



## TOWN OF WILLSBORO

5 FARRELL ROAD WILLSBORO, NY 12996

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### Minutes Planning Board Meeting Date: July 25, 2023 Location: Willsboro Town Hall

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

**Members of the Public:** Rebecca Palmer, Dennis Plunkett, Heather Plunkett

-Chairman Gregory Gordon called the meeting to order at 6:00 p.m. and welcomed the public in attendance. Gordon informs the public where the emergency exits are, that restrooms are available and their location, asks everyone to please silence their cell phones, and reminds anyone speaking to state their name so that we know which project they are speaking for.

#### Minutes:

Gordon called for a motion to approve June 27, 2023 meeting minutes. ***Klein made a motion to approve June 27, 2023 meeting minutes as written. Dwyer seconded. All in favor.***

#### New Business:

**-Dennis Plunkett, 493 Corlear Drive, Art Studio, Tax map #11.13-1-3.000, RL- 1 / LF**

No comments from the owners. The code enforcement officer is not here for any questions, so Gordon asked if there were any questions from the board. Dwyer asked how many feet of water front there were; Dennis said 100 feet. Gordon discussed that there is no way to tell where the property line is by driving by; which means there is no way to look at the measurements from the application and determine if it is within boundaries or not. The 50-foot setback must be from every point of the structure; the code enforcement officer was supposed to contact Dennis and Heather to discuss this. Dennis will provide a more detailed drawing with the 50-foot setbacks clearly marked out. Dwyer asked if this is a shed or a structure; Dennis stated that it is a pre-manufactured shed. Dwyer said if it is a shed, it has no electricity and just stores stuff, which means it can be 10 feet from the property line. If there is electricity and/or heat, it needs to be 20 feet from the property line; if it is a shed or structure, it could need to go to the ZBA (Zoning Board of Appeals). The board discussed that garages have

electricity, heat, water, etc. and can be 10 feet from the property line. "Accessory structure from the code enforcers: any structure or portion of the main structure customarily incidental and subordinate to the principal land use for development and that customarily accompanies or is associated with such principal land use or development, including a guest cottage not for rent or hire that is incidental or subordinate associated with a single-family dwelling. The following are specific types of accessory structures: garage (private), patio or terrace, swimming pool, and tarp structures." This is a structure that could potentially be occupied; maybe it is not designed for that, but it could be down the road. Gordon asked if they would be selling anything from this, and they are not. The lot coverage from the application (960) and county site (1152) has a 200-foot difference; this could potentially be a problem. There is also another question: under structures is a fence, and Gordon asked the code enforcement officer if he was including a fence as a structure, and he did not give him an answer. Gordon does not know how it would go toward square footage. For a fence, there are requirements for how close it can be to the waterfront, so you cannot block your neighbor's view. You must be able to maintain your fence from both sides on your own property (3 feet). Andre said on page 45 of the code it says, 'Accessory buildings unattached to the principal structure shall be located no closer than 12 feet as opposed to 10 feet from the principal structure or a distance equal to the height of the accessory building.' The criteria for the fence are that it must be at least 3 feet off the property line and 12 feet from structures. If they have 100 feet of water frontage, you need 20 feet from the corner of your structure to your neighbor's property line. If there are 90 feet, you only need 10 feet. If you want to do it closer, you need to apply for a variance. There are lots of questions for the code officer on that. It could be down to 10 feet because it is an undersized lot. Dennis can make a meeting with the code officer, and Gordon will come in too. No other questions. This project will be tabled until next month's meeting.

**-Rebecca Palmer, Indian Bay Road, Willsboro Point LLC minor subdivision, Tax map #11.17-1-40.000, vacant lot, RL 3**

Rebecca said that this minor subdivision, which has already been approved by the APA, is well over 200 feet from every direction of the wetland. Every corner is well over 200 feet from a wetland area, which is why the APA approved this subdivision. Because it is a RL3, I needed 2.9 acres, so I made it 3 acres for that reason. There is a copy of the easement and warranty deed, and the sketch map was designed by an engineer. If there is not enough information and she needs to do more, please let her know. Gordon and Rebecca discussed another small section being landlocked; there would need to be another variance. No further questions—Rebecca is looking for a 1- 3-acre lot in 41.7 between the two zoning areas. Rebecca plans to contact property owners after it is subdivided.

Gordon asked for a motion to approve this site plan application/minor subdivision of a one, three-acre lot as submitted. ***Minessale made a motion to approve this site plan as submitted. Klein seconded. Roll call: Klein, Dwyer, Minessale, Gilliland, Gordon. All in favor.***

Gordon asked for members to please reply all in your response to the attendance email, just to be sure we have a quorum. There is nothing on the training agenda; we may have a vacancy on the board, so we may have another position, and the ZBA has multiple positions. If you know of anyone else in the town who is interested, please have them reach out.

**ADJOURNMENT:**

**Next Meeting- August 22, 2023 at 6pm.**

*Gordon called for a motion to adjourn the meeting. Klein moved to adjourn. Dwyer second. All in favor.*

**Meeting adjourned at 6:38 pm.**

**Submitted by Kyli Miller**

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