

**VILLAGE OF DELHI  
PLANNING BOARD MEETING  
November 5, 2024 at 6:00 pm**

Present: Chair: Duane Sturdevant  
Members: Eric Efthimiou, Dave Kopecek, Kent Manuel – DC Planning, Josh Morgan - Village of Delhi Code Officer , Heather Phelps-Lipton, Sophia Picco - DC Planning and James Smart

Absent: David Curley and Jean Krzyston

Guests: James Corcoran and Nancy Hughes

Chair Sturdevant began the regular meeting at 6:08 pm

Motion was made by Dave Kopecek to approve the minutes of the May 7, 2024 meeting; motion was seconded by James Smart and passed unanimously.

**New Business:**

James Corcoran presented his request for subdividing his property at 135 Delaware Avenue. James would like to subdivide 1 acre from his 20 acre property on the Federal Hill Road side to put a mobile home on it.

Motion was made by James Smart to request a survey of the property; motion was seconded by Heather Phelps-Lipton and passed unanimously.

Motion was made by Dave Kopecek to schedule and publish a legal notice for a public hearing on Tuesday, December 3, 2024 at 6:00 pm as long as the survey is completed and given to the Village Clerk 10 days prior to December 3, 2024; motion was seconded by Heather Phelps-Lipton and passed unanimously.

Kent Manuel discussed the need for a soil test on the surveyed location and for James Corcoran to notify the neighbors of the subdivision.

Motion was made by Heather Phelps-Lipton to refer the subdivision to the Delaware County Planning Board for a 239 review; motion was seconded by Eric Efthimiou and passed unanimously.

**Old Business:**

None

**Training**

None

The next Planning Board meeting will be held on December 3, 2024 at 6:00 pm at Village Hall.

Motion was made by James Smart to adjourn; motion was seconded by Eric Efthimiou and passed unanimously.

Meeting adjourned at 6:32 pm

Respectfully submitted,  
Pam Ferguson  
Planning Board Secretary