



TOWN OF WILLSBORO

OFFICE OF THE SECRETARY FOR PLANNING AND ZONING BOARD

MINUTES

PLANNING BOARD MEETING

DATE: August 25th 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, John Sucharzewski

Members of the Public: Dereck Crowningshield, Erik Unhjem

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

Powell stated that Laura Steenburg resigned and Andre Klein will be taking the full-time seat.

MINUTES:

The July 2020 minutes were approved as presented.

(King/Charbonneau) A motion was made by King and seconded to approve the July 28th 2020 minutes. All in favor and motion carried. (Charbonneau voted in place for Minessale)

OLD BUSINESS: No Old Business

NEW BUSINESS:

--Judy & Joe Cardinale—323 Corlear Drive ---11.17-1-52.000—RL-1—Tear Down Existing Camp and Rebuild new 40' 19'

Powell stated the Cardinale's are tearing down the existing camp and squaring off the new structure with the same number of bedrooms and they meet all the required set-backs. Powell asked if there is any discussion on this project. Gordon stated he had some concerns. He questions when they fall under Existing Undersized Lots. They are under 40,000 sq ft and under section 4.23 *Existing Undersized Lots* "such lot has an area of at least two-thirds of the required square footage and a minimum width of at least two-thirds of the require front footage", which they do not have. They have .36 acres which is 13.068 and they need 13.598. Gordon also questioned that the applications is not filled out completely or correctly and as a board we should not have to go looking for the information. He also he stated under Article 6 section 6.12 *Setback from the Shoreline, Lot Width and Side Yards* the chart states in RL-1 the lot width should be 100 feet and the Building set back should be 50 feet, by the drawing submitted the side yards are 38 feet and 39 feet and the building is 19 feet so that come to 96 feet, short by 4 feet. Powell stated those are good points.

(Gordon/Sucharzewski) A motion was made by Gordon to move this application to the Zoning Board of Appeals for section 4.10 Schedules of Use and Area Regulations & section 4.23 Existing Undersized lots & section 6.12 Setback from the Shoreline, Lot width and Side Yards and seconded. All in favor and the motion carried.

--Pieter Williams—670 Point Road—21.9-13-22.000—RL-1—Relocation of Existing Structure to center of lot

Powell stated this is a relocation of an existing structure which is making it setback compliant. Powell asked for questions or comments. Gordon stated again he has concerns about sections 4.23 and 6.12 and that there is not definition about relocation of a structure so if they move it would it be like building a new structure. Powell stated he would say no its not like building a new structure, since they are moving the existing structure and they are making it more compliant in terms of setbacks. Klein stated it would raise questions if it were not compliant with the setback

would the have to send it to the ZBA? Powell said we would consider it grandfathered. He noted that another benefit is that they are putting in a new septic.

(Klein/Minessale) A motion was made by Klein to approve the relocations of the Existing 22' x 48' structure to the center of the lot and seconded. All in favor and the motion carried.

--Paul & Michele Kaplan—40 Lakeshore Drive —21.14-2-24.000—RL-1—Single One Bay Garage 16' x 20'

Powell stated they are on the water and are putting in a single one-bay 16' x 20' garage. Sucharzewski questioned is this going to be hooked up to the existing septic system. Powell stated this is simply a single one-bay garage. Gordon stated that the pictures are misleading, when they are getting pictures of Google earth, they are not accurate the blue line is not that close to the property line. Gordon stated when he talked with Pulsifer. He told the building inspector that he needed to make sure that the slab doesn't go any closer to the property line. Gilliland stated she was unsure where the garage what going from the pictures. Powell stated this brings us back to the discussion we have had for a couple years as to when we get drawings, we normally don't get a survey and tax maps are not very accurate and are difficult when we get to close setbacks. Sucharzewski stated that we need to rely on Pulsifer to make sure that setback in question are met. Charbonneau asked if there was a bathroom that could be tied into their septic. Powell stated this is an uninsulated garage with no bathroom. Sucharzewski stated the board must take their word for it and that they are being honest. There was some discussion on what is considered lot coverage and some of the faults with lot coverage. Klein questioned the setback on the west side. Gordon stated it is 10 feet 6 inches. Gordon questioned if this went previously to the ZBA due to the measurements for section 6.12. Klein stated that the width of the lots looks to exceed the 100 feet due to the measurements on the drawing. Charbonneau question the parallelogram on the drawing. Klein stated that is just the allowable space they can build in per our zoning regulations.

