

Village of Sackets Harbor Planning Board  
May 29, 2018  
Special Meeting  
112 N. Broad St.  
Sackets Harbor, NY 13685

The meeting was called to order by Chair Quinn at 4:35 pm with the Pledge of Allegiance. Members present were Dick Stephens, Frank Reynolds, Merle Tousant and Janet Quinn. A quorum was established. Absent was Tom Dyckes.

**Old Business**

#18- 18 Madison Off-Post, 144 Bartlett Road. Applicant requests Site Plan approval for roof replacement on three buildings. The properties are in the Madison Barracks PDD, the Historic Overlay and National Register Districts. A public hearing was held May 16, 2018 and the review was tabled pending additional information from the applicant about alternative roofing materials that are imitation slate architectural shingles. Rafi Barsoum supplied quotes for the imitation slate architectural shingles which are the same shingles that are on the Theater and the Health Club. Rafi Barsoum noted that future requests for roof replacements the same materials will be used. He also inquired about replacing some windows that are broken, Chair Quinn advised Rafi Barsoum to call Jim Corbin the Zoning Enforcement Officer. Chair Quinn read from the Zoning Law Section 4-3 on replacing windows. A motion was made by Dick Stephens to approve the application with the change of materials as presented, seconded by Frank Reynolds. Vote 4 ayes (Stephens, Reynolds, Tousant, Quinn), 0 nays.

#18-19 Margaret Coe, 103 West Main Street. Applicant is requesting Site Plan Review for a new use, from The Playhouse to an event center, Sackets Harbor Ballroom, including a sign. The property is in the Village Center, the Historic Overlay and National Register District. A public hearing was held May 16, 2018 and the review was tabled pending information from the applicant regarding the lease arrangement for off-site parking. Chair Quinn stated the three items to establish is that: it is now a place of public assembly, that it has a sign that meets the requirements and the parking requirements. Chair Quinn mentioned that is was stated at the last meeting to have the Planning Board's attorney review the parking agreement. It was not forwarded to the Planning Board's attorney. Dick Stephens inquired if the board can give temporary approval pending response from the attorney. Chair Quinn asked Kelli Ritz, Planning Board Secretary, to forward the parking agreement to Mr. Dave Geurtsen, the Planning Board Attorney, and advise him that the parking permit is satisfactory to the Planning Board and the School, in meeting the offsite parking, and the board would like him to review according to the zoning law. Chair Quinn made the motion that they have a complete application with the submitted parking lease, seconded by Dick Stephens. Vote 4 ayes (Stephens, Reynolds, Tousant, Quinn), 0 nays. Dick Stephens made the motion to approve the temporary use, sign and parking lease as submitted in the application, pending review of the parking agreement by Mr. Dave Geurtsen, Village Attorney within 30 days. Seconded by Merle Tousant. Vote 4 ayes (Stephens, Reynolds, Tousant, Quinn), 0 nays.

## New Business

#18-22 Nicole Best, 205 East Main Street Applicant is requesting Site Plan Review to remove a barn and landscape the site after the structure is removed. The property is in the Village Residential Zoning District and the Historic Overlay and National Register Districts. A public hearing was scheduled. In addition to the materials provided at the last meeting, Nicole Best presented the board with additional information on the barn. Chair Quinn reviewed Part 1 of the SEQR form that was provided by the applicant and the board found on pages 2, 3, 9 & 13 questions that were not marked, the board then reviewed Parts 2 & 3 of SEQR. A motion was made by Frank Reynolds that there is no significant adverse impact on the environment, seconded by Merle Tousant. Vote 4 ayes (Stephens, Reynolds, Tousant, Quinn), 0 nays. Frank Reynolds made the motion that the application is complete, seconded by Merle Tousant. Vote 4 ayes (Stephens, Reynolds, Tousant, Quinn), 0 nays. According to the Zoning Law on page 28, 4-10, the board then has to determine if the structure had any architectural or historic significance. If the board feels that the structure has no architectural or historical significance, then the board will send their recommendation to the Village Board for demolition. Chair Quinn opened the public hearing at 5:12 pm, with no comments, the public hearing was closed at 5:12 pm. Frank Reynolds made the motion that whereas there maybe historical significance to the building and that there are only a few of that style left and the building is beyond repair at this point and approve the demolition, seconded by Merle Tousant. Vote 4 ayes (Stephens, Reynolds, Tousant, Quinn), 0 nays.

A motion was made at 5:16 pm by Dick Stephens to adjourn, seconded by Merle Tousant. . Vote 4 ayes (Tousant, Reynolds, Stephens, Quinn). 0 nays.

NEXT MEETING: Wednesday June 20, 2018

Minutes submitted by

Kelli Ritz  
Planning Board Secretary

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