

**Town/Village of Lowville Planning Board**  
**Regular Meeting**  
**Wednesday, February 22, 2023**  
**7:00 P.M.**

RECEIVED  
FEB 23 2023

BY: .....

The meeting was called to order by Chair, Daniel O'Brien at 7:01 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:

Henry Avallone                      Suzanne Peters                      Daniel O'Brien  
Absent: Donald Cooke, Lisa Hetzner

**Others present:** Cheyenne Steria, Applicant Representative; Kathy Manning, Administrative Assistant/Town Zoning Officer

2. Reading and Approval of Minutes  
December 21, 2022 – Due to a lack of a quorum of the members present at this meeting for the December 21, 2022 meeting, a motion could not be made on this item. The members present agreed that the minutes appropriately reflect the business conducted.

3. Communications and reports.  
None

Kathy commented that the business conducted at this meeting was scheduled for January 25, 2023 however due to the lack of a quorum, the meeting could not be held. The town and the Planning Board members would like to thank the applicants for their understanding.

4. Old Business:
  - a. The public hearing is for **Application SP2022-2**, submitted by **Abundant Life Community Church of Lowville**, requesting special use and site plan review to expand a Public & Semi Public Facility in accordance with Town of Lowville, Chapter 250, Articles X and XII in an R-30C Zone. The parcel is owned by Abundant Life Community Church, located at 5723 Waters Road, Town of Lowville, New York, tax parcel number 213.00-01-04.120.

The public hearing was opened at 7:03 p.m.  
The board completed the Site Plan Review and Special Use Permit checklists that are included with the original record. There was general discussion during this time.  
The public hearing was closed at 7:10 p.m.

A MOTION was made by Suzanne to approve Resolution SP2022-2. The motion was seconded by Dan. All members present, in favor. Motion carried. A copy of the resolution is in the original file and attached to these minutes.

5. New Business:
  - a. **Application SD2023-1**, submitted by **Kovach Land Surveying, PC on behalf of Benuel H. Stoltzfus**, request minor subdivision approval to convey 3.91 acres from 73.6 +/- acres in accordance with Town of Lowville, Chapter 240, Minor Subdivision in an

AG Zone. The parcel is owned by Benuel H. Stoltzfus, located at 8040 and 8035 Willow Grove Road, Town of Lowville, New York, tax parcel number 176.00-02-05.200.

The applicant has requested a waiver of the public hearing in accordance with Chapter 240-11.

There was general discussion regarding the location of the parcel as well as the remaining lands.

The SEQR shortform was reviewed by the board. Parts II and III were completed. A MOTION was made by Henry to deem Application SD2023-1 an Unlisted Action issuing a Negative Declaration for environmental significance. The motion was seconded by Suzanne. All members present in favor. Motion carried.

There was discussion regarding if the board feels the application meets the criteria for a waiver in accordance with Chapter 240-11. The members present determined it does meet the criteria.

A MOTION was made by Dan to deem Application SD2023-1 complete waiving the public hearing. The motion was seconded by Henry. All members present in favor. Motion carried.

A MOTION was made by Suzanne to approve Resolution SD2023-1. The motion was seconded by Henry. All members present in favor. Motion carried.

6. Adjournment

A MOTION was made by Dan to adjourn the meeting. The motion was seconded by Suzanne. All members present, in favor. Motion carried. The meeting adjourned at 7:28 p.m.

Submitted by,



Katharine B. Manning  
February 23, 2023

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

RESOLUTION Number SP2022-2

At a Regular Meeting on Feb 22, 2023 ~~January 25, 2023~~, the Town/Village of Lowville held/waived a public hearing in reference to the following application at the Town Offices, 5533 Bostwick Street, Lowville, New York

The public hearing was opened/waived on Feb 22, 2023 ~~January 25, 2023~~ at 7:03 and closed at 7:10

A **MOTION** was made by Suzanne Peters to Approve/Disapprove/Approve ~~with conditions~~ Application SP2022-2.

**BE IT RESOLVED**, the Town/Village of Lowville Planning Approve/Disapprove/Approve ~~with conditions~~ Application **SP2022-2**, submitted by **Abundant Life Community Church of Lowville**, requesting special use and site plan review to expand a Public & Semi Public Facility in accordance with Town of Lowville, Chapter 250, Articles X and XII in an R-30C Zone. The parcel is owned by Abundant Life Community Church, located at 5723 Waters Road, Town of Lowville, New York, tax parcel number 213.00-01-04.120.

Conditions are as follows:

1. \_\_\_\_\_
2. \_\_\_\_\_

Further, the Town/Village of Lowville Planning Board has reviewed all items in accordance with zoning and general municipal requirements. These requirements are reflected in the minutes of the December 21, 2022 planning board meeting. A public hearing was held/waived on Feb 22, 2023 ~~January 25, 2023~~, the application was deemed complete on December 21, 2022 in accordance with general municipal law.

The motion was seconded by Dan O'Brien. A roll call vote showed the following:

Suzanne Peters	<u>Y</u>	N	R	A	Daniel O'Brien	<u>Y</u>	N	R	A
Henry Avallone	<u>Y</u>	N	R	A	Alt. Donald Cooke	Y	N	R	<u>A</u>
Lisa Hetzner	Y	N	R	<u>A</u>					

Motion Carried.

[Signature]  
Signature of Planning Board Chair

Y – Yea                  N – Nay                  R – Recusal                  Absent - A



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RESOLUTION Number SD2023-1

At a Regular Meeting on Feb 22 ~~January 25, 2023~~, the Town/Village of Lowville held waived a public hearing in reference to the following application at the Town Offices, 5533 Bostwick Street, Lowville, New York

The public hearing was opened waived on January 25, 2023 at \_\_\_\_\_ and closed at \_\_\_\_\_

A **MOTION** was made by Suzanne to Approve/Disapprove/Approve with conditions Application SD2023-1.

**BE IT RESOLVED**, the Town/Village of Lowville Planning Board Approve/Disapprove/Approve with conditions Application **SD2023-1**, submitted by **Kovach Land Surveying, PC on behalf of Benuel H. Stoltzfus**, request minor subdivision approval to convey 3.91 acres from 73.6 +/- acres in accordance with Town of Lowville, Chapter 240, Minor Subdivision in an AG Zone. The parcel is owned by Benuel H. Stoltzfus, located at 8040 and 8035 Willow Grove Road, Town of Lowville, New York, tax parcel number 176.00-02-05.200.

Conditions are as follows:

1. \_\_\_\_\_
2. \_\_\_\_\_

Further, the Town/Village of Lowville Planning Board has reviewed all items in accordance with zoning and general municipal requirements. These requirements are reflected in the minutes of the January 25, 2023 Feb 22 planning board meeting. A public hearing was held waived on Feb 22 ~~January 25, 2023~~, the application was deemed complete on Feb 22 ~~January 25, 2023~~ in accordance with general municipal law.

The motion was seconded by Henry. A roll call vote showed the following:

Suzanne Peters	<u>Y</u>	N	R	A	Daniel O'Brien	<u>Y</u>	N	R	A
Henry Avallone	<u>Y</u>	N	R	A	Alt. Donald Cooke	Y	N	R	<u>A</u>
Lisa Hetzner	Y	N	R	<u>A</u>					

Motion Carried.

R. O'Brien  
Signature of Planning Board Chair

Y – Yea                  N – Nay                  R – Recusal                  Absent - A

