

# TOWN OF WILLSBORO

5 FARRELL ROAD WILLSBORO, NY 12996

518-963-8668

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Minutes  
Planning Board Meeting  
**Date:** October 25, 2022  
**Location:** Willsboro Town Hall

**Present: Chairman-** Gregory Gordon; **Board Members-** Tom Dwyer, Brian King, Andre Klein, Gina Minessale, Chauntel Gilliland, John Sucharzewski

**Members of the Public:** Michael Sherman, Bruce Pellerin, Mark Thompson, John Andrews, Ron House, Jim Abdallah, Dave Gowans, Trisha Sheehan, Allen Alterie, Harry Reed, Robin Belzile, Lynn McNaughton, Bobby Sturgess

- Chairman Gregory Gordon called the meeting to order at 6:00 p.m. and welcomed the public in attendance. He also welcomed two new additions to the planning board process: Bobby Sturgess, our new code enforcement officer, and Kyli Miller, the new administrator for the supervisor and secretary for the planning and zoning boards. Gordon ensures that the public knows where the emergency exits are, that restrooms are available, that all cell phones are silenced, and that anyone speaking states their name so that we know which project they are speaking for.

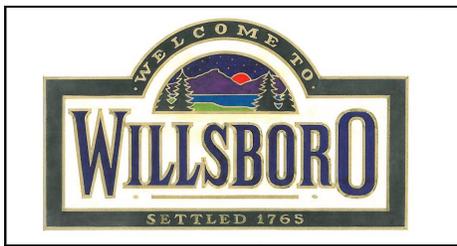
**Minutes:** The July 26, 2022 minutes were approved as presented. *A motion was made by Dwyer to approve the July 26, 2022 minutes as presented. Minessale second. Roll Call: Sucharzewski, Minessale, King, Klein, Dwyer Gilliland, Gordon. All in face and motion carried.*

**Old Business:**

**-Mark and Jane Thompson, 51 Rowley Way, Tax # 21.13-1-19.000, RL-1 Lakefront Site plan review.** They were here in July looking to put an addition on that made their building even more noncompliant with the 50 foot front yard setback with the lake.

Mark Thompson (the applicant) stated that they scaled the project back significantly, had a new survey done, and he doesn't think that anyone realized that the boundary line adjustment for 2020, which added 50 feet of lakefront, also significantly changed the setback. According to Sturgess, everything appears to be fairly straightforward. Gordon states that they have taken everything that was on the north side of the building and moved it to the south side, so it is more than 50 feet from the lake.

King asked if the side of the house has a 40-foot setback now; Gordon stated that it is at more than 40 feet; they only needed 30 feet. There were no other questions from any of the board members.



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***Klein made a motion to approve this site plan application as submitted. Gilliland second. All in favor. Roll call: Sucharzewski, Miniessle, King, Klein, Dwyer Gilliland, Gordon.***

## **New Business:**

**-Dennis and Terri Schmidt, 173 Corlear Drive, Tax # 21.5-1-42.000, RL-1 Lake Front, Sie Plan Approval for 19'x22' addition.**

Gordon (the applicant) stated that this addition meets all the setbacks and is under the 15% lot coverage. Dave Gowans is the representative for this project and stated that this project is actually 16' x 16'. They are adding onto the east side of the existing camp. They are taking one existing bedroom and turning it into a hallway, and they are moving the laundry machines closer. The addition is going to be a new bedroom.

Dwyer stated that they are going from 3 bedrooms to 3 bedrooms, so no new septic system is needed.

There were no comments from the board.

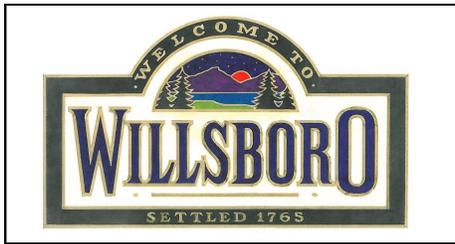
***Minessale made a motion to approve this site plan application as submitted. Dwyer second. All in favor. Roll call: Sucharzewski, Miniessle, King, Klein, Dwyer Gilliland, Gordon.***

**-Braidlea Farms, 2984 Essex Road, Tax # 40.11-2-6.000, RL-2 Lake Front, Minor Subdivision**

Kevin Hall is not here as he has COVID, but he is available by phone. Gordon stated that they also own the property across the road but want to put another structure there, so they need to subdivide the property. Bruce Pellerin is here as a contractor and states that the site plan should be included as well. Gordon states that they only have the subdivision in front of them. Pellerin stated that the site plan was among the documents he brought to Bobby. Gordon has the building permit but not the site plan. Bobby is checking through all of the paperwork in his office. The site plan application cannot be located. King asks if this is the second subdivision of this property, and Gordon explains that it is not; it is the only subdivision on this property. The tax numbers on each side of the road are different, so they are their own separate pieces. There were no questions from any of the board members.