(King/Sucharzewski) A motion was made by King to approve the construction of the single One bay 16' x 20' garage with the stipulation that the garage be staked out prior to building so Pulsifer can determine that it meets the minimum side year setback requirements and seconded. All in favor and the motion carried.

--Erik Unhjem—102 Cedar Lane—21.17-1-8.000—RL-1—Addition to Existing Structure

Mr. Crowningshield stated he has some new forms that the architect was able to produce towards the end of the day, one showing that the building is covering 14% of the lot not 15%. Sucharzewski asked if decks are decks considered part of lot coverage. Gordon stated that when he spoke with Pulsifer he was told that they were.

(Sucharzewski/King) A motion was made by Sucharzewski to approve the addition to the existing structure and seconded. All in favor and the motion carried.

--Highland Forest—216 Highland Road—20.2-2-1.000—LC-W—New Home Build to replace old home

Powell stated they are looking to construct a new home to replace an old home. Gordon questioned that there isn't any indication on where the structure is actually going, is the structure going in the exact location of the old home or will it be going closer to the lake. Mr. Crowningshield stated he had a couple more drawings that were given to him last minute to clear up some of the questions the board may have. Mr. Crowningshield stated they are not moving any closer to the lake. Gordon stated he spoke with Pulsifer and was told that highland Forest is like the Crater club where a group of investors own the property and are given a building lot. Crowningshield stated that the footing for the deck will be the only thing that will be closer to the lake and it will be only 4 feet closer. Gordon questioned the distance from the deck to the water, Crowningshield replied that the drawing shows 150 feet, but when they measured it was actually 175 feet. Crowningshield stated the regulation from Highlands is 150 feet.

Gordon stated under definition of structure heights in our zoning regulation "shall have the same meaning ascribed to Structure Height by the APA which states as follows: "the distance from the highest point of a structure to the lowest point of original or finished grade or the base of any supporting fill, whichever is lower. A structure is comprised of all attached components, including decks, porches, garages, roofs, and chimneys." By the original pictures, Gordon felt, it is a 3-story building. Mr. Crowningshield stated that the roof goes directly down to the floor so the "3rd story" is just dormers. Mr. Crowningshield stated on A-6 the elevation shows 31.4 feet. Mr. Crowningshield also stated that the 3rd floor is only considered a half story due to the roof structure and the height of the dormers. The board and the builder discussed what is the definition a half story and if this structure is considered a 2 ½ story or 3 story. There was discussion about the basement and if it was considered a floor and the top story if it is considered a whole story or a ½ story. Klein stated that he is satisfied with the application and that it is a 2 ½ story building.

(Klein/King) A motion was made by Klein to approve the construction of the new 2 ½ story home to replace the old home and seconded. All in favor and the motion carried.

PUBLIC HEARING: No Public Hearing

ADJOURNMENT: Meeting was adjourned at 6:55 pm.

(Sucharzewski/Klein) A motion was made by Sucharzewski 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:	August 28 th 2020
APPLICATION NUMBER:	2020-41P
NAME:	Judy & Joe Cardinale
PROJECT ADDRESS:	323 Corlear Drive
TAX MAP NUMBER:	11.17-1-52.000
REQUEST FOR APPLICATION FOR:	Tear Down Existing Camp and rebuild new 40' 19'

