



TOWN OF WILLSBORO

OFFICE OF THE SECRETARY FOR PLANNING AND ZONING BOARD

MINUTES PLANNING BOARD MEETING DATE: March 23rd 2021 at 6:00 PM LOCATION: VIRTUAL

Present: Chairman: Robert Powell Board Members: Brian King, Larry Charbonneau, John Sucharzewski, Gina Minessale, R. Andre Klein

Excused: Gregory Gordon,

Absent: Chauntel Gilliland

Members of the Public (Go to Meeting): Kevin Hall, Maura & John Arnold, Christine Belcastro, Derek Crowningshield

Chairman Robert Powell called the meeting to order at 6:02 pm

MINUTES:

The February 2021 minutes were approved as presented.

(Charbonneau/King) A motion was made by Charbonneau and seconded to approve the February 23rd, 2021 minutes. All in favor and motion carried.

OLD BUSINESS: No Old Business

NEW BUSINESS:

--Paul Arnold—326 Bay Lane—20.20-1-80.001—RL-1, RL-3—Minor Subdivision

Kevin Hall described the project, he stated that the existing property is 8.4 acres property has onsite septic and water. The Arnolds proposed to subdivide the property into 4.1-acre parcel and a 4.3-acre parcel. The existing home, with water and septic, is on the 4.3-acre parcel. On the 4.1-acre parcel is where the proposed single-family home will be located will have onsite septic and potentially hooking up to the town water. The property is in RL-1 and RL-3 and has substantial wet land. The APA has deemed this project a class A project. The Arnolds have submitted an application to the APA and have been assigned a review officer, Emily O. The APA will not move forward with the application until the wetlands are flagged and surveyed and they know the proposed septic is 100 feet from the wetlands. Hall doesn't believe there would be an issue. Mark Buckley designed the septic. Powell stated there is nothing they can do until the APA makes a decision. Hall stated they are looking for a decision with the contingency of the APA approval. Klein agrees that the board could approve the project pending the APA approval. Charbonneau stated that the application is just for the approval of the subdivision.

(Andre/Charbonneau) A motion was made by Andre to approve the minor subdivision dividing off 4.1-acres from the 8.4-acre lot pending the APA approval and seconded. All in favor and the motion carried.

--John & Maura Arnold—110 Lakeshore Drive—21.14-2-6.000—RL-1—Construction of 3-bedroom 2 bath 1 ½ stories with 2 parking spaces

Powell invited John and Maura to speak about their project. Mr. Arnold stated they are trying to get answers if that is indeed a buildable lot. Powell stated that although Gordon is not able to be here, he sent in some notes. The notes stated that the lot is non-conforming due to being short the required square footage per section 4.23 Existing Undersized lots. Powell states that the project needs to go in front of the ZBA. Powell asked the board if they have any other questions and opinions. Powell stated that the application has the proposed septic and water. Powell stated the plans are good

except that it is an undersized lot. Klein questioned if they are supposed to see plans for the structure as well. Powell stated that the CEO is the one to follow through with the actual building plans.

(Charbonneau/Andre) A motion was made by Charbonneau to approve the construction of a 3-bedroom 2 bath home, 1 ½ stories with 2 parking spaces contingent the approval from the ZBA and seconded. All in favor and the motion carried.

--Dereck Crowningshield—335 Corlear Drive –11.17-1-54.000—RL-1—Demo of existing structure, new septic, new lakeside retaining wall, construction of 3500 sq ft garage and a 4-bedroom home with 3 parking spaces. Powell invited Mr. Crowningshield to speak about his project. Powell stated that in Gordon's notes it appears Mr. Crowningshield will have to go to the ZBA as well due to the undersized lot. Mr. Crowningshield stated that he has a non-conforming existing structure on an existing lot. He stated that he is going to make the non-conforming structure conforming in all directions. Powell stated that the application looks great and he has no issues with it. Mr. Crowningshield stated he is proposing a new septic system, plans are attached to the application. He is proposing a new retaining wall that is just waiting for the last approval from the Army Corp of Engineers. Also, he is proposing the new conforming structure. Klein questioned if the board has to approve the construction of the new residence if he is building the same structure.

(Charbonneau/Andre) A motion was made by Charbonneau to approve the demolition of the existing cottage, the construction of a new 3500 sq ft cottage with new septic and retaining wall. The retaining wall is contingent on the Army Corp of Engineers approval and seconded. All in favor and the motion carried.

--John Quirk—63 Lakeshore Drive—21.14-2-31.032—RL-1—Addition of two bedroom with a loft and one bathroom

Powell stated the application is a little confusing and is unsure how many bedrooms they are planning. Powell stated the new septic plans are for a 1,250-gallon tank which will handle 4 bedrooms. Powell stated in terms of septic and setback everything looks good, but they will need to show the number of bedrooms they will have on the final plans. Charbonneau stated that if the plans are for two additional bedrooms and the new septic plans will handle the four bedrooms and all the setback are met there would be no objections. Minessale questioned who reviewed the septic plans. Powell stated they are engineered stamped plans for the septic on the property.

