

**TOWN OF PLATTSBURGH TOWN BOARD  
WORK SESSION AGENDA  
May 13, 2021**

The meeting was called to order at 6:01 PM by the presiding officer at the Town of Plattsburgh Town Hall, 151 Banker Road.

	<u>Present</u>	<u>Absent</u>
<b>MEMBERS:</b> Michael S. Cashman, Supervisor	x	
Thomas E. Wood, Councilor	x	
Meg E. Bobbin, Councilor	x	
Barbara E. Hebert, Councilor	x	
Charles A. Kostyk, Councilor	x	
Kathryn B. Kalluche, Town Clerk	x	
James J. Coffey, Town Attorney	x	

**Public Comments**

**Supervisor's Report**  
**Public Hearing**

Public hearing in relation to the proposed amendment to the Zoning Ordinance at the Town Hall, at 151 Banker Road, Plattsburgh, New York 12901 on the **May 13, 2021 at 6:35 o'clock P.M.**, [Eastern Daylight Savings Time]

**Draft Resolutions**

021-xxx Minutes  
021-xxx Monthly Reports  
021-077 NAPA TRACS Service Agreement  
021-078 Appointment of Darleen Mooney as Second Deputy Town Clerk  
021-079 Regal Cinemas License Application  
021-xxx Facility Rental Policy 2021 Update  
021-xxx Rehabilitation of Sunset dr., Relocation, and Improvement of Railroad Crossing #249109H  
021-xxx Temporary Seasonal Hire for Recreation Assistant in the Recreation Dept.  
021-xxx Appointment of Patrick Garsow to Parks and Recreation Advisory Committee  
021-xxx Contract Services with Commercial Investigations LLC  
021-xxx Change Order for Bluff Point

*For Hall*  
*5/14/21*

021-xxx Change Order for Trade Road

**Committee Reports -**

**Executive Session – as needed**

**Motion to go into** Executive Session  
to discuss medical, financial, credit or employment history  
of four specific people or matters leading to said  
dismissal, removal, promotion, appointment, employment,  
discipline, demotion, or suspension

Motion by: Charles A. Kostyk

Seconded by: Barbara E. Hebert

**Time: 6:45PM**

**Motion to come out** of Executive session

Motion by: Thomas E. Wood

Seconded by: Meg E. Bobbin

**Time: 7:03PM**

Roll Call:	<u>YES</u>	<u>NO</u>
Thomas E. Wood	x	
Meg E. Bobbin	x	
Barbara E. Hebert	x	
Charles A. Kostyk	x	
Michael S. Cashman	x	

Roll Call:	<u>YES</u>	<u>NO</u>	<u>ABSENT</u>
Thomas E. Wood	x		
Meg E. Bobbin	x		
Barbara E. Hebert	x		
Charles A. Kostyk	x		
Michael S. Cashman	x		

Town Board meeting be adjourned at 7:03 PM.

*Kostyk*  
*5/19/21*

**TOWN OF PLATTSBURGH  
TOWN BOARD WORK SESSION  
May 13, 2021**

**Resolution No. 021-077**

**2021 NAPA TRACS Services Agreement**

**WHEREAS**, the Town of Plattsburgh has identified a need to provide a hardware, software and system support and has a contract with NAPA TRACS for services needed; and,

**WHEREAS**, the Town Board has provided, within the General Fund of the Town of Plattsburgh 2021 Budget, for the contract with NAPA TRACS in the amount of \$ 1,944.00; and,

**WHEREAS**, the Town attorney has approved as to form for the contract submitted by NAPA TRACS; now, therefore be it

**RESOLVED**, that the contract submitted by NAPA TRACS be approved and the Supervisor is authorized to execute the same for the Town of Plattsburgh and a copy of this Resolution be given to the Finance Manager.

**Motion: Barbara E. Hebert**

**Seconded by: Charles A. Kostyk**

**Discussion: Yes**

<b>Roll Call:</b>	<b><u>Yes</u></b>	<b><u>No</u></b>	<b><u>Absent</u></b>	<b><u>Carried</u></b>	<b><u>Tabled</u></b>
				<b>x</b>	
<b>Thomas E. Wood</b>	<b>x</b>				
<b>Meg E. Bobbin</b>	<b>x</b>				
<b>Barbara E. Hebert</b>	<b>x</b>				
<b>Charles A. Kostyk</b>	<b>x</b>				
<b>Michael S. Cashman</b>	<b>x</b>				

*Katya B. Kallu*  
5/14/21

**TOWN OF PLATTSBURGH  
TOWN BOARD WORK SESSION  
May 13, 2021**

**Resolution No. 021-079**

**Regal Cinemas License Application**

**WHEREAS**, to comply with the Town of Plattsburgh Codes and Zoning Laws, Regal Cinemas has applied for a license to conduct and operate a cinema, known as Regal Cinemas, located in Champlain Centre North in the Town of Plattsburgh; and

**WHEREAS**, said application was applied for and received with license fee of \$500.00 and the Codes Department will then complete their inspection; and,

**WHEREAS**, when Regal Cinemas complies with all Local Laws and New York State Regulations and Codes, a letter will be issued stating their findings; therefore, be it,

**RESOLVED**, to receive and place on file an application for a license to conduct and operate Regal Cinemas after the inspection is complete it and approved ; and, it is further

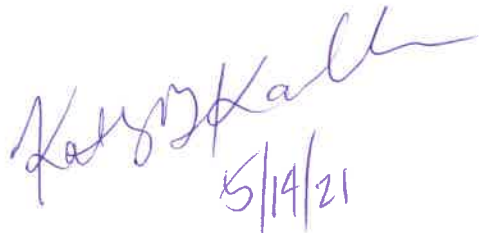
**RESOLVED**, that the Town Clerk will then be authorized to issue said license for the period from January 1, 2021 through December 31, 2021.

**Motion: Meg E. Bobbin**

**Seconded by: Barbara E. Hebert**

**Discussion: Yes**

<b>Roll Call:</b>	<b><u>Yes</u></b>	<b><u>No</u></b>	<b><u>Absent</u></b>	<b><u>Carried</u></b>	<b><u>Tabled</u></b>
				<b>x</b>	
Thomas E. Wood	<b>x</b>				
Meg E. Bobbin	<b>x</b>				
Barbara E. Hebert	<b>x</b>				
Chuck A. Kostyk	<b>x</b>				
Michael S. Cashman	<b>x</b>				

  
5/14/21

**TOWN OF PLATTSBURGH  
TOWN BOARD WORK SESSION  
May 13, 2021**

**Resolution NO.021-078**

**Appointment of Darlene Mooney as Second  
Deputy Town Clerk and Registrar of Vital Statistics**

**WHEREAS**, Town Clerk Katie Kalluche has submitted a letter dated May 11, 2021 appointing Darlene Mooney as Deputy Town Clerk and Registrar of Vital Statistics for the Town of Plattsburgh to serve at the pleasure of the Town Clerk; therefore, be it

**RESOLVED**, that the Town Board does hereby accept the appointment of Ms. Mooney as Deputy Town Clerk and Deputy Registrar; and, be it further

**RESOLVED**, that Ms. Mooney take an oath of office within thirty days of this Resolution and that a copy be put in her personnel file and a one be sent to the State Retirement Board; and, be it further

**RESOLVED**, that this take effect after a back ground check is completed the pay rate of \$12.50 per hour effective May14, 2021; and be it further

**RESOLVED**, that a copy of this Resolution be given to the Finance Manager,

**Motion: Meg E. Bobbin**

**Seconded by: Charles A. Kostyk**

**Discussion: Yes**

<b>Roll Call:</b>	<b><u>Yes</u></b>	<b><u>No</u></b>	<b><u>Absent</u></b>	<b><u>Carried</u></b>	<b><u>Tabled</u></b>
				<b>x</b>	
<b>Thomas E. Wood</b>	<b>x</b>				
<b>Meg E. Bobbin</b>	<b>x</b>				
<b>Barbara E. Hebert</b>	<b>x</b>				
<b>Charles A. Kostyk</b>	<b>x</b>				
<b>Michael S. Cashman</b>	<b>x</b>				

*Katy Kall*  
5/14/21

**TOWN OF PLATTSBURGH  
TOWN BOARD MONTHLY MEETING  
PUBLIC HEARING  
May 13, 2021**

The meeting was called to order at 6:01 p.m. by the presiding officer at the Town Hall on the Banker Road.

