

Village of Sackets Harbor Planning Board

April 20, 2022

112 N. Broad St.

Sackets Harbor, NY 13685

Board Members present: Janet Quinn, Stasse Perkins, and Dick Stephens. Tom Dyckes and Merle Tousant were absent. A quorum was established. Meeting was called to order at 7:06 pm by Chair Quinn.

**Review and Approve minutes**

Dick Stephens made a motion to approve the minutes for the March 16, 2022 Regular Meeting as presented, seconded by Stasse Perkins. Vote 3 ayes (Quinn, Perkins, and Stephens), 0 nays.

**Old Business**

**#21-2, Lawler Realty, 85 Worth Road, Lakeview Estates Subdivision, Madison Barracks, Sackets Harbor.** Applicant requests review for a 15-lot subdivision. The project is in the Historic Overlay and National Register Districts as well as identified as Parcel # 14 in the Madison Barracks PDD. It requires Subdivision Review under the Zoning Law of Sackets Harbor. SEQR has been completed, a public hearing was held at the April 21, 2021 meeting, and at the May 12, 2021 meeting conditional preliminary approval was granted and a second public hearing was held at the July 2021 meeting. Awaiting submission of additional information required for final review.

**New Business**

**#22-12, Jeffrey Collins, for property located at 201 East Main Street, Sackets Harbor.** Applicant requests Site Plan Review to construct a pergola for a back yard picnic area. The project is in the Village Residential and Historic Overlay Zoning Districts as well as the National Register District and therefore, requires review under the Zoning Law of the Village of Sackets Harbor. It was determined that the project is a Type 1 action under SEQR. SEQR Parts 2 and 3 were reviewed and it was declared that there is no significant negative impact on the environment in a motion made by Chair Quinn seconded by Dick Stephens. Vote 3 ayes (Quinn, Perkins, and Stephens), 0 nays. The application was tabled in a motion Chair Quinn due to lack of information regarding the location, details on how the structure is secured to the ground, list of materials, and dimensions, seconded by Dick Stephens. Vote 3 ayes (Quinn, Perkins, and Stephens), 0 nays. The applicant will need to supply the requested information 14 days prior to the next regular planning board meeting.

**#22-13, Ellen Smith, for property located at 307 General Smith Drive, Sackets Harbor.** Applicant requests Site Plan Review to construct 8' by 60' dock without filling or dredging. The project is in the Village Residential and Historic Overlay Zoning Districts as well as the National Register District and therefore, requires review under the Zoning Law of the Village of Sackets Harbor. The applicant was asked to address the board. It was determined that the project is a Type 1 action under SEQR. SEQR Parts 2 and 3 were reviewed and it was declared that there is no significant negative impact on the environment in a motion made by Chair Quinn seconded by Stasse Perkins. Vote 3 ayes (Quinn, Perkins, and Stephens), 0 nays. Chair Quinn opened a public hearing at 7:40pm, with no comment the public hearing was closed 7:40pm. Stasse Perkins made a motion that the application is complete, seconded by Dick Stephens. Vote 3 ayes (Quinn, Perkins, and Stephens), 0 nays. Chair Quinn made a motion to approve the application, seconded by Stasse Perkins. Vote 3 ayes (Quinn, Perkins, and Stephens), 0 nays.

**#22-14, Kelly Clark, for property located at 208 West Main Street, Sackets Harbor.** Applicant requests Site Plan Review to install new signage associated with a new retail establishment, "Market on Main". The project is in the Village Core and Historic Overlay Zoning Districts as well as the National Register District and therefore, requires review under the Zoning Law of the Village of Sackets Harbor. The applicant was asked to address the board. It was determined that the project is a Type 1 action under SEQR. SEQR Parts 2 and 3 were reviewed and it was declared that there is no significant negative impact on the environment in a motion made by Chair Quinn seconded by Dick Stephens. Vote 3 ayes (Quinn, Perkins, and Stephens), 0 nays. Chair Quinn opened a public hearing at 7:47pm, with no comment the public hearing was closed 7:47pm. Stasse Perkins made a motion to approve the decals and conditionally approve the hanging sign pending exact placement/location of the sign, placement in relation to the sidewalk per zoning laws, and images of the proposed hardware, seconded by Dick Stephens. Vote 3 ayes (Quinn, Perkins, and Stephens), 0 nays.

**#22-15, Merlin Tousant, for property located at 301 General Smith Drive, Sackets Harbor.** Applicant requests Site Plan Review to construct 8' by 60' dock without filling or dredging. The project is in the Village Residential and Historic Overlay Zoning Districts as well as the National Register District and therefore, requires review under the Zoning Law of the Village of Sackets Harbor. The applicant was asked to address the board. It was determined that the project is a Type 1 action under SEQR. SEQR Parts 2 and 3 were reviewed and it was declared that there is no significant negative impact on the environment in a motion made by Chair Quinn seconded by Stasse Perkins. Vote 3 ayes (Quinn, Perkins, and Stephens), 0 nays. Chair Quinn opened a public hearing at 8:04pm, with no comment the public hearing was closed 8:04pm. Dick Stephens made a motion that the application is complete, seconded by Chair Quinn. Vote 3 ayes (Quinn, Perkins, and Stephens), 0 nays. Dick Stephens made a motion to conditionally approve the application for the dock as proposed providing that is any easement is needed (for encroachment on neighboring property), such easement is provided to the Planning Board for the record, seconded by Stasse Perkins. Vote 3 ayes (Quinn, Perkins, and Stephens), 0 nays.

**NEXT MEETING: May 18, 2022**

A motion was made at 9:04pm by to adjourn by Dick Stephens, seconded by Chair Quinn. Vote 3 ayes (Quinn, Perkins, and Stephens), 0 nays.

Minutes submitted by

Shannon Mason

Planning Board Secretary