

Village of Sackets Harbor Planning Board  
June 12, 2024  
Regular Meeting Minutes  
112 N. Broad St.  
Sackets Harbor, NY 13685

Board Members present: Janet Quinn, Dick Stephens, Merle Tousant and Mike Smith. Stasse Perkins was absent. A quorum was established.

The meeting was called to order at 7:05 with the Pledge of Allegiance.

### **MINUTES**

The minutes from the May 15, 2024 meeting were approved as corrected in a motion made by Dick Stephens and seconded by Janet Quinn. Vote 4 ayes (Quinn, Stephens, Tousant and Smith), 0 nays.

#### **#24-6 Madison Barracks LLC, 215 Washington Street, Watertown, NY.**

Applicant requests Site Plan Review for various exterior repairs to residential structures within Madison Barracks. The project is in the Madison Barracks PDD and Historic Overlay zoning districts as well as the National Register District. **Conditional approval has been granted pending submission of additional information pertaining to a previously installed door and color selection for a replacement porch.**

#### **#24-09, Mark Herskind, 112 Ambrose Street/Barn Alley, Sackets**

**Harbor.** Applicant requests Special Permit Review to construct a garage with an accessory apartment on Barn Alley. The project is in the Village Residential Zoning District as well as the National Register District. As designed, the project did not meet setback requirements and required an area variance. The application was tabled at the April meeting and was granted an area variance for up to 9 feet by the ZBA. This board has the review for the special permit for the accessory apartment. SEQR was completed, a public hearing was opened at 7:20 pm.

Paul Bruchez, a neighbor, voiced his support of the project and is considering a similar project in the future.

Les Shockley, a neighbor participating via zoom, thinks the plan is fine but understands the concern of multiple residents.

A motion was made to accept the application for a 24x24 structure by Merle Tousant and seconded by Dick Stephens. Vote 4 ayes (Quinn, Stephens, Tousant and Smith), 0 nays.

A motion to approve the application was made by Merle Tousant and seconded by Dick Stephens. Vote 3 ayes (Stephens, Tousant and Smith), 1 nay (Quinn).

**#24-10, Jason Burto, 14150 Boulder Creek Road, Watertown.**

Applicant requests Site Plan Review to construct a residence located on Lot # 14 of Lakeview Subdivision within the Madison Barracks PDD, the Historic Overlay District, and the National Register District. **Site plan approval was granted in May, with the condition that the applicant submit a revised site plan that incorporates a rain garden, for compliance with the subdivision's stormwater management plan. No decision has been made yet on the size and location.**

**#24-19 Lisa Morgia Graham, 222 E. Morgia Drive.** Applicant requests Subdivision Review for a minor subdivision located in the Village Residential zoning district. SEQR review was completed at the May meeting and a public hearing was held. **The application was referred to the ZBA for an area variance consideration. Conditional approval was granted pending ZBA review of the area variance request. The ZBA granted approval for the creation of two 70' lots.**

**New Business**

**#24-30 Nathan and Sarah Miletta, 108 General Smith Drive, Sackets Harbor.** Applicant requests site plan review to install a driveway for access

on General Smith Drive. The project is located within the Village Residential and Historic Overlay zoning districts as well as the National Register District.

It was determined that the project is a Type 1 action under SEQR. SEQR parts 2 and 3 were reviewed and it was determined that there would be no significant negative impact on the environment in a motion made by Janet Quinn and seconded by Mike Smith. Vote 4 ayes (Quinn, Stephens, Tousant and Smith), 0 nays.

The application was declared complete in a motion made by Janet Quinn and seconded by Dick Stephens. Vote 4 ayes (Quinn, Stephens, Tousant and Smith), 0 nays.

A public hearing was opened at 8:06 pm with no comments offered. The public hearing was closed at 8:06 pm

A motion to approve the application was made by Janet Quinn and seconded by Merle Tousant. Vote 4 ayes (Quinn, Stephens, Tousant and Smith), 0 nays.

**#24-31 Christopher Forte, 144 Bartlett Road, Sackets Harbor.**

Applicant requests Site Plan-Special Permit Review for construction of a garage with an accessory apartment at the corner of Military Road and Hounsfield Street. The project is located within the Village Residential zoning district and is adjacent to the National Register District. The materials for the garage are the same as the house. It was determined that the project is a Type 1 action under SEQR. SEQR parts 2 and 3 were reviewed and it was determined that there would be no significant negative impact on the environment in a motion made by Janet Quinn and seconded by Dick Stephens. Vote 4 ayes (Quinn, Stephens, Tousant and Smith), 0 nays.

A public hearing was opened at 8:12 pm.

Jason Burto gave the information that the 1<sup>st</sup> floor apartment is intended for the owner's father who has mobility issues.

The public hearing was closed at 8:12 pm.

The application was declared complete in a motion made by Janet Quinn and seconded by Merle Tousant. Vote 4 ayes (Quinn, Stephens, Tousant and Smith), 0 nays.

A motion to approve the application was made by Dick Stephens and seconded by Janet Quinn. Vote 4 ayes (Quinn, Stephens, Tousant and Smith), 0 nays.

A motion was made at 8:15 pm to adjourn the meeting by Mike Smith and seconded by Dick Stephens. Vote 4 ayes (Quinn, Stephens, Tousant and Smith), 0 nays.

The next meeting is scheduled for July 17, 2024

Minutes submitted by

Peggy Kelly  
Village Clerk