PROPOSED MOTION:	A motion was made to move this application to the Zoning Board of Appeals for section 4.10 Schedules of Use and Area Regulations & section 4.23 Existing Undersized lots & section 6.12 Setback from the Shoreline, Lot width and Side Yards		
MOTION MADE BY:	Gregory Gordon		
MOTION SECONDED BY:	John Sucharzewski		
MEMBER VOTE:	MEMBER NAME:	YES	NO
	Robert Powell	X	
	John Sucharzewski	X	
	Chauntel Gilliland	X	
	Gina Minessale	X	
	Gregory Gordon	X	
	Brian King	X	
	Andre Klein	X	
Larry Charbonneau	Alternate		
SIGNATURE OF PLANNING CHAIRMAN:			

DECISION FORM:

BOARD:	Planning Board
DATE OF MEETING:	August 28 th 2020
APPLICATION NUMBER:	2020-42P
NAME:	Pieter Williams
PROJECT ADDRESS:	670 Point Road
TAX MAP NUMBER:	21.9-13-22.000
REQUEST FOR APPLICATION FOR:	Relocation of Existing structure to center of lot

PROPOSED MOTION:	A motion was made to approve the relocations of the Existing 22' x 48' structure to the center of the lot and seconded		
MOTION MADE BY:	Andre Klein		
MOTION SECONDED BY:	Gina Minessale		
MEMBER VOTE:	MEMBER NAME:	YES	NO
	Robert Powell	X	
	John Sucharzewski	X	
	Chauntel Gillland	X	
	Gina Minessale	X	
	Gregory Gordon	X	
	Brian King	X	
	Andre Klein	X	
	Larry Charbonneau	Alternate	
SIGNATURE OF PLANNING CHAIRMAN:			

DECISION FORM:

BOARD:	Planning Board
DATE OF MEETING:	August 28 th 2020
APPLICATION NUMBER:	2020-43P
NAME:	Paul & Michelle Kaplan
PROJECT ADDRESS:	40 Lakeshore Drive
TAX MAP NUMBER:	21.14-2-24.000
REQUEST FOR APPLICATION FOR:	Single One Bay Garage 16' x 20'

PROPOSED MOTION:	A motion was made to approve the construction of the single one bay 16' x 20' garage with the stipulation that the garage be staked out prior to building so Pulsifer can determine that it meets the minimum side year setback requirements.		
MOTION MADE BY:	Brian King		
MOTION SECONDED BY:	John Sucharzewski		
MEMBER VOTE:	MEMBER NAME:	YES	NO
	Robert Powell	X	
	John Sucharzewski	X	
	Chauntel Gilliland	X	
	Gina Minessale	X	
	Gregory Gordon	X	
	Brian King	X	
	Andre Klein	X	
	Larry Charbonneau	Alternate	
SIGNATURE OF PLANNING CHAIRMAN:			

DECISION FORM:

BOARD:	Planning Board
DATE OF MEETING:	August 28 th 2020
APPLICATION NUMBER:	2020-44P
NAME:	Erik Unhjem
PROJECT ADDRESS:	102 Cedar Lane
TAX MAP NUMBER:	21.17-1-8.000
REQUEST FOR APPLICATION FOR:	Addition to existing structure

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

DECISION FORM:

BOARD:	Planning Board
DATE OF MEETING:	August 28 th 2020
APPLICATION NUMBER:	2020-45P
NAME:	Highland Forest
PROJECT ADDRESS:	216 Highlands Road
TAX MAP NUMBER:	20.2-2-1.000
REQUEST FOR APPLICATION FOR:	New Home Build to replace old home structure

PROPOSED MOTION:	A motion was made to approve the construction of the new 2 ½ story home to replace the old home.		
MOTION MADE BY:	Andre Klein		
MOTION SECONDED BY:	Brian King		
MEMBER VOTE:	MEMBER NAME:	YES	NO
	Robert Powell	X	
	John Sucharzewski	X	
	Chauntel Gilliland	X	
	Gina Minessale	X	
	Gregory Gordon	X	
	Brian King	X	
	Andre Klein	X	
	Larry Charbonneau	Alternate	
SIGNATURE OF PLANNING CHAIRMAN:			