**FURTHER NOTICE** is hereby given that the Town Board of the Town of Plattsburgh will meet and hold public hearings thereon at the Town Hall located on the Banker Road, in the Town of Plattsburgh, Clinton County, New York on Thursday at     p.m. prevailing time in relation to the Town Zoning Ordinance, map and supplemental infrastructure specifications to the appropriate agencies in accordance with Article XIII, Section 13.3 and 13.4 of the Town Zoning Ordinance and Section 264 and 265 of New York Town Law

**1. Acceptance of Written Comments into the Record of the Hearing**

**2. Open Public Hearing to the Floor for Public Comment**

**Motion to OPEN Public Hearings**

Motion by: Thomas E. Wood

Seconded by: Meg E. Bobbin

Discussion:

**Motion to CLOSE Public Hearings**

Motion by: Charles A. Kostyk

Seconded by: Barbara E. Hebert

Time: 6:35 PM

**Roll Call:**                      Yes No Absent

Thomas E. Wood              x

Meg E. Bobbin                x

Barbara E. Hebert           x

Charles A. Kostyk           x

Michael S. Cashman        x

Time: 6:45                      PM

Yes No Absent

Thomas E. Wood              x

Meg E. Bobbin                x

Barbara E. Hebert           x

Charles A. Kostyk           x

Michael S. Cashman        x

*Kelly Kahl*  
*5/14/21*

**TOWN OF PLATTSBURGH  
TOWN BOARD SEMI MONTHLY MEETING  
May 20, 2021**

**Resolution No.021-080**

**Approve Minutes of the Previous Meeting**

**RESOLVED**, that the minutes of April 15 and 22, 2021 be approved and the reading of the minutes be dispensed with.

**Motion: Thomas E. Wood**

**Seconded by: Charles A. Kostyk**

**Discussion: none**

<b>Roll Call:</b>	<b><u>Yes</u></b>	<b><u>No</u></b>	<b><u>Absent</u></b>	<b><u>Carried</u></b>	<b><u>Tabled</u></b>
				<b>x</b>	
<b>Thomas E. Wood</b>	<b>x</b>				
<b>Meg E. Bobbin</b>	<b>x</b>				
<b>Barbara E. Hebert</b>	<b>x</b>				
<b>Charles A. Kostyk</b>	<b>x</b>				
<b>Michael S. Cashman</b>			<b>x</b>		

*Kathy Hull*  
5/25/21

**TOWN OF PLATTSBURGH  
TOWN BOARD SEMI MONTHLY MEETING  
May 20, 2021**

The meeting was called to order at 6:05 p.m. by the presiding officer at the Town Hall on the Banker Road. Pledge

**MEMBERS:**

	<u><b>PRESENT</b></u>	<u><b>ABSENT</b></u>
<b>Michael S. Cashman, Supervisor</b>		<b>X</b>
<b>Thomas E. Wood, Councilor</b>	<b>X</b>	
<b>Meg E. Bobbin, Councilor</b>	<b>X</b>	
<b>Barbara E. Hebert, Councilor</b>	<b>X</b>	
<b>Charles A. Kostyk, Councilor</b>	<b>X</b>	
<b>Kathryn B. Kalluche, Town Clerk</b>	<b>X</b>	
<b>James J. Coffey, Town Attorney</b>	<b>X</b>	

**Public Comment- none**

*Kate Hall  
5/25/21*



**TOWN OF PLATTSBURGH  
TOWN BOARD SEMI MONTHLY MEETING  
May 20, 2021**

**Resolution No. 021-081**

**Abstract 5B- 21**

**RESOLVED**, that the abstract of audited claims **No.5B-21** for \$191,095.54, **Abstract 5B-21** prepays for the amount \$144,474.78 be received as reviewed by the Audit Committee and the Supervisor is hereby authorized to pay said abstracts.

**Motion: Barbara E. Hebert**

**Seconded by: Thomas E. Wood**

**Discussion: Barb informed the board that the 1<sup>st</sup> payment for pictometry flyover shared between four departments.**

**Roll Call:**

<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
			x	

Thomas E. Wood  
Meg E. Bobbin  
Barbara E. Hebert  
Charles A. Kostyk  
Michael S. Cashman

x  
x  
x  
x

x

*Kelly Hall  
5/25/21*

**TOWN OF PLATTSBURGH  
TOWN BOARD SEMI MONTHLY MEETINGS  
May 20, 2021**

**Resolution No. 021-082**

**Monthly Department Reports**

**RESOLVED**, to receive and place on file Monthly Department Head Reports.

Building and Grounds - April

Codes and Zoning- April

Dog Control Officer - April

Historian-

Highway Superintendent – April

Justice Court-

Parks and Recreation- April

Planning and Community Development – April

Safety Committee –

Supervisors Financial Report- April

Tax Receiver-

Town Clerk- April

Water Wastewater – April

**Motion: Barbara E. Hebert**

**Seconded by: Charles A. Kostyk**

**Discussion: none**

**Roll Call:**

<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
			x	

**Thomas E. Wood**

x

**Meg E. Bobbin**

x

**Barbara E. Hebert**

x

**Charles A. Kostyk**

x

**Michael S. Cashman**

x

*Katlynn Hall*  
*5/25/21*

**TOWN OF PLATTSBURGH  
TOWN BOARD SEMI MONTHLY MEETING  
May 20, 2021**

**Resolution No. 021-083**

**Commercial Investigation LLC  
Services Agreement**

**WHEREAS**, the Town of Plattsburgh has identified a need to provide a service support for amenities needed to enhance the quality of new hires, volunteers, board members and more, and has a contract with Commercial Investigations LLC; and,

**WHEREAS**, the Town Board has provided, within the General Fund of the Town of Plattsburgh 2021 Budget, for the contract with Commercial Investigations LLC based on contract need; and,

**WHEREAS**, the Town attorney has approved as to form for the contract submitted by Commercial Investigations LLC; now, therefore be it

**RESOLVED**, that the contract submitted by Commercial Investigations LLC be approved and the Supervisor is authorized to execute the same for the Town of Plattsburgh and a copy of this Resolution be given to the Finance Manager.

