



TOWN OF WILLSBORO

OFFICE OF THE SECRETARY FOR PLANNING AND ZONING BOARD

MINUTES

PLANNING BOARD MEETING

DATE: September 22nd 2020 at 6:00 PM

LOCATION: Willsboro Town Hall

Present: Chairman: Robert Powell Board Members: Chauntel Gilliland, Brian King, Larry Charbonneau, Andre Klein, Gina Minessale, Gregory Gordon

Excused: John Sucharzewski

Members of the Public: Trisha Sheehan, Kevin Hall, Oliver Johnson

Chairman Robert Powell called the meeting to order at 6:00 pm

MINUTES:

The August 2020 minutes were approved as corrected.

(Gordon/Klein) A motion was made by Gordon and seconded to approve the August 25th 2020 minutes. All in favor and motion carried.

OLD BUSINESS: No Old Business

NEW BUSINESS:

Cynthia Giovacchino—79 Corlear Drive—21.9-2-7-.000—RL-1—10' x 22' addition to the East side

Powell stated this project is an addition. Powell invited the general contractor to speak on the project. Sheehan, the general contractor, stated that the project is laid out in the application and if there are any questions, she will be happy to answer them. Powell stated that in the application the plans are very vague and will need to be stamped by a professional since the cost is over \$60,000. Sheehan stated she thought it was the square footage of the addition not the cost. Powell stated that it is both the square footage and the cost. Sheehan questioned if this is a new regulation. Powell stated it is not and he met Pulsifer, CEO, earlier this week and that was what Powell took out of the conversation. Powell stated that as far as he looks at it in terms of square footage, lots coverage there is no problem. Gordon questioned why did Pulsifer let anyone know that beforehand. Klein asked if it is feasible to put forth a motion to approve the application contingent upon getting better plans from Pulsifer. Powell stated yes, it is and he would entertain that motion. Sheehan stated she would like to be clear that they need a set of stamped plans because of the value of the project? Powell stated yes. Sheehan stated she will ask Pulsifer to fill her in when that regulation came in. Gordon stated he would like the answer to that question as well because why would this have come before the board if the application was not complete. Gordon stated so someone is obviously not doing their job. Sheehan stated if she is completely honest that it is really hard to make a living when they are constantly thrown new regulations, new policies, inconsistent codes, she gets told one thing in person and one thing in an email and that one project has one set of standards while a comparable project gets another. Powell again stated that he does not believe that this is a new regulation and the problem is that the applicant was not informed about it. Powell stated that the applicant needed plans a builder could follow. Klein stated the board is fine with the setbacks and the lot coverage.

(Klein/Charbonneau) A motion was made by Klein to approve the application of the 10' x 20' addition to the east side, subject that the applicant provides new drawings with more detail to the Codes Enforcement officer and seconded. All in favor and the motion carried.

Tom & Sue Lamaster—353 Corlear Drive—11.17-1-60.000—RL-1—Replacement of Existing collapsing retaining wall

Powell introduced the project stating that the applicants retaining wall has come down and they are looking to rebuild the retaining wall the same distance from the high-water mark, they are making the retaining wall deeper on the other side so it is more secure and they will be putting up a silt fence. Powell asked if there was any discussion. Gordon stated if he is not mistaken that there is nothing in the codes book that states they cannot approve this.

(Gordon/King) A motion was made by Gordon to approve application to replace the existing retaining wall as submitted and seconded. All in favor and the motion carried.

Elliot/Johnson & Hicks—77 Hilton Terr—21.10-1-51.000/21.10-1-56.000—RL-1—Minor Division

Demarest/Johnson & Hicks—71 Hilton Terr—21.10-1-52.000/21.10-1-56.000—RL-1—Minor Division

Powell invited Hall, Surveyor, to speak about the project. Hall stated he sent a very detailed email describing the projects and the situation. Hall stated the Johnsons hired him to do the survey and when doing that, he found a couple of problems with encroachments, the Johnsons and neighbors, Demarest and Elliot came to an agreement and they are going to adjust both the Demarest and Elliot property so they conform with the Zoning code. Gordon questioned if there were any other issues with encroachments on his property. Johnson stated that there is still a fence a few inches into his property but he doesn't think that will be an issue. Gordon asked Johnson if he is satisfied with the two agreements that are before the board. Johnson stated that he is satisfied with the agreements.

(Gordon/Charbonneau) A motion was made by Gordon to approve both minor divisions listed above for 77 Hilton Terr and 71 Hilton Terr as presented and seconded. All in favor and the motion carried.

DISCUSSION:

Charbonneau asked if there was a resolution from Pulsifer on what constitutes a half-story. Gordon stated that is very vague and the planning board can come up with their own definition and put it in the Zoning codebook. Gordon stated that there is nothing in the codes that defines a half-story, it can be done by percentage or how is built. Charbonneau stated that he was looking for a percentage in the State codes as to what makes it a half-story and he couldn't find anything. Gordon is writing up the definition but he needs to bring it to the ZBA and to contractors to make sure that it will work for everyone.

