



TOWN OF PLATTSBURGH

DEPARTMENT OF CODES & ZONING

Stephen M. Imhoff | Code Enforcement Officer
Allen W. Reece | Code Enforcement Officer
Drew Arthur | Code Enforcement Officer
Donna Primiano-Masten | Codes & Zoning Secretary

151 BANKER RD, PLATTSBURGH, NY 12901-7307
PHONE: (518) 562-6840 | TDD: (800) 662-1220 | FAX: (518) 562-6844

Michael Cashman
Supervisor

Meg LeFevre
Deputy Supervisor/Councilor

Thomas E. Wood
Councilor

Charles A. Kostyk
Councilor

Barbara E. Hebert
Councilor

Kevin Patnode
Town Clerk

Matthew Favro
Deputy Town Attorney

To: Honorable Michael S. Cashman, Town Supervisor
Members of the Town Board

From: Stephen M. Imhoff
Code Enforcement Official

Re: January, 2020 Monthly Report

THE FOLLOWING NUMBER OF PERMITS AND ACTIVITIES ARE REPORTED:

- 19 Building permits were requested this month.
- 18 Building Permits were issued this month.
 - Permit(s) issued current month, paid/requested in a prior month.
- 1 Permit(s) requested current month, not issued yet (under review/requires additional information).
- 2 Permit(s) requested previous month, requires additional information from applicant.
 - Permit(s) requested current month – still pending letter from Planning Board.
 - Permit(s) issued current month, no fee required.
- 1 Matter(s) before Zoning Board of Appeals
 - Permit(s) pending Town Board/Planning Board Action.
- 3 Inspection(s) (example: wood stove/fire/code violation/zoning compliance letters).
 - Temporary Certificate of Occupancy
 - Burn Permits

<i>Residential:</i>	4	\$7,962.00
<i>Commercial & Industrial:</i>	18	\$4,025,600.00
<i>Total:</i>	22	\$4,033,562.00

RESIDENTIAL:

DOLLAR AMOUNT:

-	Single Family Residence		\$
-	Multi-Family Residence – Duplex		\$
-	Garage, Attached		\$
-	Garage, Detached		\$
-	Erect Seasonal Camp		
-	Leanto/Carport		\$
-	Concrete Slab/Gravel Pad		\$
-	Bilco Door		
-	Addition and/or Renovation of Residence		\$
-	Repair Foundation –		\$
-	Erect a Deck, Porch, or Gazebo		\$
1	Erect Roof over Existing Roof on Manufactured Home	\$	2,762.00
-	Erect a 3 Season Sun Room		\$
-	Erect Handicap Ramp		\$
-	Erect/extend a Utility/Machine Shed		\$
-	Installation of In-Ground Pool		\$
-	Installation of Above-Ground Pool		\$
-	Installation of Hot Tub		\$
-	Demolition		\$
-	Installation of Propane Fireplace/Wood Stove/Pellet Stove		\$
-	Installation of Outdoor Wood Boiler		
1	Install/Upgrade Generator	\$	5,200.00
-	Electrical Upgrade		\$
-	Solar Panel Array		\$
-	Chimney Repair/Stone Veneer		\$
-	Install Replacement Heating System		\$
-	Erect a Pole Barn		\$
-	Remove Manufactured Home		\$
-	Park and occupy manufactured home in Mobile Home Park		\$
-	Park and occupy manufactured home on private lot		\$
1	Renewals		
-	Burn Permits		
1	Other – Day Care Inspection/ <u>Foster Care Inspection</u>		

