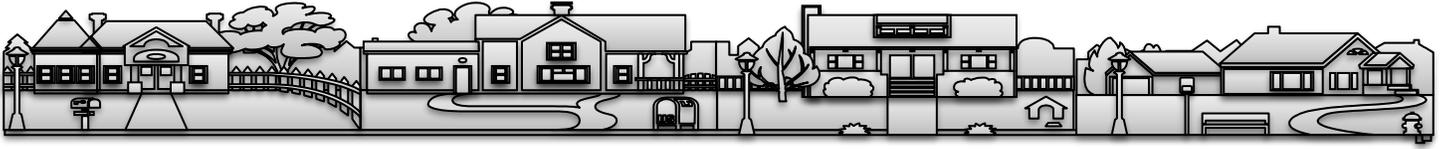


Schuyler County Planning Commission

105 Ninth Street, Unit 39, Watkins Glen, NY 14891

Telephone: 607.535.8211



AGENDA

March 12, 2026

6:00pm HSC Room 120

1. Call to Order
2. Opportunity for Public Comment
3. Approval of February 2026 Meeting Minutes
4. General Municipal Law 239 Reviews
 - A. #26-005 – Town of Dix – Special Use Permit [REDACTED] County Road 16
5. Staff Report
 - A. Local Concern Only Projects
 - a. Town of Dix – Price Road - Subdivision
 - b. Village of Montour Falls – Montour Public Market - Special Use Permit
6. Old Business
7. New Business
8. Planning Commission – Community Updates
9. Adjourn

REMINDER: Planning Commission members must obtain four (4) hours of training annually

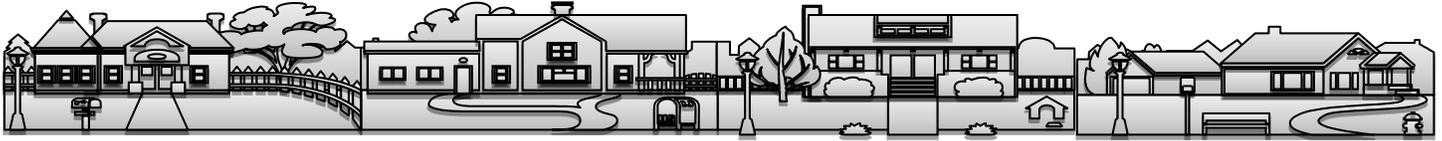
FREE – Live one-hour Planning & Zoning training once per month from MRB Group

<https://mrbgroup.com/bootcamp/>

Note: If you cannot attend, please contact Joann Lindstrom at 607.535.8211 or JLindstrom@schuylercountyny.gov

Schuyler County Planning Commission

105 Ninth Street, Unit 39, Watkins Glen, NY 14891
Telephone: 607.535.8211 Fax: 607.535.8193



To: Schuyler County Planning Commission
From: Joann Lindstrom, MPA
Date: March 2, 2026
Re: GML 239 Referral #26-005

#26-005 is a referral for a Special Use Permit from the Town of Dix Planning Board.

Project Description: BCEG Holdings is proposing a two-phase project: 1) to remove five single-wide trailers from █████ County Road 16 in the Town of Dix and replace them with cottages to be used as Short Term Rentals and 2) construct an additional 5 cottages on the north side of the parcel with a new driveway for access.

The property is on the public water line but the trailers share one septic system. The applicant notes that this system can be used for the first five cottages, but a second septic system would be installed for phase two.

Materials included in the referral are:

- GML-239 Referral Form
- Town of Dix Special Use Permit Application
- SEQR Part I and Part II
- Site maps: Current condition and proposed Phase I and Phase II
- Schuyler County Planning Department Staff Memo
- Schuyler County Planning Department Zoning Map & Agricultural District Map

COMMENTS:

Using Section 239-I as a guide, my comments are as follows:

(A) *Compatibility of various land uses with one another.*

While converting trailers to short term rentals will not pose a significant change in use, the neighboring properties are single family owner occupied residences.

(B) *Traffic generating characteristics of various land uses in relation to the effect of such traffic on other land uses and to the adequacy of existing and proposed thoroughfare facilities.*

The proposed use may cause an increase in road traffic during the summer months.

(C) *Impact of proposed land uses on existing and proposed county or state institutional or other uses.* N/A

(D) Protection of community character as regards predominant land uses, population density and the relation between residential and nonresidential areas.

The proposed use does not endanger community character.

