



TOWN OF WILLSBORO

OFFICE OF THE SECRETARY FOR PLANNING AND ZONING BOARD

MINUTES PLANNING BOARD MEETING DATE: November 27th, 2018 at 7:00 PM LOCATION: Willsboro Town Hall

Present: Chairman: Robert Powell, Board Members: James Leibeck, Patrick McCauliffe, John Sucharzewski, Tess Grubb

Absent: Wayne Feeley

Excused: Gregory Gordon

Member of the Public: Mark & Tracie McGill, Spencer Hathaway, Samuel & Elisha Sayward, Robert & Christine Benedict, Phil Kennedy, Terry Pulsifer Jr.

Chairman Robert Powell called the meeting to order at 7:00 pm

MINUTES: Leibeck called for a motion to approve the October 2018 minutes as presented. Grubb seconded. All in favor and motion carried.

PUBLIC HEARING: NO PUBLIC HEARING

OLD BUSINESS: NO OLD BUSINESS

NEW BUSINESS:

--Jeffrey Berkowitz—523 Point Road—21.13-3-5.000—RL-1—New Garage Construction with shop above

The board stated that they conducted the site plan review. * The board is in agreement that the site plan meets the criteria for approval.

*Attached is the site plan review design considerations

(Sucharzewski/Leibeck) A motion was made to approve the construction of a new garage with a shop above as presented. Leibeck seconded. All in favor, motion carried

--Samuel & Elisha Sayward—159 Sunset Drive—39.1-1-22.000—Minor Subdivision

Sayward stated that they are looking to increase the size of their lot by doing a minor subdivision. The Sayward's are looking to add 3.41 acres from the Moran property and combining it to the 1.5 acres they already have. Powell stated he likes to see the combination of lots into one creating less density and a larger lot. Sayward mentioned that the property will go back to the original farm.

(Leibeck/McCauliffe) A motion was made to approve the minor subdivision adding 3.41 acres from the 93.45 acres (Moran) and combining it to the 1.5 acres (Sayward). McCauliffe seconded. All in favor, motion carried

--Daniel Yutronich—407 Corlear Drive—11.17-1-71.000---RL-1—Retaining Wall

The board stated that they conducted a site plan review. * The board is in agreement that the site plan meets the criteria for approval. Powell stated that when they conducted the site visit it was obvious that something really needed to be done. Grubb questioned if it was a flood wall. Sucharzewski stated that it was not be a wall but bank stabilization. Grubb also asked when the projected would be started. Pulsifer stated as soon as the project is approved, they plan to state construction.

*Attached is the site plan review design considerations

(Sucharzewski/McCauliffe) A motion was made to approve the construction of a stabilization wall as presented. Leibeck seconded. All in favor, motion carried

--Denison—183 Cedar Lane—20.20-2-5.200---RL-1—Minor Subdivision

Benedict stated that they currently own the land, Mr. Denison is looking to buy 50 feet by 200 feet deep to increase is property. Benedict stated they have 73 acres and have no problem selling Denison the .20 acres. Powell stated he has no problem with the application. Grubb questioned if the land being sold has any water lines or electrical lines the run through it. Benedict stated there is nothing that runs through that piece of property and Denison will have a survey done to obtain this .20 acres.

(Sucharzewski/Leibeck) A motion was made to approve the minor subdivision as presented, dividing off the .20 acres from lot 21.17-1-51.211 (Benedict) and add to lot 20.20-2-5.200(Denison) as presented. Leibeck seconded. All in favor, motion carried

--Tracie & Mark McGill—Corlear Drive --21.9-14-14.200—RL-1—Minor Subdivision

McGill stated they are looking to combine the 4.01 acres they already own with the 9.55 acres they are purchasing from Robert Lilly to make the total lot 13.56 acres. Grubb question if the land they have purchased has any water lines or electrical lines on the parcel and what is currently on the lot. McGill stated there is nothing on the parcel currently and no lines run through the parcel. McGill's stated they are looking to put it back to the original farm land with the possibility to grow hops, possibly vines, and eventually build a storage barn.

(Leibeck/Grubb) A motion was made to approve the minor subdivision combining the 9.55 acres, recently purchased and subdivided from lot 21.9-1-1.100 to the existing 4.01 acres. Making the new lot 13.56 acres as presented. Grubb seconded. All in favor, motion carried

--Dennis Shetler—281 Sunset Drive—39.1-1-17.100—RR---Family Cemetery

Powell stated that everyone received an email from Codia regarding a request from Mr. Shetler for a burial lot on his property. Unfortunately, one of the women had a very premature baby and they are unsure if the baby will live. Therefore, since the Amish do not bury their loved ones in public cemeteries. This situation is time sensitive. Powell stated the research he has done shows that NYS allows for private cemeteries and has restrictions governing them.

