

**DRAFT MEETING MINUTES**  
**Town of Essex Planning Board**  
**Public Hearing Meeting**  
**December 20, 2018**  
**7:00 p.m.**

**Call to Order**

Chair DeWolff called the meeting to order at 7:01 p.m. and led the meeting in the Pledge of Allegiance.

**Attendance**

Present: Chair Catherine DeWolff, Jonathan Pribble, David Hislop, Mark Walker, Thomas Stransky Anita Shapiro (alternate), James VanHoven (alternate), Cheryl Sprang, Secretary  
Absent: Anh Thu Cunnion (excused), Janellen Fortune (excused)  
Others present: Leonard Duffy, Karol Kempster

**Public Hearing (s)**

Tax Map #40.57-3-2.000 – Linda B. Shigley Trust – 2892 Lakeshore Road, in the town of Essex, and mailing address of 20 White Road, Wayland, MA 01778 – Special Use Permit with Site Plan. Application to build an accessory structure, 26' X 34' guest house with 2 bedrooms, bath and game room. One story structure on concrete foundation on site of existing swimming pool. Includes new septic system.

**Public Comment**

No public comment in favor or against this project.

**Adjourn**

On a motion to adjourn the public hearing at 7:02 p.m. by majority vote, Motion carries, meeting is adjourned at 7:02 p.m.

**MEETING MINUTES**  
**Town of Essex Planning Board**  
**Regular Meeting**  
**December 20, 2018**  
**7:00 p.m.**

**Call to Order**

Chair DeWolff opened the meeting at 7:03 p.m.

**Attendance**

Present: Chair Catherine DeWolff, Jonathan Pribble, David Hislop, Mark Walker, Thomas Stransky Anita Shapiro (alternate), James VanHoven (alternate), Cheryl Sprang, Secretary  
Absent: Anh Thu Cunnion (excused), Janellen Fortune (excused)  
Others present: Leonard Duffy, Karol Kempster

**Review and Acceptance of Minutes**

On a motion to accept the minutes of November 15, 2018, by Chair DeWolff, seconded by Mr. Stransky, the motion carries, Aye-5 (DeWolff, Hislop, Pribble, Stransky, Shapiro (alternate))  
No-0 Absent-2 (Cunnion, Fortune) Abstain-2 (Walker, VanHoven)

**Old Business**

Draft permit review

Tax Map #40.57-3-2.000 – Linda B. Shigley Trust – 2892 Lakeshore Road, in the town of Essex, and mailing address of 20 White Road, Wayland, MA 01778 – Special Use Permit with Site Plan. Application to build an accessory structure, 26' X 34' guest house with 2 bedrooms, bath and game room. One story structure on concrete foundation on site of existing swimming pool. Includes new septic system.

SEQRA Review Completed

A long Environmental Assessment Form was completed in November. The Planning Board conducted a SEQR review in conformance with the NYS DEC SEQR law on November 15, 2018 where no significant impacts on the environment were determined. A Negative Declaration was issued on the application by vote of the Planning Board, Aye-5 (DeWolff, Cunnion, Fortune, Pribble, Shapiro(alternate)) No- 0 Absent-3 (Hislop, Stransky, Walker) Abstain-0

On a motion to approve the Permit as written by Mr. Stransky, seconded by Ms. Shapiro (alternate), the motion carries, Aye-5 (DeWolff, Hislop, Stransky, Walker, Shapiro (alternate)) No-0 Absent-2 (Cunnion, Fortune) Abstain-2 (Pribble, VanHoven)

**New Business**

Draft permit review

Tax Map #40.3-2-2.221 – John and Gail Rice, Windy Willow Farm– 697 Middle Road, in the town of Essex – Special Use Permit. Application for additional use to residential of a Transient/Tourist Accommodation in compliance with the Town of Essex Zoning Law

Mark Kimball/Anh Thu Cunnion/Russel Schneider is the representative for this project.  
SEQRA Review

There was no representative at the meeting, no action was taken.

Draft permit review

Tax Map #49.3-2-13.200 – Thomas and Hillary Stransky – 1455 Whallons Bay Road, in the town of Essex – Special Use Permit. Application for additional use to residential of a Transient/Tourist Accommodation in compliance with the Town of Essex Zoning Law  
SEQRA Review

On a motion to approve the Permit as written by Mr. Walker, seconded by Mr. Pribble, the motion carries, Aye-5 (DeWolff, Hislop, Pribble, Walker, Shapiro (alternate)) No-0  
Absent-2 (Cunnion, Fortune) Abstain-2 (Stransky, VanHoven)

### **Report of the Zoning Officer**

None

### **Report of the Chair**

Chair DeWolff reminded the Planning Board of the 4 hours required training.

### **Other Reports and Communications**

Conversation about hiring for the Zoning/Code Enforcement position

### **Public Comment**

None

### **Adjourn**

On a motion to adjourn the regular meeting at 7:30 p.m. by Chair DeWolff, seconded by Ms. Shapiro, Motion carries, meeting is adjourned at 7:30 p.m.

Respectfully submitted by

Cheryl Sprang  
Secretary