**Motion: Charles A. Kostyk**

**Seconded by: Thomas E. Wood**

**Discussion: none**

<b>Roll Call:</b>	<b><u>Yes</u></b>	<b><u>No</u></b>	<b><u>Absent</u></b>	<b><u>Carried</u></b>	<b><u>Tabled</u></b>
				<b>x</b>	
<b>Thomas E. Wood</b>	<b>x</b>				
<b>Meg E. Bobbin</b>	<b>x</b>				
<b>Barbara E. Hebert</b>	<b>x</b>				
<b>Charles A. Kostyk</b>	<b>x</b>				
<b>Michael S. Cashman</b>				<b>x</b>	

*Following Hall  
5/25/21*

**TOWN OF PLATTSBURGH  
TOWN BOARD SEMI MONTHLY MEETING  
May 20, 2021**

**Resolution No. 021-084**

**Appointment of Patrick Garsow for Parks and  
Recreation Advisory Committee**

**WHEREAS**, the Town Board passed resolution 020-117 establishing a Parks and Recreation Advisory Committee; and,

**WHEREAS**, Patrick Garsow possess skills and experience and the willingness and enthusiasm to serve as a member of the Parks and Recreation Advisory Committee; therefore be it

**RESOLVED**, that the Town of Plattsburgh Town Board does hereby appoint Mr. Garsow to the Parks and Recreation Advisory Committee, a two year term to serve until December 31, 2022 and, be it further

**RESOLVED**, that Mr. Garsow take the oath of office within thirty days of this Resolution.

**Motion: Thomas E. Wood**

**Seconded by: Charles A. Kostyk**

**Discussion: none**

**Roll Call:**

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Meg E. Bobbin	x				
Barbara E. Hebert	x				
Charles A. Kostyk	x				
Michael S. Cashman					x

*Patrick Garsow*  
*5/25/21*

**TOWN OF PLATTSBURGH  
TOWN BOARD SEMI MONTHLY MEETING  
May 20, 2021**

**Resolution NO. 021-085**

**Temporary Seasonal Hire for Recreation Assistant  
in the Recreation Department**

**WHEREAS**, the Supervisor has received a letter dated May 7, 2021 from Melanie Defayette, Youth Services and Recreation Director, requesting to hire Recreation Assistant position; and,

**WHEREAS**, Catherine Provost (\$15.00/hour) be appointed to said position when all employment verification and eligibility provisions have been satisfied; now, therefore be it

**RESOLVED**, that the Supervisor is authorized to sign all necessary documents to hire seasonal temporary help in the Parks and Recreation Department and a certified copy of this Resolution be given to the Finance Manager, Youth Director, Cool Insurance and the Clinton County Civil Service Department of Personnel for their final approval and filing and a copy placed in her personnel file.

**Motion: Thomas E. Wood**

**Seconded by: Barbara E. Hebert**

**Discussion: none**

**Roll Call:**

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Meg E. Bobbin	x				
Barbara E. Hebert	x				
Charles A. Kostyk	x				
Michael S. Cashman				x	

*Katya Hall*  
*5/25/21*

**TOWN OF PLATTSBURGH  
TOWN BOARD SEMI MONTHLY MEETING  
May 20, 2021**

**Resolution No.021-086**

**Facility Rental Policy 2021 Update**

**WHEREAS**, as indicated by the attached Facility Rental Policy, the Town Board seeks to adopt an updated set of standards and requirements; therefore, be it

**RESOLVED**, that the attached Town of Plattsburgh 2021 Rental Policy be and the same hereby is approved effective May 21, 2021 and the Supervisor is authorized and directed to implement the same for the Town; and be it

**RESOLVED**, that the Town of Plattsburgh officially adopts the attached updated Policy and a copy of the Policy be given to each Department to add to their policy book; and be it further

**RESOLVED**, that a copy of this Resolution and policy be given to the Town Clerk and Parks and Recreation Department and Finance Manager.

**Motion: Charles A. Kostyk**

**Seconded by: Barbara E. Hebert**

**Discussion: none**

**Roll Call:**

<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
			x	

Thomas E. Wood	x
Meg E. Bobbin	x
Barbara E. Hebert	x
Charles A. Kostyk	x
Michael S. Cashman	

x

*Kathryn Full*  
*5/25/21*

**TOWN OF PLATTSBURGH**  
**TOWN BOARD SEMI-MONTHLY MEETING**  
**May 20, 2021**

**Resolution No. 21-087**

**Change Order No.1 Bluff Point Pump  
Station Improvements**

**WHEREAS** the Town of Plattsburgh's Water and Wastewater Department (WWW) went out to bid and awarded the Bluff Point Pump Station Improvements (Resolution No. 20-021) as part an ongoing capital improvement plan; and

**WHEREAS**, the electrical interface for the pumps need to be modified to allow for proper pump maintenance; and

**WHEREAS**, J.E. Sheehan Contracting Corp, has submitted pricing and after consulting with the Town's Finance Manager and engineering consultant, the WWW Director recommends that the Town Board allocate an additional amount not to exceed of \$15,256.; now, therefore be it

**RESOLVED**, that the Town Board does hereby authorize the Supervisor to execute said change order no. 1; and, be it further

**RESOLVED**, that the Supervisor be authorized to execute said change order to extend the contract quantities; and, be it further

**RESOLVED**, that a copy of this Resolution be given to the Finance Manager and Water Wastewater Director, Laberge Engineering and J.E. Sheehan Contracting Corp.

**Motion: Charles A. Kostyk**

**Seconded by: Barbara E. Hebert**

**Discussion: none**

**Roll Call:**

	<b><u>Yes</u></b>	<b><u>No</u></b>	<b><u>Absent</u></b>	<b><u>Carried</u></b>	<b><u>Tabled</u></b>
				x	
<b>Thomas E. Wood</b>	x				
<b>Meg E. Bobbin</b>	x				
<b>Barbara E. Hebert</b>	x				
<b>Charles A. Kostyk</b>	x				
<b>Michael S. Cashman</b>			x		

*Karyn Hall*  
5/25/21

**TOWN OF PLATTSBURGH**  
**TOWN BOARD SEMI MONTHLY MEETING**  
**May 20, 2021**

**Resolution No. 21-088**

**Change Order No.1 Trade Road**  
**Pump Station Improvements**

**WHEREAS** the Town of Plattsburgh's Water and Wastewater Department (WWW) went out to bid and awarded the Trade Road Pump Station Improvements (Resolution No. 20-022) as part an ongoing capital improvement plan; and

**WHEREAS**, the electrical interface for the pumps need to be modified to allow for proper pump maintenance; and

**WHEREAS**, J.E. Sheehan Contracting Corp, has submitted pricing and after consulting with the Town's Finance Manager and engineering consultant, the WWW Director recommends that the Town Board allocate an additional amount not to exceed of \$23,360.00; now, therefore be it

**RESOLVED**, that the Town Board does hereby authorize the Supervisor to execute said change order no. 1; and, be it further

**RESOLVED**, that a copy of this Resolution be given to the Finance Manager and Water Wastewater Director, Laberge Engineering and J.E. Sheehan Contracting Corp.

**Motion: Thomas E. Wood**

**Seconded by: Barbara E. Hebert**

**Discussion: none**

**Roll Call:**

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Meg E. Bobbin	x				
Barbara E. Hebert	x				
Charles A. Kostyk	x				
Michael S. Cashman				x	

*John J. Hall*  
*5/25/21*



**TOWN OF PLATTSBURGH  
TOWN BOARD SEMI MONTHLY MEETING  
May 20, 2021**

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**RESOLVED**, that this Town Board meeting be adjourned at 6:19 PM.

