

## **Town of Hounsfield Planning Board Meeting May 3, 2011**

The regular monthly meeting of the Town of Hounsfield Planning Board was called to order by Mark Farrington @ 7:00pm, at the Town Hall, Co. Rt. 66 and the Pledge of Allegiance was said.

Members present were: Melanie Castor, Maryann Oliver, Paul Locy, and Mark Farrington.  
Absent was: Kathy Snyder

A motion was made by Maryann Oliver and 2<sup>nd</sup> by Paul Locy to approve the April 19, 2011 special meeting minutes. All voted Aye and the motion was carried.

### Special Topics:

Mark Farrington stated that the Planning Board has By-Laws and feels they need to be reviewed and possibly updated. A copy of the by-laws will be sent to each member. He also noticed that the elections for Planning Board Officers was not held in Dec. 2010 and felt that this needed to be accomplished tonight. All members agreed.

### Elections of the Planning Board Officers:

Maryann Oliver nominated Mark Farrington as Chairperson , Melanie Castor 2<sup>nd</sup> this nomination. A vote was taken and all members voted yes.

Melanie Castor nominated Paul Locy as Vice Chairperson which Paul respectfully declined.

Maryann Oliver nominated Kathy Snyder as Vice Chairperson, Paul Locy 2<sup>nd</sup> this nomination. A vote was taken and all members voted yes.

### Communications:

Mr. Farrington reported that the Martin project was filed at the Jefferson County Clerks office. A copy will be sent to the tax accessors office.

Mr. Farrington also received a letter from Gary Gibson stating that the Village of Sackets Harbor Planning Board is requesting that the Town of Hounsfield Planning Board formally agree to allow the Village Planning Board to act as lead agency in the SEQR review of the Madison Barracks subdivision. This is required before the village Planning Board can proceed further in its processing of the Madison Barracks subdivision application 11-03. A motion was made by Paul Locy and 2<sup>nd</sup> by Maryann Oliver to allow the Village Planning Board to act as lead agency in the SEQR review of the Madison Barracks Subdivision Application 11-03. All voted Aye and the motion was carried. Mr. Farrington will notify Mr. Gibson of this decision.

Jim Ellinger was present for a presubmission conference. He is asking to divide his property on the Storr's Rd. into 2 lots, making each lot approx. ½ acre each. Zoning Officer, Bob Bouchard explains that the lots will not meet the required water frontage. Mr. Farrington explained to Mr. Ellinger that this Board can not create non-conforming lots and that he would need to request a variance from the Zoning Board of Appeals. Mr. Farrington explained the process to proceed and stated that there is no guarantee that this would pass before the ZBA.

### Robert Lamoreaux Project

Mr. Lamoreaux was present with his application and survey map for a land division to create 5 lots on the Evans Rd. parcel # 81.00-1-28.1. Mr. Farrington states that this project meets all requirements

although he is questioning if this project would be considered a subdivision or a land partition and would like to contact Mr. Renzi for an answer. Mr. Lamoreaux is in agreement. A work session for this project has been set for May 10, 2011 @ 6:30pm.

#### Campbell's Point Project

A ZBA work session was held May 2<sup>nd</sup> 2011 to review this project. The planning board was invited to participate in this work session. Mr. Trimper was also present to represent the Campbell's Point Association . The Association is asking to divide the caretaker's cottage out from the associations property . They are requesting to keep the character of this area intact and keep the lot size small as all other cottages in the association only own the land on which they set. They have submitted a survey map showing a 55 X 50 parcel for this cottage that does not meet zoning requirements.

The Board agrees tonight that this project does not meet the zoning requirements . Maryann Oliver made a motion that because this project does not meet the requirements of the zoning laws that a letter of denial be sent to the Campbell's Point Association, so that they may proceed to the ZBA with their request. Melanie Castor 2<sup>nd</sup> this motion. All voted Aye and the motion was carried.

Comments were received by the Planning Board about the requirements for water front properties. A discussion was held.

A Zoning officers report was given.

Mr. Farrington will follow up on the Whitmores Project.

This meeting was adjourned at 7:52pm

Respectfully submitted.

Barb Boulton