



TOWN OF PLATTSBURGH

PLANNING & COMMUNITY DEVELOPMENT

151 BANKER ROAD
PLATTSBURGH, NY 12901-7307

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SENIOR PLANNER
TREVOR COLE, AICP

SENIOR PLANNER
JESSICA KOGUT, AICP

PLANNING BOARD SECRETARY
MICHELE BUCKMINSTER

April 22, 2026

Supernaw Properties, LLC
69 Garrard Rd.
Mooers, NY 12958

RE: Supernaw Properties LLC Subdivision 2026
Detailed Preliminary Plan Review Meeting & SEQRA for Subdivision and Site Plan

Dear Supernaw Properties, LLC:

Transmitted herewith is a copy of Resolutions No. 26-25A and 26-25B dated April 21, 2026, wherein the Town of Plattsburgh's Planning Board has made the required SEQR determination, and your detailed preliminary subdivision plan was approved subject to your complying with all items contained in the list of recommendations, changes, additions and modifications prepared by the Planning & Community Development Department and dated April 17, 2026.

In order to complete your subdivision, you are hereby required to do the following:

1. Submit to the Town of Plattsburgh Planning Office a revised preliminary plan with ALL the changes as noted on the list of recommendations, changes, additions, and modifications dated April 17, 2026.

Further, pursuant to and as required by the Town of Plattsburgh's subdivision regulations, failure to comply with the above outline requests within 180 days from the date of approval will cause the approval which has been given to your plan to expire on October 18, 2026, and will require the submittal of a new subdivision application and map. Your immediate attention is requested on this matter.

Upon the Town of Plattsburgh's Planning & Community Development Department reviewing and accepting your revised preliminary plan, you will be requested to submit final plats for the Planning

Board Chairman's signature consisting of five (5) paper sets of plans. Subsequent to the Chairman signing Final Plats you will be requested to file said Plats with the Clinton County Clerk.

If there are any questions relative to the above, please contact the Planning Department.

Sincerely yours,

Tim Palmer, Chairperson of the Planning Board

A handwritten signature in blue ink, appearing to read 'Trevor Cole', written over a horizontal line.

Trevor Cole, AICP
Senior Planner

Pc: RMS, Project Engineer
Jeremiah Cross, Assessor (Tax Map Parcel #233.-5-13)

**TOWN OF PLATTSBURGH
PLANNING BOARD MEETING
APRIL 21, 2026**

Resolution No. 26-25A

Motioned by: Malana Tamer

WHEREAS, the Town of Plattsburgh's Planning Board has before it a project known as the:

SUPERNAW PROPERTIES LLC SUBDIVISION 2026 - Request for a 2-lot subdivision of a 3.98-acre lot resulting in lot 1 being a 2.11-acre new buildable lot, and lot 2 being a 1.87-acre new buildable lot. Located on the corner of Montana Dr. and Kansas Ave. with public water and public sewer; Zoned A2; Tax Map Parcel #233.-5-13; Owner Unitarian Universalist Fellowship of Plattsburgh; Applicant Supernaw Properties LLC; Engineer RMS **SEQRA DETERMINATION** and;

SUPERNAW PROPERTIES LLC SITE PLAN 2026- Request to construct multi-family housing of 30 rental units in three eight-plex and one six-plex with related site improvements. Located on the corner of Montana Dr. and Kansas Ave with public water and public sewer; Zoned A2; Tax Map Parcel #233.-5-13; Owner Unitarian Universalist Fellowship of Plattsburgh; Applicant Supernaw Properties LLC; Engineer RMS **SEQRA DETERMINATION** and;

WHEREAS, Part 617 of the Environmental Conservation Law - "State Environmental Quality Review Act", provides for the review of any "ACTION" to determine the effect of the action on the environment, along with any related administrative procedures for the implementation, authorization or approval of the action; and

WHEREAS, said Part 617 of the Environmental Conservation Law provides for an involved agency to review any action for the purpose of determining the effect of the action on the environment; and

WHEREAS, public comment opportunity was provided in consideration of this Project on April 21, 2026; and

WHEREAS, the Town's Planning Board received, considered, and placed on file the Subdivision applications, Project Summary, Maps, Plans, site pictures, and Planning & Community Development Department review comments; and

WHEREAS, the Town's Planning Board reviewed the information filed with the application for the Project, including but not limited to the subdivision plat, EAF Part 1 and additional information provided to supplement and clarify the same; and

WHEREAS, the Town's Planning Board conducted a detailed and comprehensive environmental review of the Projects to determine whether there was a significant impact which

would require the preparation of a Draft Environmental Impact Statement (DEIS); now, therefore be it

RESOLVED, that the Town's Planning Board does hereby determine that the Supernaw Properties Subdivision 2026 and Supernaw Properties Site Plan 2026 does constitute an "Unlisted Action" in accordance with said Environmental Review procedures and a coordinated review has been conducted; and, be it further

RESOLVED, that at the meeting, the Town Planning Board has reviewed the Part 2 EAF and has not identified any moderate to large adverse environmental impacts; and

RESOLVED, that the Town's Planning Board acting as the "Lead Agency" in a SEQRA Review does hereby receive and place on file the X Subdivision and/or X Site Plan applications, maps, plans, completed EAF and other related material submitted; and, be it further

RESOLVED, that the Town Planning Board has reviewed the Planning & Community Development Department's recommendations and findings herein and does determine that:

- a) The overall scope of the Project development is less than the scope of the development permitted by the town's zoning regulations; and
- b) The Project Summary was reviewed by the Town Planning Board and found acceptable; and
- c) The proposed impervious area in the Project Plan is not significant; and

RESOLVED, that the Project does not:

- a) involve a substantial adverse change in existing air quality, ground or surface water quality, traffic or noise levels, solid waste production, potential for erosion, flooding or drainage problems;
- b) involve the removal or destruction of large quantities of vegetation or the interference with plant or animal life or impacts on a significant habitat area; substantial adverse impacts on a threatened or endangered species of plant or animal, or the habitat area of such species, or other significant adverse impacts to natural resources,
- c) conflict with the Town's current plans or goals for the area where the project is located
- d) impair the character or quality of the neighborhood;
- e) represent a major change in the use of energy;

- f) create any hazards to human health;
- g) represent a substantial change in the use of the land;
- h) increase the number of people who would come to the site absent such development in an undesirable/unmanaged manner; or
- i) impair the environmental characteristics of the area; and, it is further

RESOLVED, that the Town Planning Board of the Town of Plattsburgh after review of the said X Subdivision and/or X Site Plan application, maps, plan, completed EAFs, and related materials does hereby determine as "Lead Agency" for the SEQRA Review process that the "Project" will NOT have a significant effect on the environment. Therefore, the preparation of a DEIS is NOT required; and, be it further

RESOLVED, that the Town Planning Board does hereby declare that the Project and environmental review process considered for the development does adequately and sufficiently satisfy the requirements of the State Environmental Quality Review Act for the Project; and be it further

RESOLVED, that a copy of this resolution be forwarded to other involved agencies who may be reviewing the Project for their records and files, and be it further

RESOLVED, that the Planning Board of the Town of Plattsburgh does hereby authorize and direct the Chairman of the Planning Board to have prepared and to execute a "Notice of No Significant Environmental Impact" (NEGATIVE DECLARATION) for this "Project"; and, be it further

RESOLVED, that the "Notice of No Significant Environmental Impact" (NEGATIVE DECLARATION) shall be disseminated to those involved Agencies and Governmental Units as required by said Environmental Conservation and all related material shall be maintained on file at the Town Hall Offices of the Planning Board and available for Public Inspection.

Seconded By: Debbie Blake

Discussion (Not Verbatim): Town Senior Planner, Jessica Kogut informed the Planning Board that the project had submitted a complete SEQRA short form EAF Part I. Ms. Kogut and the Planning Board reviewed the questions on the SEQRA EAF Part II together and discussed the responses. Ms. Kogut informed the Planning Board that a draft resolution had been prepared for their consideration and, if they concurred with the answers to Part II EAF, they could file a Negative Declaration of environmental significance for the project.