***Sucharzewski made a motion to approve this site plan application as submitted. Klein second. All in favor. Roll call: Sucharzewski, Miniessle, King, Klein, Dwyer Gilliland, Gordon.***

**-Richard Stockwell, 3962 James Way, Tax #30.12-2-19.112, HC-1, Residential Garage**



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Representatives for the application are not present. Gordon states that it is in front of the planning board because the code enforcement officer determined that it would be commercial use, which requires a site plan review. Sucharzewski asked if it has a septic design, which it does. It meets all setbacks, and the location is not going to be visible from the road. It is going to be behind the current brown house. Klein asked if there is a site plan that shows where the garage is going to be; he is satisfied. There were no questions from any of the board members.

***Sucharzewski made a motion to approve this site plan application as submitted. Klein second. All in favor. Roll call: Sucharzewski, Miniessle, King, Klein, Dwyer Gilliland, Gordon.***

### **-Seville Development- LLC, NYS Rt 22, HC-1, Dollar General Retail Store, Minor Subdivision**

They would like to subdivide and take the back part of the property that they no longer need. The subdivision would be 1.23 acres, which is 53,578 +/- square feet, leaving it as a possible buildable lot. Seville Development has made no comments. Gordon asked if the property is staying by itself or if we know where it is going. Seville Development stated that they believe they have an agreement to deed it over, which is in the paperwork. Robin Belzile asked where the right of way was, and Gordon told her that it was James Way. There were no questions from any of the board members.

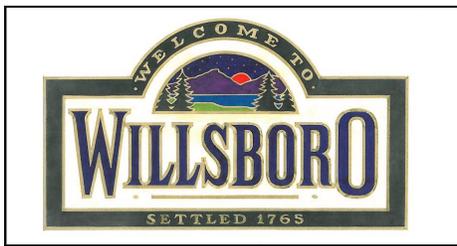
***Sucharzewski made a motion to approve this Minor Subdivision application as submitted. King second. All in favor. Roll call: Sucharzewski, Miniessle, King, Klein, Dwyer Gilliland, Gordon.***

### **-Sheehan, 130 Corlear Drive, Tax #21.9-14-43.200, RL-1 LF, Site Plan Approval for New construction**

Trisha Sheehan (the applicant) states that the application is pretty straight-forward; she submitted a combined site and septic plan for single-dwelling residents. They are in the process of adjusting the boundary line on the north side to meet the 50-foot setback. They are putting this in front of the planning board because they are within 500 feet of the water. Dwyer asked if they had checked wet land, and Trisha says that they have already heard back from the APA and the property is non-jurisdictional. There were no other comments from the board.

***Miniessle made a motion to approve this site plan application for new construction as submitted. Dwyer second. All in favor. Roll call: Sucharzewski, Miniessle, King, Klein, Dwyer Gilliland. Gordon abstained.***

### **-Melissa Maki, 128 Corlear Drive, Tax #21.9-14-3.100, RL-1 Lake Front, Special Use Permit**



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Representatives for the application are not present. There were no comments from the code enforcement officer. Sucharzewski asked if they were no longer putting this in at the pickleball court. Gordon stated that it was still possible, but not at this time. Sucharzewski asked if this was the residence that they live in; Gordon stated that they will be running their wellness center out of the location. There are letters and emails that some people are for and some are against. Three letters for the project and four people against the project Gordon states that because it is a special use permit, there has to be a public hearing, which will be held on November 7th at 6 p.m. at the Town Hall, at which time the public will have an opportunity to speak. Sucharzewski had a few other questions about hours of operation, cars per hour, etc.

Gordon discussed this with the town attorney in reference to trying to streamline all of the applications. We had seven tonight because we were without a code enforcement officer for two months. In the future, we will try to schedule public hearings on nights of regular board meetings so that an applicant does not have to wait an additional 30 days.

***Gordon asked for a motion to table this until the Public Hearing on Monday, November 7th at 6pm. Klein made a motion to table the matter until the Public Hearing. King second. Roll call: Sucharzewski, Miniessele, King, Klein, Dwyer Gilliland. Gordon abstained.***

Gordon asked the Code Enforcement Officer if he found the site plan for Braidlea Farms. Bobby said that he printed off what he had.

Gordon is working with the code enforcement officer and secretary on a checklist so we do not have any incomplete packets.

## **ADJOURNMENT:**

**Gordon called for a motion to adjourn the meeting. King moved to adjourn. Klein seconded. All in favor, motion carried.**

**Meeting adjourned at 6:45**

Submitted by Kyli Miller

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