(E) Drainage. The SEQR form notes that there will be more than one acre of soil disturbance, which would require a Stormwater Pollution Prevention Plan (SWPPP).

(F) Community facilities. N/A

(G) Official municipal and county development policies, as may be expressed through comprehensive plans, capital programs or regulatory measures. The countywide comprehensive plan includes the rehabilitation or construction of additional housing units to meet housing needs of county residents.

(H) Such other matters as may relate to the public convenience, to governmental efficiency, and to the achieving and maintaining of a satisfactory community environment.

No effect.



County Road 16, Town of Dix

Town of Dix

Town Hall – 2266 County Road 17, Watkins Glen, NY 14891
Telephone: (607) 535-7973 Fax: (607) 535-2590

Town Clerk, Extn. 201 Administration, Extn. 202 Code Enforcement, Extn. 205

APPLICATION FOR PLANNING BOARD REVIEW

(Please print or type. See page 4 for instructions. Submit the completed application with fee payment to the Dix Code Enforcement Officer. **Fees must be paid before the application will be considered.**)

- Site Plan Review
- Subdivision Review (number of proposed lots) _____
- Special Use Permit
- Site Plan Amendment (date of original review) _____

Project Identification (complete all that apply)

Address: _____ County Road 16, Dix NY 14865 Tax Map ID: _____
 Zone District: _____ Mixed Use SEQR Type: Type 1 Type 2 Unlisted
 Project Name: _____ BCEG Holdings LLC
 Current Use of Property: _____ 5 Trailer rental property
 Description of Project: _____ Proposing an adjustment to the current use of the property.

It is currently used for long term renters of the 5 trailers. When purchased in the near future, I would like to remove all 5 trailers and put 4 or 5 cottages (700-1000 sq ft each) on the top portion of the property where the trailers currently sit as phase 1 of the project. These will be used for airbnb short term rentals or long term if the need arises. There will also be a common area to use for picnic and outdoor enjoyment.
 Phase 2 would be a driveway down to the lower portion (north end) of the property hugging the east side of the perimeter. This would lead to an additional 5 or 6 same style homes. This phase would be started late this year or next year if approved.

Applicant: _____ Holdings LLC Email: _____
 Address: _____ Horseheads NY 14845
 Contact Person: _____ Jules Costello Home Phone: _____
 Bus. Phone: _____ Cell Phone: _____ 631-433-7702

Owner (if different): _____ Email: _____
 Address: _____
 Contact Person: _____ Home Phone: _____
 Bus. Phone: _____ Cell Phone: _____

➔ Did the owner own the property prior to January 26, 2007? Yes No

Engineer: _____ Email: _____
 City/State: _____ Phone: _____

Architect: _____ Email: _____
 City/State: _____ Phone: _____

Surveyor: _____ Email: _____
 City/State: _____ Phone: _____

Town of Dix

Utilities

Water: Public Private
Sewer: Public Private

Certification

I hereby certify that the information provided is true and accurate to the best of my knowledge. I understand that the completion of this application neither implies nor guarantees approval of this project.



Buyer currently under contract _____

Owner Agent Tenant Contractor

Signature

Julie Costello

Printed Name

Date

Owner's Signature

Printed Name

Date

OFFICIAL USE ONLY

Date Received: _____ By: _____

Checklist

- Survey map
- Area map (showing surrounding properties)
- Contour map
- Grading and erosion control plan
- Elevation drawings
- Landscaping
- Driveways/service drives
- Parking areas and handicap parking
- Loading zones
- Location of dumpster and screening
- Accessory structures (sheds, fuel tanks, etc.)
- Signage requirements
- Lighting with illumination details
- Anticipated sound pressure levels
- Water, sewer, and gas connections
- Storm water drainage
- Highway Dept. review
- Other _____

Town of Dix

Fee Schedule

(Fees must be paid before the application will be considered. Make the check payable to Town of Dix.)

Residential Site Plan or Conditional/Accessory Use Review	\$30.00
Commercial Site Plan or Conditional/Accessory Use Review	\$200.00
Simple Subdivision, 2 lots	\$30.00
Minor Subdivision, 3 to 5 lots	\$150.00
Major Subdivision, 5 or more lots	\$350.00
Public Hearing (per occasion)	\$30.00

OFFICIAL USE ONLY

Applicant: _____ Tax Map ID: _____

Fee Total: _____ Paid Date Received: _____ By: _____
Initials

Fee Total: _____ Paid Date Received: _____ By: _____
Initials

Resolution

Approved

Approved with the condition that: _____

Denied because: _____

By: _____ Date: _____

For the Board

Town of Dix

Applying for a Planning Board Review

Residential and commercial development projects will require the submission of a detailed plan to the Town of Dix Planning Board (see the Permit Review Flow Diagram). The application responses should be complete and typed or printed neatly. The **owner** must sign the application where designated on page 2 when land subdivision is being proposed.

