



TOWN OF WILLSBORO

OFFICE OF THE SECRETARY FOR PLANNING AND ZONING BOARD

MINUTES PLANNING BOARD MEETING DATE: July 27th 2021 at 6:00 PM LOCATION: Willsboro Town Hall

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

Absent: John Sucharzewski, Larry Charbonneau

Members of the Public: Steven Mckenna, Kevin Hall, Gary and Shirley Miller, Cathy Morin, Ghislain Gagne, Terry Pulsifer (CEO)

Chairman Robert Powell called the meeting to order at 6:01 pm

Robert Powell stated that Codia Crandall, the Secretary will be leaving us unfortunately, but has an able replacement Morgan Denton. Powell stated that this will be his last meeting as the Planning Board Chairman and Gregory Gordon will be taking on the title as chairman. Powell stated it is greatly appreciated and he is very thorough and will do a great job.

MINUTES:

The June 2021 minutes were approved as presented.

(Gordon/King) A motion was made by Gordon and seconded to approve the June 26th, 2021 minutes as corrected. All in favor and motion carried.

OLD BUSINESS:

--Cathy Morin—179 Corlear Drive --21.5-1-41.000—RL-1—Addition of 1 car garage and 1024sq ft living space

Powell invited Mrs. Morin to speak about the project. Mrs. Morin stated she is here for the proposed demolition of the existing breezeway and garage and replacing it with a similar foot print because the existing garage has significant structural damage that would not be worth replacing. Mrs. Morin stated that if they are going to rebuild, they would make it a little bigger and add a second floor to the new structure. Powell questioned if they would be on the same foot print or will they be moving towards the side yard setback at all. Mrs. Morin stated the existing garage is 14 feet from the side yard property line and the new structure will be 10 feet from the property line and will be extended into the front yard toward Corlear drive. Gordon questioned the measurement from the original proposal to the new proposal. Mrs. Morin stated that the drawings have since been tweaked and they have actually gone out and measured since the first drawing. Powell stated that the shoreline is over 90 feet which would mean the applicant would need a 20-foot setback. Powell also stated that the planning board would have to deny the application and send the applicant to the Zoning Board of Appeals. Mrs. Morin questioned if she were to build in the existing foot print would they still need a Zoning Board approval. Pulsifer stated that section 4.43 Nonconforming structures page 37 are structures that were built before 1973 before the Adirondack Park agency was created, under number 2 in that section it stated "if the new structure location cannot be made more conforming, then the owner may rebuild the same size structure (meaning no larger than the three-dimensional foot print of the existing structure) in the same foot print as the existing structure, without a zoning variance. If the owner desires to increase the size of the existing three-dimensional foot print by building higher or wider or deeper than the existing structure then a zoning variance is required."

(Klein/King) A motion was made by Klein to approve the construction of an addition of a 1 car garage and 1024 sq ft of living space pending the ZBA approval and seconded. All in favor and the motion carried.

--Edward Grady—980 Point Road—21.6-1-2.000/21.6-1-1.000—RL-1—Subdivision

Pulsifer spoke with Mr. Bruce Grady, the son, he is the one that helped his father fill out the application and at this time they would like to put it on the back burner or at a later meeting as they are looking to get ahold of some new drawings that has setbacks and measurements. Pulsifer also stated that Mr. Grady was instructed by the assessor when the original combinations was done that it would make the assessment would be less and, in the future, if he wanted to go back to the 2 parcels that he would be able to as he has enough land for that zoning area. He would like to have the finalized maps with lines before he comes back.

(King/Powell) A motion was made by King to table the application of the subdivision as no new information was presented and seconded. All in favor and the motion carried.