COMMERCIAL AND INDUSTRIAL:**DOLLAR AMOUNT:**

2 Erect/Addition Commercial Building

UMS Property (Schluter) – new R&D Bldg. \$3,980,000.00

High Peaks Realty – 675 Rt 3 – Suite 105 \$ 10,000.00

\$3,990,000.00

3 Repair and/or Alteration of commercial building

\$ 27,000.00

- Commercial roofing job

\$

1 Alter tenant/commercial space

\$ 6,500.00

- Storage Building – construct new storage building

\$

- Public Utilities

- Wireless Telecommunications

\$

1 HVAC Replacement – New furnace

\$ 2,100.00

- Fire Suppression System

\$

- Seismic Engineered Pallet Rack Storage System

\$

- Solar System

- Charging Station

\$

4 Erect/repair signage

\$

2 Temporary Banners/Signs

- Installation of LPG tank

- Installation of gasoline tank

- Convert residential house to commercial use

\$

5 Occupy Commercial Business

- Demolition

- Burn Permit

3 Other – Zoning Compliance Letters

Residential: 4 \$7,962.00*Commercial & Industrial:* 18 \$4,025,000.00***Total:* 22 \$4,033,562.00**

Permit Monthly Report

01/01/2020 - 01/31/2020

Permit #	Issue Date	Owner	Permit Type	Property Location	Valuation	Amount
January 2020						
200101	01/02/2020	UMS Property LLC	Commercial Storage Bldg.	147 Pleasant Ridge Rd SBL#: 232.-3-10.1	\$20,000.00	\$89.00
Description of Work: CONSTRUCT A 17.75' X 12.5' CANOPY TO ENCLOSE A TRASH COMPACTOR						
2019-51	01/02/2020	Williams & Lawyer Properties	Zoning Compliance Letter	9-13 Salmon River Rd SBL#: 245.-5-68	—	\$50.00
Description of Work: ZONING COMPLIANCE LETTER						
2020-54	01/08/2020	Margaret Drobnik	Zoning Compliance Letter	18 Tom Miller Rd SBL#: 207.10-1-10	—	\$50.00
Description of Work: ZONING COMPLIANCE LETTER						
200102	01/09/2020	Jay Letts	Temporary Signs	7164 Rt 9 SBL#: 194.-2-40	—	\$50.00
Description of Work: DISPLAY ONE 15 SF TEMPORARY SIGN AT PROPERTY. +++ LIMITED TO 60 DAYS IN THE CALENDAR YEAR +++						
200103	01/09/2020	Philip Beauharnois	Generator	9 Pinebrook Dr SBL#: 219.2-1-4.2	\$5,200.00	\$50.00
Description of Work: INSTALL A 16 KW GENERATOR						
200104	01/13/2020	Jay Letts	Sign	7164 Rt 9 SBL#: 194.-2-40	—	\$50.00
Description of Work: PLACE 16 SF FREE STANDING SIGN AT PROPERTY						
200105	01/15/2020	Patrick Kay	Occupy Com. Business	376 Rugar St SBL#: 220.-8-17.2	—	\$100.00
Description of Work: OCCUPY COMMERCIAL PROPERTY TO OPERATE A NON-EMERGENCY MEDICAL TRANSPORT BUSINESS AND DO GENERAL REPAIRS ON COMPANY VEHICLES						
200106	01/16/2020	Jonathan Side	Roof Over Manufacture Home	Pleasant Rdg Rd SBL#: 232.-3-33	\$2,762.00	\$180.00
Description of Work: CONSTRUCT NEW ROOF OVER EXISTING ROOF ON 12 X 60 MOBILE HOME AT 1 BALL STREET						

