

Village of Sackets Harbor Planning Board  
December 15, 2021  
Regular Meeting  
112 N. Broad St.  
Sackets Harbor, NY 13685

Board Members present: Tom Dyckes, Janet Quinn, Dick Stephens, and Merle Tousant. Stasse Perkins was absent. A quorum was established. Meeting was called to order at 7:01 pm by Chair Quinn.

**Review and Approve minutes**

Dick Stephens made a motion to approve the minutes for the November Regular Meeting as amended, seconded by Tom Dyckes. Vote 4 ayes (Dyckes, Quinn, Stephens, and Tousant), 0 nays.

**Report to Village Board**

Chair Quinn gave a copy of the report to the board members presented at the December 14, 2021 Village Board Meeting.

**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 meeting, and at the May 12 meeting conditional preliminary approval was granted and a second public hearing was held at the July meeting. Awaiting submission of additional information required for final review.

**#21-27, Kristen Bast, 209 East Main Street, Sackets Harbor.** Applicant was asked to submit all material and catalog cuts for final approval. The submitted materials were approved as submitted.

**#21-36, Sackets Harbor Historical Society, 207 East Main Street, Sackets Harbor.** Applicant requests review for a Change in Use Special Permit. The project is in the Village Residential and Historic Overlay Districts as well as the National Register District and therefore, requires Site Plan Review under the Zoning Law of the Village of Sackets Harbor. A public hearing was held at the July meeting, and the project was tabled pending further information from the applicant regarding plans for meeting parking requirements.

**#21-47, John Patton/Kayla Thomas, 107 West Hamilton Street, Sackets Harbor.** Applicant was asked to submit all material and catalog cuts for final approval. The submitted materials were approved as submitted.

**#21-51, Jason Burto/Tin Pan Galley, 110 West Main Street, Sackets Harbor.** Applicant requests Site Plan Review to enclose the existing outdoor bar area to match the main building, with an operable glass panel system. The project is in the Village Core and Historic Overlay Zoning Districts as well as the National Register District and therefore, requires Site Plan Review under the Zoning Law of the Village of Sackets Harbor. At the November meeting, approval was granted for the basic design of the proposed addition. Details of the design such as windows, doors, lighting, etc. are subject to further review and approval, upon submission of additional information by the applicant.

### **New Business**

**#21-53, Gary Piper, 106 Brown Shores Road, Sackets Harbor.** Applicant requests Site Plan Review to construct a residence. The project is in the Village Residential Zoning District and requires Site Plan Review under the Zoning law of the Village of Sackets Harbor. The applicant was present via Zoom and was asked to address the board. The application was tabled. The applicant needs to complete and submit the proper EAF, materials, catalog cuts for all proposed materials (siding, windows, lighting, garage doors) in order for the application to be considered complete.

**#21-55, Richard Cunha, 103 Ray Street, Sackets Harbor.** Applicant requests Site Plan Review to construct a 44' X 26' attached garage. The property is in the Village Core and Historic Overlay zoning districts, 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 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 4 ayes (Dyckes, Quinn, Stephens, and Tousant), 0 nays. Chair Quinn opened a public hearing at 8:14pm, with no comment the public hearing was closed at 8:14pm. The Board determined that the application is incomplete due to lack of information and materials proposed. Dick Stephens made a motion to table the application until it is complete, seconded by Tom Dyckes. Vote 4 ayes (Dyckes, Quinn, Stephens, and Tousant), 0 nays.

**#21-56, Amanda Miller, 203 West Main Street, Sackets Harbor.** Applicant requests Site Plan Review for a change in use and signage for a real estate office. The project is in the Village Core and Historic Overlay Zoning Districts 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 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 4 ayes (Dyckes, Quinn, Stephens, and Tousant), 0 nays. Chair Quinn opened a public hearing at 8:26pm, with no comment the public hearing was closed at 8:26pm. Dick Stephens made a motion that the application is complete, seconded by Tom Dyckes. Vote 4 ayes (Dyckes, Quinn, Stephens, and Tousant), 0 nays. Tom Dyckes made a motion to approve the change in use with the acknowledgement that the parking requirements are being waived and approve the signage, seconded by Merle. Vote 4 ayes (Dyckes, Quinn, Stephens, and Tousant), 0 nays.

**NEXT MEETING: January 12, 2021**

A motion was made at 8:32 pm by to adjourn by Chair Quinn, seconded by Dick Stephens. Vote 4 ayes (Dyckes, Quinn, Stephens, and Tousant), 0 nays.

Minutes submitted by

Shannon Mason

Planning Board Secretary