

Minutes
Town of Essex Planning Board
Regular Meeting
June 17, 2021
7:00 PM

Meeting held remotely and in person and was audio recorded with no video. Recording and minutes available at www.essexnewyork.gov.

Call to Order

Chairman Hislop opened the meeting at 7:11 PM.

Attendance: Anh Thu Cunnion, David Hislop, Gladys Person, Jonathan Pribble, Anita Shapiro, Mark Walker, Todd Goff, Renee Bruno (Secretary)

Others in Attendance: Jackie Thomas, Tina Gardner, Alan Gardner, Jim Burt, Julia Starkey, Heather Spear, Larry Barns, Nancy Dougal, Claire Lapine, Chris Depinto, Bob Harsh, Lee Maxey, Debbie Schrodt

Absent: Tom Stransky

Alternates: Karol Kempster

Approval of Minutes

On a motion to accept the minutes for the May 20, 2021 Public Hearing and Regular Meeting by Mrs. Person, seconded by Ms. Cunnion, and with unanimous consent of the board, the motion carries.

Old Business

Tax Map #40.65-3-4.002 – Copeland Houghton- Special Use Permit Application to hold weddings at the Old Dock at 2752 Essex Road, Essex.

Mr. Houghton attended the meeting in person and stated that he would like to reactivate his application.

The board advised that there will be two additional conditions on the permit, one regarding noise and another condition that the permit must be renewed in one year.

On a motion to approve the application and issue the permit with conditions by Mr. Pribble, seconded by Mrs. Person, and by roll call vote, the motion carries. Yes 7 No 0

Tax Map #40.65-3-6.000- Leigh Firestone, Special Use Permit Application with Site Plan for change of use to pub/tavern at 2748 Essex Road, Essex.

Members of the board had questions regarding the placement of the stove pipe, heating, parking, and trash removal.

Leigh stated that the stove pipe was going to be removed. She also explained that the exhaust for the kitchen would be on the east wall and that there will be a wood stove on the first floor and the second floor for heating, she may add electric radiant heating at some point.

Leigh specified that the parking on the south side of the property is her personal parking. Chairman Hislop advised that the personal parking spots would need to remain as personal parking spots under the permit.

Leigh explained that she would have typical trash bins that get put out by the curb to be picked up.

On a motion to approve and issue the permit with conditions by Mr. Pribble, seconded by Mr. Goff, and by roll call vote, the motion carries. Yes 7 No 0

New Business

Tax Map #40.73-1-4.00- John Lease III, Special Use Application to repair rotten wood, porch roof, and paint the house and repair rotten wood and roof on barn at 2718 Route 22, Essex.

Tax Map #40.73-3-16- John Lease III, Special Use Application to replace missing fascia, repair rotten handrails and repair brick by front porch at 2300 Main St, Essex.

Jim Burt attended the meeting in person as representative for John Lease. After discussing the projects with Mr. Burt the board determined that the work being proposed at both properties was routine repair and maintenance and does not need to be reviewed by the planning board. The two applications for the 2718 Route 22 and 2300 Main St properties were dismissed.

Tax Map #40.73-1-4.000- John Lease III, Special Use Application to repair rotten wood on house and repair barn roof at 2724 Route 22, Essex.

Jim Burt appeared as a representative for John Lease. Jim explained that he had previously replaced five windows at this property which is what prompted the referral to the planning board. Jim also discussed that he would be repairing rotten wood on the house, repairing the barn roof with a piece of metal roofing and moving the dryer vent. The dryer vent is on the west side and will be moved from the basement to the first floor and will be about 4 ft from the ground.

CEO Jay White was present at the meeting and explained the process of projects being referred to the planning board for review as it related to the John Lease projects.

On a motion to schedule a public hearing by Mr. Walker, seconded by Mr. Pribble, and by roll call vote, the motion carries. Yes 7 No 0

Dillon Klepetar- Farmstead Catering off-premises sign Special Use application to place a sign in ECHO parking lot.

Mr. Klepetar phoned into the meeting. Chairman Hislop advised that where he is proposing to place the sign in front of the bridge at the ferry dock is not allowed, DOT and town will not allow it. After brief discussion on where the sign could be placed it was determined that the sign will go on ECHO property off from sidewalk on the grass.

On a motion to approve the application, waive a public hearing and issue the permit by Mrs. Shapiro, seconded by Mr. Pribble and by roll call vote, the motion carries. Yes 7 No 0

Christopher DePinto- Lake Champlain Yoga and Wellness off-premises sign Special Use application to place a sign in front of the Old Dock Restaurant.

The board advised Mr. DePinto that signs cannot be placed on the sidewalks in town. There was discussion of possible places to put the sign. No decision was made. The application was tabled.

Report of Codes and Zoning Officer

CEO Jay White provided his report and offered to answer questions.

There was a discussion on the ordinance and possible changes that could prevent projects from going to planning board unnecessarily.

Report of the Chairman

Public Comment

There was a discussion on what projects require a site plan.

Bob Harsh explained why it is important to require planning board approval when doing work such as replacing windows.

Adjourn

Chairman Hislop adjourned the meeting at 8:49 PM.

Respectfully submitted by

Renee Bruno
Secretary