



TOWN OF WILLSBORO

OFFICE OF THE SECRETARY FOR PLANNING AND ZONING BOARD

MINUTES PLANNING BOARD MEETING DATE: November 28th, 2017 at 7:00 PM LOCATION: Willsboro Town Hall

Present: Chairman, William Bardeen Board Members: Wayne Feeley, Tess Grubb, John Sucharzewski, Robert Powell, James Leibeck

Member of the Public: Deb & Kurt Ellison, Sheila McIntyre, Joyce Capkovitz, Gilbert Belzile, Jim & Tina Hotaling, Jared Lusk, Douglas Rock(Codes Enforcement Officer)

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

MINUTES: Powell called for a motion to approve the October 2017 minutes. Feeley seconded. All in favor and motion carried.

PUBLIC HEARING: NO PUBLIC HEARING

OLD BUSINESS:

--Scott & Sheila McIntyre—113 Lakeshore Drive –21.14-1-17.100—RL-1—Enlarge ground floor bedroom and add a bathroom

Doug briefed the board about the McIntyre case. He stated that the McIntyre's have a camp on Lakeshore Drive and that they would like to enlarge a ground floor bedroom and add a bathroom. Doug stated that he doesn't believe there is any impact because of the same number of bedrooms. Doug also stated that this project is largely conforming besides that it is an undersized lot and would be subjected to the undersized lot restrictions. Doug sees no reason to deny the applications except if there are any variances required for the things that are non-conforming. The site plan review was conducted. See attached the site plan review form.

(Powell/Leibeck)A motion was made to approve the addition of the bathroom and to enlarge a ground floor bedroom. Powell made the motion, Leibeck seconded. All in favor, motion carried

--Kurt Ellison-657 Corlear Drive –11.13-1-39.000—RL-1—Site Plan Review- Garage

Bardeen stated that there have been many discussions regarding this case. The final conclusion was to expand the existing camp approximately 300 ft so they are now in compliance with the 50% rule for their guest cottage. The site plan review was conducted. See attached the site plan review form.

(Bardeen/Feeley) A motion was made to approve the 330 ft addition to the existing camp. Bardeen made the motion, Feeley seconded. All in favor, motion carried.

--JC Wyatt—194 Cedar Lane—20.20-1-1.000—RL-1—Bunk House

Bardeen stated that in the case of the Wyatt's bunk house plans they still are unsure as to where the septic system is. There has been no new information given to the board or Doug. The Wyatt bunk house will be deferred until more information is provided.

--Leslie Langworthy—17Helm Way—20.3-2-33.000—R-R—Minor Subdivision

Doug stated that this case is waiting on a jurisdictional determination from the APA and that nothing had been received yet from the APA. Doug stated that he believes that because of the 500 foot of wet lands this project will require an APA permit. The Langworthy minor subdivision will be deferred until more information is provided.

--Joyce Capkovitz—170 Lakeshore Drive -21.10-1-14.000—RL-1—Addition 24x20 on guest cottage & 24x20 Car Port on Existing Garage

Powell stated that a site plan review was conducted. See the attached site plan review form. Powell stated that when the site plan was conducted he spoke to Mrs. Capkovitz and suggested that she attach her guest house to the principal dwelling. Powell stated that this was suggested due to her currently living in her guest house year round which is not allowed according to the zoning laws. Capkovitz stated that she would gladly attach the 2 dwellings. Powell suggested that the board approve the site plan review with the stipulations that this must be a single family residence and that no rooms or space be rented and also with a note to the contractor that with connecting the 2 dwellings, the connection must be enclosed. Leibek asked about the current condition of the main house. Belzile stated that the main house is in perfect condition and is very sound.

(Powell/Feeley) A motion was made to approve the 24x20 addition on the guest cottage and the 24x20 car port on the existing garage with the conditions that this must be a single family residence and that no rooms or space be rented as a second dwelling unit. Powell made the motion, Feeley seconded. All in favor, motion carried.

NEW BUSINESS:

---James Hotaling—4 Bay Lane—3012-2-10.000—HC-1—Minor Subdivision

Doug briefed the board on the minor subdivision. He stated that the Hotalings are looking to subdivide 4 lots in the HC-1 zoning district; the application is conforming and will result in 3 additional lots. All the lots have road frontage and preexisting waste water systems. Bardeen questioned how this happened. Mr. Hotaling stated that all of this was done with permits through the town. Bardeen asked if the buildings are currently rented out. Mr. Hotaling stated yes they are currently rented. Mr. Hotaling stated that this subdivision will only make it easier for the next owners to maintain.

