

Village of Sackets Harbor Planning Board  
January 15, 2020  
Regular Meeting  
112 N. Broad St.  
Sackets Harbor, NY 13685

Board Members present: Dick Stephens, Tom Dyckes, Stasse Perkins, Merle Tousant and Janet Quinn. Stasse Perkins was absent. A quorum was established. Meeting was called to order at 7:03 pm by Chair Quinn with the Pledge of Allegiance.

**Review and Approve minutes**

Merle Tousant made a motion to approve the minutes for December Regular Meeting, seconded by Dick Stephens. Vote 5 ayes (Dyckes, Stephens, Perkins, Tousant, Quinn), 0 nays.

**Report to Village Board**

Chair Quinn gave a copy of the report to the board members presented at the January 14, 2020 Village Board Meeting.

**Old Business**

**#19-50 Linda Spencer, 303 County Route 75, Sackets Harbor.** Applicant requests Subdivision Review to subdivide 2.19 acres from 10.3 acres, creating a parcel with 8.11 acres. The project is located in the Resource Conservation Zoning District and therefore requires Subdivision Review under the Zoning Law of the Village of Sackets Harbor. At the December Regular Meeting of the Planning Board, the SEQR review for the application was completed. A public hearing was opened at 7:08 pm with comment from Terrel Zumbach, 340 E. Main St., requesting to see the survey to visualize the lot line that is established by the railroad. The public hearing was closed at 7:19 pm. Chair Quinn made a motion to accept the application as complete, seconded by Merle Tousant. Vote 5 ayes (Dyckes, Stephens, Perkins, Tousant, Quinn), 0 nays. Tom Dyckes made a motion for conditional approval of the application pending the receipt of a current stamped survey map that distinguishes property lines, seconded by Dick Stephens. Vote 5 ayes (Dyckes, Stephens, Perkins, Tousant, Quinn), 0 nays.

**#19-53 Madison Barracks, LLC, 103 Barracks Drive, Sackets Harbor.** Applicant requests Site Plan Review to replace roofing materials on multiple structures located on Vollum Road, Pike Road, Laguardia Road, and Brady Road, all within Madison Barracks. The project is located in the Madison Barracks PDD, the Historic Overlay Zoning District as well as the National Register District and therefore requires Site Plan Review under the Zoning Law of the Village of Sackets Harbor. It was determined to be 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 Tom Dyckes, seconded by Dick Stephens. Vote 5 ayes

(Dyckes, Stephens, Perkins, Tousant, Quinn), 0 nays. A public hearing was opened at 7:31pm. The public hearing was closed at 7:32 pm with no comment. Tom Dyckes made a motion to table until the end of the meeting to call to verify the building numbers, seconded by Stasse. Vote 5 ayes (Dyckes, Stephens, Perkins, Tousant, Quinn), 0 nays.

### **New Business**

**#19-54, John D. Bozarth, 406 Ontario Street, Sackets Harbor.** Applicant requests Site Plan Review to construct a new concrete seawall to prevent further shoreline erosion and property damage. The project is in the Village Residential Zoning District and requires Site Plan and Waterfront Review under the Zoning Law of the Village of Sackets Harbor. The application requires 293 M review due to the property's proximity to NY State park land and agricultural district property across the road. It was determined not to be 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 Merle Tousant. Vote 5 ayes (Dyckes, Stephens, Perkins, Tousant, Quinn), 0 nays. A public hearing was opened at 7:46pm and closed at 7:46pm with no comment. Tom Dyckes made a motion that the application is complete, seconded by Stasse Perkins. Vote 5 ayes (Dyckes, Stephens, Perkins, Tousant, Quinn), 0 nays. Chair Quinn made a motion to refer the application to Jefferson County as required, seconded by Tom Dyckes. Vote 5 ayes (Dyckes, Stephens, Perkins, Tousant, Quinn), 0 nays.

