



Planning Board Minutes
Monday, September 26, 2022; 6:00 PM
(Work Session at 5:30pm)

Common Council Chambers
41 City Hall Place
Plattsburgh, NY 12901

Optional Zoom Link for Public: <https://zoom.us/j/98044675140>
Zoom Phone Number: 1-646-558-8656
Zoom Meeting ID: 980 4467 5140

Pledge of Allegiance

Roll Call: James A. Abdallah (Chair), Rick Perry, Reg Carter, Abby Meuser-Herr

Staff Present: Elisha Bartlett (Senior Planner) Shelise Marbut (Planning Assistant), Barbara Brister (Senior Clerk)

Excused: Curt Gervich, Tom Cosgro

A. Monthly Project Review

1. PB# 22-14, 126 Court St & 17 Wells St Historic Site Review

Project Description: Request to repair and/or replace siding with in-kind siding; to install in-kind replacement vinyl windows; and to install an accessible ramp similar in architectural style to a contributing historic building in the Court Street Historic District (TMP #207.18-5-9). The property is zoned RH.

Applicant: David LePage, Behavioral Health Services North

Plan Preparer: Erin Allison, AES Northeast

- Jim Abdallah opened meeting by informing applicant that there were only 4 board members present and that applicant has option to table review. Erin Allison chose to proceed.
- Shelise Marbut presented applicants response to recommendations from previous meeting.
- Applicant had no further information to present
- Rick Perry confirmed with applicant that property is a one parcel with 2 principal buildings.
- Rick Perry confirmed with applicant the location of proposed addition of handicap parking designation
- Rick Perry questioned whether the plan was to eliminate a parking space to create access aisle adjacent to the new handicap parking space. Applicant confirmed
- Rick Perry asked if new parking space added in front of 17 Wells Street building. Applicant



CITY OF PLATTSBURGH
PLANNING BOARD
COMMUNITY DEVELOPMENT OFFICE

James A. Abdallah, Chairman
Richard Perry, Member
Reginald Carter, Member
Curt Gervich, Member
Abby Meuser-Herr

Tom Cosgro, Alt.
Elisha Bartlett, Senior Planner
Shelise Marbut, Planning Asst.
Barbara Brister, Sr. Clerk

confirmed

- Rick Perry questioned the 4'3" space at the base of the ramp and confirmed with Applicant that the remainder of the 5' landing requirement would be the city sidewalk.
- Jim Abdallah question if there was adequate space for parking with the loss of one existing parking space in front of the building. Applicant said it was adequate as only used for employees not residents.
- Jim Abdallah question need for designating the parking space as handicapped as it may not be to applicants benefit
- Jim Abdallah asked if there is an alternative to ramp landing being on sidewalk. Application stated it can be redesigned. Jim Abdallah stated he would prefer landing stay on property.

Public Hearing – No Testimony

A. Motion to adopt SEQRA resolution 22-14A.

Moved By: Abby Mueser-Herr Seconded By: Rick Perry

Discussion:

Roll Call: Jim Abdallah, Rick Perry, Reg Carter, Abby Meuser-Herr

ACTION TAKEN: Adopted Defeated Withdrawn Tabled

B. Motion to adopt project resolution 22-14B.

Moved By: Rick Perry Seconded By: Reg Carter

Discussion: The board prefers for the handicapped ramp landing on the 17 Wells Street building to be relocated onto the property, but defers to the opinion of the Building Inspector. Additionally, the board recommends the applicant to consider removal of the handicapped parking space and replacement with a standard parking space if a handicapped parking space is not required by code.

Roll Call: Jim Abdallah, Rick Perry, Reg Carter, Abby Meusser-Herr

ACTION TAKEN: Adopted Defeated Withdrawn Tabled

B. Other Business

A. Lead Agency Consent – Local Law P-5 of 2022

- Rick Perry questioned whether, to maintain compliance, owner should be residing at property to attain a higher level of responsibility
- Abby Meuser-Herr discussed process of owner being required to obtain a Permit. Prevent tenants form getting chickens without owner's knowledge



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- Rick Perry questioned who does enforcement if there is a nuisance issue. Determined it was enforced by Building Inspector's responsibility as it is a zoning issue.
- Discussion regarding adequacy of lot size, potential odor problems
- Jim Addallah questioned if the law allows for meat birds to be raised and butchered.
- Discussion whether diseases were a concern. Determined no threat to humans
- Board again discussed necessity for a permitting system so there is a responsible party on file for contact purposes and to ensure compliance.
- Rick Perry also commented that a permitting process would also serve as an opportunity to inform the potential hen owner of the requirements of the law.

