



TOWN OF WILLSBORO
PLANNING BOARD

MINUTES
PLANNING BOARD MEETING
DATE: July 23rd, 2024 at 6pm
LOCATION: Willsboro Town Hall

Present: Chairperson: Gregory Gordon Members: Tom Dwyer, Dereck Crowningshield, Andre Klein

Absent: Gina Minessale, Chauntel Gilliland, Brian King

Members of the Public: Carol DeMello, Robert DeMello, Richard Ask, Jonathon Franke (Zoning Officer)

Chairperson Gregory Gordon called the meeting to order at 6:00pm and welcomed the public.

Gordon reviewed housekeeping items and ground rules for public hearing.

Public Hearing:

Richard Asch – 393 Corlear Drive – 11.17-1-69.000 – RL-1 & LF – Demolition of the most northerly primary structure and replace with a slightly larger structure.

Gordon opened the public hearing at 6:02pm.

Gordon asked Richard Asch if he would like to provide more details on the project. Asch reviewed the project and stated that he would like to demolition the most northerly primary structure and replace it with structure.

Gordon asked if anyone from the public that received a letter would like to speak. Robert DeMello stated he was a neighbor to the property and has reviewed the plans that were provided to the Town and that he fully supports the project.

Carol DeMello stated she is also a neighbor to the property and stated she didn't feel she had a lot of information for the project but from what she saw understood was that the existing structure was being replaced with a similar structure.

Asch stated that she was correct and that the structure would also be back a little bit further from the DeMello property.

Gordon stated that the replacement structure is slightly larger than the existing structure which is why a public hearing is being held.

Gordon asked if any others from the public had any comments. Gordon stated the DeMello's were the only ones from the public that received a letter that were present.

A motion was made by Crowningshield to close the public hearing at 6:08pm, seconded by Dwyer. Roll call: Klein, Dwyer, Crowningshield, Gordon. All in favor.

Gordon called the regular meeting to order at 6:08pm.

Gordon stated that the minutes from the May 28th, 2024 meeting were not complete and therefore the Board is not able to approve the minutes.

Old Business:

Richard Asch – 393 Corlear Drive – 11.17-1-69.000 – RL-1 & LF – Demolition of the most northerly primary structure and replace with a slightly larger structure.

Gordon asked if Asch or Jonathon Franke has any comments. No questions from the Board.

Gordon asked if there were any issues with the short form SEQR form. All members agreed that it was a yes negative.

A motion was made by Crowningshield to approve the project, seconded by Dwyer. Roll call: Klein, Dwyer, Crowningshield, Gordon. All in favor.

New Business:

Glenn Caron – 391 Farrell Road – 21.17-1-31.000 – RL-1 & LF – Pre-submission conference to demolish camps

Franke stated that the applicant wants this to be heard by the Planning Board. The applicant wants to demolish the camps as they are in disrepair, however if he demolishes them he wants it on record that he can rebuild and Franke stated that he can do if they are in the same footprint as the existing.

Gordon is concerned that the lot is not in compliance now and stated that the applicant purchased the property in 1975 and the camps are in disrepair due to the applicant not taking care of them. Gordon stated that there are seven buildings total on one lot (six residence and one barn). Dwyer asked how the Planning Board can be sure that after he demolishes the buildings that the replacement buildings are the same footprint. Crowningshield state that a survey map would need to be completed prior to demolition documenting the exact locations and dimensions of existing camps.

Gordon also stated that in RL-1 the applicant has the ability to subdivide and would strongly suggest that the applicant moves in this direction rather than creating a property with multiple buildings.

Gordon asked if the Planning Board should give the zoning officer some sort of direction to move forward with the applicant. Klein stated we don't have enough information to make a motion. Crowningshield stated that he definitely needs a survey.

Franke stated he could give him the two options, survey or minor subdivision. Gordon stated that he would strongly suggest the minor subdivision.

Gordon stated we are not going to keep bringing this project up each month. Franke stated that until the site plan checklist is filled out then it won't be on the agenda as the applicant is not willing to provide any details to the Board.

Gordon stated that this project is tabled. All in favor.

Willsborough Hardware (Mark LaFountain) – 3766 Main Street – 31.13-4-7.1000 – GB – Pre-submission Conference

Gordon stated that he spoke with Mark LaFountain and expressed the Planning Board's concerns such as making the building look Adirondack like and that the applicant needs to review the parking lot situation and apply for a variance prior to building. Gordon stated that LaFountain stated that they would have the Planning Board's concerns addressed for when they are on the agenda. Gordon stated that as of right now the applicant did not have a grant or funds for this project.

Gordon stated that this project is tabled. All in favor.

Calvin Cumm – 3706 Main Street – 31.13-4-29.100 – GB – Site Plan Review

Gordon stated that the new site plan meets all the setbacks, the original one did not. Franke stated the applicant wanted it heard here in front of the planning board as he plans on moving forward with the project. Franke stated that the applicant did not want to provide any details, however, Franke made him do a site plan. Franke stated this project won't take place until next year.

Gordon stated he doesn't see a problem with the project but the Planning Board needs to have more information provided to the Board so they can make an informed decision.

Gordon stated that the Board will table this project until he comes with a complete application as it is within 500 feet of the river. All in favor.

Gordon stated that he received resignation letters from John Sucharzewski (member) and Kyli Miller (secretary). Gordon stated that he asked Morgan Drinkwine to be secretary for the Planning Board and Zoning Board and asked if the Planning Board was okay with this decision and the Planning Board agreed. Gordon stated that Drinkwine will prepare the minutes for the July Zoning Board and Planning Board meetings and that Gordon, Franke and Drinkwine will work together on who is responsible for what.

Gordon stated that the Planning Board is looking for alternate members if anyone is aware of anyone who might be interested.

Gordon stated that he had a meeting with the Town Supervisor to discuss the Planning Board and Zoning Board secretary job description, pay and responsibilities. In addition, Gordon asked the Town Supervisor for updates on the comprehensive plan, zoning updates and the Benedict Storage units. Furthermore, Gordon addressed zoning issues with the Town Supervisor.

Gordon thanked the Planning Board for their dedication.

The next meeting will be held on August 27th, 2024.

*A motion was made by Klein to adjourn the meeting at 6:36pm, seconded by Crowningshield.
All in favor, motion carried.*

Respectfully Submitted,

Morgan Drinkwine
Secretary for Planning and Zoning Board

DECISION FORM:

BOARD:	Planning Board
DATE OF MEETING:	July 23 rd , 2024
APPLICATION NUMBER:	
NAME:	Richard Asch
PROJECT ADDRESS:	393 Corlear Drive
TAX MAP NUMBER:	11.17-1-69.000
REQUEST FOR APPLICATION FOR:	Demolish the most northerly primary structure and replace with a slightly larger structure.

PROPOSED MOTION:	<i>A motion was made to approve the demolition of the most northerly primary structure and replace with a slightly larger structure.</i>			
MOTION MADE BY:	Dereck Crowningshield			
MOTION SECONDED BY:	Tom Dwyer			
MEMBER VOTE:	MEMBER NAME:	YES	NO	NOTES
	Gregory Gordon	X		
	Dereck Crowningshield	X		
	Brian King	-	-	Absent
	Chauntel Gilliland	-	-	Absent
	Gina Minessale	-	-	Absent
	R. Andre Klein	X		
	Tom Dwyer	X		
SIGNATURE OF PLANNING CHAIRMAN:				