**#19-55, Kim Weston, 107 Boulton's Beach Road, Sackets Harbor.** Applicant requests Special Permit approval for an Accessory Apartment for a structure previously approved as a storage shed. The project is in the Village Residential Zoning District and requires a Special Permit and Site Plan Review under the Zoning Law of the Village of Sackets Harbor. The applicant was asked to explain the project, the Accessory Apartment is an 18 x 28 storage barn purchased from North Country Storage Barn in 2010. The Storage Barn was converted to a tiny house with the intention of renting. Chair Quinn read an email from Barb Boulton that expressed her concerns with the accessory apartment. Due to lot dimension, the application is required to go to the Zoning Board of Appeals. Stasse Perkins made a motion to refer the application to the ZBA, for the deficiency of the lot area and the rear set back, seconded by Merle Tousant. Vote 5 ayes (Dyckes, Stephens, Perkins, Tousant, Quinn), 0 nays.

**#19-56, Northern Credit Union, Dodge Avenue, Sackets Harbor.** Applicant requests Special Permit approval for an Internet Teller Machine (ITM) on a vacant parcel. The proposed development includes new pavement, lighting, landscaping and signage. The project is in the Village Residential Zoning District and requires a Special Permit and Site Plan Review under the Zoning Law of the Village of Sackets Harbor. The applicant was present and addressed the board with preliminary project plans, due to special permit requirements, letters must be sent to neighboring property owners within 200 ft from the property. Janet Quinn made a motion to table the application until the February meeting, seconded by Tom Dyckes. Vote 5 ayes (Dyckes, Stephens, Perkins, Tousant, Quinn), 0 nays.

**#19-57, David Murphy, 412 Ontario Street, Sackets Harbor.** Applicant requests Site Plan Review to demolish an existing cottage and garage to allow for new residential construction. The project is in the Village Residential Zoning District and requires Site Plan, Waterfront and Historic Reviews under the Zoning Law of the Village of Sackets Harbor. Chair Quinn made a motion to accept the application, seconded by Dick Stephens. Vote 5 ayes (Dyckes, Stephens, Perkins, Tousant, Quinn), 0 nays. It was determined to be 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 5 ayes (Dyckes, Stephens, Perkins, Tousant, Quinn), 0 nays. A public hearing was opened at 9:05pm with comment from Dave Powell that he supports this project. The public hearing was closed at 9:07pm. Tom Dyckes made a motion that the application is complete, seconded by Dick Stephens. Vote 5 ayes (Dyckes, Stephens, Perkins, Tousant, Quinn), 0 nays. Chair Quinn made a motion to refer the application to Jefferson County Planning, seconded by Dick Stephens. Vote 5 ayes (Dyckes, Stephens, Perkins, Tousant, Quinn), 0 nays.

**#19-53 Madison Barracks, LLC, 103 Barracks Drive, Sackets Harbor.** Tom Dyckes made a motion to reconvene on the application, seconded by Stasse Perkins. Vote 5 ayes (Dyckes, Stephens, Perkins, Tousant, Quinn), 0 nays. Chair Quinn called the applicant to verify the building numbers on the application. The applicant explained that the numbers in question had already been completed. Dick Stephens made a motion that the application is complete, seconded by Tom Dyckes. Vote 5 ayes (Dyckes, Stephens, Perkins, Tousant, Quinn), 0 nays. Janet Quinn made a motion to approve the application as presented, seconded by Tom Dyckes. Vote 5 ayes (Dyckes, Stephens, Perkins, Tousant, Quinn), 0 nays.

**Other Items for Discussion:**

**NEXT MEETING: Wednesday, February 26, 2020 7:00pm**

A motion was made at 9:31 pm by to adjourn by Dick Stephens, seconded by Chair Quinn. Vote 5 ayes (Tousant, Dyckes, Perkins, Stephens, Quinn), 0 nays.

Minutes submitted by

Shannon Mason  
Planning Board Secretary