	<u>Yes</u>	<u>No</u>
Roll Call:		
Terry Senecal, Acting Chairman	X	
Debbie Blake	X	
James Sherman	X	
Malana Tamer	X	

Sarah Cayea
Joseph Krupka
Tim Palmer, Chairman

X
X
Excused

Carried: 6-0

TOWN CLERK, TOWN OF PLATTSBURGH

[Handwritten Signature]

April 23, 2026

**TOWN OF PLATTSBURGH
PLANNING BOARD MEETING
APRIL 21, 2026**

Resolution No.: 26-25B

Motion by: Sarah Cayea

WHEREAS, the Town Planning Board has received and reviewed a detailed preliminary subdivision map and plan for:

SUPERNAW PROPERTIES LLC SUBDIVISION 2026- Request for a 2-lot subdivision of a 3.98-acre lot resulting in lot 1 being a 2.11-acre new buildable lot, and lot 2 being a 1.87-acre new buildable lot. Located on the corner of Montana Dr. and Kansas Ave. with public water and public sewer; Zoned A2; Tax Map Parcel #233.-5-13; Owner Unitarian Universalist Fellowship of Plattsburgh; Applicant Supernaw Properties LLC; Engineer RMS **DETAILED PRELIMINARY PLAN REVIEW**; and

WHEREAS, public hearings for the said subdivision were held on April 21, 2026, in accordance with the Town of Plattsburgh subdivision regulations; and

WHEREAS, the subdivision map, plans and related material has been reviewed by the Town of Plattsburgh's Planning & Community Development Department who has submitted a staff review letter dated April 17, 2026, for the Planning Board's consideration; and

WHEREAS, review of the detailed preliminary subdivision map, plans and materials have been coordinated with the Town Highway & Water and Wastewater Departments, and no comments were issued; now therefore be it

RESOLVED, that the Town Planning Board of the Town of Plattsburgh does hereby:

- A. Receive and place on file the said Planning & Community Development Staff Review letter dated April 17, 2026; and
- B. Concur with the said letter and ALL items listed therein; and
- C. Grant and approve the said preliminary subdivision plan subject to and under the following conditions:
 - a. Upon the inclusion of a map note stating Lot 2 is not eligible for building permits until the completed construction and dedication of the Lot 2b public road extension
 - b. The applicants have their surveyor/engineer submit a revised paper plan and related material to the Planning & Community Development Department showing

compliance with all items in the said checklist and list of recommendations dated April 17, 2026

- D. Required that upon the Planning & Community Development Department certifying in writing that the revised paper subdivision (final) plans and related materials are in compliance with all the items requested, the applicant is required to submit the following:
 - a. Three (3) sets of paper copies of the accepted subdivision (final) plan; and further require
- E. Upon receipt of the said final plans and other related materials, the Chairman of the Town of Plattsburgh's Planning Board is authorized to execute, as a Final Subdivision Plan Approval, the paper copies of the subdivision maps and plans; and
- F. Require that the applicant shall have the said approved Final Subdivision maps and plans filed in the Clinton County Clerk's Office in accordance with the Town of Plattsburgh subdivision regulations; and be it further

RESOLVED, that upon the submittal of the "Final" subdivision plan duly filed in the Clinton County Clerk's Office, the Codes Enforcement Officer shall then be notified and authorized to issue building permits for parcels within the said subdivision.

Seconded By: Malana Tamer

Discussion: (Not Verbatim) Town Senior Planner, Jessica Kogut provided a brief but detailed project summary and slide presentation outlining the project's components.

	<u>Yes</u>	<u>No</u>
Roll Call:		
Terry Senecal, Acting Chairman	X	
Debbie Blake	X	
James Sherman	X	
Malana Tamer	X	
Sarah Cayea	X	
Joseph Krupka	X	
Tim Palmer, Chairman	Excused	

Carried: 6-0

TOWN CLERK, TOWN OF PLATTSBURGH

Malana Tamer
April 23, 2026

**TOWN OF PLATTSBURGH
PLANNING BOARD MEETING
APRIL 21, 2026**

April 17, 2026

Supernaw Properties LLC Subdivision 2026
Project is located on Montana Dr. and Kansas Ave.
Plans dated March 2026
Plans received by Planning Department on March 31, 2026

Dear Members of the Planning Board:

PLANNING & COMMUNITY DEVELOPMENT STAFF REVIEW

The Planning & Community Development Department has reviewed the Detailed Preliminary Plan for the above-referenced project and offers the following comments and recommendations for consideration by the Planning Board:

1. None

RECOMMENDED CONDITIONS OF APPROVAL

The Planning Department has reviewed the Detailed Preliminary Subdivision Plan for the above-mentioned project and recommends the following conditions of approval for consideration by the Planning Board:

1. It is recommended that the Planning Board condition approval of the subdivision upon filing of the plat and deed(s) associated with the subdivision/sale with the Clinton County Clerk.
2. Subject to the comments and additional conditions as set forth by the Planning Board during the meeting.

SEORA

The project has provided the Part 1 Short EAF as attached. The Part 2 EAF will be completed and reviewed at the meeting. Additional supplemental information has been reviewed as provided. Staff has not identified any potential significant adverse impacts requiring additional consideration.

RECOMMENDATION

In light of the above, it is the recommendation of Planning & Community Development Department Staff that any Planning Board consideration for approval be conditioned subject to the

aforementioned recommendations and any Planning Board Member Meeting comments or modification requests.

If I can be of any further assistance, please contact me.

Sincerely yours,

Jessica Kogut, AICP
Senior Planner

Project:	Supernaw SP 2026 + Sub 2026
Date:	4/14/26

**Short Environmental Assessment Form
Part 2 - Impact Assessment**

Part 2 is to be completed by the Lead Agency.

Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have my responses been reasonable considering the scale and context of the proposed action?"

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Will the proposed action result in a change in the use or intensity of use of land?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Will the proposed action impair the character or quality of the existing community?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Will the proposed action impact existing: a. public / private water supplies? b. public / private wastewater treatment utilities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11. Will the proposed action create a hazard to environmental resources or human health?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Project: **Supernaw SP 2026**

Date: **4/14/26**

Short Environmental Assessment Form Part 3 Determination of Significance

For every question in Part 2 that was answered "moderate to large impact may occur", or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

*Part 2 completed in meeting by the Planning Board.
No significant environmental impacts were identified.*

<input type="checkbox"/>	Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.
<input checked="" type="checkbox"/>	Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.
Town of Plattsburgh - Planning Board	4/21/26
Name of Lead Agency	Date Chairman
Print or Type Name of Responsible Officer in Lead Agency	Title of Responsible Officer
<i>[Signature]</i>	<i>[Signature]</i>
Signature of Responsible Officer in Lead Agency	Signature of Preparer (if different from Responsible Officer)

PRINT FORM



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SENIOR PLANNER
TREVOR COLE, AICP

SENIOR PLANNER
JESSICA KOGUT, AICP

PLANNING BOARD SECRETARY
MICHELE BUCKMINSTER

April 22, 2026

Supernaw Properties, LLC
69 Garrard Rd.
Mooers, NY 12958

RE: Supernaw Properties LLC Site Plan 2026
Planning Board Detailed Plan Review Meeting

Dear Supernaw Properties, LLC:

Transmitted herewith is a copy of Resolutions No. 26-26 dated April 21, 2026, wherein the Town of Plattsburgh's Planning Board has made the required SEQR determination, and your detailed preliminary site plan was approved subject to your compliance with all items contained in the list of recommendations, changes, additions and modifications prepared by the Planning & Community Development Department and dated April 17, 2026

Upon the Town's Planning & Community Development Department reviewing and certifying the revised plans are in compliance with all items required in the resolution, you will be directed to provide copies of the plans signed by you as your agreement that you will construct the project in accordance with these approved detailed preliminary plans. The Chairman of the Planning Board has been authorized to execute and approve the detailed preliminary plans after which you will be given a signed copy for your records together with a notice that you can request a building permit for the construction of the project improvements as shown on the said detailed preliminary plan maps. No other town permit (ex: building, water, sewer or highway) or work on the project is allowed to commence until you receive the approved detailed preliminary plan maps.

Many times there are construction items not addressed by or contained on the approved detailed preliminary plans or other construction conditions occur that require a change or modification to the information contained on the approved detailed preliminary plans. Any consideration by you or your contractor to change or modify information or construction data as shown on the approved detailed preliminary plans requires Town Planning Board approval PRIOR to the construction being performed in the field. The Town's Planning & Community Development Department, other town personnel and/or the Design Engineer/Architect DOES NOT have the authorization on their own to approve or authorize changes or modifications to the construction data shown on the approved detailed preliminary plans.

Prior to the issuance of a "Certificate of Occupancy" you are required to submit "As Built" construction drawings in accordance with Section 7.12 of the Town of Plattsburgh's *Zoning Ordinance* regulations. Your signature on the plans will confirm your responsibility to submit as-built construction drawings.

If you have any questions relative to the above, please contact the Planning & Community Development Department.

Sincerely yours,
Tim Palmer, Chairperson of the Planning Board

A handwritten signature in blue ink, appearing to read 'Trevor Cole', with a long horizontal flourish extending to the right.

Trevor Cole, AICP
Senior Planner

pc: Steve Imhoff, Codes Enforcement Officer, (w/o encl.)
RMS, Project Engineer

**TOWN OF PLATTSBURGH
PLANNING BOARD MEETING
APRIL 21, 2026**

The Public Hearing is called to order at: 5:09 p.m. by the Chairman of the Planning Board for the purpose of hearing all persons interested in, or wanting to comment:

SUPERNAW PROPERTIES LLC SUBDIVISION 2026- Request for a 2-lot subdivision of a 3.98-acre lot resulting in lot 1 being a 2.11-acre new buildable lot, and lot 2 being a 1.87-acre new buildable lot. Located on the corner of Montana Dr. and Kansas Ave. with public water and public sewer; Zoned A2; Tax Map Parcel #233.-5-13; Owner Unitarian Universalist Fellowship of Plattsburgh; Applicant Supernaw Properties LLC; Engineer RMS **SEQRA DETERMINATION & DETAILED PRELIMINARY PLAN REVIEW**

And;

SUPERNAW PROPERTIES LLC SITE PLAN 2026- Request to construct multi-family housing of 30 rental units in three eight-plex and one six-plex with related site improvements. Located on the corner of Montana Dr. and Kansas Ave with public water and public sewer; Zoned A2; Tax Map Parcel #233.-5-13; Owner Unitarian Universalist Fellowship of Plattsburgh; Applicant Supernaw Properties LLC; Engineer RMS **SEQRA DETERMINATION & DETAILED PRELIMINARY PLAN REVIEW**

PERSONS SPEAKING FOR OR AGAINST

None

The hearing was adjourned at: 5:10 p.m.

