support of an addition to the existing home on 86 Skylark Lane, which is north of and adjacent to the 82 Skylark Lane lot.
  - Mr. Steenburgh provided the Board with final stamped copies of the engineering site plan depicting the proposed line adjustment. In response to terms of the prior conditional approval by the Board, the revised site plan depicts the location

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of the existing septic field for 82 Skylark Lane, with a note indicated it will be abandoned and a new septic field will be installed to the south within the 86 Skylark Lane property lines.

- Connor stated that the Code Officer, Jon Senecal, should make construction permit issuance conditional on removal of the old septic field and approval of the new septic field design. In lieu of delaying the permit, Mr. Steenburgh requested that the Board consider making the Certificate of Occupancy (CO) issuance conditional on the septic design approval. The Board agreed with Mr. Steenburgh's request, and Repko took the action to meet with Mr. Senecal to clarify the CO condition.
- With no further comments from the Board members, Murdock motioned that the Board approve the application with the noted condition. Connor seconded the motion. The Board voted on and unanimously approved the Crisafulli application with the noted condition.
- Repko accepted a check from Mr. Steenburgh covering the \$50 application fee. Repko stamped each survey map and advised Mr. Steenburgh that he had 30 days to submit to the County.

### **New Business**

- Item #1: Review of the Subdivision Process Information sheet.
  - Repko advised the Board, that the Subdivision Application form posted on the Town web site had been updated without Board approval. While the form is accurate, he reached agreement with the Town that any future changes would be coordinated with the Planning Board before finalizing and posting.
  - Repko also noted that the Application Process sheet posted on the Town web site is not properly formatted to print fully. He will work with the Town to rectify that issue.

### **CLOSING:**

- The next Planning Board Meeting is tentatively scheduled for Thursday, March 12, 2026, at 7:00 PM in the Town Hall meeting room.
- Clark motioned to adjourn the Planning Board meeting, which was seconded by Massiano. The Board voted unanimously to adjourn the meeting at 7:40 pm.

Respectfully Submitted By:

Glen Repko, Chairman

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