

Town of Manchester Planning Board Meeting Minutes

September 16, 2025 – 7:00pm

Present: Board Members Lee Sanders, Tammy Worden, Steve Buerman, Jefferey Flower, Pauline DeCook, and Christine Ciardi; Chairman Scott VanAken; Code Enforcement Officer Marty Barnett; and Secretary Laurel Pitcher.

Absent: None.

Also Present: Matt Hutson, Mark Turner, Jamie Buttacio, and George Hotchkiss.

Application #4670-25: Consider Subdivision #4670-25 submitted by Mathew Hutson who is requesting to subdivide 2.47 acres out of a 21.90 acre lot on property located at 3952 Dewey Rd, tax map no. 32.00-2-52.111 in an Ag district pursuant to Chapter 325 Section 325-25.5.

Chairman Scott VanAken began by asking the applicant to give an overview of his proposal. Matt Hutson explained that he wants to subdivide his property and potentially sell the larger parcel in the future. He asked for leniency with the road frontage requirements because one of the parcels isn't wide enough at the front of the lot. Matt said this is because of the placement of the leach field. Chairman VanAken asked what the applicant's intentions are with splitting the property. Matt answered that they might sell the larger parcel and keep the smaller parcel with the house. He said they're just looking to downsize the property since they don't plan to continue farming it.

Board member Lee Sanders asked about a small section that's 15-feet wide, and Matt said that it borders the Cumming's property and the Village of Manchester's property. It was also noted that there's a mobile home that's split between two parcels, which is unusual, but this is preexisting and will not change with the subdivision. George Hotchkiss noted that the trailer is on Village property and asked if that will change. Matt Hutson answered that the only potential changes would be in the back field, but the frontage won't change. The Board also confirmed that this application proposes no changes to the trailer. Maps were then reviewed to familiarize neighbors with the application. Mr. Hutson noted that the parcel with inadequate road frontage is the one that opens up to the field in the back.

A concern was raised about the possibility of the larger parcel being turned into a housing development in the future. Chairman VanAken said that a project like that would need to be reviewed by the Town of Manchester Planning Board and reminded folks that the current project being reviewed is a subdivision. He said that the only part of this application that doesn't meet code is the lot frontage of one proposed parcel.

George Hotchkiss argued that there are problems with the field. He said that there are drainage ditches that have been filled in and shouldn't have been. George believes that the Town of Manchester should fix this. He said that Wayne Holtz told him many years ago that they should not have been filled in. Mark Turner said that he's lived there all his life, and he doesn't remember anything being filled in. George insisted that they have. Mark Turner said that there were only ever small ditches in the field, and those same ditches are still present on the property. Matt Hutson noted George's concerns and reassured him that the field has drainage that goes out to state route 96 where it drains into the Canandaigua Outlet. George said that Wayne Holtz showed him maps many years ago that showed otherwise. The conversation concluded with a discussion about some drainage problems that appear to be unrelated to this property.

A motion was made by Tammy Worden to close the public hearing for Subdivision #4670-25 submitted by Mathew Hutson who is requesting to subdivide 2.47 acres out of a 21.90 acre lot on property located at 3952 Dewey Rd, tax map no. 32.00-2-52.111 in an Ag district pursuant to Chapter 325 Section 325-25.5. Motion seconded by Steve Buerman. All voted "Aye." Motion carried.

A motion was made by Scott VanAken to refer Subdivision #4670-25 to the Town of Manchester Zoning Board of Appeals with a recommendation for approval. Motion seconded by Tammy Worden. All voted "Aye." Motion carried.

Previous Minutes:

A motion was made by Christine Ciardi to approve the August 19, 2025 meeting minutes. Motion seconded by Scott VanAken. All voted "Aye." Motion carried.

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A brief discussion was had about solar code.

A motion was made by Pauline DeCook to adjourn the meeting at 7:32pm. Motion seconded by Christine Ciardi. All voted “Aye.” Motion carried.

Respectfully submitted,

Scott VanAken

Chairman, Planning Board

Laurel Pitcher

Recording Secretary

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