(Charbonneau/Andre) A motion was made by Charbonneau to approve the new 20'x 24' addition with the contingency the CEO approves that the amount of bedroom and the new septic will be adequate for the number of bedrooms and seconded. All in favor and the motion carried.

PUBLIC HEARING: No Public Hearing

ADJOURNMENT: Meeting was adjourned at 6:29 pm.

(Minessale/Andre) A motion was made by Minessale and seconded, to close the meeting. All in favor and the motion carried.

Respectfully Submitted

Codia Crandall
Secretary for Planning and Zoning Board

DECISION FORM:

BOARD:	Planning Board
DATE OF MEETING:	March 23 rd 2021
APPLICATION NUMBER:	2021-70P
NAME:	Paul Arnold
PROJECT ADDRESS:	326 Bay Lane
TAX MAP NUMBER:	20.20-1-80.001
REQUEST FOR APPLICATION FOR:	Minor Subdivision

PROPOSED MOTION:	A motion was made to approve the minor subdivision dividing off 4.1 acres from the 8.4 acre lot pending the APA approval.		
MOTION MADE BY:	R. Andre Klein		
MOTION SECONDED BY:	Larry Charbonneau		
MEMBER VOTE:	MEMBER NAME:	YES	NO
	Robert Powell	X	
	John Sucharzewski (Alternate)		

	Chauntel Gilliland		
	Gina Minessale	X	
	Gregory Gordon		
	Brian King	X	
	R. Andre Klein	X	
	Larry Charbonneau	X	
SIGNATURE OF PLANNING CHAIRMAN:			

DECISION FORM:

BOARD:	Planning Board
DATE OF MEETING:	March 23 rd 2021
APPLICATION NUMBER:	2021-71P
NAME:	John & Maura Arnold
PROJECT ADDRESS:	110 Lakeshore Drive
TAX MAP NUMBER:	21.14-2-6.000
REQUEST FOR APPLICATION FOR:	Construction of 3-bedroom, 2-bath, 1 ½ story home with 2 parking spaces

PROPOSED MOTION:	A motion was made to approve the construction of a 3-bedroom 2 bath home, 1 ½ stories with 2 parking spaces contingent the approval from the ZBA.		
MOTION MADE BY:	Larry Charbonneau		
MOTION SECONDED BY:	R. Andre Klein		
MEMBER VOTE:	MEMBER NAME:	YES	NO
	Robert Powell	X	
	John Sucharzewski (Alternate)		

	Chauntel Gilliland		
	Gina Minessale	X	
	Gregory Gordon		
	Brian King	X	
	R. Andre Klein	X	
	Larry Charbonneau	X	
SIGNATURE OF PLANNING CHAIRMAN:			

DECISION FORM:

BOARD:	Planning Board
DATE OF MEETING:	March 23 rd 2021
APPLICATION NUMBER:	2021-69P
NAME:	Dereck Crowningshield
PROJECT ADDRESS:	335 Corlear Drive
TAX MAP NUMBER:	11.17-1-54.000
REQUEST FOR APPLICATION FOR:	Demo of Existing Structure, new septic system, new lakeside retaining wall. Construction of 3500 sq ft garage and house 4-bedroom 3 parking spaces

PROPOSED MOTION:	A motion was made to approve the demolition of the existing cottage, the construction of a new 3500 sq ft cottage with new septic and retaining wall. The retaining wall is contingent on the Army Corp of Engineers approval.		
MOTION MADE BY:	Larry Charbonneau		
MOTION SECONDED BY:	R. Andre Klein		
MEMBER VOTE:	MEMBER NAME:	YES	NO
	Robert Powell	X	
	John Sucharzewski (Alternate)		
	Chauntel Gilliland		

	Gina Minessale	X	
	Gregory Gordon		
	Brian King	X	
	R. Andre Klein	X	
	Larry Charbonneau	X	
SIGNATURE OF PLANNING CHAIRMAN:			

DECISION FORM:

BOARD:	Planning Board
DATE OF MEETING:	March 23 rd 2021
APPLICATION NUMBER:	2021-72P
NAME:	John Quirk
PROJECT ADDRESS:	63 Lakeshore Drive
TAX MAP NUMBER:	21.14-2-31.032
REQUEST FOR APPLICATION FOR:	Addition of 2 bedrooms with a loft and one bathroom

PROPOSED MOTION:	A motion was made to approve the new 20'x 24' addition with the contingency the CEO approves that the amount of bedroom and the new septic will be adequate for the number of bedrooms.		
MOTION MADE BY:	Larry Charbonneau		
MOTION SECONDED BY:	R. Andre Klein		
MEMBER VOTE:	MEMBER NAME:	YES	NO
	Robert Powell	X	
	John Sucharzewski (Alternate)		
	Chauntel Gilliland		
	Gina Minessale	X	
	Gregory Gordon		

	Brian King	X	
	R. Andre Klein	X	
	Larry Charbonneau	X	
SIGNATURE OF PLANNING CHAIRMAN:			