

**MEETING MINUTES**  
**Town of Essex Planning Board**  
**Regular Meeting**  
**January 17, 2019**  
**7:00 p.m.**

**Call to Order**

Chair DeWolff opened the meeting at 7:00 p.m. and led the attendees in the Pledge of Allegiance.

**Attendance**

Present: Chair Catherine DeWolff, Anh Thu Cunnion, Janellen Fortune, David Hislop, Jonathan Pribble, Mark Walker, Anita Shapiro (alternate), Cheryl Sprang, Secretary

Absent: Thomas Stransky (excused)

Others present: Russ Shapiro, John Orberg, Russell Schneider, Dennis Trombley

**Review and Acceptance of Minutes**

On a motion to accept the minutes of December 20, 2018, by Chair DeWolff, seconded by Mr. Hislop, the motion carries, Aye-7 (DeWolff, Cunnion, Fortune, Hislop, Pribble, Walker, Shapiro (alternate)) No-0 Absent-1 (Stransky) Abstain-

**Old Business**

NONE

**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.

Russell Schneider represented

The Planning Board conducted a SEQR Review in conformance with the NYS DEC SEQR law on December 20, 2018 where no significant impacts on the environment were determined. A negative declaration on an unlisted action, was issued on the application by majority vote of the Planning Board, Aye-6 (DeWolff, Fortune, Hislop, Pribble, Walker, Shapiro (alternate)) No-0 Absent-1 (Stransky) Abstain-1 (Cunnion)

On a motion to declare the application complete, waive the public hearing and permit application on December 20, 2018, by Mr. Pribble, seconded by Mr. Walker, the motion carries, Aye-6 (DeWolff, Fortune, Hislop, Pribble, Walker, Shapiro (alternate)) No-0 Absent-1 (Stransky) Abstain-1 (Cunnion)

**Report of the Zoning Officer**

Dennis Trombley was present and introduced himself to the board as well as updated office hours.

**Report of the Chair**

Welcome to the Planning Board for 2019

**Other Reports and Communications**

Reminder of required training hours and Lake Placid training opportunities

**Public Comment**

None

**Adjourn**

On a motion to adjourn the regular meeting at 7:23 p.m. by Mr. Hislop, seconded by Chair DeWolff, Motion carries, meeting is adjourned at 7:23 p.m.

Respectfully submitted by

Cheryl Sprang  
Secretary