B. Status Updates by Staff (if applicable)

C. Adjournment

James A. Abdallah, Chairperson

Resolution No. 22-14A

Motioned by: Abby Meuser-Herr

WHEREAS, the City of Plattsburgh's Planning Board has before it a project known as:

126 Court Street: Request to repair the siding and repaint the exterior of the building, replace guardrail around porch, create a new ADA compliant ramp and new accessible entrance door, replace basement windows, renovate existing interior office into a new first floor bedroom, install new windows, and infilling exiting exterior door to the building fronting Court Street, and create a new ADA compliant ramp at the main entrance, add 2 windows, and repaint the building exterior of the building fronting Wells Street, all of which trigger an Historic Site Review trigger an Historic Site Review to a contributing historic building in the Court Street Historic District. Zoned RH; Tax Map Parcel ID #207.19-2-24; Applicant & Plan Preparer: Erin Allison

SEQR DETERMINATION; and

WHEREAS, Part 617 of the Environmental Conservation Law - "State Environmental Quality Review Act" (SEQRA), provides for the review of any "ACTION" to determine the effect of the action on the environment, along with any related administrative procedures for the implementation, authorization or approval of the action; and

WHEREAS, said Part 617 of the Environmental Conservation Law provides for an involved agency to review any action for the purpose of determining the effect of the action on the environment; and

WHEREAS, public comment opportunity was provided in consideration of this Project on September 26, 2022; and

WHEREAS, the City's Community Development Office received and reviewed the Historic Site Review application, supplemental documentation, and SEQRA Part 1 Short EAF; and

WHEREAS, the City's Planning Board reviewed the information filed with the application for the Project, including but not limited to the EAF Part 1 and additional information provided to supplement and clarify the same; and

WHEREAS, the City's Planning Board conducted a detailed and comprehensive environmental review of the Project to determine whether there was a significant impact which would require the preparation of a Draft Environmental Impact Statement (DEIS);

Now, therefore, be it

RESOLVED, that the City's Planning Board does hereby determine that the project is an Unlisted ACTION in accordance with said Environmental Review procedures and a coordinated review will not be done; and, be it further

RESOLVED, that the City's Planning Board acting as the "Lead Agency" in a SEQRA Review does hereby receive and place on file the Historic Site Review applications, supplemental documentation, completed EAF and other related material submitted; and, be it further

RESOLVED, that the City Planning Board has reviewed the Community Development Office's recommendations and supplemental documents referenced above and does hereby find and determine that the Project does not:

- a) involve a substantial adverse change in existing air quality, ground or surface water quality, traffic or noise levels, solid waste production, potential for erosion, flooding or drainage problems;
- b) involve the removal or destruction of large quantities of vegetation or the interference with plant or animal life or impacts on a significant habitat area; substantial adverse impacts on a threatened or endangered species of plant or animal, or the habitat area of such species, or other significant adverse impacts to natural resources,
- c) conflict with the City's current plans or goals for the area where the project is located
- d) impair the character or quality of the neighborhood;
- e) represent a major change in the use of energy;
- f) create any hazards to human health;
- g) represent a substantial change in the use of the land;
- h) significantly increase the number of people who would come to the site absent such development; or
- i) impair the environmental characteristics of the area; and, *it is further*

RESOLVED, that the City Planning Board of the City of Plattsburgh after review of the said Historic Site Review application, completed EAF, and related materials does hereby determine as "Lead Agency" for the SEQRA Review process that the "Project" will not have a significant effect on the environment. Therefore, the preparation of a DEIS is not required; and, be it further

RESOLVED, that the City Planning Board does hereby declare that the Project and environmental review process considered for the development does adequately and sufficiently satisfy the requirements of the State Environmental Quality Review Act for the Project; and be it further

RESOLVED, that a copy of this resolution be forwarded to other involved agencies who may be reviewing the Project for their records and files, and that the attached negative declaration be filed accordingly.