Permit Monthly Report

Permit #	Issue Date	Owner	Permit Type	Property Location	Valuation	Amount
200107	01/16/2020	Titherington Properties Inc	Occupy Com. Business	4690 Rt 9 SBL#: 233.-1-34		\$100.00
Description of Work: OCCUPY COMMERCIAL BUSINESS TO OPERATE A METAL ROOFING BUSINESS						
200108	01/16/2020	Famiglia Bella LLC	Sign	702 Rt 3 SBL#: 206.-1-26.1		\$180.00
Description of Work: REPLACE EXISTING 90 SF FREE STANDING SIGN WITH SAME SIGN - HONDA BRANDING REFRESH PROGRAM						
200109	01/21/2020	Shaheen LLC	Heating System	495 Rugar St SBL#: 220.2-1-23	\$2,100.00	\$75.00
Description of Work: REPLACE EXISTING COMMERCIAL HEATING SYSTEM WITH NEW FURNACE						
200110	01/21/2020	William Vogt	Commercial Alteration	602 Tom Miller Rd SBL#: 206.-1-49	\$7,000.00	\$150.00
Description of Work: MINOR ALTERATION OF EXISTING BUILDING AND OCCUPY BUILDING FOR METAL FABRICATION/MACHINING OF METAL PARTS AND RETAIL SALES OF MOTORCYCLES AND RECREATIONAL VEHICLES						
200111	01/22/2020	Border Industrial Park LLC	Sign	8 Kaycee Loop Rd SBL#: 220.-7-6		\$84.00
Description of Work: PLACE A 39 SF BUILDING SIGN AT THE PROPERTY						
200112	01/22/2020	Champlain Centre North LLC	Occupy Com. Business	60 Smithfield Blvd (B109 - Bazaar Trader) SBL#: 206.4-2-1.2		\$100.00
Description of Work: OCCUPY COMMERCIAL SPACE TO OPERATE RETAIL GAMING STORE WITH REGULAR GAMING EVENTS						
200113	01/22/2020	High Peaks Realty LLC	Commercial Addition	675 Rt 3 (Suite 105) SBL#: 220.-1-9	\$10,000.00	\$200.00
Description of Work: REPLACE EXISTING WINDOW WITH 36" DOOR & CONSTRUCT A TEMPORARY CONNECTOR VESTIBULE WITH EGRESS DOOR						

Permit Monthly Report

Permit #	Issue Date	Owner	Permit Type	Property Location	Valuation	Amount
200114	01/23/2020	Kneucraft Fine Jewelry & Design	Occupy Com. Business	672 Rt 3		\$100.00
Description of Work: OCCUPY AND USE COMMERCIAL SPACE FOR ADMINISTRATIVE OFFICES						
200115	01/23/2020	Fort Schuyler Management Corp (FSMC)	Sign	Industrial Blvd		\$159.00
Description of Work: PLACE A 36 SF FREESTANDING SIGN AND A 45.5 SF BUILDING SIGN AT THE PROPERTY						
2020-55	01/27/2020	ARCP GSPLTNY01 LLC	Zoning Compliance Letter	59 Dunning Way		\$50.00
Description of Work: ZONING COMPLIANCE REQUEST						
200116	01/28/2020	Deborah Dolgin	Temporary Signs	680 Rt 3		\$50.00
Description of Work: PLACE A 20 SF TEMPORARY SIGN AT PROPERTY. LIMITED TO 60 DAYS IN A CALENDAR YEAR						
200117	01/29/2020	The Development Corp CI Co NY	Demolition	190 Banker Rd (Northern Culinary Brands - SUITE 500)	\$6,500.00	\$200.00
Description of Work: REMOVAL OF NON-LOAD BEARING BLOCK INFILL WALL AND OCCUPY SPACE FOR OPERATION OF FOOD PREP, PACKAGING AND DISTRIBUTION BUSINESS						
2020-56	01/29/2020	John Theisen	Foster Care Inspections	243 Durand Rd		\$25.00
Description of Work: FOSTER CARE HOME INSPECTION						
200118	01/30/2020	UMS Property LLC	Commercial New	147 Pleasant Ridge Rd	\$3,980,000.00	\$10,623.60
Description of Work: CONSTRUCT NEW 20,000 SF BUILDING FOR RESEARCH & DEVELOPMENT						
+++++ LIMITED TO FOUNDATION ONLY ++++++						
January 2020 Total:					\$4,033,562.00	\$12,715.60

Permit Monthly Report

Permit #	Issue Date	Owner	Permit Type	Property Location	Valuation	Amount
Reporting Period Total:					\$4,033,562.00	\$12,715.60



TOWN OF PLATTSBURGH

Dog Control Office

David M. Duquette

Michael S. Cashman
Supervisor

Meg E. LeFevre
Deputy

151 BANKER ROAD
PLATTSBURGH, NEW YORK 12901-7307
(518) 562-6831
FAX # (518) 563-8136 or 562-6801
TDD (800) 662-1220
Townofplattsburgh.org

RECEIVED
JAN 23 2020
TOWN CLERK'S OFFICE
TOWN OF PLATTSBURGH

Monthly Report - Jan. 2020

Number of calls - 28

Number of dogs picked up - 2

Number of dogs brought to Elmores - 0

Number of dogs returned to owner - 2

Number of tickets issued - 0

Number of Warnings issued - 8

Dangerous Dogs reported - 0

The month of Jan. was a relatively quiet month. The calls I received were mostly dogs at large and some barking dog issues. I did have some welfare checks on dogs due to the cold weather that we had. It appeared that all the dogs that I checked on were fine. There are two locations that are in the Town that I'm monitoring. We have been lucky this winter and it has been for the most part warmer than normal.