**TOWN OF PLATTSBURGH
PLANNING BOARD MEETING
APRIL 21, 2026**

Resolution No. 26-25A

Motioned by: Malana Tamer

WHEREAS, the Town of Plattsburgh's Planning Board has before it a project known as the:

SUPERNAW PROPERTIES LLC SUBDIVISION 2026 - Request for a 2-lot subdivision of a 3.98-acre lot resulting in lot 1 being a 2.11-acre new buildable lot, and lot 2 being a 1.87-acre new buildable lot. Located on the corner of Montana Dr. and Kansas Ave. with public water and public sewer; Zoned A2; Tax Map Parcel #233.-5-13; Owner Unitarian Universalist Fellowship of Plattsburgh; Applicant Supernaw Properties LLC; Engineer RMS **SEQRA DETERMINATION** and;

SUPERNAW PROPERTIES LLC SITE PLAN 2026- Request to construct multi-family housing of 30 rental units in three eight-plex and one six-plex with related site improvements. Located on the corner of Montana Dr. and Kansas Ave with public water and public sewer; Zoned A2; Tax Map Parcel #233.-5-13; Owner Unitarian Universalist Fellowship of Plattsburgh; Applicant Supernaw Properties LLC; Engineer RMS **SEQRA DETERMINATION** and;

WHEREAS, Part 617 of the Environmental Conservation Law - "State Environmental Quality Review Act", provides for the review of any "ACTION" to determine the effect of the action on the environment, along with any related administrative procedures for the implementation, authorization or approval of the action; and

WHEREAS, said Part 617 of the Environmental Conservation Law provides for an involved agency to review any action for the purpose of determining the effect of the action on the environment; and

WHEREAS, public comment opportunity was provided in consideration of this Project on April 21, 2026; and

WHEREAS, the Town's Planning Board received, considered, and placed on file the Subdivision applications, Project Summary, Maps, Plans, site pictures, and Planning & Community Development Department review comments; and

WHEREAS, the Town's Planning Board reviewed the information filed with the application for the Project, including but not limited to the subdivision plat, EAF Part 1 and additional information provided to supplement and clarify the same; and

WHEREAS, the Town's Planning Board conducted a detailed and comprehensive environmental review of the Projects to determine whether there was a significant impact which

would require the preparation of a Draft Environmental Impact Statement (DEIS); now, therefore be it

RESOLVED, that the Town's Planning Board does hereby determine that the Supernaw Properties Subdivision 2026 and Supernaw Properties Site Plan 2026 does constitute an "Unlisted Action" in accordance with said Environmental Review procedures and a coordinated review has been conducted; and, be it further

RESOLVED, that at the meeting, the Town Planning Board has reviewed the Part 2 EAF and has not identified any moderate to large adverse environmental impacts; and

RESOLVED, that the Town's Planning Board acting as the "Lead Agency" in a SEQRA Review does hereby receive and place on file the X Subdivision and/or X Site Plan applications, maps, plans, completed EAF and other related material submitted; and, be it further

RESOLVED, that the Town Planning Board has reviewed the Planning & Community Development Department's recommendations and findings herein and does determine that:

- a) The overall scope of the Project development is less than the scope of the development permitted by the town's zoning regulations; and
- b) The Project Summary was reviewed by the Town Planning Board and found acceptable; and
- c) The proposed impervious area in the Project Plan is not significant; and

RESOLVED, that the Project does not:

- a) involve a substantial adverse change in existing air quality, ground or surface water quality, traffic or noise levels, solid waste production, potential for erosion, flooding or drainage problems;
- b) involve the removal or destruction of large quantities of vegetation or the interference with plant or animal life or impacts on a significant habitat area; substantial adverse impacts on a threatened or endangered species of plant or animal, or the habitat area of such species, or other significant adverse impacts to natural resources,
- c) conflict with the Town's current plans or goals for the area where the project is located
- d) impair the character or quality of the neighborhood;
- e) represent a major change in the use of energy;

- f) create any hazards to human health;
- g) represent a substantial change in the use of the land;
- h) increase the number of people who would come to the site absent such development in an undesirable/unmanaged manner; or
- i) impair the environmental characteristics of the area; and, it is further

RESOLVED, that the Town Planning Board of the Town of Plattsburgh after review of the said X Subdivision and/or X Site Plan application, maps, plan, completed EAFs, and related materials does hereby determine as "Lead Agency" for the SEQRA Review process that the "Project" will NOT have a significant effect on the environment. Therefore, the preparation of a DEIS is NOT required; and, be it further

RESOLVED, that the Town Planning Board does hereby declare that the Project and environmental review process considered for the development does adequately and sufficiently satisfy the requirements of the State Environmental Quality Review Act for the Project; and be it further

RESOLVED, that a copy of this resolution be forwarded to other involved agencies who may be reviewing the Project for their records and files, and be it further

RESOLVED, that the Planning Board of the Town of Plattsburgh does hereby authorize and direct the Chairman of the Planning Board to have prepared and to execute a "Notice of No Significant Environmental Impact" (NEGATIVE DECLARATION) for this "Project"; and, be it further

RESOLVED, that the "Notice of No Significant Environmental Impact" (NEGATIVE DECLARATION) shall be disseminated to those involved Agencies and Governmental Units as required by said Environmental Conservation and all related material shall be maintained on file at the Town Hall Offices of the Planning Board and available for Public Inspection.

Seconded By: Debbie Blake

Discussion (Not Verbatim): Town Senior Planner, Jessica Kogut informed the Planning Board that the project had submitted a complete SEQRA short form EAF Part I. Ms. Kogut and the Planning Board reviewed the questions on the SEQRA EAF Part II together and discussed the responses. Ms. Kogut informed the Planning Board that a draft resolution had been prepared for their consideration and, if they concurred with the answers to Part II EAF, they could file a Negative Declaration of environmental significance for the project.

	<u>Yes</u>	<u>No</u>
Roll Call:		
Terry Senecal, Acting Chairman	X	
Debbie Blake	X	
James Sherman	X	
Malana Tamer	X	

Sarah Cayea
Joseph Krupka
Tim Palmer, Chairman

X
X
Excused

Carried: 6-0

TOWN CLERK, TOWN OF PLATTSBURGH

M. J. White
April 23, 2026

**TOWN OF PLATTSBURGH
PLANNING BOARD MEETING
APRIL 21, 2026**

Resolution No. 26-26

Motion by: Malana Tamer

WHEREAS, the Town Planning Board has received and reviewed a request for Planning Board approval of a detailed preliminary site map and plan for:

SUPERNAW PROPERTIES LLC SITE PLAN 2026- Request to construct multi-family housing of 30 rental units in three eight-plex and one six-plex with related site improvements. Located on the corner of Montana Dr. and Kansas Ave with public water and public sewer; Zoned A2; Tax Map Parcel #233.-5-13; Owner Unitarian Universalist Fellowship of Plattsburgh; Applicant Supernaw Properties LLC; Engineer RMS **DETAILED PRELIMINARY PLAN REVIEW**; and

WHEREAS, public hearing for the said project was held on April 21, 2026, in accordance with the Town of Plattsburgh's *Zoning Ordinance* Sections 7.6 A, B, & C ; and

WHEREAS, the project's stormwater management report was referred to the Town's Engineering Consultant, Laberge Group in order to determine compliance with Town and NYSDEC regulation, and the Laberge Group has provided a review letter dated April 17, 2026, for Planning Board consideration; and

WHEREAS, the detailed preliminary site map, plans and related materials have been reviewed by the Town's Planning & Community Development Department which has submitted a recommendations letter dated April 17, 2026, to the Planning Board for the Planning Board's consideration; now, therefore be it

RESOLVED, that the Town of Plattsburgh Planning Board does hereby:

- A. Receive and place on file the said Planning & Community Development Department's recommendations letter dated April 17, 2026; and
- B. Concur with the said items and recommendations contained in the said Planning & Community Development Department's list of recommendations letter dated April 17, 2026; and be it further

RESOLVED, that the Town Planning Board does hereby find and determine that the detailed preliminary site plan request with the proposed changes identified in the Planning & Community Development Department's recommendations letter dated April 17, 2026, will be in an approvable form and does hereby grant and approve the site plan changes for said project subject to the following:

