



## TOWN OF WILLSBORO

OFFICE OF THE SECRETARY FOR PLANNING AND ZONING BOARD

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### MINUTES PLANNING BOARD MEETING DATE: June 25<sup>nd</sup>, 2018 at 7:00 PM LOCATION: Willsboro Town Hall

**Present:** Chairman, William Bardeen Board Members: Robert Powell, John Sucharzewski, James Leibeck,

**Absent:** Tess Grubb, Wayne Feeley

**Member of the Public:** Terry Pulsifer Jr (Codes Enforcement Officer), Aaron Ovios, Fred Keil, Laura Appel, Will Rocsoosky

Chairman Bardeen called the meeting to order at 7:00 pm

**MINUTES:** Powell called for a motion to approve the May 2018 minutes as corrected. Leibeck seconded. All in favor and motion carried.

#### **PUBLIC HEARING: NO PUBLIC HEARING**

#### **OLD BUSINESS:**

--Laura Appell—412 Corlear Drive ---11.17-2-11.000—RL-1—Addition 16'x24' and extension of front porch

The Appell's stated that they would like to add a bedroom on the back of the house 16' x 24' and would like to add a bathroom and extend the front porch about 6' on each side. Bardeen stated that there are no requirements for a variance with the plans submitted but stated that at the May meeting the board required that they would need proof of a satisfactory septic system and leach field before they can approve the site plan. The Appell's stated that the camp will be a 2-bedroom camp. Sucharzewski stated that the number of bedrooms in the camp determines the size of the septic. Bardeen suggested to get a dye test with the towns code officer and if the test come back satisfactory the board sees no reason not to approve the site plan. The board further discussed the miscellaneous structures on the property. The board decided to move this project to the July 24<sup>th</sup> 2018 board meeting and require more septic information.

--Sheila Seery—93 Lakeshore Drive -21.14-1-24.000—RL-1---New 2 Bedroom house including first floor and loft building on existing foundation with 2-foot cantilever on the back and front.

Mr. Ovios stated the Seery's came before the planning board last month and stated they are looking to take down the existing camp and construct a new camp on the existing foundation. The new camp will cantilever off the foundation 2-feet on the front and the rear. He stated last month the board had some concerned about the septic and they went out and conducted soil test on the property and determined there is an existing tank there but the issue being that the leach field was not adequate, so they have designed full

replacement of the septic system and leach field along with designs of the French drains. Mr. Ovios stated that last week the Seery's were able to obtain the necessary variance that is needed for this project with the change to the deck of 8' x 18' instead of the 8' x 32' to remain in the 15% lot coverage.

**(Bardeen/Powell) A motion was made to approve the plans as now presented based on the revised plans and consistent with the Zoning Board approval and conditions that they placed. Bardeen made the motion, Powell seconded. All in favor, motion carried.**

**NEW BUSINESS:**

---Barbara & James Ouimette---589 Corlear Drive---11.13-1-25.000---RL-1---Enlarge the cottage by adding a bedroom and converting on existing bedroom into a bathroom.

Mr. Keil stated that the Ouimette's are looking to enlarge the existing cottage, it will remain a seasonal cottage, and the septic was rebuilt approximately 5 years ago and is much larger then needed for the camp. Currently the cottage is a 3 bedroom and one will be converted to a bathroom and they will be adding a new bedroom so the camp will remain a 3-bedroom cottage. The Ouimette's will stay within all the required set backs and regulations. Bardeen questioned the place on the drawing that states replacement area and Keil replied that is for future if there ever needs to be a replacement septic and leach field the property had adequate space to do so. Bardeen stated that the board conducted the site plan visit and Powell completed the site plan review design considerations and each of the 11 questions were all acceptable. Attached is the 11 design considerations questions.