Unless otherwise stated, the Planning Board meets on the fourth Tuesday of the month at 7 PM at the Dix Town Hall at 304 Seventh St., Watkins Glen. At least one week before the Planning Board meets, the applicant should submit at least 6 copies of both the completed Planning Board review application and all pertinent documentation including:

- SEQR form (available through the Dix website)
- Written statement describing the purpose of the new structure(s) (include in *Project Description*; provide additional page, if necessary)
- Site plan showing building(s) with dimensions, road access, utility hookups, lot lines, easements, ponds/streams, setback measurements, lighting details, sound pressure levels, signage requirements, etc. as applicable
- Elevation drawings describing the location and orientation of the proposed structure(s)
- Other maps, drawings, and details identified under the checklist on page 2.

The Planning Board Review Process

The copies of the completed application and required supplemental documentation should be submitted to the Code Enforcement Officer at the Dix Town Hall on Seventh St. He will forward it to the Planning Board. Often following the Planning Board's review is an advisory review by the Schuyler County Planning Commission. When that is the case, 19 additional copies of all documents 11" x 17" and under will be necessary. Only 2 copies of larger drawings and maps are required. The Dix Planning Board decision becomes final after the County's review has been completed and reviewed by the Board, and after a public hearing has been held.

The County Planning Commission meets the 2nd Thursday of each month, 7 PM at the Schuyler County Human Services Complex, Room 120, at 323 Owego St., Montour Falls, NY 14865. Meetings are open to the public. Mail should be directed to Kristin E. VanHorn, Director of Planning and Community Development. The phone is 607-535-8211.

Short Environmental Assessment Form

Part 1 - Project Information

Instructions for Completing

Part 1 – Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 – Project and Sponsor Information			
Name of Action or Project: ██████ Holdings LLC			
Project Location (describe, and attach a location map): ██████ County Road 16, Dix NY 14865			
Brief Description of Proposed Action: Proposing an adjustment to the current use of the property. It is currently used for long term renters of the 5 trailers. When purchased in the near future, I would like to remove all 5 trailers and put 4 or 5 cottages (700-1000 sq ft each) on the top portion of the property where the trailers currently sit as phase 1 of the project. These will be used for air bnb short term rentals or long term if the need arises. There will also be a common area to use for picnic and outdoor enjoyment. Phase 2 would be a driveway down to the lower portion (north end) of the property hugging the east side of the perimeter. This would lead to an additional 5 or 6 same style homes. This phase would be started late this year or next year if approved.			
Name of Applicant or Sponsor: ██████ Holdings LLC		Telephone: ██████████	
		E-Mail: ██████████	
Address: ████████████████████			
City/PO: Horseheads		State: NY	Zip Code: 14845
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.		NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other government Agency? If Yes, list agency(s) name and permit or approval:		NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>
3. a. Total acreage of the site of the proposed action? _____ 2.22 acres			
b. Total acreage to be physically disturbed? _____ 2 acres			
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ 2.22 acres			
4. Check all land uses that occur on, are adjoining or near the proposed action: <input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input checked="" type="checkbox"/> Commercial <input checked="" type="checkbox"/> Residential (suburban) <input type="checkbox"/> Forest <input checked="" type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other(Specify): <input type="checkbox"/> Parkland			

5. Is the proposed action,	NO	YES	N/A
a. A permitted use under the zoning regulations?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Consistent with the adopted comprehensive plan?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels? b. Are public transportation services available at or near the site of the proposed action? c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	NO <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	YES <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: _____ _____	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: _____ _____	NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____ Current septic is sufficient for phase 1. Another septic system will be added for phase 2. _____	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>	
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places? b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	NO <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	YES <input type="checkbox"/> <input type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency? b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody? If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ _____ _____	NO <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	YES <input type="checkbox"/> <input type="checkbox"/>	

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input type="checkbox"/> Urban <input checked="" type="checkbox"/> Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
16. Is the project site located in the 100-year flood plan?	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes, _____ not for phase 1, for phase 2 we will meet all DEC regulations a. Will storm water discharges flow to adjacent properties? b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe: _____ might need a catch basin _____	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment: _____ _____	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____ _____	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: _____ _____	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<p>I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</p> <p>Applicant/sponsor/name: _____ Date: _____</p> <p>Signature: _____ Title: _____</p>		

Project:

Date:

Short Environmental Assessment Form
Part 2 - Impact Assessment

Part 2 is to be completed by the Lead Agency.

Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have my responses been reasonable considering the scale and context of the proposed action?"

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Will the proposed action result in a change in the use or intensity of use of land?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Will the proposed action impair the character or quality of the existing community?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Will the proposed action impact existing:		
a. public / private water supplies?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. public / private wastewater treatment utilities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11. Will the proposed action create a hazard to environmental resources or human health?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Project:

Date:

Short Environmental Assessment Form Part 3 Determination of Significance

For every question in Part 2 that was answered “moderate to large impact may occur”, or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

<input type="checkbox"/> Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.	
<input checked="" type="checkbox"/> Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.	
<div style="background-color: black; width: 100px; height: 15px; margin: 0 auto;"></div>	02/16/2026
Name of Lead Agency	Date
Print or Type Name of Responsible Officer in Lead Agency	Title of Responsible Officer
Signature of Responsible Officer in Lead Agency	Signature of Preparer (if different from Responsible Officer)

TOWN OF DIX AGRICULTURE DATA STATEMENT

This statement is to be submitted with all applications required for a Special Use Permit, Site Plan Approval or Use Variance Approval for projects occurring on property within an Agricultural District containing a farm operation, or on property with boundaries within 500 feet of a farm operation located in an Agricultural District (Ref. Town Law 283-a).

1. Applicant's Name: _____
Address: _____ Horseheads NY 14845
Phone: _____

2. Description of proposed project:

Proposing an adjustment to the current use of the property. It is currently used for long term renters of the 5 trailers. When purchased in the near future, I would like to remove all 5 trailers and put 4 or 5 cottages (700-1000 sq ft each) on the top portion of the property where the trailers currently sit as phase 1 of the project. These will be used for air bnb short term rentals or long term if the need arises. There will also be a common area to use for picnic and outdoor enjoyment.

Phase 2 would be a driveway down to the lower portion (north end) of the property hugging the east side of the perimeter. This would lead to an additional 5 or 6 same style homes. This phase would be started late this year or next year if approved.

3. List the names and addresses of farming operations* within 500 feet of the proposed project (attach additional sheet if necessary).

1. _____
2. _____
3. _____
4. _____

4. Written description of exact location of the proposed project: Please attach a tax map or clearly drawn map showing proposed project relative to all farming operations identified in the Data Statement:

*Farming operations, as defined by NYS Agriculture and Markets Law, Article 25-AA, means the land used in agricultural production, farm buildings, equipment, and farm residential buildings.