RESOLVED, that the Planning Board of the City of Plattsburgh does hereby authorize and direct the Chairman of the Planning Board to have prepared and to execute a "Notice of No Significant Environmental Impact" (NEGATIVE DECLARATION) for this "Project"; and, be it further

RESOLVED, that the "Notice of No Significant Impact" (NEGATIVE DECLARATION) shall be disseminated to those involved Agencies and Governmental Units as required by said Environmental Conservation and Local Law of the City of Plattsburgh and all related material shall be maintained on file at the City Hall Offices of the Planning Board and available for Public Inspection.

Seconded By: Richard Perry

Discussion & Conditions (Not Verbatim): N/A

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Roll Call:				
Jim Abdallah	X			
Rick Perry	X			
Reg Carter	X			
Curt Gervich,			X	
Abby Meuser-Herr	X			

Carried: 4-0-0

Resolution No. 22-14B

Motion by: Richard Perry

WHEREAS, the City of Plattsburgh's Planning Board has before it a project known as:

126 Court Street: Request to repair the siding and repaint the exterior of the building, replace guardrail around porch, create a new ADA compliant ramp and new accessible entrance door, replace basement windows, renovate existing interior office into a new first floor bedroom, install new windows, and infilling exiting exterior door to the building fronting Court Street, and create a new ADA compliant ramp at the main entrance, add 2 windows, and repaint the building exterior of the building fronting Wells Street, all of which trigger an Historic Site Review trigger an Historic Site Review to a contributing historic building in the Court Street Historic District. Zoned RH; Tax Map Parcel ID #207.19-2-24; Applicant & Plan Preparer: Erin Allison

HISTORIC SITE REVIEW; and

WHEREAS, the site is in the Court St. Historic District and is subject to historic site review per Zoning Code Section 360-32; and

WHEREAS, the historic site review application and associated materials have been reviewed by the City's Public Works, Building Inspector, Environmental Services, Emergency Services and Municipal Lighting Departments who did not have any additional comment; and

WHEREAS, the historic site review application and related materials have been reviewed by the City's Community Development Office which has submitted a staff report dated September 21, 2022 to the Planning Board for the Planning Board's consideration; and

WHEREAS, public hearing for the said project was held on September 26, 2022 in accordance with the City of Plattsburgh's *Zoning Code* Section 360-56; and now, therefore be it

RESOLVED, that the City of Plattsburgh Planning Board does hereby:

- A. Receive and place on file the said Community Development Office's staff report dated September 21, 2022; and
- B. Concur with the said items and recommendations contained in the said Community Development Office's staff report dated September 21, 2022; and be it further

RESOLVED, that unless otherwise extended by the Planning Board this historic site review decision shall expire upon the following occurrences:

- A. The applicant fails to undertake the proposed action or project; and be it further

RESOLVED, that the Planning Board does hereby establish the following additional conditions of approval:

- A. Subject to the project complying with all Permit requirements; and
- B. Subject to the applicant complying with any requirements of the Planning Board noted in the Planning Board Resolution discussion; and

RESOLVED, that upon the applicant completing all of the above requirements the City’s Community Development Office is hereby authorized to transmit one copy of the executed Historic Site Review Approval notice to the applicant and a copy to the City’s Building Inspector informing him that the application and supporting materials are in compliance with the City’s Planning Board requirements, including any comments noted within the “Discussion” below;

Seconded By: Reginald Carter

Discussion & Conditions (Not Verbatim): The board prefers for the handicapped ramp landing on the 17 Wells Street building to be relocated onto the property, but defers to the opinion of the Building Inspector. Additionally, the board recommends the applicant to consider removal of the handicapped parking space and replacement with a standard parking space if a handicapped parking space is not required by code.

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Jim Abdallah	X			
Rick Perry	X			
Reg Carter	X			
Curt Gervich,			X	
Abby Meuser-Herr	X			

Carried: 4-0-0