**Motion by:** Barbara E. Hebert

**Seconded by:** Thomas E. Wood

**Discussion:** none

<b>Roll Call:</b>	<b><u>Yes</u></b>	<b><u>No</u></b>	<b><u>Carried</u></b>
			<b>x</b>
Thomas E. Wood	x		
Meg E. Bobbin	x		
Barbara E. Hebert	x		
Charles A. Kostyk	x		
Michael S. Cashman	absent		

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*Kathy Kunk*  
*5/25/21*



# 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) 563-8396**

**Michael Cashman**  
Supervisor

**Meg Bobbin**  
Deputy Supervisor/Councilor

**James J. Coffey**  
Town Attorney

**Thomas E. Wood**  
Councilor

**Charles A. Kostyk**  
Councilor

**Barbara E. Hebert**  
Councilor

**Kathryn B. Kalluche**  
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: May, 2021 Monthly Report

### THE FOLLOWING NUMBER OF PERMITS AND ACTIVITIES ARE REPORTED:

- 38 Building permits were requested this month.
- 35 Building Permits were issued this month.
- 1 Permit(s) issued current month, paid/requested in a prior month.
- 3 Permit(s) requested current month, not issued yet (under review/requires additional information).
- 6 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.
- 6 Matter(s) before Zoning Board of Appeals
- Permit(s) pending Town Board/Planning Board Action.
- 1 Misc: home inspection (-); zoning compliance letters (1).
- Temporary Certificate of Occupancy
- 5 Burn Permits
- 4 Renewals
- 3 Fire Calls

<i>Residential:</i>	37	\$972, 660. 25
<i>Commercial &amp; Industrial:</i>	12	\$30, 000. 00
<b>Total:</b>	<b>49</b>	<b>\$1, 002, 660. 25 .</b>

RESIDENTIAL:DOLLAR AMOUNT:

3	Single Family Residence		
	Pat Pellerin Rand Hill Road	\$275,000.00	
	Dennis Ryan 1473 Cumberland Hd Rd	\$265,000.00	
	TRB Development 20 Davies Ln	<u>\$275,000.00</u>	\$ 770,000.00
-	Multi-Family Residence - Duplex		\$
2	Addition to Detached Garage		\$ 60,000.00
-	Garage, Detached		\$
-	Erect Seasonal Camp		
-	Concrete Slab/Gravel Pad / Retaining Wall		\$
-	Foundation Repair		\$
-	Bilco Door		
3	Addition, <b>ALTERATION</b> and/or Renovation of Residence		\$ 28,400.00
-	Roof over Existing Deck		\$
4	Erect a <b>DECK/PORCH</b> , or Gazebo		\$ 28,081.25
-	Erect Roof over Existing Roof on Manufactured Home		\$
-	Erect a 3 Season Sun Room		\$
-	Erect Handicap Ramp		\$
6	Erect/extend a Utility/Machine <b>SHED</b>		\$ 39,947.00
-	Installation of In-Ground Pool		\$
6	Installation of Above-Ground Pool		\$ 42,000.00
-	Installation of Hot Tub		\$
1	Demolition		\$ 2,500.00
1	Installation of Propane Fireplace/Wood Stove/Pellet Stove/Heating System		\$ 1,732.00
-	Installation of Outdoor Wood Boiler		
-	Install/Upgrade Generator		\$
-	Electrical Upgrade		\$
-	Solar Panel Array		\$
-	Chimney Repair/Stone Veneer		\$
-	Leanto / <b>CARPORT</b>		\$
-	Erect a Pole Barn		\$
-	Remove Manufactured Home		\$
-	Park and occupy manufactured home in Mobile Home Park		\$
-	Park and occupy manufactured home on private lot		\$
4	Renewals		
5	Burn Permits		
1	Other - Foster Care/Home Inspection/ <b>FLOODPLAIN DEV. PERMIT</b>		
-	Asbestos Abatement		
-	Fire Calls		

COMMERCIAL AND INDUSTRIAL:

DOLLAR AMOUNT:

-	Erect/Addition Commercial Building		\$
1	Repair and/or Alteration of commercial building	\$	30,000.00
-	Commercial roofing job	\$	
-	Alter tenant/commercial space	\$	
	Storage Building	\$	
-	Public Utilities	\$	
-	Wireless Telecommunications	\$	
-	HVAC Replacement - New furnace	\$	
-	Fire Suppression System	\$	
-	Remove Underground Storage Tanks	\$	
-	Solar Array System	\$	
-	Charging Station	\$	
3	Erect/repair signage	\$	
2	Temporary Banners/Signs	\$	
-	Installation of LPG Tank /Gasoline Tank	\$	
-	Convert residential house to commercial use	\$	
1	Occupy Commercial Business		
1	Demolition		
-	Renewals		
3	Fire Calls		
1	Other - Zoning Compliance Letters		
<i>Residential:</i>		<i>37</i>	<i>\$972,660.25</i>
<i>Commercial &amp; Industrial:</i>		<i>12</i>	<i>\$30,000.00</i>
<i>Total:</i>		<i>49</i>	<i>\$1,002,660.25</i>

# Permit Monthly Report

05/01/2021 - 05/31/2021

Permit #	Issue Date	Owner	Permit Type	Property Location	Valuation	Amount
May 2021						
210501	05/04/2021	Larry Roberts	Shed	1081 Cumberland Hd Rd SBL#: 209-1-1.3	\$9,547.00	\$60.00
<b>Description of Work:</b>						
INSTALL A 12' X 20' PRE-FAB SHED IN BACK YARD						
210502	05/04/2021	Brandon Stone	Addition	7 Homestead Dr SBL#: 192-5-13	\$10,000.00	\$50.00
<b>Description of Work:</b>						
CONSTRUCT A SINGLE STORY 12' X 12' ADDITION ON BACK OF HOME						
210503	05/05/2021	Lawrence Pasti Family Rev Living Trust	Deck	77 Blair Rd SBL#: 195.3-2-21.1	\$19,781.25	\$80.00
<b>Description of Work:</b>						
REMOVE EXISTING DECK AND REPLACE WITH NEW 17' X 20' DECK AT LAKESIDE						
210504	05/05/2021	Bruce Poland	Pool (Above Ground)	79 Baker Rd SBL#: 204-5-9	\$5,500.00	\$150.00
<b>Description of Work:</b>						
INSTALL A 15' ROUND ABOVE-GROUND POOL IN REAR YARD AND CONSTRUCT 8' X 10' DECK AT POOL SIDE						
2021-16	05/05/2021	Lawrence Pasti Family Rev Living Trust	Floodplain Dev Permit	77 Blair Rd SBL#: 195.3-2-21.1	---	\$100.00
<b>Description of Work:</b>						
FLOODPLAIN DEVELOPMENT PERMIT APPLICATION						
210505	05/06/2021	Thomas & Judy Rice Irrevocable Trust	Shed	12 Lakeside Ct SBL#: 233.16-1-14	\$6,000.00	\$108.00
<b>Description of Work:</b>						
CONSTRUCT A 12' X 24' STORAGE SHED IN REAR YARD						
210506	05/06/2021	Cory Bilow	Deck	13 Vista Dr SBL#: 205.2-1-2.611	\$3,500.00	\$50.00
<b>Description of Work:</b>						
CONSTRUCT A 10' X 16' DECK AROUND POOL AND CONNECTING WITH EXISTING DECK						
210507	05/06/2021	Cody & Cassandra Meyers	Alteration	149 Wallace Hill Rd SBL#: 193.3-1-1	\$19,900.00	\$199.00
<b>Description of Work:</b>						
REMOVE, REPAIR AND RESHINGLE ROOF						