Smf Road

ROLLING HILLS PROP OF NY LLC

BOTTJER ROBERT A

Storage building

trailer 1

trailer 2

trailer 3

trailer 4

trailer 5

second septic added

original septic

mapbox

Sat
2D



phase 2

cabin 2

cabin 3

cabin 4

cabin 5

cabin 1

parking phase 2

septic phase 2

BOTTJER
ROBERT
A

driveway to
phase 2

phase 1

cabin 1

cabin 2

cabin 3

cabin4



Parking

septic phase 1

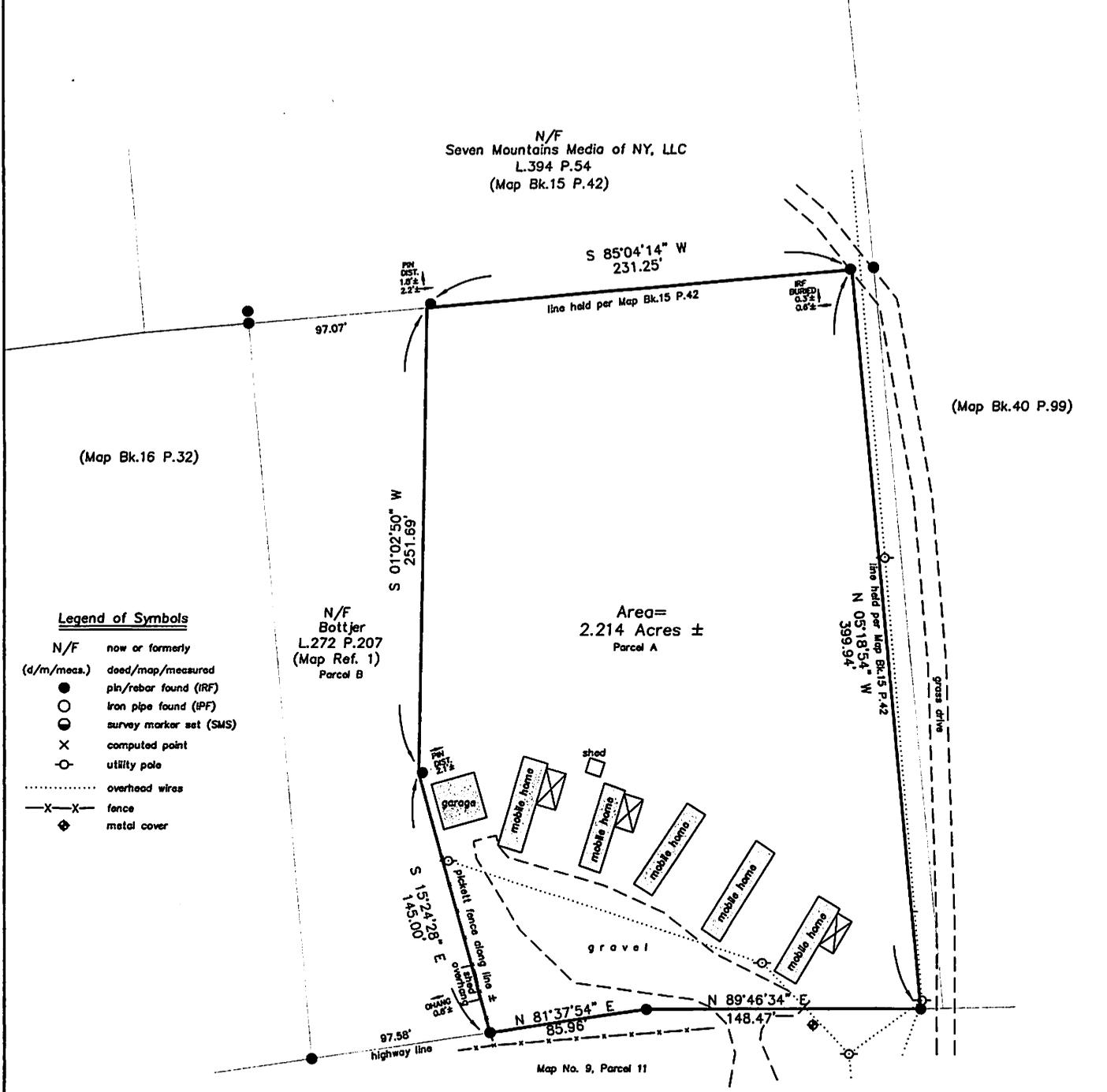
Abstract Reference:
 Watkins Land & Abstract Corporation - Dated Aug. 29, 2021

Easements and rights of way:
 Subject to easements, rights of way and other matters of public record that a complete and updated abstract would show. No physical evidence of easements, rights of way or encroachments found unless shown hereon.

Deed Reference:
 [Redacted]

Map Reference:
 [Redacted]

North Reference: GRID-NY-CENTRAL



- Legend of Symbols**
- N/F now or formerly
 - (d/m/meas.) deed/map/measured
 - pin/rebar found (IRF)
 - iron pipe found (IPF)
 - survey marker set (SMS)
 - X computed point
 - utility pole
 - overhead wires
 - X-X- fence
 - ◆ metal cover

"It is hereby certified that I am a New York State Licensed Land Surveyor and this map was prepared from the notes of an instrument survey completed on Sept. 8, 2021. This certificate is not transferable to additional institutions, third parties or subsequent owners. This certification shall run specifically to:
 -Marvin Kemmerer
 -The Halpin Firm

