

Village of Sackets Harbor Planning Board  
April 10, 2019  
Regular Meeting  
112 N. Broad St.  
Sackets Harbor, NY 13685

Meeting was called to order at 7:00 pm by Chair Quinn with the Pledge of Allegiance. Members present were Dick Stephens, Tom Dyckes, Stasse Perkins, Merle Tousant and Janet Quinn. Roll call completed. Quorum established.

**Review and Approve minutes**

Dick Stephens made a motion to accept the March 27, 2019 minutes as drafted, seconded by Merle Tousant. Vote 5 ayes (Dyckes, Perkins, Stephens, Tousant, Quinn).

**Report to Village Board**

Chair Quinn presented the report from the March 27, 2019 regular meeting to the Village Board at their April 8, 2019 meeting.

**Old Business**

#18-57, Lawler Realty LLC, 206 Ambrose Street, Sackets Harbor. Applicant requests approval to construct a 20'x 52' boat ramp with an 8'x 100' floating dock and a 5'x 10' access gang plank. The project is located in the Madison Barracks PDD, the Historic Overlay and National Register Districts and will involve subdivision approval and the PDD amendment under the Zoning law of the Village of Sackets Harbor as well as subdivision approval. The local review process begins with the Village Board which will be coordinated with the planning board subdivision review and recommendation for the PDD amendment. No action taken. Chair Quinn informed the members that the application was discussed at the April 8, 2019 Village Board meeting where they confirmed the need for amendment to the PDD and that the VB would act as lead agency.

#19-1, Paul and Mary Curtis, 420 West Main Street, Sackets Harbor. Applicant requests approval to construct a garage. The project is located in the Village Residential, Historic Overlay and National Register Districts and therefore requires a Site Plan review under the Zoning Law of the Village of Sackets Harbor. A public hearing was held in March.

The applicant submitted additional materials for review to include; siding and roofing to match existing, windows, doors, columns and garage doors.

Chair Quinn made a motion to determined that the application is complete, seconded by Dick Stephens. Vote 5 ayes (Dyckes, Perkins, Stephens, Tousant, Quinn), 0 nays.

Tom Dyckes made the motion to approve the application with materials presented, seconded by Merle Tousant. Vote 5 ayes (Dyckes, Perkins, Stephens, Tousant, Quinn), 0 nays.

### **New Business**

#19-5, Jay Rubin, 105 West Hamilton St, Sackets Harbor. Applicant requests Site Plan Review to replace a window and roofing on an existing portion of the house, construct a rear deck with an exterior door to deck, with a partial roof. The project is located in the Village Residential and Historic Overlay Zoning Districts as well as the National Register District and requires Site Plan review under the Zoning Law of the Village of Sackets Harbor. A public hearing was scheduled.

Applicant described the proposed project and submitted sample materials to include; columns, decking composite and roofing.

Merle Tousant made the motion to acknowledge the receipt of the application materials, seconded by Dick Stephens. Vote 5 ayes (Dyckes, Perkins, Stephens, Tousant, Quinn), 0 nays.

Chair Quinn reviewed Part I of SEQR provided by the applicant, the board the completed Parts II & III. A motion was made by Tom Dyckes that there is no significant negative impact on the environment, seconded by Merle Tousant. Vote 5 ayes (Dyckes, Perkins, Stephens, Tousant, Quinn), 0 nays.

A public hearing was opened at 7:25 pm, with no comments made; the public hearing was closed at 7:26 pm.

Tom Dyckes made the motion to approve the application as submitted, seconded by Merle Tousant. Vote 5 ayes (Dyckes, Perkins, Stephens, Tousant, Quinn), 0 nays.

### **Other Items for Discussion:**

New application forms to incorporate Historic Review Board determinations and LWRP Costal Policy reviews - Chair Quinn informed board that there was nothing new to report

List of acceptable window and doors for replacement projects within the Historic District - Stasse Perkins reported that he has been gathering information on doors/windows from local stores. Merle commented that there are many options in roofing also.

Local Government Conference attendance, materials and training credit - Chair Quinn commented that she attended a session on recordkeeping and Tom Dyckes mentioned that he attended a session on short-term rentals, suggesting that the issue might be something to consider for zoning laws.

Zoning App #19-3 - Chair Quinn informed the board that the applicant for the approved #19-3 has spoken with her regarding possible changes to the approved signage. The approved door sign might not work with the existing door. She would like to place a sign above main entrance. Board members agreed that they would hear her request for an amendment to the original Zoning Application #19-3.

**NEXT MEETING: Wednesday, April 15, 2019**

A motion was made at 7:46 pm by Dick Stephens to adjourn, seconded by Merle Stasse Perkins. Vote 5 ayes (Dyckes, Stephens, Quinn), 0 nays.

Minutes submitted by

Karyn Carbone  
Planning Board Secretary