**(Leibeck/Powell) A motion was made to approve the site plan as submitted. Leibeck made the motion, Powell seconded. All in favor, motion carried.**

**ADJOURNMENT:**

**Chairman Bardeen called for a motion to adjourn the meeting at 7:30 pm. Powell Seconded.**

Respectfully Submitted

Codia Crandall  
Secretary for Planning and Zoning Board

Application No.:2018-02P

Date: 6/24/18

1. Location, arrangement, size, design, and general site compatibility of buildings, lighting, and signs.  
Acceptable
2. Adequacy and arrangement of vehicular traffic access and circulation, including intersections, road widths, pavement surfaces, dividers, and traffic controls.  
Acceptable
3. Location, arrangement, appearance and sufficiency of off-street parking and loading  
Acceptable
4. Adequacy and arrangement of pedestrian traffic access and circulation, walkway structures, control of intersections with vehicular traffic and overall pedestrian convenience.  
Acceptable
5. Adequacy of stormwater and drainage facilities.  
Acceptable
6. Adequacy of water supply and sewage disposal facilities.  
Acceptable
7. Adequacy, type and arrangement of trees, shrubs and other landscaping constituting a visual and/or noise buffer between the applicant's and adjoining lands, including the maximum retention of existing vegetation.  
Acceptable Camp remains a three bedroom seasonal dwelling.
8. Adequacy of fire lanes and other emergency zones and to provision of fire hydrants.  
Acceptable
9. Special attention to the adequacy and impact of structures, roadways, and landscaping in areas susceptible to ponding, flooding, and/or erosion.  
Acceptable
10. Overall impact on the neighborhood including compatibility of design consideration.  
Acceptable
11. Impact on the natural environment, historical site significance, predominant local land use, cultural significance, and dominant architectural style.  
Acceptable

## **DECISION FORM:**

<b>BOARD:</b>	Planning Board
<b>DATE:</b>	June 25 <sup>th</sup> 2018
<b>APPLICATION NUMBER:</b>	2018-02P
<b>NAME:</b>	Sheila Seery
<b>PROJECT ADDRESS:</b>	93 Lakeshore Drive
<b>TAX MAP NUMBER:</b>	21.14-1-24.000
<b>REQUEST FOR APPLICATION FOR:</b>	New 2 Bedroom house including first floor and loft building on existing foundation with 2-foot cantilever on the back and front.

<b>PROPOSED MOTION:</b>	A motion was made to approve the plans as now presented based on the revised plans and consistent with the Zoning Board approval and conditions that they placed. Bardeen made the motion, Powell seconded. All in favor, motion carried.		
<b>MOTION MADE BY:</b>	William Bardeen		
<b>MOTION SECONDED BY:</b>	Robert Powell		
<b>MEMBER VOTE:</b>	<b>MEMBER NAME:</b>	<b>YES</b>	<b>NO</b>
	Chairman, William Bardeen	X	
	Robert Powell	X	
	John Sucharzewski	X	
	James Leibeck	X	
	Tess Grubb	Excused	
	Wayne Feeley	Excused	
<b>SIGNATURE OF PLANNING CHAIRMAN:</b>			

**DECISION FORM:**

<b>BOARD:</b>	Planning Board
<b>DATE:</b>	June 25 <sup>th</sup> 2018
<b>APPLICATION NUMBER:</b>	2018-04P
<b>NAME:</b>	Barbara & James Ouimette
<b>PROJECT ADDRESS:</b>	589 Corlear Drive
<b>TAX MAP NUMBER:</b>	11.13-1-25.000
<b>REQUEST FOR APPLICATION FOR:</b>	Enlarge the cottage by adding a bedroom and converting on existing bedroom into a bathroom.

<b>PROPOSED MOTION:</b>	A motion was made to approve the site plan as submitted. Leibeck made the motion, Powell seconded. All in favor, motion carried.		
<b>MOTION MADE BY:</b>	James Leibeck		
<b>MOTION SECONDED BY:</b>	Robert Powell		
<b>MEMBER VOTE:</b>	<b>MEMBER NAME:</b>	<b>YES</b>	<b>NO</b>
	Chairman, William Bardeen	X	
	Robert Powell	X	
	John Sucharzewski	X	
	James Leibeck	X	
	Tess Grubb	Excused	
	Wayne Feeley	Excused	
<b>SIGNATURE OF PLANNING CHAIRMAN:</b>			