- A. That the applicants have their Surveyor/Engineer submit a revised paper plan to the Town's Planning & Community Development Department showing compliance with the items and conditions contained in the Town's Planning & Community Development Department's recommendations letter dated April 17, 2026; and
- B. That the Town's Planning & Community Development Department reviews said revised paper plan and certifies there on the revised paper plan that the plan is in compliance with all the items and conditions as requested; and
- C. That the applicants provide the Town's Planning & Community Development Department with four (4) paper copies of the detailed preliminary site plan signed by the applicant or applicant's designated agent to acknowledge that all site plan improvements shall be constructed in accordance with and as shown on the approved detailed preliminary site plan which plans shall also be certified by the Town's Planning & Community Development Department to be in compliance with Planning Board requirements; and be it further

RESOLVED, that unless otherwise extended by the Planning Board this site plan review decision shall expire upon the following occurrences:

- A. The applicant fails to undertake the proposed action or project, or
- B. Fails to obtain any necessary building permits, within one year from the filing date of this decision. A site plan review decision which has become invalid or which has expired pursuant to the terms of this resolution may be renewed upon application by the applicant, payment of any applicable fee, and approval of the application by the Planning Board; and be it further;

RESOLVED, that the Planning Board does hereby establish the following additional conditions of approval:

- A. Subject to the applicant responding to and Laberge Group's stormwater review comments in a manner acceptable to the Town Planning and Community Development Department; and
- B. Subject to the applicant complying with any requirements of the Planning Board noted in the Planning Board Resolution discussion; and
- C. Subject to the applicant providing the Planning & Community Development Department with the 3% construction cost performance guarantee which will be held in escrow with the Town until certification of final as-built plans; and
- D. Subject to the applicant providing the Town with all reimbursable costs associated with the stormwater review process; and

E. Subject to the Applicant's submission of as-built plans for each phase of construction to the Planning & Community Development Department upon completion of the project; and be it further

RESOLVED, that the Planning Board does hereby authorize and direct the Chairman of the Town of Plattsburgh's Planning Board to execute the revised detailed preliminary site plan certified by the Town's Planning & Community Development Department; and, be it further

RESOLVED, that upon the applicants completing all of the above requirements the Town's Planning & Community Development Department is hereby authorized to transmit one copy of the executed Approved Detailed Preliminary (ADP) site plan to the applicant and a copy to the Town's Codes Enforcement Officer informing him that the Certified ADP site maps and plans are in compliance with the Town's Planning Board requirements; and, be it further

RESOLVED, that following the issuance of a building permit for the project by the Codes Enforcement Officer and upon the applicant/developer completing the construction of all related improvements as shown on the ADSP the applicant/developer shall submit "As-Built plans to the Town's Planning & Community Development Department in accordance with Sections 7.13 of the Town's *Zoning Ordinance*:

Seconded By: Sarah Cayea

Discussion (Not Verbatim): Town Senior Planner, Jessica Kogut provided a brief but detailed project summary and slide presentation outlining the project's components. Planning Board member, Joseph Krupka asked about the sidewalks and after a discussion Project Engineer, Aaron Ovios stated they would provide pedestrian connectivity to the intersection. There was also discussion about conflicting information from the water and wastewater department, and Mr. Ovios stated the project would deal with wherever the connection is.

Roll Call:	<u>Yes</u>	<u>No</u>
Terry Senecal, Acting Chairman	X	
Debbie Blake	X	
James Sherman	X	
Malana Tamer	X	
Sarah Cayea	X	
Joseph Krupka	X	
Tim Palmer, Chairman		Excused

Carried: 6-0

TOWN CLERK, TOWN OF PLATTSBURGH

[Handwritten Signature]
April 23, 2026

**TOWN OF PLATTSBURGH
PLANNING BOARD MEETING
APRIL 21, 2026**

April 17, 2026

Supernaw Properties LLC Site Plan 2026
Project is located on Montana Dr. and Kansas Ave.
Plans dated March 2026
Plans received by Planning Department on March 31, 2026

Dear Mr. Tim Palmer and Members of the Planning Board:

RECOMMENDATIONS, CHANGES, ADDITIONS, OR MODIFICATIONS

The Planning & Community Development Department has reviewed the Detailed Preliminary Site Plan for the above-mentioned project and offers the following comments and recommendations for consideration by the Planning Board:

1. It is recommended that the applicant include interior pedestrian connection to the sidewalk on Kansas Ave.
2. The units along Kansas are oriented with the rear of the building facing the street. HVAC equipment or other utilities should be carefully screened and landscaping provided to mitigate the appearance of the reversed orientation.
3. Please coordinate with the Codes Enforcement Office regarding any proposed signs.

WATER AND WASTEWATER

1. All water and sewer relocation or new construction requires Town of Plattsburgh Water and Sewer Department Permits. After obtaining the necessary permits the project construction schedule shall be coordinated with Water and Sewer Department within 72 hours advance notice for inspection of all work.
2. A water service permit is required to be obtained from the Town Water and Sewer Department at their prevailing fee and the developer shall be responsible for any Town Water and Sewer Department permit conditions.

3. There are concerns regarding the condition of the currently abandoned-in-place sewer main on Montana Drive. It is recommended that the applicant coordinate with the Water and Wastewater Department to determine the best point of connection to the public system.

HIGHWAY

1. The project is located on a Town highway and will therefore require a permit application for a new driveway. Please coordinate with Clinton County Emergency Services for addressing prior to applying for building permits.

STORMWATER

1. The storm-water management plan has been reviewed by the Town's consultant Engineer, Laberge Group, and a review letter dated April 17, 2026, has been provided for consideration. It is recommended that the project be required to respond to the comments and revise the plan in a manner satisfactory to the Planning & Community Development Department.

RECOMMENDED CONDITIONS OF APPROVAL

The Planning & Community Development Department has reviewed the Detailed Preliminary Site Plan for the above-mentioned project and offers the following comments and recommendations for consideration as conditions of approval by the Planning Board:

1. It is recommended that the Planning Board condition approval of the detailed preliminary plans upon the applicant submitting the 3% construction cost performance guarantee and associated escrow agreement documents to the Planning & Community Development Department prior to plan certification.
2. It is recommended that the Planning Board condition approval of the site plan upon the applicant providing the Town with all reimbursable costs associated with the stormwater review process.

SEORA

The project has provided the Part 1 Short EAF as attached. The Part 2 EAF will be completed and reviewed at the meeting. Additional supplemental information has been reviewed as provided. Staff has not identified any potential significant adverse impacts requiring additional consideration.

RECOMMENDATION

In light of the above, it is the recommendation of Planning & Community Development Department Staff that any Planning Board consideration for approval of the detailed preliminary plan be conditioned subject to the aforementioned recommendations and any Planning Board Member Meeting comments or modification requests.

If I can be of any further assistance, please contact me.

Respectfully,

Jessica Kogut
Senior Planner

Project:	Supemaw SP 2026 + Sub 2026
Date:	4/14/26

**Short Environmental Assessment Form
Part 2 - Impact Assessment**

Part 2 is to be completed by the Lead Agency.

Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have my responses been reasonable considering the scale and context of the proposed action?"

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Will the proposed action result in a change in the use or intensity of use of land?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Will the proposed action impair the character or quality of the existing community?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Will the proposed action impact existing:		
a. public / private water supplies?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. public / private wastewater treatment utilities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11. Will the proposed action create a hazard to environmental resources or human health?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Project: **Supernaw SP 2026**

Date: **4/14/26**

**Short Environmental Assessment Form
Part 3 Determination of Significance**

For every question in Part 2 that was answered "moderate to large impact may occur", or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

*Part 2 completed in meeting by the Planning Board.
No significant environmental impacts were identified.*

<input type="checkbox"/> Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.	
<input checked="" type="checkbox"/> Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.	
Town of Plattsburgh - Planning Board <hr/> Name of Lead Agency	4/21/26 <hr/> Date Chairman
Print or Type Name of Responsible Officer in Lead Agency <hr/> Signature of Responsible Officer in Lead Agency	Title of Responsible Officer <hr/> Signature of Preparer (if different from Responsible Officer)



TOWN OF PLATTSBURGH

PLANNING & COMMUNITY DEVELOPMENT

151 BANKER ROAD
PLATTSBURGH, NY 12901-7307

WWW.TOWNOFPLATTSBURGH.NY.GOV
DEPT. LINE: (518)-562-6850
FAX: (518)-563-8396
TDD: (800)-662-1220

SENIOR PLANNER
TREVOR COLE, AICP

SENIOR PLANNER
JESSICA KOGUT, AICP

PLANNING BOARD SECRETARY
MICHELE BUCKMINSTER

April 22, 2026

Lake City Properties LLC
50 Cogan Ave.
Plattsburgh, NY 12901

RE: Lake City Properties LLC Site Plan 2026
Planning Board Detailed Plan Review Meeting

Dear Lake City Properties LLC:

Transmitted herewith is a copy of Resolutions No. 26-27A and 26-27B dated April 21, 2026, wherein the Town of Plattsburgh's Planning Board has made the required SEQR determination, and your detailed preliminary site plan was approved subject to your compliance with all items contained in the list of recommendations, changes, additions and modifications prepared by the Planning & Community Development Department and dated April 17, 2026.

