



TOWN OF WILLSBORO  
PLANNING BOARD

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MINUTES  
PLANNING BOARD MEETING  
DATE: March 25, 2025 at 6pm  
LOCATION: Willsboro Town Hall

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

**Absent:** Chauntel Gilliland, Gina Minessale

**Members of the Public:** Jonathon Franke (Zoning Officer)

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

Gordon reviewed housekeeping items.

**Minutes:**

The February minutes were approved with one change, adding Dereck Crowningshield to the list of members present.

*A motion was made by Dwyer, seconded by King to approve the February 2025 minutes as presented with one change, adding Dereck Crowningshield to the list of members present. Roll Call: Crowningshield, Klein, King, Dwyer, Gordon. All in favor, motion carried.*

**Old Business:** No old business

**New Business:**

**Donald Milos – Corlear Drive – 11.17-1-1.200 – RL-1 – LF - Two Story Garage Workshop with Bathroom & Shower**

Gordon asked the Zoning Officer why there is a site plan application and a special use permit submitted to the Planning Board for this project. The Zoning Officer stated that he always includes it in the packet because it's on the checklist and the applicant filled it out so he provided it to the Planning Board. The Zoning Officer stated that the applicant is applying for a special use permit and Gordon asked why and for what reason is the applicant applying for the special use permit. The Zoning Officer stated it was due to the fact that there was no principal permitted use except for if they get a special use permit to be granted to have this. Crowningshield and Gordon asked where the Zoning Officer was seeing that information and the ZO stated in the Zoning Law Book. The Zoning Officer then read allowed the permitted uses from the Zoning Law Book for RL-1. Crowningshield stated that the deed reads that it is only allowed to be used as residential and not used for any commercial or business uses what so ever. The Zoning Officer stated that is what the Planning Board is for that he is only the

Zoning Officer. Gordon stated that he is confused. If the applicant is going for a special use Gordon stated that this project will have to go to a public hearing.

Crowningshield stated that this applicant could almost use this as a residence as it has heat, bathroom with a toilet and shower.

Gordon stated that he is reluctant to schedule a public hearing due to the Planning Board having questions on the application with the applicant not present to answer these questions.

Gordon asked when the two lots were combined. There is a discrepancy with the lake frontage. Discussion followed and the County website was referenced. The Zoning Officer stated that the County has it as one tax map number and Crowningshield and Gordon disagreed based on the County website that they have access to.

Klein and Crowningshield referred to the deed and the Board discussed further.

Gordon asked what the workshop garage is for as the deed states that it cannot be commercial property and why is a full bathroom needed.

Gordon asked if anyone else had any concerns with the project as presented.

Crowningshield stated that he would like to know more about what the applicant plans on doing with the space before making a decision.

***A motion was made by Klein to table this project until the applicant is able to be present to answer questions, seconded by Crowningshield. Roll Call: Crowningshield, Klein, King, Dwyer, Gordon. All in favor, motion carried.***

The Zoning Officer stated he would call the applicant to let him know that this project was tabled and that the applicant or a representative needed to be present to answer questions.

The Zoning Officers stated that the applicant told him this project was for boat storage and a workshop.

Gordon asked if everyone received the flyers on the May 8<sup>th</sup> training at Saranac Hotel. Gordon requested that if members were available to go to fill out the paperwork as soon as possible and to provide to the Town Clerk. As of now, Gordon and the Zoning Officer are planning on attending.

Gordon asked if there was any other business. No other business. Klein did ask if the Planning Board needed to schedule the public hearing for project brought before them during this meeting. Gordon advised not to schedule the public hearing as there are questions from the Board for the applicant that aren't answered.

Gordon thanked the Planning Board for their dedication.

The next meeting is scheduled for April 24<sup>th</sup>, 2025.

***Meeting adjourned at 6:20pm.***

Respectfully Submitted,

Morgan Drinkwine  
Secretary for Planning and Zoning Board

DRAFT