Pulsifer has printed out all the regulations and will give a copy to Shetler. Normally this request would require a public hearing, but with the time sensitivity Supervisor Gilliland has stated that is ok to approve this for the Shetler family and the paperwork could follow.

(Powell/Sucharzewski) A motion was made to approve the establishment of their own private family burial ground on their property following NYS regulations as presented. Sucharzewski seconded. All in favor, motion carried

ADJOURNMENT:

Sucharzewski called for a motion to adjourn the meeting at 7:25 pm. Grubb Seconded. All in favor, motion carried.

Respectfully Submitted

Codia Crandall
Secretary for Planning and Zoning Board

DECISION FORM:

BOARD:	Planning Board
DATE OF MEETING:	November 27 th 2018
DATE OF SITE VISIT:	November 24 th 2018
NAME:	Jeffrey Berkowitz
PROJECT ADDRESS:	532 Point Road
TAX MAP NUMBER:	21.13-3-5.000
REQUEST FOR APPLICATION FOR:	New Garage With loft area

SITE PLAN REVIEW-DESIGN CONSIDERATIONS

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.**
Adequate traffic access and circulation
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.**
N/A
5. **Adequacy of storm water and drainage facilities.**
Yes
6. **Adequacy of water supply and sewage disposal facilities.**
Yes
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.**
Existing vegetation is adequate.

- 8. **Adequacy of fire lanes and other emergency zones and t provision of fire hydrants.**
N/A
- 9. **Special attention to the adequacy and impact of structures, roadways, and landscaping in areas susceptible to ponding, flooding, and/or erosion.**
This will have no effect on ponding, flooding or erosion
- 10. **Overall impact on the neighborhood including compatibility of design consideration.**
This will be an improvement, positive impact
- 11. **Impact on the natural environment, historical site significance, predominant local land use, cultural significance, and dominant architectural style.**
This will have a positive impact

PROPOSED MOTION:	A motion was made to approve the construction of a new garage with a shop above as presented		
MOTION MADE BY:	John Sucharzewski		
MOTION SECONDED BY:	James Leibeck		
MEMBER VOTE:	MEMBER NAME:	YES	NO
	Robert Powell	X	
	John Sucharzewski	X	
	James Leibeck	X	
	Tess Grubb	X	
	Patrick McCauliffe	X	
	Gregory Gordon	EXCUSED	
Wayne Feeley	ABSENT		
SIGNATURE OF PLANNING CHAIRMAN:			

DECISION FORM:

BOARD:	Planning Board
DATE OF MEETING:	November 27 th 2018
APPLICATION NUMBER:	2018-11P
NAME:	Samuel & Elisha Sayward
PROJECT ADDRESS:	159 Sunset Drive
TAX MAP NUMBER:	39.1-1-22.000
REQUEST FOR APPLICATION FOR:	Minor Subdivision

PROPOSED MOTION:	A motion was made to approve the minor subdivision adding 3.41 acres from the 93.45 acres (Moran) and combining it to the 1.5 acres (Sayward) as presented.		
MOTION MADE BY:	James Leibeck		
MOTION SECONDED BY:	Patrick McCauliffe		
MEMBER VOTE:	MEMBER NAME:	YES	NO
	Robert Powell	X	
	John Sucharzewski	X	
	James Leibeck	X	
	Tess Grubb	X	
	Patrick McCauliffe	X	
	Gregory Gordon	EXCUSED	
	Wayne Feeley	ABSENT	
SIGNATURE OF PLANNING CHAIRMAN:			

DECISION FORM:

BOARD:	Planning Board
DATE OF MEETING:	November 27 th 2018
DATE OF SITE PLAN REVIEW:	November 24 th 2018
NAME:	Daniel Yutronich
PROJECT ADDRESS:	407 Corlear Drive
TAX MAP NUMBER:	11.17-1-71.000
REQUEST FOR APPLICATION FOR:	Stabilization wall

SITE PLAN REVIEW CRITERIA:

1. Location, arrangement, size, design, and general site compatibility of buildings, lighting, and signs.

N/A

2. Adequacy and arrangement of vehicular traffic access and circulation, including intersections, road widths, pavement surfaces, dividers, and traffic controls.