There was an incident that occurred on at the end of December 2019. A stray dog was picked up by a town resident and she brought it to her place of business. The dog in question was a male Pit-bull. The dog ended up biting her daughter and one of her customers. He also tried to attack other people that approached him. I responded to the business, I deemed the dog to be dangerous under NYS Agri Market Law. He was brought to Eagle feathers Vet. And was held there for ten days so he could be monitored because we were unsure that he was current with his rabies vaccinations which is a Clinton County Health Dept. Law. He was cleared after the ten days, and nobody called or came forward to claim ownership of the dog.

Due to the actions of the dog and his aggressive behavior and for the safety of the community, a dangerous dog action was filed. It was ordered by Town of Plattsburgh Justice Court that the dog was to humanly. It was completed on 12-30-19. As you know these incidents are very stressful for all parties. This dog at one time was a good dog, but his owner or owners let him down. This is part of my job that I don't like. If you have any question or concerns please contact me.

Respectfully Submitted,

David M. Duquette
Dog Control Officer

A handwritten signature in dark ink, appearing to read 'D. Duquette', followed by a long horizontal flourish.

Account#	Account Description	Fee Description	Qty	Local Share
A1255	Certified Copies	Certified Copies	15	240.00
		Sub-Total:		\$240.00
A2001	Building Rentals	Building Rentals	33	2,210.00
	Parks& Recreation	Activity Fees	2	50.00
	Recreation Fee	Zumba	1	56.00
		Sub-Total:		\$2,316.00
A20011	Parks& Recreation	Activity Fees	7	155.00
		Sub-Total:		\$155.00
A2110	Board of Appeals	Board of Appeals	3	475.00
		Sub-Total:		\$475.00
A2115	Site Plan Fee	Detailed Preliminary Plan Site Plan Fee	3	1,900.00
		Sketch Site Plan Fee	3	375.00
		Special Use Permit Fee	1	250.00
	Subdivision Fees	Subd. Preliminary Plan Fee	1	300.00
		Subd. Sketch Plan Fee	1	120.00
		Sub-Total:		\$2,945.00
A2501	Licenses	Theatre	1	500.00
	Ordinance Permits	Fireworks	1	250.00
		Sub-Total:		\$750.00
A2530	Games of Chance & Miscellaneous	Bell Jar License Fee	2	20.00
	Wagering Fees	Raffle License	1	10.00
		Sub-Total:		\$30.00
A2540	Games of Chance & Miscellaneous	Bingo License Fee	24	180.00
		Bingo Proceeds Fee	3	23.80
		Sub-Total:		\$203.80
A2544	Dog Licensing	Female, Spayed	30	420.00
		Female, Unspayed	1	17.00
		Male, Neutered	33	462.00
		Male, Unneutered	2	34.00
	Senior Discount	Senior Discount	23	-183.00
		Sub-Total:		\$750.00
A2555	C of O	C Of O	6	700.00
	Codes and Zones	Sign Permit	6	573.00
	Permits	Building Permits	13	12,434.48
	Zoning Comp Letters	Zoning Comp. Letters	2	100.00
		Sub-Total:		\$13,807.48
T8501	Misc. Fees	Misc. Fees	3	55.00
		Sub-Total:		\$55.00

Account#	Account Description	Fee Description	Qty	Local Share
			Total Local Shares Remitted:	\$21,727.28
Amount paid to:	NYS Ag. & Markets for spay/neuter program			72.00
Amount paid to:	State Comptroller for Racing and Wagering			315.00
Total State, County & Local Revenues:		\$22,114.28	Total Non-Local Revenues:	\$387.00

To the Supervisor:

Pursuant to Section 27, Sub 1, of the Town Law, I hereby certify that the foregoing is a full and true statement of all fees and monies received by me, Kevin Patnode, Town Clerk, Town of Plattsburgh, during the period stated above, in connection with my office, excepting only such fees and monies, the application of which are otherwise provided for by law.