Upon the Town's Planning & Community Development Department reviewing and certifying the revised plans are in compliance with all items required in the resolution, you will be directed to provide copies of the plans signed by you as your agreement that you will construct the project in accordance with these approved detailed preliminary plans. The Chairman of the Planning Board has been authorized to execute and approve the detailed preliminary plans after which you will be given a signed copy for your records together with a notice that you can request a building permit for the construction of the project improvements as shown on the said detailed preliminary plan maps. No other town permit (ex: building, water, sewer or highway) or work on the project is allowed to commence until you receive the approved detailed preliminary plan maps.

Many times there are construction items not addressed by or contained on the approved detailed preliminary plans or other construction conditions occur that require a change or modification to the information contained on the approved detailed preliminary plans. Any consideration by you or your contractor to change or modify information or construction data as shown on the approved detailed preliminary plans requires Town Planning Board approval PRIOR to the construction being performed in the field. The Town's Planning & Community Development Department, other town personnel and/or the Design Engineer/Architect DOES NOT have the authorization on their own to approve or authorize changes or modifications to the construction data shown on the approved detailed preliminary plans.

Prior to the issuance of a "Certificate of Occupancy" you are required to submit "As Built" construction drawings in accordance with Section 7.12 of the Town of Plattsburgh's *Zoning Ordinance* regulations. Your signature on the plans will confirm your responsibility to submit as-built construction drawings.

If you have any questions relative to the above, please contact the Planning & Community Development Department.

Sincerely yours,
Tim Palmer, Chairperson of the Planning Board

A handwritten signature in blue ink, appearing to read "Trevor Cole", with a long horizontal flourish extending to the right.

Trevor Cole, AICP
Senior Planner

pc: Steve Imhoff, Codes Enforcement Officer, (w/o encl.)
RMS, Project Engineer

**TOWN OF PLATTSBURGH
PLANNING BOARD MEETING
APRIL 21, 2026**

The Public Hearing is called to order at 5:17 p.m. by the Chairman of the Planning Board for the purpose of hearing all persons interested in, or wanting to comment:

LAKE CITY PROPERTIES LLC SITE PLAN 2026- Request to construct a 744 sq. ft. commercial building on an existing foundation, a new 7,000 sq. ft. commercial building and a 13,200 sq. ft. gravel contractor's storage yard. Located on Idaho Ave. with public water and public sewer; Zoned A2; Tax Map Parcel #233.-5-37; Owner/Applicant Lake City Properties LLC; Engineer RMS **SEQRA DETERMINATION & DETAILED PRELIMINARY PLAN REVIEW**

PERSONS SPEAKING FOR OR AGAINST

None

The hearing was adjourned at: 5:18p.m.

**TOWN OF PLATTSBURGH
PLANNING BOARD MEETING
APRIL 21, 2026**

Resolution No. 26-27A

Motioned by: Joseph Krupka

WHEREAS, the Town of Plattsburgh's Planning Board has before it a project known as the:

LAKE CITY PROPERTIES LLC SITE PLAN 2026- Request to construct a 744 sq. ft. commercial building on an existing foundation, a new 7,000 sq. ft. commercial building and a 13,200 sq. ft. gravel contractor's storage yard. Located on Idaho Ave. with public water and public sewer; Zoned A2; Tax Map Parcel #233.-5-37; Owner/Applicant Lake City Properties LLC; Engineer RMS **SEQRA DETERMINATION**; and

WHEREAS, Part 617 of the Environmental Conservation Law - "State Environmental Quality Review Act" (SEQRA), provides for the review of any "ACTION" to determine the effect of the action on the environment, along with any related administrative procedures for the implementation, authorization or approval of the action; and

WHEREAS, said Part 617 of the Environmental Conservation Law provides for an involved agency to review any action for the purpose of determining the effect of the action on the environment; and

WHEREAS, public comment opportunity was provided in consideration of this Project on April 21, 2026; and

WHEREAS, the Town's Planning & Community Development Department received and reviewed the Site Plan application, maps, plans, and SEQRA Part 1 Short EAF; and

WHEREAS, the Town's Planning Board reviewed the information filed with the application for the Project, including the EAF Part 1, and additional information provided to supplement and clarify the same; and

WHEREAS, the Town's Planning Board conducted a detailed and comprehensive environmental review of the Project to determine whether there was a significant impact which would require the preparation of a Draft Environmental Impact Statement (DEIS);

Now, therefore, be it

RESOLVED, that the Town's Planning Board does hereby determine that the project is an UNLISTED "ACTION" in accordance with said Environmental Review procedures and a coordinated review will not be done; and, be it further

RESOLVED, that the Town's Planning Board acting as the "Lead Agency" in a SEQRA Review does hereby receive and place on file the _____ Subdivision _____ x _____ Site Plan applications, maps, plans, completed EAF and other related material submitted; and, be it further

RESOLVED, that the Town Planning Board has reviewed the Planning & Community Development Department's recommendations and supplemental documents referenced above and does hereby find and determine the following:

- a) The access and traffic proposed in the Project were reviewed by the Town Planning Board and found acceptable; and
- b) The proposed impervious area in the project plan is not significant; and
- c) The lot coverage in the Project and density comply with local zoning regulations; and
- d) The erosion and sedimentation from the development and water quality during such development will be properly controlled by the existing storm water facilities; and it is further

RESOLVED, that the Project does not:

- a) involve a substantial adverse change in existing air quality, ground or surface water quality, traffic or noise levels, solid waste production, potential for erosion, flooding or drainage problems;
- b) involve the removal or destruction of large quantities of vegetation or the interference with plant or animal life or impacts on a significant habitat area; substantial adverse impacts on a threatened or endangered species of plant or animal, or the habitat area of such species, or other significant adverse impacts to natural resources,
- c) conflict with the Town's current plans or goals for the area where the project is located
- d) impair the character or quality of the neighborhood;
- e) represent a major change in the use of energy;
- f) create any hazards to human health;
- g) represent a substantial change in the use of the land;
- h) significantly increase the number of people who would come to the site absent such development; or

i) impair the environmental characteristics of the area; and, *it is further*

RESOLVED, that the Town Planning Board of the Town of Plattsburgh after review of the said Subdivision x Site Plan application, maps, plan, completed EAF, and related materials does hereby determine as "Lead Agency" for the SEQRA Review process that the "Project" will NOT have a significant effect on the environment. Therefore, the preparation of a DEIS is NOT required; and, be it further

RESOLVED, that the Town Planning Board does hereby declare that the Project and environmental review process considered for the development does adequately and sufficiently satisfy the requirements of the State Environmental Quality Review Act for the Project; and be it further

RESOLVED, that a copy of this resolution be forwarded to other involved agencies who may be reviewing the Project for their records and files, and that the attached Negative Declaration Notice of Determination of Non-Significance be filed accordingly.

RESOLVED, that the Planning Board of the Town of Plattsburgh does hereby authorize and direct the Chairman of the Planning Board to have prepared and to execute a "Notice of No Significant Environmental Impact" (NEGATIVE DECLARATION) for this "Project"; and, be it further

RESOLVED, that the "Notice of No Significant Environmental Impact" (NEGATIVE DECLARATION) shall be disseminated to those involved Agencies and Governmental Units as required by said Environmental Conservation and Local Law of the Town of Plattsburgh and all related material shall be maintained on file at the Town Hall Offices of the Planning Board and available for Public Inspection.

Seconded By: Sarah Cayea

Discussion (Not Verbatim): Town Senior Planner, Jessica Kogut informed the Planning Board that the project had submitted a complete SEQRA short form EAF Part I. Ms. Kogut and the Planning Board reviewed the questions on the SEQRA EAF Part II together and discussed the responses. Ms. Kogut informed the Planning Board that a draft resolution had been prepared for their consideration and, if they concurred with the answers to Part II EAF, they could file a Negative Declaration of environmental significance for the project.

