



## TOWN OF WILLSBORO

5 FARRELL ROAD WILLSBORO, NY 12996

518-963-8668

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### Minutes Planning Board Meeting Date: March 28, 2023 Location: Willsboro Town Hall

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

Members of the Public: Bill Dickerson, Eric Arnold, Greg Dickerson, Randy Dickerson

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

**Minutes:**-Dereck was inadvertently not approved by the town board until last night, his name needs to be moved from board members and put under members from the public and then his name taken from any voting instances/roll calls. **A motion to approve the minutes with the correction for February 28, 2023 was made by Klein. Mineassale seconded. Roll call- Mineassale, Klein, Crowningshield, Dwyer, Gordon. All in favor.**

**Old Business:** The Cauley subdivision has pulled their paperwork so there is no public hearing or discussion on this topic tonight.

**New Business:** (actually old business- this was presented in April of 2022)

**-William and Maura Dickerson's property on Reber road. Tax Map #: 30.3-1-23.202, RR district, minor subdivision.** They meet the minimum requirement with the lot they put in, when they came to the preliminary meeting, we requested that the road be put in the deed so it is not a legal parcel with no access. No comments from the code enforcement officer. They have their engineered paperwork for the septic system. Crowningshield asked what they were using for water, they are hoping to use a natural spring.

Motion for site plan application approval as presented. **Klein made a motion to approve this site plan as presented. Mineassale seconded. Roll call- Mineassale, Klein, Crowningshield, Dwyer, Gordon.**

Eric Arnold asked how to determine the 911 address. Gordon and Crowningshield told him to just call the County and they will issue one right away.

**Correspondence:** -Gordon received correspondence from the Town of Willsboro that is putting up a salt shed on Stoker Lane, Tax Map # 31.13-2-20.000, LCR district, and also SC district. He received two letters at once in an email from the code enforcement officer. The LC-R is a land conservation river, and the SC is a stream conservation overlay. So basically, the formality goes back to the land conservation river; as you can see, the building is going to exceed 40 feet, which is the requirement of the APA. If it is over 40 feet, then it is over the 35-foot requirement in the LC-R. They are looking for our approval for a Class regional project under the APA. Gordon asked the code enforcement officer if he had received a building application or site plan application. The code enforcement officer said he has not as of yet, and from what he saw from the emails, it has gone out to the APA for approval. Gordon said he knows they have put out requests for proposals for the building, so they are moving right along. They know what they want, and they need the chairman's stamp of approval. Minessale said it is right next to her house, and she received a letter, but it gave no information on it. Crowningshield said they should have to show something for sediment control to run off with the river right there. Gordon said that is the reason they are building a salt shed: to get rid of the problem they have right now. Currently, they pile everything on the ground. Klein asked if we should make a revisory resolution. The code enforcement officer said it is his duty to make sure that all permits go through the proper channels and procedures and if this doesn't go through the proper channels then it is on him too. So he would like this to procedurally go through what everyone else is required to go through. Gordon does not believe that a municipality can circumvent its own laws to build whatever it wants. Klein said the state might be able to, but not a municipality. Crowningshield asked if they met the setbacks for the building. The board does not currently have any plans, so they do not know. If everyone is on the same page, Gordon would like a motion to table the project until we have more information on what is required for residents or commercial people doing the project, and if it is going to exceed 35 feet, it needs to go to the ZBA first. **Gordon made a motion that given the correspondence from the APA, the chairman will not respond until they get full plans from the Town Of Willsboro for this project, along with all setbacks and if it is going to be over 35 feet tall, which is the maximum height in our Zoning for that district, then it must go in front of the ZBA prior to our approval. Klein seconded. Roll call: Minessale, Klein, Crowningshield, Dwyer, Gordon. All in favor.**

Gordon gave the board members a list of all the different publications that you can get online, he got them from going to Albany for the training with the Association of Towns. He took a class on the 239-N and we are going to have to really start watching that because most of our roads are County/State roads.

Next meeting: April 25, 2023 at 6pm.

**ADJOURNMENT:**

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

**Meeting adjourned at 6:21pm.**

**Submitted by Kyli Miller**

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