(Bardeen/Powell) A motion was made to approve the minor subdivision. Bardeen made the motion, Powell seconded. All in favor, motion carried.

---Verizon Wireless—Near 15 Carson Way—31.13-4-44.100---LC-R—Special Use/Site Plan Approval

Jared Lusk with Nixon Peabody LLP, who is representing Verizon, briefed the board on the project. Lusk showed the board the coverage that will be provided with this new tower. The board stated

that they thought it would provide more coverage. The board and Mr. Lusk discussed some of the project specks such as the height of the tower, the look of the tower, and the need of the tower. Grubb asked if the proposed road to the project was going to be gravel or pavement, Lusk replied gravel. She also stated her concern about the 10% grade, the upkeep of the gravel road, the proper drainage and storm water management. Mr. Lusk stated that they are required to maintain all of the system.

(Bardeen/Grubb) A motion was made to approve the construction and operation of a 94' wireless telecommunications tower on the property located near 15 Carson Way with the conditions that the gravel road be maintained and that there is proper maintenance of drainage and storm water. Bardeen made the motion, Grubb seconded. All in favor, motion carried.

ADJOURNMENT:

Chairman Bardeen called for a motion to adjourn the meeting at 8:05 pm. Grubb moved to adjourn. Sucharzewski seconded. All in favor, motion carried.

Respectfully Submitted

Codia Crandall
Secretary for Planning and Zoning Board

Site Plan Review – Design Considerations

Name: McIntyre

Application No.

Date: 10/28/14

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 Not Applicable.
4. Adequacy and arrangement of pedestrian traffic access and circulation, walkway structures, control of intersections with vehicular traffic and overall pedestrian convenience. Not Applicable.
5. Adequacy of storm water 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.
8. Adequacy of fire lanes and other emergency zones and to provision of fire hydrants. Not Applicable.
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.

Site Plan Review – Design Considerations

Name: Ellison

Application No.

Date: 10/28/14

1. Location, arrangement, size, design, and general site compatibility of buildings, lighting, and signs. Acceptable. Owner is adding 330 square feet to principal dwelling to conform with APA requirements. New structure will have a 50' set back from Lake Champlain.
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 Not Applicable.
4. Adequacy and arrangement of pedestrian traffic access and circulation, walkway structures, control of intersections with vehicular traffic and overall pedestrian convenience. Not Applicable.
5. Adequacy of storm water 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.
8. Adequacy of fire lanes and other emergency zones and to provision of fire hydrants. Not Applicable.
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

Site Plan Review – Design Considerations

Name: Capkovitz

Application No.

Date: 10/28/14

1. Location, arrangement, size, design, and general site compatibility of buildings, lighting, and signs. Lot coverage has been determined and fits. Size of garage has been supplied. Square footage of the principal dwelling must include all enclosed floor space. Owner has agreed to attach guest house to principal dwelling thereby creating one unit. Garage is 9' 5" from disputed property line. Adjusted line could add 5' to Capkovitz property.
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. Not Applicable.
4. Adequacy and arrangement of pedestrian traffic access and circulation, walkway structures, control of intersections with vehicular traffic and overall pedestrian convenience. Not Applicable.
5. Adequacy of storm water 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.
8. Adequacy of fire lanes and other emergency zones and to provision of fire hydrants. Not Applicable.
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:

BOARD:	Planning Board
DATE:	November 28 th 2017
APPLICATION NUMBER:	2796
NAME:	New York RSA 2 Cellular Partnership d/b/a Verizon Wireless
PROJECT ADDRESS:	Near 15 Carson Way
TAX MAP NUMBER:	31.13-4-44.100
REQUEST FOR APPLICATION FOR:	Special Use/Class B Regional Permit Application-Wireless telecommunications facility

PROPOSED MOTION:	A motion was made to approve the construction and operation of a 94' wireless telecommunications tower on the property located near 15 Carson Way with the conditions that the gravel road be maintained and that there is proper maintenance of drainage and storm water.		
MOTION MADE BY:	William Bardeen		
MOTION SECONDED BY:	Tess Grubb		
MEMBER VOTE:	MEMBER NAME:	YES	NO
	Chairman, William Bardeen	x	
	Vice Chair, Robert Powell	x	
	John Sucharzewski	x	
	James Leibeck	x	
	Tess Grubb	x	
	Wayne Feeley	x	
SIGNATURE OF PLANNING CHAIRMAN:			