Gordon stated someone needs to let the contractor know exactly what they have to fill out on the application. He stated that the Giovacchino application should have never come to the board because it was not complete. Powell stated that with that application you can't approve it because it shows nothing. Gordon stated Pulsifer should have told the contractors that before they were sent to the board. Powell stated he agrees. Gordon stated that is Pulsifer's job and he should have told them this isn't enough and we need more information. Powell stated that on the flip side Sheehan and Son are the contractors and they should have known that is wasn't enough and you can't build on the information given. Gordon stated he understands but Pulsifer should have some sort of checklist for before it goes to the planning board not just so the planning can do it. Charbonneau stated it doesn't make since that if Pulsifer needed that information then why is the Planning board looking at it, if he can't get by the first layer why is it before the planning board.

PUBLIC HEARING: No Public Hearing

ADJOURNMENT: Meeting was adjourned at 6:30 pm.

(Charbonneau/King) A motion was made by Charbonneau 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:	September 22 nd 2020
APPLICATION NUMBER:	2020-46P
NAME:	Cynthia Giovacchino
PROJECT ADDRESS:	79 Corlear Drive
TAX MAP NUMBER:	21.9-2-7.000
REQUEST FOR APPLICATION FOR:	10' x 20' addition to the East Side

PROPOSED MOTION:	A motion was made to approve the application of the 10' x 20' addition to the east side, subject that the applicant provides new drawings with more detail to the Codes Enforcement officer.		
MOTION MADE BY:	Andre Klein		
MOTION SECONDED BY:	Larry Charbonneau		
MEMBER VOTE:	MEMBER NAME:	YES	NO
	Robert Powell	X	
	John Sucharzewski	EXCUSED	
	Chauntel Gililland	X	
	Gina Minessale	X	
	Gregory Gordon	X	
	Brian King	X	
	Andre Klein	X	
	Larry Charbonneau	X	
SIGNATURE OF PLANNING CHAIRMAN:			

DECISION FORM:

BOARD:	Planning Board
DATE OF MEETING:	September 22 nd 2020
APPLICATION NUMBER:	2020-47P
NAME:	Tom & Sue Lamaster
PROJECT ADDRESS:	353 Corlear Drive
TAX MAP NUMBER:	11.17-1-60.000
REQUEST FOR APPLICATION FOR:	Replacement of Existing Collapsing retaining Wall

PROPOSED MOTION:	A motion was made to approve application to replace the existing retaining wall as submitted.		
MOTION MADE BY:	Gregory Gordon		
MOTION SECONDED BY:	Brian King		
MEMBER VOTE:	MEMBER NAME:	YES	NO
	Robert Powell	X	
	John Sucharzewski	EXCUSED	
	Chauntel Gilliland	X	
	Gina Minessale	X	
	Gregory Gordon	X	
	Brian King	X	
	Andre Klein	X	
Larry Charbonneau	X		
SIGNATURE OF PLANNING CHAIRMAN:			

DECISION FORM:

BOARD:	Planning Board
DATE OF MEETING:	September 22 nd 2020
APPLICATION NUMBER:	2020-48P
NAME:	Elliot / Johnson & Hicks
PROJECT ADDRESS:	77 Hilton Terr
TAX MAP NUMBER:	21.10-1-51.000/21.10-1-56.000
REQUEST FOR APPLICATION FOR:	Minor Division

PROPOSED MOTION:	A motion was made to approve both minor divisions listed above for 77 Hilton Terr and 71 Hilton Terr as presented		
MOTION MADE BY:	Gregory Gordon		
MOTION SECONDED BY:	Larry Charbonneau		
MEMBER VOTE:	MEMBER NAME:	YES	NO
	Robert Powell	X	
	John Sucharzewski	EXCUSED	
	Chauntel Gilliland	X	
	Gina Minessale	X	
	Gregory Gordon	X	
	Brian King	X	
	Andre Klein	X	
	Larry Charbonneau	X	
SIGNATURE OF PLANNING CHAIRMAN:			

DECISION FORM:

BOARD:	Planning Board
DATE OF MEETING:	September 22 nd 2020
APPLICATION NUMBER:	2020-49P
NAME:	Demarest/ Johnson & Hicks
PROJECT ADDRESS:	71 Hilton Terr
TAX MAP NUMBER:	21.10-1-52.000/21.10-1-56.000
REQUEST FOR APPLICATION FOR:	Minor Division

PROPOSED MOTION:	A motion was made to approve both minor divisions listed above for 77 Hilton Terr and 71 Hilton Terr as presented.		
MOTION MADE BY:	Gregory Gordon		
MOTION SECONDED BY:	Larry Charbonneau		
MEMBER VOTE:	MEMBER NAME:	YES	NO
	Robert Powell	X	
	John Sucharzewski	EXCUSED	
	Chauntel Gililland	X	
	Gina Minessale	X	
	Gregory Gordon	X	
	Brian King	X	
	Andre Klein	X	
	Larry Charbonneau	X	
SIGNATURE OF PLANNING CHAIRMAN:			