NEW BUSINESS:

Richard & Sarah Sayward—269 Coonrod/273 Coonrod Road—40.1-2-8.200/40.1-2-8.200/1-- Minor Subdivision

Kevin Hall, surveyor, presented the Sayward project. Mr. Hall stated they have approximately 6 acres. They have come up with 0.92 acres for the mobile home on the corner and 4.85 acres for the house. The .92 acres was undersized so they went to the ZBA and it had to come back to the board for a second approval. Powell stated that it did have to come back to the board because they need the measurement of the setbacks. Mr. Hall stated he thought that would be the case, also he stated that setback is put on the survey map. Terry stated that in an RL-1 district the side yard setback is 50 feet. Gordon questioned if the applicant went to the ZBA just for the undersized lot or also for the side yard setback for the property lines. Gordon also questioned if it is truly an undersized lot. Pulsifer stated that now the new lot construction is not an undersized lot. Gordon questioned what it was before. Pulsifer stated that it was under 40,000 sq ft. Pulsifer stated this is one of the last 5 unique cases left in the Town where the parcel has a hardship case and was able to put an in-law trailer on their lot for an aging family member. Powell stated that what is written into the current deeds are that once the present occupant passes this shall be merged back in to the house lot and the trailer will be removed. Gordon questioned on the town law stated that it has to have a septic system and they don't have it labeled. Pulsifer stated that the septic system is out the back corner by the deck and takes a hard right toward Coonrod road. Gordons questioned why they need to do this if eventually it will go back to the Gagniers. Hall stated for the mortgage as the bank will not approve a loan with 2 dwellings on it or having life use. Gordon stated that his concern is that the board would be approving 2 lots with side yard that will not meet setback requirements. Pulsifer stated that the Gagnier lot will meet setbacks because it is an accessory structure and only needs 10 feet. Klein questioned moving the line closer to the garage but the 50-foot setback is still not attainable. Gordon questioned if the setbacks were discussed at the ZBA meeting. He also stated that he does not feel comfortable approving this and setting a precedence like this. Hall stated that this is a temporary survey. Crandall stated that they have not attended the ZBA since she has been on the board. Gilliland clarified that the acreage was met. Pulsifer stated that yes it was, it was adjusted.

(Gordon/Klein) A motion was made by Gordon to approve the proposed subdivision of lot 1 4.85 acres and lot 2 .90 acres pending the ZBA approval stating that the setbacks are met and seconded. All in favor and the motion carried.

--Steven McKenna—3962 NYS RTE 22—30.12-2-19.110—HC-1—Minor Division

Hall presented the McKenna application. He stated that McKenna had presented a minor division application in 2019 to create a lot just east of James Way and that was the 3rd lot he was able to create and at that meeting for further division of that lot the applicant would need to do a major subdivision. The minor division just east of James Way never transpired and nothing was filed or recorded. Mr. McKenna is asking the board to consider revoking the 2019 approval and considering this new proposed division as the 3rd and final division unless they do a major division. The new proposal is dividing of 1.3 acres that has the house his current tenant is renting. He is looking to convey the new proposed lot to his current tenant. Powell stated that the board could say they wanted a major subdivision as that is what the board stated before, but he is not sure if that would be necessary. Gordon stated he has no problem with switching this to the 3rd and final minor division as long as there is a record stating Mr. McKenna would like to rescind the approval from the 2019 minutes. Pulsifer stated that he can have Mr. McKenna write something up and attach it to the 2019 minutes and the new 2021 minutes and have them notarized by Bridget Brown. Gordon stated he knows that the people in the house are looking to buy the house.

(Powell/Gordon) A motion was made by Powell to approve the subdivision with the stipulation that the previous subdivision be rescinded and the letter signed and put in the paperwork with the CEO and that for any future divisions must be a major subdivision and seconded. All in favor and the motion carried.

Mr. Miller spoke about his son in-law, Jason Pollock, property. He stated they bought the property and filled out an application for reconstruction and gave it to Mr. Pulsifer around Father's Day. Mr. Pulsifer spoke and stated he talked with Mr. Pollock are 3:15pm today. Powell stated that the applicant will need to get the necessary paperwork to the CEO. Mr. Pulsifer stated they will be on the next month agenda as he just received the deed and the measurement.

Gordon stated that on behalf of the current members and the past members of the planning board and also the residents of Willsboro I would like to thank you, Mr. Powell, for the dedicated service to the Planning Board..

PUBLIC HEARING: No Public Hearing

ADJOURNMENT: Meeting was adjourned at 6:43 pm.

