

Town/Village of Lowville Planning Board
Regular Meeting
Wednesday, July 27, 2022
7:00 P.M.

RECEIVED
JUL 28 2022

BY:

The meeting was called to order by Chair, Daniel O'Brien at 7:04 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	Lisa Hetzner	Donald Cooke
Daniel O'Brien	Suzanne Peters	

Others present: Howard Lyndaker, Applicant Representative; Patrick Currier; Kathy Manning, Administrative Assistant/Town Zoning Officer

Dan asked for a moment of silence in honor of Jeff Sauter, decades-long member of the Planning Board. who passed away in June.

2. Reading and Approval of Minutes
June 22, 2022 – There was discussion that Lisa and Henry were the only remaining members present at the June 22, 2022 meeting, thus a quorum cannot be obtained to approve the minutes. Lisa and Henry believed the minutes to be accurate with no changes necessary.
3. Communications and reports.
 - a. There was discussion that Rebecca Kelly has resigned effective July 1, 2022
 - b. Comprehensive Plan: Per an email supplied to this board on July 26, 2022, the Town Board would like a prioritized list of items to be updated to the zoning in the Town of Lowville from Part III of the plan.
4. Old Business:
 - a. Howard Lyndaker of Kovach Land Surveying supplied a letter to the board regarding Application SD2022-1. The maps were not filed with the county clerk within the 62 days as required by NYS Town Law §276, 11. The board discussed whether the application should be resubmitted or if the board felt comfortable allowing Suzanne, who originally signed the plat maps, to initial and date the maps with the June 27, 2022 date thus allowing the applicant to file the maps at the county without resubmission. The board determined the original submission meets the code and resubmission of the entire application was not necessary allowing Suzanne to initial and renew the date on the plat maps.
5. New Business:
 - a. **Application SD2022-9**, submitted by **Kovach Land Surveying** on behalf of Allen & Elaine Matuszczak, requesting minor subdivision approval to convey 0.78 +/- acres from 14.5 +/- acres in accordance with Village of Lowville, Subdivision of Land, Chapter 165, in a R Zone. The parcel is owned by Allen & Elaine Matuszczak, located at 5248 Sunset Drive, Lowville, New York and is tax parcel number 212.06-01-18.100.

The applicant has requested a waiver of the public hearing in accordance with §165-5.

The application and its contents were reviewed by the board. There was discussion regarding the location of the parcel.

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

A MOTION was made by Suzanne to deem Application SD2022-9 an unlisted action and issue a negative declaration for environmental significance. The motion was seconded by Lisa. All members in favor. Motion carried.

There was discussion if the board agreed the application meets the criteria for a waiver of the public hearing in accordance with §165-5. All members agreed the application meets the criteria for a waiver.

A MOTION was made by Lisa to deem Application SD2022-9 complete waiving the public hearing. The motion was seconded by Henry. All members in favor. Motion carried.

A MOTION was made by Henry to approve Resolution SD2022-9. The motion was seconded by Lisa. All members in favor. Motion carried. A copy of the Resolution is attached to these minutes and included in the original file.

b. Application SPA2022-2, submitted by **C&S Companies** on behalf of Lewis County, requesting site plan review to construct an addition to an existing commercial dwelling in accordance with Village of Lowville Zoning, Chapter 201, Article IX in an AC Zone. The parcel is owned by Lewis County, located at 7513 East State Street, Village of Lowville, New York and is tax parcel number 212.16-02-09.151.

In accordance with General Municipal Law 239-m, this parcel is located within 500' of a county highway which requires referral to and review by the County Planning Department.

Mr. Patrick Currier was introduced to the members of the board.

The application and its contents were reviewed by the board. There was discussion regarding various items including screening, lighting, navigation for vehicles with trailers, concerns regarding exiting the parking spaces closest to River Street and sidewalks. The potential adjustable angle of the parking lot lights is a concern for the board. Although the footcandles at the lot lines meet the village code, Mr. Currier agreed to supply the board with the angle of the pole lights for the August meeting.

The Site Plan Review form was completed by the board up to and including page 4. The SEQR short form was reviewed by the board. The board completed parts 2 and 3 of the short form.

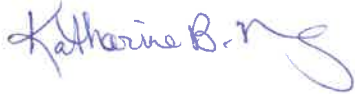
A MOTION was made by Suzanne to deem Application SPA2022-2 an unlisted action and issue a negative declaration for environmental significance. The motion was seconded by Henry. All members in favor. Motion carried.

A MOTION was made by Lisa to deem Application SPA2022-2 complete, making the referral to the County Planning Board. The motion was seconded by Don. All members in favor. Motion carried.

6. Adjournment

A MOTION was made by Henry to adjourn the meeting. The motion was seconded by Lisa. All members in favor. Motion carried. The meeting adjourned at 8:01 p.m.

Submitted by,

A handwritten signature in blue ink that reads "Katharine B. Manning". The signature is written in a cursive style with a large, sweeping flourish at the end.

Katharine B. Manning
July 28, 2022

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.

RESOLUTION Number SD2022-9

At a Regular Meeting on July 27, 2022, 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 _____ at _____ and closed at _____. The board has determined the application meets the criteria for a waiver of the public hearing in accordance with §165-5.

A **MOTION** was made by Henry Avallone to Approve/Disapprove/Approve with conditions Application SD2022-9.

BE IT RESOLVED, the Town/Village of Lowville Planning Board Approve/Disapprove/Approve with conditions Application **SD2022-9**, submitted by **Kovach Land Surveying** on behalf of Allen & Elaine Matuszczak, requesting minor subdivision approval to convey 0.78 +/- acres from 14.5 +/- acres in accordance with Village of Lowville, Subdivision of Land, Chapter 165, in a R Zone. The parcel is owned by Allen & Elaine Matuszczak, located at 5248 Sunset Drive, Lowville, New York and is tax parcel number 212.06-01-18.100.

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 July 27, 2022 planning board meeting. A public hearing was held/waived on _____, the application was deemed complete on July 27, 2022 in accordance with general municipal law.

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

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

Motion Carried.

[Signature]
Signature of Planning Board Chair

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

