

**Minutes**  
**Town of Essex Planning Board**  
**Regular Meeting**  
**September 17, 2020**  
**7:00 PM**

**Call to Order**

Acting Chairman Hislop opened the meeting at 7:04 PM.

**Attendance:** Anh Thu Cunnion, David Hislop, Gladys Person, Jonathan Pribble, Anita Shapiro, Jacqueline Thomas

Excused: Tom Stransky, Mark Walker

Others in Attendance: Ken Hughes, James Youngs-Schmitt, Lauren Murphy, Dennis Trombley, Mark Miller

**Review and Acceptance of Minutes**

On a motion to accept the August 20, 2020 Regular Meeting minutes by Mrs. Person, and seconded by Acting Chairman Hislop, the motion carries, Aye-5 No-0 Excused-2 (Stransky, Walker)

**New Business**

Tax Map #48.4-1-6.110 – Eddy Foundation – Subdivision Application, Walker & Cook Roads, Whallonsburg.

Lauren Murphy said the subdivision was needed to sell a portion of the property to a private farmer. There will be no buildings allowed except for one house on the small portion within the Whallonsburg hamlet. The rest of the property is resource management and will only be used for field farming. No building will be on the remaining Eddy Foundation properties.

They are selling 60 acres. APA approved the subdivision for the portion of property outside of the hamlet. The APA will have no jurisdiction for the house on the hamlet portion.

The map was reviewed by the Planning Board members. No SEQR is required.

On a motion to deem the application complete and set a public hearing date by Mr. Pribble, and seconded by Mrs. Person, the motion carries. Aye-5 No-0 Excused-2 (Stransky, Walker)

The public hearing will be held on October 15, 2020 at 7 PM.

Tax Map #40.65-3-4.002 – Francis Houghton, Special Use Permit Application to change second floor storage to a 2-bedroom apartment with new deck at 2752 Essex Road, Essex

Mr. Houghton wants to convert the second floor of the barn to a two-bedroom apartment with a

deck. This will convert the property to multi-use.

There is existing sewer and power with work to be done to tie in the new apartment. The deck will be on the lake side and will be egress.

Mr. Houghton requested that the public hearing be waived. He has neighbor signatures and drawings of the project.

When asked if there was an apartment above the Old Dock Restaurant Mr. Houghton said it was office space.

There were questions regarding ownership of the property and the deed. Mr. Houghton will need to submit Schedule A from the deed.

APA approval will be required before the application can be considered complete.

Acting Chairman Hislop explained that the project is in the historic hamlet. The business of the Old Dock is not being considered with this application. He requested a list of properties within 500 feet of this project.

The property would be commercial and residential. The apartment is for the property owner. Mr. Houghton said there is no plan for an Air BNB at this apartment. Acting Chairman Hislop advised that if the situation changed then approval would be required before it could be rented.

One french door and two windows will replace the current window on the second floor.

On a motion to schedule the public hearing provided that Schedule A and APA approval is received, by Mrs. Shapiro, and seconded by Mrs. Person, by roll call vote, the motion carries. Aye-5 No-0 Excused-2 (Stransky, Walker)

The public hearing will be scheduled for October 15, 2020, if Schedule A of the deed and APA approval are received by the Planning Board Secretary no later than October 5, 2020.

### **Old Business**

Tax Map #40.65-2-7.100 – James Youngs-Schmitt – Special Use Permit Application to fix and repair porch, replace decking and stairs, and construct small woodshed at 2273 NYS Route 22, Essex.

Mr. Youngs-Schmitt explained that a new light will be less obtrusive than the current fixture.

There will be conditions on the permit. Plantings will be required so the wood shed is not visible from the road. Any lighting must be downcast.

On a motion to issue the permit with conditions by Acting Chariam Hislop, and seconded by Ms. Cunnion, by roll call vote, the motion carries. Aye-5 No-0 Excused-2 (Stransky, Walker)

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

Report was received for the month of August 2020.

There was discussion regarding the Wilson complaint. This is not Planning Board jurisdiction and the board is not involved.

Mr. Trombley said the walls that were torn down at the Lambert project was an emergency situation. He said they had a structural engineer look at the walls. Acting Chairman Hislop said the Planning Board was not notified and did not receive a copy of the engineer's report. Work should not have been done before tonight's meeting. The law was not followed. Mr. Trombley stated he would resign the following day and left the meeting.

### **Report of the Acting Chairman**

Acting Chairman Hislop suggested there be a workshop at 6:30 before each monthly meeting. This would be an informal time for anyone to ask questions about what is needed for their project before a formal meeting. This will be discussed at our organizational meeting in January 2021.

Any board member that will be absent from a meeting should let the Secretary know in advance. This will keep the information with one person and allow time to contact an alternate as needed.

All of the amendments to the Zoning Law that were discussed last month were approved by the Town Board.

The Planning Board needs to professionalize their process. Members should not give casual information on the sidewalk.

The next meeting will be held on October 15, 2020.

### **Public Comment**

Ken Hughes reminded the board members that training must be completed. There is a requirement of 4 hours per year for each member. More training can be taken in one year and carried to the next year. Any NYS approved training will be accepted by the Town Board. Certificate or other information for completed training will need to go to the Planning Board Secretary. ZBA members will give their information to Kevin.

The mandated Sexual Harassment training can still be accessed

### **Adjourn**

On a motion to adjourn by Ms. Cunnion, Acting Chairman Hislop adjourned the meeting at 8 PM.

Respectfully submitted by

Jacqueline Thomas  
Secretary