



TOWN OF WILLSBORO  
LOCAL GOVERNMENT OFFICES

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**Town of Willsboro  
Planning Board Meeting  
September 27, 2016 AT 7:00PM – Willsboro Town Hall**

ATTENDANCE: Bardeen, deMello, Feeley, Powell, Grubb

MEMBERS OF THE PUBLIC: Sam Blanchard, John Maloney

Mr. deMello called the meeting to order at 7:00 PM

**MINUTES:**

**(Powell/Bardeen) A motion was made, and seconded, to approve the August 2016 Planning Board meeting minutes. All voted in favor and the motion carried.**

**OLD BUSINESS:**

Doug Rock requested that the Board review the Lakefront Overlay Site Plan Procedures as there is a need to have documentation for applicants to clarify when a site plan review is needed.

Ms. Grubb suggested the Board may request to see existing and proposed roadways in the development plan. Following some discussion, the Board agreed.

**(Feeley/Powell) A motion was made, and seconded, to accept the Lakefront Overlay Site Plan Procedures with the amendment about nearby road systems. All in favor and the motion carried.**

2633 – Lawrence Charbonneau – 257 & 269 Farrell Road – 021.17-1-50.11 & 021.17-1-50.2 – RL-3 - Boundary Line Adjustment

Mr. deMello updated the Board on the APA findings in regard to potential wetlands effecting approval of the Minor Division. The APA found there are no jurisdictional wetlands on the property. The wetlands map is apparently in error in this case. Therefore, all the conditions for the boundary line adjustment are satisfied.

Doug Rock requested to post the Planning Board Manual draft to the website upon the Board's

approval. Mr. deMello stated that he would like to have it made available to the public.

**(deMello/Powell) A motion was made, and seconded, to make the Planning Board Manual draft a working copy and make it available to the public. All in favor and the motion carried.**

**NEW BUSINESS:**

2647 – Samuel Blanchard – 335 Sunset Drive – 39.1-1-17.200 – RR – Boundary Line Adjustment

Mr. Blanchard explained the history of his two lots and the adjoining property that has led to the request for the boundary line adjustment.

Mr. deMello stated that after seeing the property, the adjustments are reasonable. However, he stated that the board would need written consent of all the owners and evidence of ownership of all lots.

**(Bardeen/Feeley) A motion was made, and seconded, to accept the Minor Division as presented, subject to the following conditions:**

- 1. The written consent of owners of all lots is required.**
- 2. Evidence of ownership (eg. Deeds) of all lots is required**

**All in favor and the motion carried.\***

John Maloney – 373 Farrell Road – 21.17-1-30.100 – “Pole Barn” application

Mr. deMello had some concern over where the structure would be placed exactly. The district requires it to be 10’ from the property line and at the location the applicant is requesting, there may not be enough distance. The applicant may have to hire a surveyor to do a boundary line adjustment and/or confirm that a variance will not be needed.

Doug Rock will speak with Mr. Maloney’s son, the owner of the lot, when he arrives in town next week. The matter is tabled until the next meeting.

Doug Rock updated the Board on the possibility of the Nature Conservancy purchasing the IGA Property and that they have expressed interest in doing a boundary line adjustment that would merge two properties, but leave the commercial building. Discussion followed about the fate of the commercial building.

Doug Rock updated the Board on the Buena Vista area storm water and wastewater issue. Currently, the wastewater and storm water systems are failing. After a storm, the gutters are full with both storm and wastewater and flow into Buena Vista Bay/Farrell Bay and then into the boat launch bay. There is an effort underway by Essex County Soil and Water siting storm water retention pond sites. There is likely to be a proposal for a storm water retention pond site in the Buena Vista area.

Mr. deMello inquired about any possibility of a public sewer. Mr. Rock explained that he is in the

process of developing a report to justify a private wastewater system for the Buena Vista mobile home park and the possibility of obtaining grant money to fund such a project.

**OTHER INFORMATION:**

Doug Rock reminded the Board of the 4-hour annual training requirement. There is training in October in Potsdam, as well as online training. Doug will notify the Board by e-mail about the Potsdam training. There is a binder in the Codes Office to keep track of training hours.

Doug Rock updated the Board on abandoned properties. Mr. Rock has recommended that the Spooner property (across from the hardware store) be demolished, as it is a hazard for multiple reasons due to flooding, demolition, and exposure. The matter is in front of the Town Board and they have approved an engineer, Doug Ferris, to inspect it and prepare a report.

There are also a few residential properties that have been ordered not to be occupied that Mr. Rock is addressing, with the assistance of an engineer, to also have demolished. At this time, the Smith House is not one of these properties as the owners currently have it for sale.

\*All attachments available at Town Hall.

**ADJOURNMENT:**

**(Feeley/Bardeen A motion was made, and seconded, to adjourn the meeting. All voted in favor and the motion carried.)**

Respectfully Submitted, Laura Carson  
Planning Board Secretary

**Minor Division (Boundary Line Adjustment) Criteria**

Name: Blanchard	Application No. 2647	Date: 9/27/2016
Address: 355 Sunset Dr.	Zoning District: RR	

Description: Applicant proposes to adjust the boundary between lots 39.1-1-17.200 (Blanchard) and 39.1-1-18.000 (Blanchard). Adjustments also impact parcel 39.1-1-17.100 (Roland Grosse). All lots are in the RR district. Minimum lot size in the RR district is 350,000 sqft (8.03 acres). Sizes of the existing lots are:

- 39.1-1-17.200 (355 Sunset Dr, Blanchard): 1.0 acre, landlocked, accessed via a gravel drive through lot 39.1-1-18.000
- 39.1-1-18.000 (349 Sunset Dr, Blanchard): 1.7 acres
- 39.1-1-17.100 (Sunset Dr, Grosse, Shetler): 117 acres

Though two of the lots are nonconforming, the adjustments being sought are small and do not substantially impact their size. The adjustments would correct an apparent encroachment of a patio from 39.1-1-17.200 onto 39.1-1-17.100.

Not adversely affect the development of the community

There is no impact, either positive or negative, on the community.

Not cause a nonconforming building, use, or lot to become more nonconforming (in which case a variance must first be issued by the Zoning Board of Appeals).

Adjustments to non-conforming lots are minor and in each case make the lots more conforming (larger).

No new building lot is created.

3 lots before and after the adjustment. No new lots are created.

Does not adversely affect the remainder of the parcel

There is no impact, either positive or negative, on the remainder of the parcel

Does not adversely affect adjoining property.

There is no impact, either positive or negative, on the adjoining properties.

Does not conflict with provisions of the Town's land use plan or zoning regulations.

Complies with this requirement

Other

Deeds that verify ownership of the three lots are required.

The written consent of Roland R Grosse, or successor, is required.

Motion made by: Bill Bardeen

Motion seconded by: Wayne Feeley

Motion: Move to accept the Minor Division as requested subject to the following conditions:

1. The written consent of owners of all lots is required.
2. Evidence of ownership (eg, deeds) of all lots is required.

Vote: All voted in favor and the motion passed.