# Permit Monthly Report

Permit #	Issue Date	Owner	Permit Type	Property Location	Valuation	Amount
210508	05/10/2021	Champlain Centre North LLC	Temporary Signs	60 Smithfield Blvd (Champlain Centre North -) SBL#: 206.4-2-1.2	—	\$50.00
<b>Description of Work:</b> PLACE A 20 SF TEMPORARY SIGN ATTACHED TO A TEMPORARY TENT IN PARKING LOT (LIMITED TO 60 DAYS IN A CALENDAR YEAR)						
210509	05/10/2021	Kathryn Kingsley Kalluche	Shed	92 Bay Rd SBL#: 194.2-1-28.9	\$2,000.00	\$50.00
<b>Description of Work:</b> INSTALL A 10' X 13' PRE-FAB STORAGE SHED IN SIDE YARD						
2021-17	05/12/2021	Allen Henry	FIRE CALLS	1414 Rt 3 SBL#: 205.-1-13	—	
<b>Description of Work:</b> FIRE CALL - CAR DROVE INTO THE HOUSE. DAMAGE TO APARTMENT #1 FRONT ENTRANCE DOOR NEEDS TO BE REPAIRED - NO PERMIT REQUIRED. UPSTAIRS FIRE ESCAPE STAIRS AND LANDING DECK ALSO DAMAGED AND NEEDS TO BE COMPLETELY REPLACE. - PERMIT REQUIRED FOR REPAIR TO FIRE ESCAPE.						
21-06	05/13/2021	Nicholas Boolukos	Burn Permit	48 Sunnyside Rd SBL#: 209.3-1-45.1	—	
<b>Description of Work:</b> BURN PERMIT						
21-07	05/13/2021	Marvin LaDuke	Burn Permit	300-304 Bradford Rd SBL#: 191.-3-39	—	
<b>Description of Work:</b> BURN PERMIT						
210510	05/13/2021	Michael Christian	Shed	51 Honey Dr SBL#: 192.4-1-65	\$10,000.00	\$154.00
<b>Description of Work:</b> INSTALL A 14' X 44' PRE-FAB SHED/GARAGE IN SIDE YARD						
210511	05/13/2021	Dina Guynup	Porch	1380 Military Tpke SBL#: 220.4-3-4.1	\$4,000.00	\$50.00
<b>Description of Work:</b> CONSTRUCT A 24' X 7' COVERED PORCH ON FRONT OF RESIDENCE						
210512	05/13/2021	Patrick Pellerin	Single Family Resd	Rand Hill Rd. SBL#: 191.-2-59.25	\$230,000.00	\$478.00
<b>Description of Work:</b> CONSTRUCT A 1,912 SF SINGLE FAMILY RESIDENCE WITH ATTACHED GARAGE - LOT 4, RAND HILL						

# Permit Monthly Report

Permit #	Issue Date	Owner	Permit Type	Property Location	Valuation	Amount
210513	05/13/2021	Dennis Ryan	Single Family Resd	1473 Cumberland Hd Rd SBL#: 194.-2-16.22	\$265,000.00	\$664.00
<b>Description of Work:</b> CONSTRUCT NEW 2,656 SF SINGLE FAMILY RESIDENCE WITH ATTACHED GARAGE						
210514	05/18/2021	Keith Pelletier	Addition	467 Rand Hill Rd SBL#: 191.-2-59.21	\$50,000.00	\$165.00
<b>Description of Work:</b> CONSTRUCT A 22' X 30' SINGLE STORY ADDITION ONTO RESIDENCE						
210515	05/20/2021	Douglas Walker	Pool (Above Ground)	12 Valcour Blvd SBL#: 233.16-2-7	\$4,500.00	\$100.00
<b>Description of Work:</b> INSTALL A 24' ROUND ABOVE-GROUND POOL IN BACK YARD						
210516	05/20/2021	Sarah Stanton Ashlire	Alteration	76 Park Row SBL#: 204.3-1-12	\$8,000.00	\$120.00
<b>Description of Work:</b> FINISH BEDROOM IN BASEMENT; INSTALL 4X4 WINDOW AND WINDOW WELL						
210517	05/20/2021	Dale LaFountain	Shed	105 Moffitt Rd SBL#: 180.-3-4.31	\$3,000.00	\$50.00
<b>Description of Work:</b> INSTALL A 10' X 16' PRE-FAB SHED BEHIND EXISTING GARAGE						
210518	05/20/2021	Dennis Jacques	Pool (Above Ground)	15 Sawyer Ln SBL#: 204.-5-12	\$10,000.00	\$196.00
<b>Description of Work:</b> INSTALL A 24' ROUND ABOVE-GROUND POOL WITH 16' X 24' DECK ONTO BACK OF RESIDENCE						
210519	05/20/2021	Dennis & Heather Stone	Sign	1400-1402 Rt 3 SBL#: 205.-1-14	—	\$50.00
<b>Description of Work:</b> INSTALL A 6 SF FREE STANDING SIGN ON PROPERTY						
210520	05/20/2021	Charles Reil	Demolition	1 Rascoe Rd SBL#: 192.-1-30.1	—	\$50.00
<b>Description of Work:</b> DEMOLISH COLLAPSING BARN						
210521	05/20/2021	Adirondack Regional Federal Credit Union	Sign	672 Rt 3 SBL#: 206.-1-24	—	\$50.00
<b>Description of Work:</b> INSTALL A 16.6 SF FREE STANDING SIGN AT PROPERTY						

# Permit Monthly Report

Permit #	Issue Date	Owner	Permit Type	Property Location	Valuation	Amount
210522	05/20/2021	Debbie Akey	Temporary Signs	616 Rt 3 SBL#: 206.4-1-19	—	\$50.00
<b>Description of Work:</b> PLACE A TEMPORARY 20 SF SIGN ATTACHED TO A TEMP TENT IN PARK LOT (LIMITED TO 60 DAYS IN A CALENDAR YEAR)						
210523	05/20/2021	Catholic Church Chapel	Demolition	1349-1351 Military Tpke SBL#: 220.4-2-5	—	\$50.00
<b>Description of Work:</b> DEMOLITION ONLY OF BACK PORCH AND BATHROOM						
21-08	05/20/2021	Jerrold Nutt	Burn Permit	599 Wallace Hill Rd SBL#: 192.1-32.7	—	
<b>Description of Work:</b> BURN PERMIT						
21-09	05/20/2021	Carl Provost	Burn Permit	518 Wallace Hill Rd SBL#: 192.1-24	—	
<b>Description of Work:</b> BURN PERMIT						
2021-18	05/21/2021	Pyramid Champlain	FIRE CALLS	73 Centre Dr (Bed, Bath, and Beyond) SBL#: 206.4-4-1.1	—	
<b>Description of Work:</b> FIRE CALL - MALFUNCTIONING ROOFTOP UNIT #6 AND FIRE PANEL NOT WORKING PROPERLY. NEEDS TO BE REPAIRED AND RE- INSPECTED UPON COMPLETION.						
2021-19	05/21/2021	N. Wilson Holdings, LLC	FIRE CALLS	795 Rt 3 (N Wilson Holding LLC) SBL#: 206.3-1-19.1	—	
<b>Description of Work:</b> FIRE CALL- TRUSSES ON EAST SIDE GAVE WAY FROM A WIND GUST. ALL SUPPORTING MEMBERS APPEARED TO BE PLACED PROPERLY. NAILING APPEARED TO BE COMPLETE.						
210524	05/21/2021	Seth Bombeck	Shed	66 Seneca Dr SBL#: 194.20-4-12	\$9,400.00	\$84.00
<b>Description of Work:</b> INSTALL A 14' X 24' PRE-FAB GARAGE IN REAR YARD						
210525	05/21/2021	Tyler Seabrook	Pool (Above Ground)	24 Sawyer Ln SBL#: 204.-5-14	\$5,000.00	\$100.00
<b>Description of Work:</b> INSTALL A 21' ROUND ABOVE-GROUND POOL IN BACK YARD						