Roll Call:

Terry Senecal, Acting Chairman
Debbie Blake
James Sherman
Malana Tamer
Sarah Cayea
Joseph Krupka
Tim Palmer, Chairman

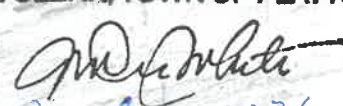
Yes

No

X
X
X
X
X
X
X

Exec.  TOWN CLERK, TOWN OF PLATTSBURGH

Carried: 6-0


April 23, 2026

**TOWN OF PLATTSBURGH
PLANNING BOARD MEETING
APRIL 21, 2026**

Resolution No. 26-27B

Motion by: James Sherman

WHEREAS, the Town Planning Board has received and reviewed a request for Planning Board approval of a detailed preliminary site map and plan for:

LAKE CITY PROPERTIES LLC SITE PLAN 2026- Request to construct a 744 sq. ft. commercial building on an existing foundation, a new 7,000 sq. ft. commercial building and a 13,200 sq. ft. gravel contractor's storage yard. Located on Idaho Ave. with public water and public sewer; Zoned A2; Tax Map Parcel #233.-5-37; Owner/Applicant Lake City Properties LLC; Engineer RMS **DETAILED PRELIMINARY PLAN REVIEW**; and

WHEREAS, public hearing for the said project was held on April 21, 2026, in accordance with the Town of Plattsburgh's *Zoning Ordinance* Sections 7.6 A, B, & C; and

WHEREAS, the detailed preliminary site map, plans and associated materials have been reviewed by the Town's Water and Wastewater Department who did not have any additional comment; and

WHEREAS, the project was referred and submitted to the Clinton County Planning Board on March 23, 2026, in accordance with NYS municipal Law Section 239m; and

WHEREAS, the Clinton County Planning Board did on April 1, 2026, hear Referral Number 29-26 and deemed a local issue by a vote of 9-0; and

WHEREAS, the detailed preliminary site map, plans and related materials have been reviewed by the Town's Planning & Community Development Department which has submitted a recommendations letter dated April 17, 2026, to the Planning Board for the Planning Board's consideration; now, therefore be it

RESOLVED, that the Town of Plattsburgh Planning Board does hereby:

- A. Receive and place on file the said Planning & Community Development Department's recommendations letter dated April 17, 2026; and
- B. Concur with the said items and recommendations contained in the said Planning & Community Development Department's list of recommendations letter dated April 17, 2026; and be it further

RESOLVED, that the Town Planning Board does hereby find and determine that the detailed preliminary site plan request with the proposed changes identified in the Planning & Community

Development Department's recommendations letter dated April 17, 2026, will be in an approvable form and does hereby grant and approve the site plan changes for said project subject to the following:

- A. That the applicants have their Surveyor/Engineer submit a revised paper plan to the Town's Planning & Community Development Department showing compliance with the items and conditions contained in the Town's Planning & Community Development Department's recommendations letter dated April 17, 2026; and
- B. That the Town's Planning & Community Development Department reviews said revised paper plan and certifies there on the revised paper plan that the plan is in compliance with all the items and conditions as requested; and
- C. That the applicants provide the Town's Planning & Community Development Department with four (4) paper copies of the detailed preliminary site plan signed by the applicant or applicant's designated agent to acknowledge that all site plan improvements shall be constructed in accordance with and as shown on the approved detailed preliminary site plan which plans shall also be certified by the Town's Planning & Community Development Department to be in compliance with Planning Board requirements; and be it further

RESOLVED, that unless otherwise extended by the Planning Board this site plan review decision shall expire upon the following occurrences:

- A. The applicant fails to undertake the proposed action or project, or
- B. Fails to obtain any necessary building permits within one year from the filing date of this decision. A site plan review decision which has become invalid, or which has expired pursuant to the terms of this resolution may be renewed upon application by the applicant, payment of any applicable fee, and approval of the application by the Planning Board; and be it further;

RESOLVED, that the Planning Board does hereby establish the following additional conditions of approval:

- A. Subject to the applicant complying with any requirements of the Planning Board noted in the Planning Board Resolution discussion; and
- B. Subject to the applicant providing the Planning & Community Development Department with the 3% construction cost performance guarantee which will be held in escrow with the Town until certification of final as-built plans; and
- C. Subject to the applicant providing as-built plans to the Planning Department upon completion of the project; and be it further

RESOLVED, that the Planning Board does hereby authorize and direct the Chairman of the Town of Plattsburgh's Planning Board to execute the revised detailed preliminary site plan certified by the Town's Planning & Community Development Department.

RESOLVED, that upon the applicants completing all of the above requirements the Town's Planning & Community Development Department is hereby authorized to transmit one copy of the executed Approved Detailed Preliminary (ADP) site plan to the applicant and a copy to the Town's Codes Enforcement Officer informing him that the Certified ADP site maps and plans are in compliance with the Town's Planning Board requirements; and, be it further

RESOLVED, that following the issuance of a building permit for the project by the Codes Enforcement Officer and upon the applicant/developer completing the construction of all related improvements as shown on the ADSP the applicant/developer shall submit "As-Built plans to the Town's Planning & Community Development Department in accordance with Sections 7.13 of the Town's *Zoning Ordinance*:

Seconded By: Malana Tamer

Discussion (Not Verbatim): Town Senior Planner, Jessica Kogut provided a brief but detailed project summary and slide presentation outlining the project's components.

	<u>Yes</u>	<u>No</u>
Roll Call:		
Terry Senecal, Acting Chairman	X	
Debbie Blake	X	
James Sherman	X	
Malana Tamer	X	
Sarah Cayea	X	
Joseph Krupka	X	
Tim Palmer, Chairman	Excused	

Carried: 6-0

TOWN CLERK, TOWN OF PLATTSBURGH

Malana Tamer
April 13, 2026

**TOWN OF PLATTSBURGH
PLANNING BOARD MEETING
APRIL 21, 2026**

April 17, 2026

Lake City Properties LLC Site Plan 2026
Project is located on Idaho Ave.
Plans dated March 2026
Plans received by Planning Department on March 31, 2026

Dear Mr. Tim Palmer and Members of the Planning Board:

RECOMMENDATIONS, CHANGES, ADDITIONS, OR MODIFICATIONS

The Planning & Community Development Department has reviewed the Detailed Preliminary Site Plan for the above-mentioned project and offers the following comments and recommendations for consideration by the Planning Board:

1. Please coordinate with the Codes Enforcement Office regarding any proposed signs.
2. Please inform the Planning Board of the hours of operation and maximum number of employees expected to be on-site.

COUNTY 239 M REFERRAL

1. The project was referred to the Clinton County Planning Board under GML 239M. The Clinton County Planning Board did on April 1, 2026, hear Referral Number 29-26 and deemed a local issue by a vote of 9-0.

RECOMMENDED CONDITIONS OF APPROVAL

The Planning & Community Development Department has reviewed the Detailed Preliminary Site Plan for the above-mentioned project and offers the following comments and recommendations for consideration as conditions of approval by the Planning Board:

1. Any expansion of the proposed uses, or new outdoor storage would be subject to future site plan review.

2. Submission of As-Built plans and a site inspection will be required in addition to any building permits, sign permits, and code inspections for occupancy.
3. Submission of the 3% construction cost performance guarantee is required with the associated documentation to be submitted with detailed preliminary plans for signature, prior to the issuance of building permits.

SEQRA

The project has provided the Part 1 Short EAF as attached. The Part 2 EAF will be completed and reviewed at the meeting. Additional supplemental information has been reviewed as provided. Staff has not identified any potential significant adverse impacts requiring additional consideration.

RECOMMENDATION

In light of the above, it is the recommendation of Planning & Community Development Department Staff that any Planning Board consideration for approval of the detailed preliminary plan be conditioned subject to the aforementioned recommendations and any Planning Board Member Meeting comments or modification requests.

If I can be of any further assistance, please contact me.

Sincerely,

Jessica Kogut, AICP

Senior Planner

Project:	Lake City Prop SP 2026
Date:	4/17/26

**Short Environmental Assessment Form
Part 2 - Impact Assessment**

Part 2 is to be completed by the Lead Agency.

Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have my responses been reasonable considering the scale and context of the proposed action?"

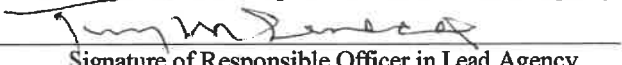
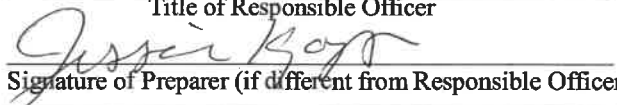
	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Will the proposed action result in a change in the use or intensity of use of land?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Will the proposed action impair the character or quality of the existing community?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Will the proposed action impact existing:		
a. public / private water supplies?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. public / private wastewater treatment utilities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11. Will the proposed action create a hazard to environmental resources or human health?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Project: **Lake City SP 2026**
 Date: **4/17/26**

**Short Environmental Assessment Form
 Part 3 Determination of Significance**

For every question in Part 2 that was answered "moderate to large impact may occur", or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

*part II completed by Planning Board during the meeting
 NO significant environmental impacts were identified*

<input type="checkbox"/> Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.	
<input checked="" type="checkbox"/> Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.	
Town of Plattsburgh - Planning Board	
_____ Name of Lead Agency	_____ Date Chairman
_____ Print or Type Name of Responsible Officer in Lead Agency	_____ Title of Responsible Officer
 Signature of Responsible Officer in Lead Agency	 Signature of Preparer (if different from Responsible Officer)



TOWN OF PLATTSBURGH

PLANNING & COMMUNITY DEVELOPMENT

151 BANKER ROAD
PLATTSBURGH, NY 12901-7307

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SENIOR PLANNER
TREVOR COLE, AICP

SENIOR PLANNER
JESSICA KOGUT, AICP

PLANNING BOARD SECRETARY
MICHELE BUCKMINSTER

April 22, 2026

Willow Tavern
7411 Route 9
Plattsburgh, NY 12901

RE: Willow Tavern Site Plan 2026
Planning Board Sketch/Detailed Plan Review Meeting

Dear Willow Tavern:

Transmitted herewith is a copy of Resolutions No. 26-28A and 26-28B dated April 21, 2026, wherein the Town of Plattsburgh's Planning Board has made the required SEQR determination, and your sketch/detailed preliminary site plan was approved subject to your compliance with all items contained in the list of recommendations, changes, additions and modifications prepared by the Planning & Community Development Department and dated April 17, 2026.

