

Town of LeRay

Planning Board - Minutes

May 2, 2024

Call to Order

On May 2, 2024, the LeRay Planning Board held their regular monthly meeting in the Conference Room of the Town of LeRay Municipal Building. The meeting was called to order at 6:32 PM by Chairperson Biondolillo who led the room in the Pledge of Allegiance.

Open Regular Meeting

In attendance: Deborah Biondolillo – Chairperson, Tom Moran – Member, Kerry Young – Member, Brian Jefferds – Member, William Albrecht – Member, Pat Collette – Member, Clarke Oatman – Member, Lee Shimel – Zoning Enforcement Officer, and Morgan Melancon – Secretary to Planning and Zoning, were in attendance. Additionally, Robert Henderson, Chris Henderson, Betty Henderson, and Stephen Gracey were in attendance. Community Development Coordinator, Jessica Jenack, was absent.

Acceptance of Minutes

The minutes from the regular meeting on April 4, 2024, were reviewed by the Board members. Member Young provided corrections on page seven (7), and a motion to accept the minutes as amended was made by Member Collette and seconded by Member Jefferds. The vote went as follows:

Member Moran:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Absent
Member Young:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Absent
Member Jefferds:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Absent
Member Albrecht:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Absent
Member Collette:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Absent
Member Oatman:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Absent
Chairperson Biondolillo:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Absent

The motion passed.

A motion was made by Member Young and seconded by Member Oatman to move the July 4, 2024 Planning Board meeting to July 11, 2024. The vote went as follows:

Member Moran:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Absent
Member Young:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Absent
Member Jefferds:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Absent
Member Albrecht:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Absent
Member Collette:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Absent
Member Oatman:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Absent
Chairperson Biondolillo:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Absent

The motion passed.

Correspondence and Communication

Chairperson Biondolillo asked if there was anyone who was not on the agenda that wished to address the Board. Mr. Chris Henderson addressed the Board with concerns regarding an adult-use microbusiness planned for the old railway building in the Village of Evans Mills. Chairperson Biondolillo explained that since the property was located in the Village, the Board had no jurisdiction and advised that he bring his concerns to the Village. Mr. Henderson thanked the Board for the information and their time.

Chairperson Biondolillo asked Ms. Melancon if there was any correspondence to which she replied there was none.

Sketch Review of a 2-Lot Minor Subdivision Application for Kathleen Eisenhauer – proposal is to subdivide an existing 5.74-acre parcel into 2 lots: Lot 1 = 3.87 acres and the remaining Lot 2 = 1.87 acres, located at 23795 Woodland Drive, tax parcel #74.16-2-11.62.

Chairperson Biondolillo asked the Board to review the Sketch Subdivision Plat for Mrs. Eisenhauer. Mr. Gracey was in attendance as the representative and gave a brief presentation and provided the Board with the revised Plat Map. Member Albrecht provided documents regarding NYS requirements for the placement of the propane tank, and Ms. Melancon stated that she would email a copy to Mr. Gracey for his review. Member Albrecht said the Board would be unable to vote on the final plat map until the definitive location of the propane tank was determined.

Chairperson Biondolillo highlighted the Board's concerns regarding the lack of road frontage for Lot 1. After a detailed examination and discussion of the zoning code, the Board concluded that the issue was resolved by the proposed private right-of-way access from Woodland Drive to Lot 1. She cited Chapter 135-17 (G) of the zoning code, which mandates:

“All lots shall have frontage on a public street or right-of-way or shall be provided permanent access to a private right-of-way for the provision of access to a public street or right-of-way.”

This provision ensured that the proposed access met the necessary requirement for the Town Code. Member Collette voiced his opposition for the lack of road frontage for the lot. Chairperson Biondolillo inquired about the status of the signed water easement. Mr. Gracey said the easement was still being processed and that he had noted on the plat map that the easement was "to be conveyed." Chairperson Biondolillo asked the Board if they had any other comments or questions. The Board had none.

The Board determined that the Plat Map met all the requirements for Preliminary Review. Chairperson Biondolillo had prepared Part 2 of the Short Environmental Assessment Form for the Boards review. A motion was made by Member Moran and seconded by Member Collette to act as Lead Agency to conduct the environmental review for the Unlisted Action. The vote went as follows:

Member Moran:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Abstain <input type="checkbox"/> Absent
Member Young:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Abstain <input type="checkbox"/> Absent
Member Jefferds:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Abstain <input type="checkbox"/> Absent
Member Collette:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Abstain <input type="checkbox"/> Absent
Member Albrecht:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Abstain <input type="checkbox"/> Absent
Member Oatman:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Abstain <input type="checkbox"/> Absent
Chairperson Biondolillo:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Abstain <input type="checkbox"/> Absent

The motion passed. Based on a review of the information and analysis, the Board determined that the proposed action would not result in any significant adverse environmental impacts. A motion to declare a Negative Declaration was made by Member Jefferds and seconded by Member Moran. The vote went as follows:

Member Moran: Yes No Abstain Absent
Member Young: Yes No Abstain Absent
Member Jefferds: Yes No Abstain Absent
Member Collette: Yes No Abstain Absent
Member Albrecht: Yes No Abstain Absent
Member Oatman: Yes No Abstain Absent
Chairperson Biondolillo: Yes No Abstain Absent

The motion passed. The Board determined that the Preliminary Subdivision Application was complete. A motion was made by Member Oatman and seconded by Member Jefferds to deem the Preliminary Subdivision Application as complete. The vote went as follows:

Member Moran: Yes No Abstain Absent
Member Young: Yes No Abstain Absent
Member Jefferds: Yes No Abstain Absent
Member Collette: Yes No Abstain Absent
Member Albrecht: Yes No Abstain Absent
Member Oatman: Yes No Abstain Absent
Chairperson Biondolillo: Yes No Abstain Absent

The motion passed. A motion to set a Public Hearing for the June 6, 2024 meeting at 6:30 PM was made by Member Young and seconded by Member Oatman. The vote went as follows:

Member Moran: Yes No Abstain Absent
Member Young: Yes No Abstain Absent
Member Jefferds: Yes No Abstain Absent
Member Collette: Yes No Abstain Absent
Member Albrecht: Yes No Abstain Absent
Member Oatman: Yes No Abstain Absent
Chairperson Biondolillo: Yes No Abstain Absent

The motion passed. Chairperson Biondolillo informed Mr. Gracey that he would need to provide 3 copies of the revised Subdivision Plat Map no later than June 6, 2024, at noon. Additionally, she informed him that he would receive a letter in the mail outlining the upcoming Public Hearing details.

Adjournment

A motion was made by Member Young and seconded by Member Collette to adjourn the meeting at 7:12 PM. The vote went as follows:

Member Moran: Yes No Abstain Absent
Member Young: Yes No Abstain Absent

Member Jefferds: Yes No Abstain Absent
Member Albrecht: Yes No Abstain Absent
Member Collette: Yes No Abstain Absent
Member Oatman: Yes No Abstain Absent
Chairperson Biondolillo: Yes No Abstain Absent

The motion passed.