N/A

3. Location, arrangement, appearance, and sufficiency of off-street parking and loading.

N/A

4. Adequacy and arrangement of pedestrian traffic access and circulation, walkway structures, control of intersections with vehicular traffic and overall pedestrian convenience.

N/A

5. Adequacy of storm water and drainage facilities.

N/A

6. Adequacy of water supply and sewage disposal facilities.

N/A

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.

N/A

- 8. **Adequacy of fire lanes and other emergency zones and t provision of fire hydrants.**
N/A
- 9. **Special attention to the adequacy and impact of structures, roadways, and landscaping in areas susceptible to ponding, flooding, and/or erosion.**
Purpose of project is erosion control and bank stabilization
- 10. **Overall impact on the neighborhood including compatibility of design consideration.**
This will be a positive impact
- 11. **Impact on the natural environment, historical site significance, predominant local land use, cultural significance, and dominant architectural style.**
This will have a positive impact

PROPOSED MOTION:	A motion was made to approve the construction of a stabilization wall as presented.		
MOTION MADE BY:	John Sucharzewski		
MOTION SECONDED BY:	James Leibeck		
MEMBER VOTE:	MEMBER NAME:	YES	NO
	Robert Powell	X	
	John Sucharzewski	X	
	James Leibeck	X	
	Tess Grubb	X	
	Patrick McCauliffe	X	
	Gregory Gordon	EXCUSED	
Wayne Feeley	ABSENT		
SIGNATURE OF PLANNING CHAIRMAN:			

DECISION FORM:

BOARD:	Planning Board
DATE OF MEETING:	November 27 th 2018
APPLICATION NUMBER:	2018-12P
NAME:	Robert & Christine Benedict
PROJECT ADDRESS:	183 Cedar lane
TAX MAP NUMBER:	21.17-1-51.211 & 20.20-2-5.200
REQUEST FOR APPLICATION FOR:	Minor Subdivision

PROPOSED MOTION:	A motion was made to approve the minor subdivision as presented, dividing off the .20 acres from lot 21.17-1-51.211 (Benedict) and add to lot 20.20-2-5.200(Denison) as presented.		
MOTION MADE BY:	John Sucharzewski		
MOTION SECONDED BY:	James Leibeck		
MEMBER VOTE:	MEMBER NAME:	YES	NO
	Robert Powell	X	
	John Sucharzewski	X	
	James Leibeck	X	
	Tess Grubb	X	
	Patrick McCauliffe	X	
	Gregory Gordon	EXCUSED	
Wayne Feeley	ABSENT		
SIGNATURE OF PLANNING CHAIRMAN:			

DECISION FORM:

BOARD:	Planning Board
DATE OF MEETING:	November 27 th 2018
APPLICATION NUMBER:	2018-13P
NAME:	Mark & Tracie McGill
PROJECT ADDRESS:	51 Corlear Drive
TAX MAP NUMBER:	21.9-14-14.200
REQUEST FOR APPLICATION FOR:	Minor Subdivision

PROPOSED MOTION:	A motion was made to approve the minor subdivision combining the 9.55 acres, recently purchased and subdivided from lot 21.9-1-1.100 to the existing 4.01 acres. Making the new lot 13.56 acres as presented.		
MOTION MADE BY:	James Leibeck		
MOTION SECONDED BY:	Tess Grubb		
MEMBER VOTE:	MEMBER NAME:	YES	NO
	Robert Powell	X	
	John Sucharzewski	X	
	James Leibeck	X	
	Tess Grubb	X	
	Patrick McCauliffe	X	
	Gregory Gordon	EXCUSED	
	Wayne Feeley	ABSENT	
SIGNATURE OF PLANNING CHAIRMAN:			

DECISION FORM:

BOARD:	Planning Board
DATE OF MEETING:	November 27 th 2018
APPLICATION NUMBER:	2018-14P
NAME:	Dennis Shetler
PROJECT ADDRESS:	281 Sunset Drive
TAX MAP NUMBER:	39.1--1-17.100
REQUEST FOR APPLICATION FOR:	Family Cemetery

PROPOSED MOTION:	A motion was made to approve the establishment of their own private family burial ground on their property following NYS regulations as presented.		
MOTION MADE BY:	Robert Powell		
MOTION SECONDED BY:	John Sucharzewski		
MEMBER VOTE:	MEMBER NAME:	YES	NO
	Robert Powell	X	
	John Sucharzewski	X	
	James Leibeck	-	-
	Tess Grubb	X	
	Patrick McCauliffe	X	
	Gregory Gordon	EXCUSED	
Wayne Feeley	ABSENT		
SIGNATURE OF PLANNING CHAIRMAN:			

