



# TOWN OF WILLSBORO

## ZONING BOARD OF APPEALS

### MINUTES

### ZONING BOARD OF APPEALS

**DATE:** April 16<sup>th</sup>, 2025 at 6:00PM  
**LOCATION:** WILLSBORO TOWN HALL

**Present:** Chairperson: Anna Reynolds; Board Members: Susan Mueller, Nichole Gerding and Trisha Sheehan

**Absent:** Kathleen Nasner

**Members of the Public:** Spencer Hathaway, Lori Franke, Jonathan Franke (Zoning Officer)

Reynolds called the meeting to order at 6:00pm.

**Minutes:**

The December 2024 minutes were approved as presented.

*A motion was made by Mueller and seconded by Gerding to approve the December 2024 minutes as presented. Roll call: Mueller, Gerding, Sheehan, Reynolds. All in favor and motion carried.*

**Public Hearing:** No public hearing

**Old Business:** No old business.

**New Business:**

The Zoning Officer stated that the Anderson project that was on the agenda no longer needs to be heard by the ZBA as the applicant has changed the scope of work and does not need a variance. The Zoning Officer stated that he measured to the mean high-water mark at 63' therefore the applicant does not need an area variance.

**Philip Moore – 41 Rowley Way – 21.13-1-20.100 – RL-1 – 28' x 32' detached garage**

Reynolds stated that there is a new house on the property. Spencer Hathaway, the representative of the project, stated that the applicant should not have drawn the house on the drawing as proposed as it is existing. To clarify the garage is proposed and the house is existing. Mueller asked where the property line is in the drawing. The representative reviewed the drawing with the Board. After reviewing the drawing, the Board determined that the applicant does need a 5' relief.

*A motion was made by Mueller, seconded by Gerding, to move this application to a public hearing on May 21<sup>st</sup>, 2025. Roll call: Mueller, Gerding, Sheehan, Reynolds. All in favor and motion carried.*

Mueller stated that for future applications, the applicant needs to specifically state on the front page what the applicant is asking for.

Hathaway asked if letters will be sent for the public hearing. It was stated that letters will be sent to any neighbors within 500' of the property.

Reynolds asked if there was any other business. No other business.

A motion was made by Mueller, seconded by Sheehan, to adjourn the meeting at 6:19pm.

The next meeting will be held on Wednesday, May 21<sup>st</sup>, 2025.

Respectfully Submitted,

Morgan Drinkwine  
Secretary for Planning and Zoning Board