Upon the Town's Planning & Community Development Department reviewing and certifying the revised plans are in compliance with all items required in the resolution, you will be directed to provide copies of the plans signed by you as your agreement that you will construct the project in accordance with these approved detailed preliminary plans. The Chairman of the Planning Board has been authorized to execute and approve the detailed preliminary plans after which you will be given a signed copy for your records together with a notice that you can request a building permit for the construction of the project improvements as shown on the said detailed preliminary plan maps. No other town permit (ex: building, water, sewer or highway) or work on the project is allowed to commence until you receive the approved detailed preliminary plan maps.

Many times there are construction items not addressed by or contained on the approved detailed preliminary plans or other construction conditions occur that require a change or modification to the information contained on the approved detailed preliminary plans. Any consideration by you or your contractor to change or modify information or construction data as shown on the approved detailed preliminary plans requires Town Planning Board approval PRIOR to the construction being performed in the field. The Town's Planning & Community Development Department, other town personnel and/or the Design Engineer/Architect DOES NOT have the authorization on their own to approve or authorize changes or modifications to the construction data shown on the approved detailed preliminary plans.

Prior to the issuance of a "Certificate of Occupancy" you are required to submit "As Built" construction drawings in accordance with Section 7.13 of the Town of Plattsburgh's *Zoning Ordinance* regulations. Your signature on the plans will confirm your responsibility to submit as-built construction drawings.

If you have any questions relative to the above, please contact the Planning & Community Development Department.

Sincerely yours,
Tim Palmer, Chairperson of the Planning Board

Trevor Cole, AICP
Senior Planner

pc: Steve Imhoff, Codes Enforcement Officer, (w/o encl.)
AEDA, Project Engineer

**TOWN OF PLATTSBURGH
PLANNING BOARD MEETING
APRIL 21, 2026**

The Public Hearing is called to order at 5:29 p.m. by the Chairman of the Planning Board for the purpose of hearing all persons interested in, or wanting to comment:

WILLOW TAVERN SITE PLAN 2026- Request to renovate and reuse a 1,380 sq. ft. section of a former winery/mercantile commercial building as a restaurant with related site improvements. Located on Route 9 with public water and private sewer; Zoned C; Tax Map Parcel #181.-3-8; Owner Adirondack Coast Vineyards LLC; Applicant Willow Tavern; Engineer AEDA **SEQRA DETERMINATION & SKETCH/DETAILED PRELIMINARY PLAN REVIEW**

PERSONS SPEAKING FOR OR AGAINST

Neighboring business- is in support of this restaurant

The hearing was adjourned at: 5:30 p.m.

**TOWN OF PLATTSBURGH
PLANNING BOARD MEETING
APRIL 21, 2026**

Resolution No. 26-28A

Motioned by: Sarah Cayea

WHEREAS, the Town of Plattsburgh's Planning Board has before it a project known as the:

WILLOW TAVERN SITE PLAN 2026- Request to renovate and reuse a 1,380 sq. ft. section of a former winery/mercantile commercial building as a restaurant with related site improvements. Located on Route 9 with public water and private sewer; Zoned C; Tax Map Parcel #181.-3-8; Owner Adirondack Coast Vineyards LLC; Applicant Willow Tavern; Engineer AEDA **SEQRA DETERMINATION**; and

WHEREAS, Part 617 of the Environmental Conservation Law - "State Environmental Quality Review Act" (SEQRA), provides for the review of any "ACTION" to determine the effect of the action on the environment, along with any related administrative procedures for the implementation, authorization or approval of the action; and

WHEREAS, said Part 617 of the Environmental Conservation Law provides for an involved agency to review any action for the purpose of determining the effect of the action on the environment; and

WHEREAS, public comment opportunity was provided in consideration of this Project on April 21, 2026; and

WHEREAS, the Town's Planning & Community Development Department received and reviewed the Site Plan application, maps, plans, and SEQRA Part 1 Short EAF; and

WHEREAS, the Town's Planning Board reviewed the information filed with the application for the Project, including the EAF Part 1, and additional information provided to supplement and clarify the same; and

WHEREAS, the Town's Planning Board conducted a detailed and comprehensive environmental review of the Project to determine whether there was a significant impact which would require the preparation of a Draft Environmental Impact Statement (DEIS);

Now, therefore, be it

RESOLVED, that at the meeting, the Town Planning Board has reviewed the Part 2 EAF and has not identified any moderate to large adverse environmental impacts; and be it further

RESOLVED, that the Town's Planning Board does hereby determine that the project is an UNLISTED "ACTION" in accordance with said Environmental Review procedures and a coordinated review will not be done; and, be it further

RESOLVED, that the Town's Planning Board acting as the "Lead Agency" in a SEQRA Review does hereby receive and place on file the _____ Subdivision _____ x _____ Site Plan applications, maps, plans, completed EAF and other related material submitted; and, be it further

RESOLVED, that the Town Planning Board has reviewed the Planning & Community Development Department's recommendations and supplemental documents referenced above and does hereby find and determine the following:

- a) The access and traffic proposed in the Project were reviewed by the Town Planning Board and found acceptable; and
- b) The proposed impervious area in the project plan is not significant - and/or will be managed in compliance with Town and State regulations; and
- c) The lot coverage in the Project and density comply with local zoning regulations; and
- d) The erosion and sedimentation from the development and water quality during such development will be properly controlled by the existing storm water facilities; and it is further

RESOLVED, that the Project does not:

- a) involve a substantial adverse change in existing air quality, ground or surface water quality, traffic or noise levels, solid waste production, potential for erosion, flooding or drainage problems;
- b) involve the removal or destruction of large quantities of vegetation or the interference with plant or animal life or impacts on a significant habitat area; substantial adverse impacts on a threatened or endangered species of plant or animal, or the habitat area of such species, or other significant adverse impacts to natural resources,
- c) conflict with the Town's current plans or goals for the area where the project is located
- d) impair the character or quality of the neighborhood;
- e) represent a major change in the use of energy;
- f) create any hazards to human health;

- g) represent a substantial change in the use of the land;
- h) significantly increase the number of people who would come to the site absent such development; or
- i) impair the environmental characteristics of the area; and, *it is further*

RESOLVED, that the Town Planning Board of the Town of Plattsburgh after review of the said Subdivision x Site Plan application, maps, plan, completed EAF, and related materials does hereby determine as "Lead Agency" for the SEQRA Review process that the "Project" will NOT have a significant effect on the environment. Therefore, the preparation of a DEIS is NOT required; and, be it further

RESOLVED, that the Town Planning Board does hereby declare that the Project and environmental review process considered for the development does adequately and sufficiently satisfy the requirements of the State Environmental Quality Review Act for the Project; and be it further

RESOLVED, that a copy of this resolution be forwarded to other involved agencies who may be reviewing the Project for their records and files, and that the attached Negative Declaration Notice of Determination of Non-Significance be filed accordingly.

RESOLVED, that the Planning Board of the Town of Plattsburgh does hereby authorize and direct the Chairman of the Planning Board to have prepared and to execute a "Notice of No Significant Environmental Impact" (NEGATIVE DECLARATION) for this "Project"; and, be it further

RESOLVED, that the "Notice of No Significant Environmental Impact" (NEGATIVE DECLARATION) shall be disseminated to those involved Agencies and Governmental Units as required by said Environmental Conservation and Local Law of the Town of Plattsburgh and all related material shall be maintained on file at the Town Hall Offices of the Planning Board and available for Public Inspection.

Seconded By: Malana Tamer

Discussion (Not Verbatim): Town Senior Planner, Trevor Cole informed the Planning Board that the project had submitted a complete SEQRA short form EAF Part I. Mr. Cole and the Planning Board reviewed the questions on the SEQRA EAF Part II together and discussed the responses. Mr. Cole informed the Planning Board that a draft resolution had been prepared for their consideration and, if they concurred with the answers to Part II EAF, they could file a Negative Declaration of environmental significance for the project.

