

**Town/Village of Lowville Planning Board**  
**Regular Meeting**  
**Wednesday, April 28, 2021**  
**7:00 P.M.**

**RECEIVED**  
**APR 30 2021**

BY: .....

The meeting was called to order by Vice Chairperson Suzanne Peters at 7:02 p.m.

1. The Town/Village of Lowville Planning Board met on this date and a roll call of attendance showed the following members present in person or via Zoom:  
Suzanne Peters            Jeff Sauter            Rebecca Kelly  
Henry Avallone            Lisa Hetzner, Alt.

Absent: Daniel O'Brien      Donald Cooke, Alt.

**Others present in person or via Zoom:** S. Michael Steiger, Applicant Representative; Scott Gilbert, Applicant Representative; Mickey Deitrich, Tug Hill Commission; Kathy Manning, Administrative Assistant/Town Zoning Officer

2. Reading and Approval of Minutes  
March 24, 2021  
A MOTION was made by Jeff to approve the minutes as written. The motion was seconded by Rebecca. All members present in favor. Motion carried.
3. Communications and reports.  
None
4. Old Business:  
None
5. New Business:
  - a. **Application SPA2021-1**, submitted by **SMSA Architectural Services on behalf of Elaine Nolt**, requesting site plan review approval to expand a retail business in accordance with Town of Lowville, Chapter 250, Article X in a CB-R Zone. The parcel is owned by Elaine Nolt, located at 7189 State Route 812, Town of Lowville New York, tax parcel number 195.00-03-03.000.

The application and its contents were reviewed by the board with the Site Plan Review checklist completed. Mr. Steiger provided the board members with conceptual stormwater information. There was discussion regarding the drainage on the portion to be blacktopped. There was discussion that it will be necessary for Mr. Steiger to supply the board what type of vegetation will be used as a buffer on the State Route 812 side of the parcel.

The board reviewed and completed the SEQR short form parts 2 and 3.

A MOTION was made by Jeff to deem the application an unlisted action and issue a negative declaration for environmental significance. The motion was seconded by Henry. All members present in favor. Motion carried.

A MOTION was made by Rebecca to deem Application SPA2021-1 complete, forwarding the application to the County Planning Department and scheduling the public hearing for May 26, 2021. The motion was seconded by Henry. All members present in favor. Motion carried.

b. **Application SPA2021-1**, submitted by **Tug Hill Artisan Roasters on behalf of North Country Transitional Living**, requesting a special use permit which includes site plan review approval to convert a structure to mixed use development in accordance with Village of Lowville, Chapter 201 Articles XI and IX in a VC Zone. The parcel is owned by North Country Transitional Living, located at 7514 South State Street, Village of Lowville, New York, tax parcel number 212.11-07-29.100.

There was discussion with the applicant regarding certain items supplied for A through Y of the application. The application and its contents were reviewed by the board with the Site Plan Review checklist completed. There was discussion regarding traffic circulation on the parcel.

The SEQR short form was reviewed with parts 2 and completed by the board.

A MOTION was made by Henry to deem the application an unlisted action and issue a negative declaration for environmental significance. The motion was seconded by Rebecca. All members present in favor. Motion carried.

A MOTION was made by Lisa to deem Application SPA2021-2 complete, forwarding the application to the County Planning Department and scheduling the public hearing for May 26, 2021. The motion was seconded by Jeff. All members present in favor. Motion carried.

Jeff commented that he had received a call from someone on Rice Road regarding the GraRok blast held on April 21, 2021 at about 1:25 p.m. Jeff stated the blast was held when it was overcast again causing severe vibration. Kathy asked Jeff if he indicated to the individual(s) contacting him that the Town should be contact regarding these concerns. Jeff stated he advised the caller(s) of that the Town should be contacted.

6. **Adjournment**

A MOTION was made by Jeff to adjourn the meeting. The motion was seconded by Henry. All members present in favor. Motion carried. The meeting adjourned at 8:22 p.m.

Submitted by,



Katharine B. Manning  
April 29, 2021

***Note: These minutes have been transcribed from a recording. The minutes are not a verbatim or quoted version; they are rather a documentation of the meeting with motions and resolutions included.***