Signed: *Seth D. Moser*
 Seth D. Moser L.S. No. 051007

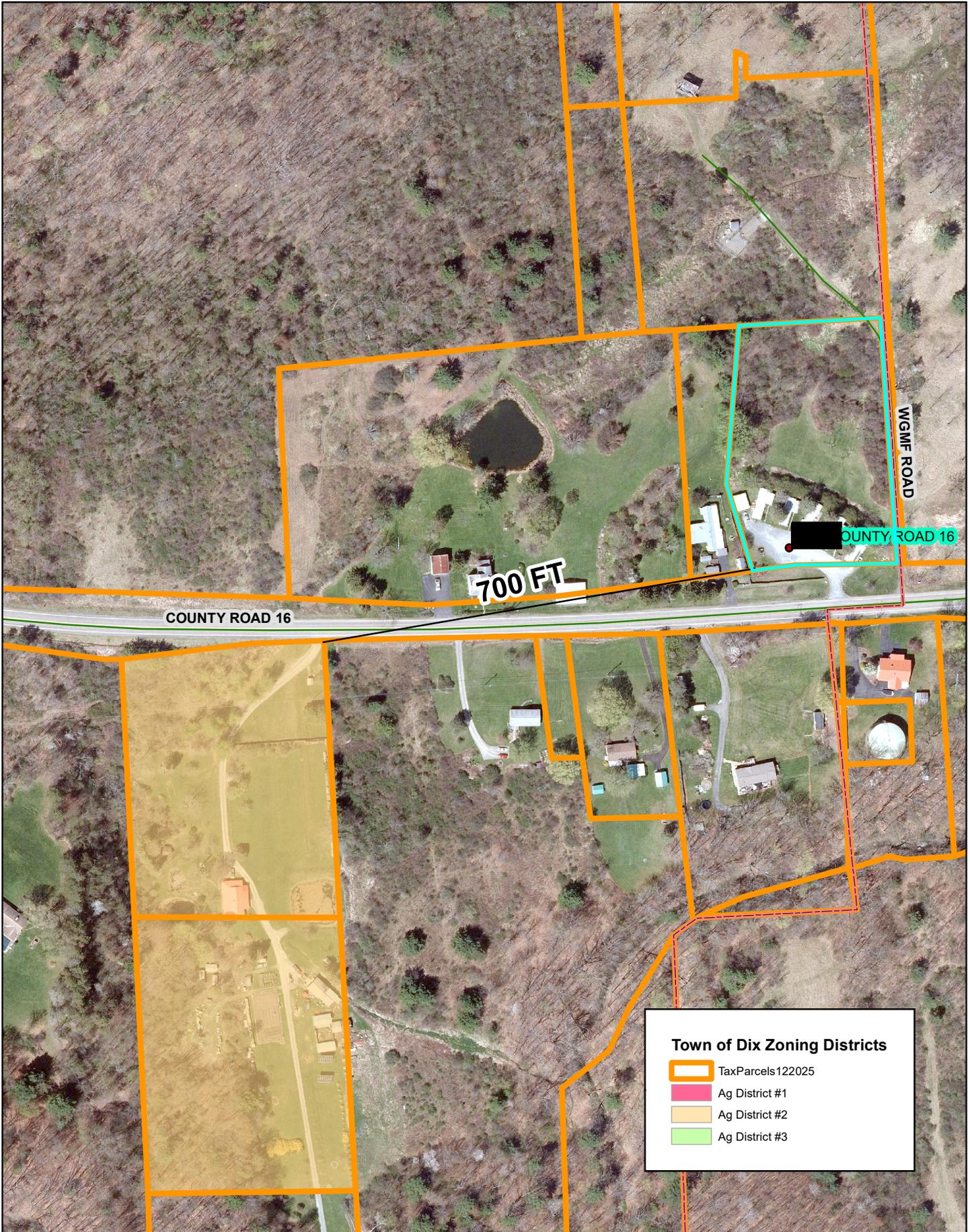
"Alteration of or addition to a Survey Map bearing a Licensed Land Surveyor's Seal is a violation of Section 7209, of the New York State Education Law except as provided by Section 7209(2)."
 "Any copy of this survey map not bearing the Land Surveyor's original signature and embossed seal shall NOT be considered a true and valid copy."

This map prepared by
T. Merrill & Associates Land Surveying Design Professional Corporation
 Seth D. Moser, Land Surveyor
 4175 Ball Diamond Road, Hector, NY 14841
 Telephone: (607) 535-7643

Map of lands of Marvin Kemmerer		
Scale: 1" = 60'	Drawing No. 21163.SM1	Drawn by: SDM
Date: Oct. 26, 2021	Tax Parcel: [Redacted]	
Town of Dix County of Schuyler, State of New York		
Revised:	Job No. 21163	

BCEG Holding Project

Agricultural District Proximity



BCEG Holding Project

