

APPROVED MINUTES

TOWN OF WEST MONROE PLANNING BOARD

MINUTES OF THE REGULAR MEETING

May 9, 2024

IN ATTENDANCE: Craig Stroh – Vice Chairman, Linda Wolf, Brad Sheldon, Virge Carpenter, Travis Hayes, Keri Micale, Chick Quattrini, and Mary Regan-Benson – Recording Secretary

ALSO IN ATTENDANCE: Melissa Snavlin, Dean Gass, and Paul Baxter

Vice Chairman Stroh called the meeting to order at 7:30 PM. Mr. Quattrini was invited to join The Board, he accepted.

The 4/24/24 Meeting Minutes were reviewed. Mr. Stroh clarified his request to change vet to veterinary services in our definitions, and the minutes will reflect this. Mr. Quattrini questioned if something is identified as blight, what is the enforcement? If the new Zoning Law changes are approved and adopted, then Section 15.09 will address this. Ms. Micale cited New York Criminal Procedural Law: NY CPL 150.20 subdivision 3, noting that Codes Officer Gass can issue an appearance ticket for a class E felony or below.

Mr. Sheldon was concerned about the implications of members abstaining from voting on the previous meeting's minutes. Typically members who were not present at a meeting abstain from voting on the minutes. This is not a negative vote.

Ms. Wolf made a motion to approve the 4/24/2024 minutes as submitted, Ms. Micale seconded the motion. All were in favor except Mr. Hayes who abstained. The motion was approved.

Codes Officer Gass had some updates:

Big Bay Bar has hired Dave Bardoun to create a Commercial Site Plan for the business. The person leasing the bar is getting a new liquor license.

There is no update on the concrete plant plans.

Dave Bardoun gave Codes an update on the Home Depot project questions from the last meeting:

- Dave will have plans
- The contractor will install trees
- They will expand the driveway entrance to 24 feet,
- The septic is new and approved
- The fence will be installed 10 feet off the property line, with a double 16 foot gate

A property owner on Smith Point Road wants to build a screened-in porch on the lake side. Codes checked with the DEC and they said no – it cannot be built where the owner would like. Where they are allowing it to be built will require an area variance, and the adjacent neighbor will sign off on it.

FEMA and the DEC will be on site Wednesday 5/16/24 at 10:30 AM for an audit, described as a Community Assistance Visit. They will tour the town and look at flooding, as well as any building permits issued in the past 10 years.

Mr. Quattrini asked about the timeline for the Zoning Law Changes. There will be a workshop on 5/29/24 with the Town Board and Zoning Law changes subcommittee to discuss the changes.

Mr. Sheldon and Mr. Stroh discussed lessons learned from the LGC: conditions can be put on any approval. They would like to see more conditions. Mr. Sheldon sees this as a way to close the loop. Mr. Stroh said he understood what Mr. Sheldon was saying, e.g., the fences were not put up in a previous approved request...Mr. Hayes indicated that future enhancements should be noted on the PLAT.

Mary RB noted that compliance is not a Planning Board function, our responsibility ends with the approval [of a Commercial Site Plan or a Sub Division].

We still have an opening for a Planning Board alternate member. We have received resumes from Katelyn Murray Burgen and Melissa Snavlin. Both resumes were distributed to the Board members for review.

Paul Baxter was showered with accolades on the success of the 2024 Local Government Conference. There were about 700 people in attendance. Certificates (that count towards our training requirement) were collected. He told us about “Headquarters”, The Tug Hill Commission’s annual report.

ADJOURNMENT: Ms. Micale made a motion to adjourn the meeting, Mr. Carpenter seconded, all were in favor and the motion was approved. Vice Chairman Stroh closed the meeting.

Respectfully submitted,

Mary Regan-Benson (Recording Secretary)