



Planning Board Minutes

Monday, August 22, 2022

6:00 PM

(Work Session at 5:30pm)

Common Council Chambers

41 City Hall Place

Plattsburgh, NY 12901

Pledge of Allegiance

Roll Call: James A. Abdallah (Chair), Rick Perry, Reg Carter, Curt Gervich, Abby Meuser-Herr

Staff Present: Elisha Bartlett (Senior Planner) Shelise Marbut (Planning Assistant)

Excused: Tom Cosgro

A. Monthly Project Review

1. PB# 22-13, 70 Court Street Historic Site Review

Project Description: Request to replace a business sign and to install a fence at a contributing historic building in the Court Street Historic District (TMP #207.19-2-24). The property is zoned RH.

Applicant: Amy Provost

Plan Preparer: Amy Provost

- A. Public Hearing
- B. Motion to adopt SEQRA resolution 22-13A.

Moved By: Rick Perry

Seconded By: Reg Carter

Discussion/Conditions: None

Roll Call: Rick Perry, Reg Carter, Curt Gervich, Abby Meuser-Herr, Jim Abdallah

ACTION TAKEN: Adopted Defeated Withdrawn Tabled

- C. Motion to adopt project resolution 22-13B.

Moved By: Rick Perry

Seconded By: Reg Carter

Discussion/Conditions: None

Roll Call: Reg Carter, Curt Gervich, Abby Meuser-Herr, Jim Abdallah, Rick Perry

ACTION TAKEN: Adopted Defeated Withdrawn Tabled

2. PB# 22-14, 126 Court St & 17 Wells St Historic Site Review

Project Description: Request to repair and/or replace siding with in-kind siding; to install in-kind replacement vinyl windows; and to install an accessible ramp similar in architectural style to a contributing historic building in the Court Street Historic District (TMP #207.18-5-9). The property is zoned RH.

Applicant: David LePage, Behavioral Health Services North

Plan Preparer: Erin Allison, AES Northeast

A. Motion to table project 22-14.

Moved By: Curt Gervich Seconded By: Rick Perry

Discussion: The applicant was requested to provide the following information:

- Please coordinate with the Building Inspector’s office to confirm that the use is an allowed use and not a change in use, and to have the Building Inspector provide comment on whether handicapped parking is necessary.
- Please provide an illustration or elevation depicting how the proposed ramp railings will be displayed, including spacing of the balusters.
- Please provide responses addressing the comments received by the State Historic Preservation Office (SHPO). A copy of these comments are attached to this notice.
- Please coordinate with the Building Inspector’s office to confirm appropriate maneuvering of the ramp on Wells Street and confirm that the rail does not extend into the sidewalk.

Roll Call: Curt Gervich, Abby Meuser-Herr, Jim Abdallah, Rick Perry, Reg Carter

ACTION TAKEN: Adopted Defeated Withdrawn Tabled

B. Other Business

A. Status Updates by Staff (if applicable): New Senior Planner – Elisha Bartlett

C. Adjournment

James A. Abdallah, Chairperson

Resolution No. 22-13A

Motioned by: Rick Perry

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

70 Court Street: Request to install a business sign within an existing sign post, and install a fence which trigger an Historic Site Review to a contributing historic building in the Court Street Historic District. Zoned RH; Tax Map Parcel ID #207.19-2-24; Applicant & Plan Preparer: Amy Provost

SEQR 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 August 22, 2022; and

WHEREAS, the City's Community Development Office received and reviewed the Historic Site Review application, supplemental documentation, and SEQRA Part 1 Short EAF; and

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

WHEREAS, the City'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 City'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 City's Planning Board acting as the "Lead Agency" in a SEQRA Review does hereby receive and place on file the Historic Site Review applications, supplemental documentation, completed EAF and other related material submitted; and, be it further

RESOLVED, that the City Planning Board has reviewed the Community Development Office's recommendations and supplemental documents referenced above and does hereby find and determine 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 City'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 City Planning Board of the City of Plattsburgh after review of the said Historic Site Review application, 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 City 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 be filed accordingly.

RESOLVED, that the Planning Board of the City 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 Impact" (NEGATIVE DECLARATION) shall be disseminated to those involved Agencies and Governmental Units as required by said Environmental Conservation and Local Law of the City of Plattsburgh and all related material shall be maintained on file at the City Hall Offices of the Planning Board and available for Public Inspection.