(Klein/Gordon) A motion was made by Klein 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:	July 27 th 2021
APPLICATION NUMBER:	2021-78P
NAME:	Cathy Morin
PROJECT ADDRESS:	179 Corlear Drive
TAX MAP NUMBER:	21.5-1-41.000
REQUEST FOR APPLICATION FOR:	Addition of 1 car garage and 1024 sq ft living space

PROPOSED MOTION:	A motion was made to approve the construction of an addition of a 1 car garage and 1024 sq ft of living space pending the ZBA approval.		
MOTION MADE BY:	R. Andrea Klein		
MOTION SECONDED BY:	Brian King		
MEMBER VOTE:	MEMBER NAME:	YES	NO
	Robert Powell	X	
	John Sucharzewski (Alternate)	-	
	Chauntel Gilliland	X	
	Gina Minessale		
	Gregory Gordon		
	Brian King	X	
	R. Andre Klein	X	
	Larry Charbonneau	X	
SIGNATURE OF PLANNING CHAIRMAN:			

DECISION FORM:

BOARD:	Planning Board
DATE OF MEETING:	July 27 th 2021
APPLICATION NUMBER:	2021-81P
NAME:	Edward Grady
PROJECT ADDRESS:	980 Point Road
TAX MAP NUMBER:	21.6-1-2.000/21.6-1-1.000
REQUEST FOR APPLICATION FOR:	Subdivision

PROPOSED MOTION:	A motion was made to table the application of the subdivision as no new information was presented and seconded.		
MOTION MADE BY:	Brian King		
MOTION SECONDED BY:	Robert Powell		
MEMBER VOTE:	MEMBER NAME:	YES	NO
	Robert Powell	X	
	John Sucharzewski (Alternate)	Absent	
	Chauntel Gilliland	X	
	Gina Minessale	X	
	Gregory Gordon	X	
	Brian King	X	
	R. Andre Klein	X	
	Larry Charbonneau	Absent	
SIGNATURE OF PLANNING CHAIRMAN:			

DECISION FORM:

BOARD:	Planning Board
DATE OF MEETING:	July 27 th 2021
APPLICATION NUMBER:	2021-83P
NAME:	Rick & Sarah Sayward
PROJECT ADDRESS:	269/273 Corlear Drive
TAX MAP NUMBER:	40.1-2-8.200/40.1-2-8.200
REQUEST FOR APPLICATION FOR:	Minor Subdivision

PROPOSED MOTION:	A motion was made to approve the proposed subdivision of lot 1 4.85 acres and lot 2 .90 acres pending the ZBA approval		
MOTION MADE BY:	Gregory Gordon		
MOTION SECONDED BY:	R. Andre Klein		
MEMBER VOTE:	MEMBER NAME:	YES	NO
	Robert Powell	X	
	John Sucharzewski (Alternate)	Absent	
	Chauntel Gilliland	X	
	Gina Minessale	X	
	Gregory Gordon	X	
	Brian King	X	
	R. Andre Klein	X	
	Larry Charbonneau	Absent	
SIGNATURE OF PLANNING CHAIRMAN:			

DECISION FORM:

BOARD:	Planning Board
DATE OF MEETING:	July 27 th 2021
APPLICATION NUMBER:	2021-84P
NAME:	Steven Mckenna
PROJECT ADDRESS:	3962 NYS RTE 22
TAX MAP NUMBER:	30.12-2-19.110
REQUEST FOR APPLICATION FOR:	Minor Division

PROPOSED MOTION:	A motion was made by Powell to approve the subdivision with the stipulation that the previous subdivision be rescinded and the letter signed and put in the paperwork with the CEO and that for any future divisions must be a major subdivision		
MOTION MADE BY:	Robert Powell		
MOTION SECONDED BY:	Gregory Gordon		
MEMBER VOTE:	MEMBER NAME:	YES	NO
	Robert Powell	X	
	John Sucharzewski (Alternate)	Absent	
	Chauntel Gilliland	X	
	Gina Minessale	X	
	Gregory Gordon	X	
	Brian King	X	
	R. Andre Klein	X	
	Larry Charbonneau	Absent	
SIGNATURE OF PLANNING CHAIRMAN:			