# Permit Monthly Report

Permit #	Issue Date	Owner	Permit Type	Property Location	Valuation	Amount
210526	05/24/2021	TPR Development LLC	Single Family Resd	20 Davies Ln SBL#: 207.10-1-15.1	\$275,000.00	\$693.00
<b>Description of Work:</b>						
CONSTRUCT A NEW 2,258 SF SINGLE FAMILY HOME WITH 20' X 20' 2-CAR GARAGE						
210527	05/26/2021	Chase Vaughn	Pool (Above Ground)	14 Seneca Dr SBL#: 208.8-1-7	\$8,000.00	\$150.00
<b>Description of Work:</b>						
INSTALL A 18' ROUND ABOVE-GROUND POOL AND 4' X 8' DECK IN BACK YARD						
210528	05/26/2021	Adam Buckpitt	Demolition	1971 Rt 22B SBL#: 205.3-1-13	\$2,500.00	\$50.00
<b>Description of Work:</b>						
DEMOLISH COLLAPSING GARAGE						
210529	05/26/2021	Mark Varin	Pool (Above Ground)	1735 Rt 3 SBL#: 204.-2-43.1	\$9,000.00	\$100.00
<b>Description of Work:</b>						
INSTALL A 24' ROUND ABOVE-GROUND POOL IN BACK YARD						
210530	05/26/2021	Martha Breyette	Deck	1221 Rt 3 SBL#: 205.1-1-26	\$800.00	\$50.00
<b>Description of Work:</b>						
REMOVE OLD CONCRETE STEPS AND REPLACE WITH 10' X 8' DECK ON SIDE OF HOME						
210531	05/26/2021	The Development Corporation	Sign	105-109 Industrial Blvd SBL#: 220.-2-2		\$89.00
<b>Description of Work:</b>						
INSTALL A 44.5 SF MONUMENT SIGN AT PROPERTY						
210532	05/26/2021	Steven Bonhomme	Propane Fireplace/Stove	25 Genesee Ln SBL#: 208.8-1-53	\$1,732.00	\$50.00
<b>Description of Work:</b>						
INSTALLATION OF KOZY HEAT BIRCHWOOD FREE STANDING GAS HEATER						
210533	05/26/2021	California NA Bankers Trust Company of	Alteration	18 Mohican Ln SBL#: 194.20-2-23	\$500.00	\$50.00
<b>Description of Work:</b>						
RE-INSTALLING BACK DOOR ENTRANCE						

# Permit Monthly Report

Permit #	Issue Date	Owner	Permit Type	Property Location	Valuation	Amount
210534	05/26/2021	Champlain Centre North LLC	Occupy Com. Business	60 Smithfield Blvd (D104 - SPA 505)	—	\$100.00
<b>Description of Work:</b>						
<i>OCCUPY COMMERCIAL SPACE FOR MASSAGE/SPA SERVICES</i>						
210535	05/26/2021	RCC of St. Alexander/St. Joseph's	Commercial Alteration	1349-1351 Military Tpke	\$30,000.00	\$300.00
<b>Description of Work:</b>						
<i>CONVERT EXISTING GARAGE INTO A FOOD SHELF</i>						
21-10	05/28/2021	Christopher Frederick & Virginia Bordeau	Burn Permit	169 Town Line Rd	—	
<b>Description of Work:</b>						
<i>BURN PERMIT</i>						
<b>SBL#:</b> 220.4-2-5						
<b>SBL#:</b> 191.2-6.2						
<b>May 2021 Total:</b>					<b>\$1,002,660.25</b>	<b>\$4,940.00</b>
<b>Reporting Period Total:</b>					<b>\$1,002,660.25</b>	<b>\$4,940.00</b>

**TOWN BOARD LIAISON COMMITTEE  
MONTHLY REPORT  
PLANNING & COMMUNITY DEVELOPMENT  
JUNE 4, 2021**

◆ **Planning Board Agenda:**

- April 20 & May 18, 2021- see attached summary of Planning Board Actions
- June 18, 2021 Agenda- 4 items (Attached)

◆ **Town Board Items:**

- CFA for BMG - Elan to prepare application requesting \$1.5M +/- to fund Phase II (site interior) for \$6,500.
- Ampersand/Rugar Intersection – AES finalizing plan sets and bid docs. Town may Possibly BAN to construct

◆ **Meetings attended by Planning staff:**

- May 4- Planning & Zoning Monthly meeting
- May 5- Meet with Laberge on Cliffs of River Run
- May 5- Meeting with Starr Burke on St. Joseph's Renovation
- May 6- Review Whiteboards
- May 10- Meeting with Matty F. on Quarry suit
- May 10- Status Update NYSERDA
- May 10- Plattsburgh Storage Meeting
- May 11- Call with John Behan
- May 11- River Run Zoom Meeting
- May 11- BMG Meeting
- May 12- Workshop with Paul from Chazen to discuss Z.O. changes
- May 14 – Call with Meg on Short term rentals
- May 18- Former County Airport Smart Growth Plan Kick off Meeting
- May 18- Planning Board Meeting
- May 19- Meeting with City Planning Bike/Ped Connection
- May 20- Meeting with Jim Abdallah
- May 26- Review NYSEG Economic Development Intake with Barb Shute
- May 28- Phone call with Jere Tatich to discuss CFA

◆ **Telecommunications Projects:**

- None

◆ **Freedom of Information (FOIL) Requests Completed:**

- Elizabeth Vicencio for 163 Idaho Ave
- Ashley Boisvert for Resolution 20-51

## ◆ Community Development

- Zoning Ordinance Update- Public Hearing held on May 13. SEQRA determination anticipated June 17<sup>th</sup>. Adoption of final documents anticipated for July 8<sup>th</sup>.
- CEC grant contract underway. Proceed with implementation of remaining item (VFDs), seek reimbursement.
- National Association of Realtors Grant (NAR) \$1500-\$10,000 Partnership between Town and CCRA. ½ day training and Zoning analysis & plan for former airport (Awarded). Committee members selected. CCRC awarded additional \$7500. Behan awarded contract for Level 2 grant to develop Smart Growth Plan (lite) for Former Airport. Kick-off meeting held May 18<sup>th</sup>, included site tour of the former airport and riverfront.
- DASNY Grant #9514 (\$50k) Reimbursement received 6/3/2021- Entering DASNY Grant #15829 (\$250k) for construction of BMG Phase I, (On Pause)
- Battlefields Memorial Gateway- Grant application completed and submitted to Senator Gillibrand for \$3.2M.
- Cumberland Head Park. – Letter of request sent to Macdonough family for easement to drain park via tiling. AARP grant application submitted for trail construction. Met with AEDA on 6/3/2021 to discuss formal site plans.
- Hometown Heroes- 20 new banners ordered for the 2021/2022 season. Total banners put up this year = 47.
- Home of the Michigan- July celebration planned, including Michigan restaurant passports, bumper stickers, a banner, possibly a historical marker
- River Run Mini-Triathlon- August 14<sup>th</sup>- registration May 19<sup>th</sup>-July 21. \$40 ind/\$80 team

## ◆ Local Waterfront Revitalization Program (LWRP) Grant (Comprehensive Plan Initiative):

- DASNY Grant Application (Jetties) Phase I \$50k, Phase II \$200k. Phase I-IA design complete, reimbursement received.
- BMG Sponsorship materials are complete, and have been sent to the BMG group for use.
- Coordination with state transportation officials to petition for a public crossing at BMG
- 2016 CFA funding application to Regional Waterfront Committee for BMG Phase II design.\*Grant Awarded\* LWRP 2016- BMG Phase II schematic design is complete, 2 meetings held with committee to refine scope and direction, based on actual site conditions. Waiting for grant to be completed to publicize updated schematic design and new concept plan rendering.