	<u>Yes</u>	<u>No</u>
Roll Call:		
Terry Senecal, Acting Chairman	X	
Debbie Blake	X	
James Sherman	X	
Malana Tamer	X	

Sarah Cayea
Joseph Krupka
Tim Palmer, Chairman

X
Recused
Excused

Carried: 5-0

TOWN CLERK, TOWN OF PLATTSBURGH

AM DeWalt
April 23, 2026

**TOWN OF PLATTSBURGH
PLANNING BOARD MEETING
APRIL 21, 2026**

Resolution No. 26-28B

Motion by: Malana Tamer

WHEREAS, the Town Planning Board has received and reviewed a request for Planning Board approval of a sketch/detailed preliminary site map and plan for:

WILLOW TAVERN SITE PLAN 2026- Request to renovate and reuse a 1,380 sq. ft. section of a former winery/mercantile commercial building as a restaurant with related site improvements. Located on Route 9 with public water and private sewer; Zoned C; Tax Map Parcel #181.-3-8; Owner Adirondack Coast Vineyards LLC; Applicant Willow Tavern; Engineer AEDA **SKETCH/DETAILED PRELIMINARY PLAN REVIEW**; and

WHEREAS, public hearing for the said project was held on April 21, 2026, in accordance with the Town of Plattsburgh's *Zoning Ordinance* Sections 7.6 A, B, & C ; and

WHEREAS, the detailed preliminary site map, plans and related materials have been reviewed by the Town's Planning & Community Development Department which has submitted a recommendations letter dated April 17, 2026, to the Planning Board for the Planning Board's consideration; and

WHEREAS, the project is subject to NYS GML 239m for referral to Clinton County Planning Board for action within 500 feet of State Route 9 and on April 1, 2026, the action for referral (17-26) was approved by the Clinton County Planning Board; now, therefore be it

RESOLVED, that the Town of Plattsburgh Planning Board does hereby:

- A. Receive and place on file the said Planning & Community Development Department's recommendations letter dated April 17, 2026; and
- B. Concur with the said items and recommendations contained in the said Planning & Community Development Department's list of recommendations letter dated April 17, 2026; and be it further

RESOLVED, that the Town Planning Board does hereby find and determine that the detailed preliminary site plan request with the proposed changes identified in the Planning & Community Development Department's recommendations letter dated April 17, 2026, will be in an approvable form and does hereby grant and approve the site plan changes for said project subject to the following:

- A. That the applicants have their Surveyor/Engineer submit a revised paper plan to the Town's Planning & Community Development Department showing compliance with the items and conditions contained in the Town's Planning & Community Development Department's recommendations letter dated April 17, 2026; and

- B. That the Town's Planning & Community Development Department reviews said revised paper plan and certifies there on the revised paper plan that the plan is in compliance with all the items and conditions as requested; and
- C. That the applicants provide the Town's Planning & Community Development Department with four (4) paper copies of the detailed preliminary site plan signed by the applicant or applicant's designated agent to acknowledge that all site plan improvements shall be constructed in accordance with and as shown on the approved detailed preliminary site plan which plans shall also be certified by the Town's Planning & Community Development Department to be in compliance with Planning Board requirements; and be it further

RESOLVED, that unless otherwise extended by the Planning Board this site plan review decision shall expire upon the following occurrences:

- A. The applicant fails to undertake the proposed action or project, or
- B. Fails to obtain any necessary building permits, within one year from the filing date of this decision. A site plan review decision which has become invalid or which has expired pursuant to the terms of this resolution may be renewed upon application by the applicant, payment of any applicable fee, and approval of the application by the Planning Board; and be it further;

RESOLVED, that the Planning Board does hereby establish the following additional conditions of approval:

- A. Subject to the applicant complying with any requirements of the Planning Board noted in the Planning Board Resolution discussion; and
- B. Subject to the applicant complying with any and all Federal, State, and County permits to operate uses approved by the Planning Board on site; and
- C. Subject to the applicant providing as-built plans to the Planning Department upon completion of the project as per Section 7.13 of the Town Zoning Ordinance; and be it further

RESOLVED, that the Planning Board does hereby authorize and direct the Chairman of the Town of Plattsburgh's Planning Board to execute the revised detailed preliminary site plan certified by the Town's Planning & Community Development Department.

RESOLVED, that upon the applicants completing all of the above requirements the Town's Planning & Community Development Department is hereby authorized to transmit one copy of the executed Approved Detailed Preliminary (ADP) site plan to the applicant and a copy to the Town's Codes Enforcement Officer informing him that the Certified ADP site maps and plans are in compliance with the Town's Planning Board requirements; and, be it further

RESOLVED, that following the issuance of a building permit for the project by the Codes Enforcement Officer and upon the applicant/developer completing the construction of all related improvements as shown on the ADSP the applicant/developer shall submit ""As-Built plans to the Town's Planning & Community Development Department in accordance with Sections 7.13 of the Town's *Zoning Ordinance*:

Seconded By:

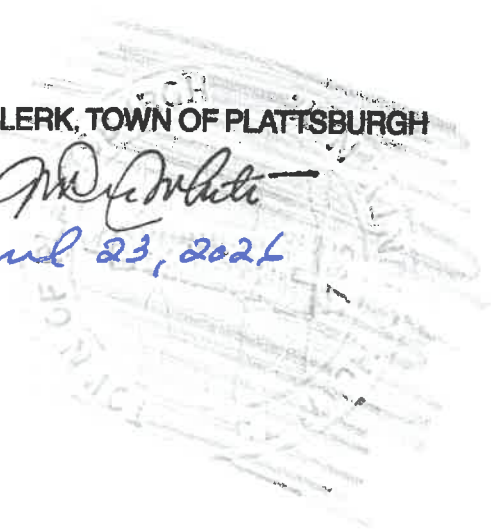
Discussion (Not Verbatim): Town Senior Planner, Trevor Cole provided a brief but detailed project summary and slide presentation outlining the project's components. Project Engineer, Mike Coon added that this would be a seasonal restaurant.

	<u>Yes</u>	<u>No</u>
Roll Call:		
Terry Senecal, Acting Chairman	X	
Debbie Blake	X	
James Sherman	X	
Malana Tamer	X	
Sarah Cayea	X	
Joseph Krupka	Recused	
Tim Palmer, Chairman	Excused	

Carried: 5-0

TOWN CLERK, TOWN OF PLATTSBURGH

M. White
April 23, 2021



**TOWN OF PLATTSBURGH
PLANNING BOARD MEETING
APRIL 21, 2026**

April 17, 2026

Willow Tavern Site Plan 2026

Project is located on Route 9

Plans dated March 2026

Plans received by Planning Department on March 31, 2026

Dear Mr. Tim Palmer and Members of the Planning Board:

RECOMMENDED CONDITIONS FOR CONSIDERATION OF PROJECT APPROVAL

The Planning & Community Development Department has reviewed the Detailed Preliminary Site Plan for the above-referenced project and offers the following comments and recommendations for consideration as conditions of approval by the Planning Board:

1. Please coordinate with the Codes Enforcement Office regarding any proposed signs.
2. It is recommended that the Applicant identify all federal, state, or county local permits required for project execution.
3. Please identify existing and proposed lighting, compliant with Article V of the Zoning Ordinance. If there is existing lighting that is non-compliant (un-shielded, directing light horizontal or skyward) it is recommended that the Planning Board require it to be replaced with compliant fixtures.
4. It is recommended that the applicant be required to disclose any other commercial and non-commercial activities that may be conducted in the existing structures on site that may affect the site plan.
5. It is recommended that the Planning Board require the handicapped parking area be connected to the main entrance via an asphalt or concrete walkway.
6. It is recommended that the Planning Board require the applicant to delineate the parking area with rope, fencing, signs, or other device that results in an orderly and defined parking area.

7. It is recommended that the Planning Board condition any approval of the site plan upon the applicant meeting any and all conditions set forth in the Planning Board meeting discussion among Planning Board Members.
8. It is recommended that the Planning Board condition any approval of the site plan upon the applicant providing As-Built plans for the project when construction is complete.

WATER & WASTEWATER

1. The site is currently served with public water and private individual sewage treatment system.

GENERAL MUNICIPAL LAW 239-M REFERRAL

1. The project is subject to NYS GML 239m for referral to Clinton County Planning Board for action within 500 feet of State Route 9. On April 1, 2026, the action for referral (17-26) was approved by the Clinton County Planning Board.

SEORA

The project has provided the Part 1 Short EAF as attached. The Part 2 EAF will be completed and reviewed at the meeting. Additional supplemental information has been reviewed as provided. Staff has not identified any potential significant adverse impacts requiring additional consideration.

RECOMMENDATION

In light of the above, it is the recommendation of Planning & Community Development Department Staff that any Planning Board consideration for approval of the detailed preliminary plan be conditioned subject to the aforementioned recommendations and any Planning Board Member Meeting comments or modification requests.

If I can be of any further assistance, please contact me.

Respectfully,

Trevor Cole, AICP

Sr. Planner

Project:	Willow Tavern Site Plan 2026
Date:	April 21, 2026

**Short Environmental Assessment Form
Part 2 - Impact Assessment**

Part 2 is to be completed by the Lead Agency.

Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have my responses been reasonable considering the scale and context of the proposed action?"

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Will the proposed action result in a change in the use or intensity of use of land?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Will the proposed action impair the character or quality of the existing community?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Will the proposed action impact existing:		
a. public / private water supplies?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. public / private wastewater treatment utilities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11. Will the proposed action create a hazard to environmental resources or human health?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Short Environmental Assessment Form Part 3 Determination of Significance

For every question in Part 2 that was answered "moderate to large impact may occur", or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

*Part II Completed by Planning Board during the meeting.
No Significant Environmental impacts were identified*

Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.

Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.

Town of Plattsburgh - Planning Board

4/21/2026

Name of Lead Agency

Date

Tim Palmer Terry Senecal

Chairman

Print or Type Name of Responsible Officer in Lead Agency

Title of Responsible Officer

[Signature]
Signature of Responsible Officer in Lead Agency

[Signature]
Signature of Preparer (if different from Responsible Officer)