

Zoning Board Of Appeals
Meeting Minutes
January 21, 2015

The meeting was called to order at 7:00 pm

Roll Call:

Kevin DeLaughter, Chairman	Present
Dorothy Bliss	Present
Emily G. Phillips, Secretary	Present
Frank Walls	Present
James Laforest	Absent

Also Present: Lauren Murphy, Code/Zone Office
Catherine DeWolff

Chairman DeLaughter introduced himself to the board, being newly appointed to the chair of the ZBA and recently becoming a year round resident of Essex. The entire ZBA board also took the opportunity to briefly introduce themselves.

Discussion of secretary position and duties. Cathy DeWolff, Secretary to the Supervisor will oversee all legal notification and paperwork for the ZBA. A motion was made to reappoint Emily Phillips as the ZBA secretary by Kevin DeLaughter. Second by Frank Walls. All in Favor with Emily Phillips abstaining.

Discussion on holding regularly scheduled monthly meetings. Motion was made to schedule meetings at the request of the ZBA Chair on an as needed basis by Emily Phillips. Second by Frank Walls. All in Favor.

New Business

Chairman DeLaughter reviewed the training requirements for ZBA members. Annually 4 hours of training. Emily Phillips has just completed the online ZBA overview course. All certificates of completion should be submitted to the Secretary to the Supervisor to be approved by the town board and kept on file. Discussed the possibility of holding training sessions in Essex. Chairman DeLaughter will look into options. Emily Phillips will email the board the DOS website for the online courses and Cathy DeWolff will notify the ZBA of the date for the Local Government Day.

New Application

Proposed subdivision Cleland House Lot, 2264 Lakeshore Rd, Essex, NY
Tax Map No. 40.73-6-8.000 - 0.6± acre & 40.73-7-1.100 - 3.5± acres
Described in deed book 1606 at page 303

Chairman DeLaughter introduced the application and the request for three area variances.

A motion was made to determine the application complete as submitted by Emily Phillips. Second by Dorothy Bliss. All in Favor.

Discussion and review of SEQR. Type II vs. Type I. Chairman DeLaughter determined the proposed variances fall under a TYPE II.

Motion to classify type II SEQ R made by Emily Phillips. Second by Frank Walls. All in Favor.

Discussion on scheduling public hearing. Will need to schedule after the county board approval of application which is scheduled for February 9th. Chairman DeLaughter proposes February 11th, 2015 at 7pm at the Essex Town Hall. Motion was made to schedule the public hearing by Emily Phillips. Second by Dorothy Bliss. All in Favor.

No public Comment.

Motion to Adjourn by Emily Phillips, seconded by Frank Walls. All in favor. Meeting adjourned at 7:35 pm.