## ◆ Complete Streets/Trails:

- Working with Laberge Group on Green Infrastructure Grant Program application for complete street upgrades/ pavement reduction for New York Road. Laberge is preparing a feasibility report and cost estimate.
- Solar project on former airport- in discussion with NYSERDA, may include portion of SRTG from Brown Rd. to Fairgrounds.
- Jessica & Trevor met with Malan & Ethan from City Planning to discuss bicycle corridor connections and commuter routes.

◆ **Other**

- Promotional/Marketing efforts for Town Center currently being tweaked and updated, new smart growth regulations will prompt the completion of these materials
- Next Town Board Liaison Committee Update Meeting: July 30, 2021 @ 9:30

**Design Review/Subdivision and Site Plan Projects Approved and/or Under Construction:**

<b>Project Name</b>	<b>Status</b>	<b>Status Change</b>	<b>Date Updated</b>	<b>Notes</b>
After Hours Imaging Site Plan 2020	Signed DPP	N	9/8/20	
ARC Salt/Sand Storage Site Plan 2020	Signed DPP	N	11/24/20	
Plattsburgh Community Housing Site Plan 2019	Signed DPP	N	10/8/19	
Wilson Holding Site Plan 2020	Signed DPP's	N	1/29/2021	
Bertrand Multi-Family Housing SP & SUP 2020	80% Memo Sent	N	3/8/2021	
Eastern Insuring Site Plan 2019	80% As Built Memo Sent- Temp CofO	N	12/9/19	
Bluff Point Golf Resort Phase II Site Plan 2019	Signed DPP	N	10/28/19	
UMS Properties R & D Facility SP & SUP 2019	Signed DPP	N	12/31/2019	
Delaware River Solar Site Plan & SUP 2019	Signed DPP	N	6/17/2020	
Studley Site Plan 2021	Signed DPP	N	3/22/2021	
Gus' Red Hots Site Plan 2021	Signed DPP	N	3/25/2021	
Poirier Multi Family Housing Site Plan 2020	Signed DPP	N	4/6/2021	

Project Name	Status	Status Change	Date Updated	Notes
Della Kia Site Plan 2019	Signed DPP	N	4/27/2020	
TDC Industrial Blvd SP 2019 60,000sf & 5,000 sq ft.	Signed DPP	N	4/27/2020	Temp CO for Office
Plattsburgh Lodging Ventures Site Plan 2019	Signed DPP	N	2/11/2020	
Huttig Nissan Site Plan 2018	Signed DPP	N	7/31/19	
Northwoods Supportive Housing Site Plan 2018	Signed DPP	Y	4/26/2021	
YKnot Storage Site Plan 2020	Signed DPP	N	2/19/2021	
Farrell North Properties Site Plan 2020	Signed DPP	N	1/29/2021	
Bailey Ford Site Plan 2020	Signed DPP	N	4/6/2021	
Adirondack FCU Site Plan & SUP 2020	Signed DPP	N	4/2/2021	

**TOWN OF PLATTSBURGH  
PLANNING BOARD ACTIONS  
APRIL 20, 2021**

- ITEM #1      TOM MILLER RD TOPSOIL SITE PLAN & SPECIAL USE PERMIT 2021-** Request to mine 24 inches of topsoil from 7 acres of a 65.7-acre parcel. Located on Tom Miller Rd. with public water and private sewer; Zoned C; Tax Map Parcel # 206.-1-13.1; Owner/Applicant Stephen McKenna; Engineer Mark Buckley **SKETCH PLAN APPROVAL**
- ITEM #2      NOVA BUS OPP CHARGER SITE PLAN 2021-**Request to construct concrete pads with 2 overhead charging centers with associated paving and 6 new CCS chargers for the production of electric buses with site grading, landscaping and lighting. Located on Banker Rd. with public water and public sewer; Zoned IP; Tax Map Parcel # 205.-4-13; Owner/Applicant Prevost Car US Inc.; Engineer Terry Horst **SEQRA DETERMINATION & SKETCH/DETAILED PRELIMINARY PLAN APPROVAL**
- ITEM #3      CLIFFS OF RIVER RUN SUBDIVISION PHASE I 2021-** Request for a 75 Lot subdivision for the construction of new homes including construction of new public roads, public utilities, and stormwater management. **CLINTON COUNTY REALTY SUBDIVISION REVIEW REQUIRED.** Located on Rugar St, with public water and public sewer; Zoned R2/PDD Overlay; Tax Map Parcel 220.4-35.1 Owner/Applicant: Rugar Street Development; Engineer: Fitzgerald Engineering. **SEQRA DETERMINATION & DETAILED PRELIMINARY PLAN REVIEW TABLED**
- ITEM #4      CAVERN SOLAR LLC SITE PLAN & SPECIAL USE PERMIT 2020-** Request to develop a 2-megawatt, 16-acre Tier 3 solar energy facility on a 40-acre leased portion of Tax Map Parcel # 205.-2-5.1. **SUBJECT TO TOWN OF PLATTSBURGH SOLAR LOCAL LAW.** Located at 247 Banker Rd. with public water and public sewer; Zoned R2; Tax Map Parcel # 205.-2-5.1; Owner Rebecca Banker; Applicant Hexagon Energy LLC; Engineer Hexagon Energy **SEQRA DETERMINATION & DETAILED PRELIMINARY PLAN APPROVAL**
- ITEM #5      PLATTSBURGH STORAGE LLC SITE PLAN 2021-** Request to construct additions to an existing building to create 3,285 +/- sq ft of cold storage plus the addition of two (2,250 sq ft & 4,500 sq ft) free standing cold storage buildings with associated site improvements. **USE & AREA VARIANCE REQUIRED.** Located at 177 & 183 Sharron Ave. with public water and public sewer. Zoned A2; Tax Map Parcel 233.7-1-17 & 233.7-1-16; Owner/Applicant Thomas Moran; Engineer AEDA **SKETCH PLAN APPROVAL**
- ITEM #6      PLATTSBURGH FAMILY DENTISTRY SITE PLAN 2021-** Request to construct a 333 sq ft addition to an existing dental office with a parking lot extension and associated site improvements. Located at 326 Tom Miller Rd. with public water and public sewer; Zoned C; Tax Map Parcel #206.-1-18.2. Owner/Applicant: 326 Tom Miller Rd. LLC; Engineer: AEDA **SKETCH PLAN APPROVAL**