Supervisor

Date

Town Clerk

Date



**TOWN OF PLATTSBURGH
HIGHWAY DEPARTMENT**

151 BANKER ROAD
PLATTSBURGH, NEW YORK 12901-7307
(518) 562-6882

FAX # (518) 563-8136

Email: timd@townofplattsburgh.org
gregb@townofplattsburgh.org

Timmy DuBrey
Highway Superintendent

Greg Burnell
Deputy Superintendent

Jason Cook
Crew Supervisor

Karen Pepper
Secretary

To: Michael S. Cashman & Town Board Members
From: Tim DuBrey, Highway Superintendent
Date: February 10, 2020
Re: resolution

I am requesting a Town Board Resolution to advertise in the Press Republican for sealed bid, with a non-collusive bid form entitled "new tandem axle plow truck 2021 with trade" to replace 2011 International Work Star Plow Truck. Trade in can be seen at the Town of Plattsburgh Highway Garage, 151 Banker Road, Plattsburgh, NY 12901, Monday through Friday, 7:00a.m. – 3:30p.m. Sealed bids with a non-collusive bid form can be received at the same address on or before February 24, 2019 at 2:00p.m. The Town is using best value methodology.

Thank you for your help in this matter.

Sincerely,

Tim DuBrey
Highway Superintendent



**TOWN OF PLATTSBURGH
HIGHWAY DEPARTMENT**

151 BANKER ROAD
PLATTSBURGH, NEW YORK 12901-7307
(518) 562-6882

FAX # (518) 563-8136

Email: timd@townofplattsburgh.org
gregb@townofplattsburgh.org

Timmy DuBrey
Highway Superintendent

Greg Burnell
Deputy Superintendent

Jason Cook
Crew Supervisor

Karen Pepper
Secretary

To: Michael S. Cashman & Town Board Members
From: Tim DuBrey, Highway Superintendent
Date: February 10, 2020
Re: resolution

I am requesting a Town Board Resolution to fill an on-call temporary MEO II position with the rate of pay as \$24.23 per hour in the Highway Department. Jim Woods is a former employee who has the skills and training to perform the necessary duties and has agreed to work on a temporary basis to support the Department's need throughout the year.

Thank you for your help in this matter.

Sincerely,

Tim DuBrey
Highway Superintendent



**TOWN OF PLATTSBURGH
PLANNING & COMMUNITY
DEVELOPMENT**

TREVOR COLE, AICP, SENIOR PLANNER

JESSICA KOGUT, PLANNER

MICHELE BUCKMINSTER, SECRETARY

151 BANKER ROAD PLATTSBURGH, NEW YORK 12901-7307

(518) 562-6850

TDD (800) 662-1220

The Town is an equal opportunity provider and employer

**Michael Cashman
Supervisor**

**Meg LeFevre
Deputy Supervisor
Councilperson**

January 24, 2020

TO: Honorable Michael Cashman and
Members of the Town Board

RE: CVPH Health Plaza Site Plan 2016
Request for Refund of 3% Construction Deposit

Dear Mr. Cashman and Town Board Members:

The Planning & Community Development Department is requesting the 3% construction deposit, which we are holding for the CVPH Health Plaza Site Plan 2016, to be released. The amount for the deposit placed on file is \$25,055.00. All requirements for this project are complete therefore it is no longer necessary to hold the deposit. We recommend this deposit in the amount of \$25,055.00 plus accrued interest be refunded to Champlain Valley Physicians Hospital.

If you have any questions regarding the above, please contact the Planning & Community Development Office at the Town of Plattsburgh.

Sincerely yours,

Jessica E Kogut
for:

Trevor Cole, AICP
Senior Planner