Seconded By: Reg Carter

Discussion & Conditions (Not Verbatim): None

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Roll Call:				
Jim Abdallah	X			
Rick Perry	X			
Reg Carter	X			
Curt Gervich,	X			
Abby Meuser-Herr	X			

Carried: 5-0-0

Resolution No. 22-13B

Motion by: Rick Perry

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

70 Court Street: Request to install a business sign within an existing sign post, and install a fence which trigger an Historic Site Review to a contributing historic building in the Court Street Historic District. Zoned RH; Tax Map Parcel ID #207.19-2-24; Applicant & Plan Preparer: Amy Provost

HISTORIC SITE REVIEW; and

WHEREAS, the site is in the Court St. Historic District and is subject to historic site review per Zoning Code Section 360-32; and

WHEREAS, the historic site review application and associated materials have been reviewed by the City's Public Works, Building Inspector, Environmental Services, Emergency Services and Municipal Lighting Departments who did not have any additional comment; and

WHEREAS, the historic site review application and related materials have been reviewed by the City's Community Development Office which has submitted a staff report dated July 20, 2022 to the Planning Board for the Planning Board's consideration; and

WHEREAS, public hearing for the said project was held on August 22, 2022 in accordance with the City of Plattsburgh's *Zoning Code* Section 360-56; and now, therefore be it

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

- A. Receive and place on file the said Community Development Office's staff report dated August 17, 2022; and
- B. Concur with the said items and recommendations contained in the said Community Development Office's staff report dated August 17, 2022; and be it further

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

- A. The applicant fails to undertake the proposed action or project; and be it further

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

- A. Subject to the project complying with all Permit requirements; and
- B. Subject to the applicant complying with any requirements of the Planning Board noted in the Planning Board Resolution discussion; and

RESOLVED, that upon the applicant completing all of the above requirements the City's Community Development Office is hereby authorized to transmit one copy of the executed Historic Site Review Approval notice to the applicant and a copy to the City's Building Inspector informing him that the application and supporting materials are in compliance with the City's Planning Board requirements, including any comments noted within the "Discussion" below;

Seconded By: Reg Carter

Discussion & Conditions (Not Verbatim): None

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Jim Abdallah	X			
Rick Perry	X			
Reg Carter	X			
Curt Gervich,	X			
Abby Meuser-Herr	X			

Carried: 5-0-0



CITY OF PLATTSBURGH
PLANNING BOARD
COMMUNITY DEVELOPMENT OFFICE

August 31, 2022

Erin Allison
AES Northeast
10-12 City Hall Place
Plattsburgh, NY 12901

VIA EMAIL

RE: 126 Court Street/17 Wells St Historic Site Review
Planning Board Historic Site Review Meeting

Dear Ms. Ellison:

At the regular meeting held August 22, 2022, the City of Plattsburgh Planning Board reviewed your application for modifications to the buildings located at 126 Court Street and 17 Wells Street within the Court Street Historic District.

The board had the following comments during the review of your application:

- Please coordinate with the Building Inspector's office to confirm that the use is an allowed use and not a change in use, and to have the Building Inspector provide comment on whether handicapped parking is necessary.
- Please provide an illustration or elevation depicting how the proposed ramp railings will be displayed, including spacing of the balusters.
- Please provide responses addressing the comments received by the State Historic Preservation Office (SHPO). A copy of these comments are attached to this notice.
- Please coordinate with the Building Inspector's office to confirm appropriate maneuvering of the ramp on Wells Street and confirm that the rail does not extend into the sidewalk.

The following motion was made regarding the application:

- A.** Motion made to table until next meeting, requesting the applicant to coordinate with the Building Inspector's office and address pending questions.

Moved By: Curt Gervich Seconded By: Rick Perry
Roll Call: Jim Abdallah, Rick Perry, Reg Carter, Curt Gervich, Abby Meuser-Herr

ACTION: Adopted Defeated Withdrawn Tabled

Respectfully,

Shelise A. Marbut

Shelise Marbut
Planning Assistant

pc: Joe McMahon, Building Inspector
Elisha Bartlett, Senior Planner