**TOWN OF PLATTSBURGH  
PLANNING BOARD ACTIONS  
MAY 18, 2021**

**OLD BUSINESS- MOUNT WHITNEY MEADOWS SITE PLAN 2020- Planning Board  
review of revised elevations**

- ITEM #1      CLIFFS OF RIVER RUN SUBDIVISION PHASE I 2021-** Request for a 75 Lot subdivision for the construction of new homes including construction of new public roads, public utilities, and stormwater management. **CLINTON COUNTY REALTY SUBDIVISION REVIEW REQUIRED.** Located on Rugar St, with public water and public sewer; Zoned R2/PDD Overlay; Tax Map Parcel 220.4-35.1 Owner/Applicant: Rugar Street Development; Engineer: Fitzgerald Engineering. **SEQRA DETERMINATION & DETAILED PRELIMINARY PLAN APPROVAL**
- ITEM #2      PAGE DRIVE SUBDIVISION PHASE IV 2021 LOTS 8-11-** Request for a 5-lot subdivision, creating 4 new residential buildable lots and remaining lands with town road extension. Located on Page Drive with private water and private sewer; Zoned MH; Tax Map Parcel # 203.-2-47.1; Owner/Applicant Thomas Maggy and John Smith; Surveyor Dean Lashway **SEQRA DETERMINATION & DETAILED PRELIMINARY PLAN APPROVAL**
- ITEM #3      DEFAYETTE SUBDIVISION 2021-** Request for a 3-lot split merge resulting in no new tax parcels. Located on Military Turnpike with private water and private sewer; Zoned R2; Tax Map Parcel #191.-3-10.1; Owner/Applicant Carol Defayette; Surveyor Greg Pawlowski **SEQRA DETERMINATION & SKETCH/DETAILED PRELIMINARY PLAN APPROVAL**
- ITEM #4      DELIO & LAHTINEN SUBDIVISION 2021-** Request to separate 0.72-acre parcel from an existing 7.3-acre parcel to convey and merge with tax map parcel # 233.20-1-35. No new tax parcels created. Located on Fairway Drive with public water and public sewer; Zoned R1; Tax Map Parcel #233.16-5-8; Owner/Applicant Jeanne Delio & Eleanor Lahtinen; Surveyor Dean Lashway **SEQRA DETERMINATION & SKETCH/DETAILED PRELIMINARY PLAN APPROVAL**
- ITEM #5      DUQUETTE SUBDIVISION 2021-** Request to separate 10 acres from an existing 17-acre parcel to convey and merge with tax map parcel # 246.-1-45. Located on South Junction Rd. with private water and private sewer; Zoned R2; Tax Map Parcel # 246.-1-46; Owner/Applicant Beverly Duquette; Surveyor Dean Lashway **SEQRA DETERMINATION & SKETCH/DETAILED PRELIMINARY PLAN APPROVAL**

**TOWN OF PLATTSBURGH  
PLANNING BOARD MEETING  
AGENDA  
JUNE 15, 2021**

- ITEM #1      LABOUNTY SUBDIVISION 2021**-Request for a 2-lot split/merge subdivision resulting in 1 new 3.59-acre buildable parcel and the remaining lands to be merged with Tax Map Parcel 233.-2-2.2. Located on Montana Drive with public water and public sewer; Zoned MDR; Tax Map Parcel #233.-5-11. Owner/Applicant Jefferey LaBounty; Engineer AES Northeast. **SKETCH PLAN REVIEW**
- ITEM #2      PLATTSBURGH STORAGE LLC SITE PLAN 2021**- Request to construct additions to an existing building to create 3,285 +/- sq ft of cold storage plus the addition of two (2,250 sq ft & 4,500 sq ft) free standing cold storage buildings with associated site improvements. **USE VARIANCE REQUIRED.** Located at 177 & 183 Sharron Ave. with public water and public sewer. Zoned A2; Tax Map Parcel 233.7-1-17 & 233.7-1-16; Owner/Applicant Thomas Moran; Engineer AEDA **SEQRA DETERMINATION & DETAILED PRELIMINARY PLAN REVIEW**
- ITEM #3      O'REILLY AUTO PARTS SITE PLAN 2021**-Request for a change of use of an existing building from a restaurant/garage to a retail store. Located on State Route 3 with public water and public sewer; Zoned C; Tax Map Parcel # 206.4-3-4; Owner Mark Dame; Applicant O'Reilly Auto Parts; Engineer Phase Zero Design **SEQRA DETERMINATION & SKETCH/DETAILED PRELIMINARY PLAN REVIEW**
- ITEM #4      TEXAS ROADHOUSE SITE PLAN 2021**- Request to construct a 765 sq ft permanent covered patio outdoor dining area addition to an existing restaurant and associated parking lot improvements. Located at 356 State Route 3 with public water and public sewer; Zoned C; Tax Map Parcel #206.4-3-3. Owner Plaza 3 Resources LP; Applicant Texas Roadhouse; Engineer Greenberg Farrow. **SEQRA DETERMINATION & SKETCH/DETAILED PRELIMINARY PLAN REVIEW**

Account#	Account Description	Fee Description	Qty	Local Share
A 2192	Masoleum Services	Cemetary Services	3	540.00
		<b>Sub-Total:</b>		<b>\$540.00</b>
A01255	Vital Records	Marriage License Fee	3	52.50
		<b>Sub-Total:</b>		<b>\$52.50</b>
A1255	Certified Copies	Certified Copies	31	280.00
		<b>Sub-Total:</b>		<b>\$280.00</b>
A12551	Misc. Fees	Misc. Fees	2	22.15
		<b>Sub-Total:</b>		<b>\$22.15</b>
A2001	Building Rentals	Building Rentals	17	1,320.00
	Parks & Recreation	Kayak Storage Rack	1	50.00
		<b>Sub-Total:</b>		<b>\$1,370.00</b>
A20011	Parks& Recreation	Activity Fees	31	925.00
		<b>Sub-Total:</b>		<b>\$925.00</b>
A2110	Board of Appeals	Board of Appeals	4	400.00
		<b>Sub-Total:</b>		<b>\$400.00</b>
A2115	Site Plan Fee	Detailed Preliminary Plan Site Plan Fee	2	800.00
		Sketch Site Plan Fee	1	125.00
	Subdivision Fees	Subd. Preliminary Plan Fee	1	150.00
		Subd. Sketch Plan Fee	2	120.00
		<b>Sub-Total:</b>		<b>\$1,195.00</b>
A2501	Licenses	Peddler's License	1	250.00
	Ordinance Permits	Fireworks	1	250.00
		<b>Sub-Total:</b>		<b>\$500.00</b>
A2544	Dog Licensing	Female, Spayed	33	462.00
		Female, Unspayed	3	51.00
		Male, Neutered	11	154.00
		Male, Unneutered	5	85.00
	Senior Discount	Senior Discount	21	-166.00
		<b>Sub-Total:</b>		<b>\$586.00</b>
A2555	Codes and Zones	Sign Permit	6	299.00
	Permits	Building Permits	40	31,954.40
	Zoning Comp Letters	Zoning Comp. Letters	1	50.00
		<b>Sub-Total:</b>		<b>\$32,303.40</b>
T3000/A	Ordinance Permits	Bid Specs	4	400.00
		<b>Sub-Total:</b>		<b>\$400.00</b>

Account#	Account Description	Fee Description	Qty	Local Share
<b>Total Local Shares Remitted:</b>				<b>\$38,574.05</b>
Amount paid to:	NYS Ag. & Markets for spay/neuter program			68.00
Amount paid to:	State Health Dept. for Marriage Licenses			67.50
<b>Total State, County &amp; Local Revenues:</b>			<b>Total Non-Local Revenues:</b>	<b>\$135.50</b>
	<b>\$38,709.55</b>			

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, Katie Kalluche, 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