



CITY OF PLATTSBURGH
PLANNING BOARD
COMMUNITY DEVELOPMENT OFFICE

James A. Abdallah, Chairman
Richard Perry, Member
Reginald Carter, Member
Curt Gervich, Member
Abby Meuser-Herr, Member
Tom Cosgro, Alt.
Shelise Marbut (Staff)
Barbara Brister (Staff)

Planning Board Minutes

Monday, July 25, 2022

6:00 PM

(Work Session at 5:30pm)

Common Council Chambers

41 City Hall Place

Plattsburgh, NY 12901

Optional Zoom Link: <https://zoom.us/j/98044675140>
Zoom Phone Number: 1-646-558-8656
Zoom Meeting ID: 980 4467 5140

Pledge of Allegiance

Roll Call: James A. Abdallah (Chair), Rick Perry, Reg Carter, Abby Meuser-Herr, Tom Cosgro (Alternate)

Staff Present: Shelise Marbut (Planning Assistant), Barbara Brister (Senior Clerk)

Excused: Curt Gervich

A. Monthly Project Review

1. PB# 22-12, 35-37 Hamilton Street Historic Site Review

Project Description: Request to replace (8) existing vinyl windows with new vinyl windows and to remove a non-original chimney to a contributing historic building in the Point Street Historic District (TMP #207.20-3-17). The property is zoned RH.

Applicant: Jennifer Colver

Plan Preparer: Albert R. Ball

- A. Public Hearing – No Testimony
- B. Motion to adopt SEQRA resolution 22-12A.

Moved By: Reg Carter Seconded By: Abby Meuser-Herr
Discussion: None
Roll Call: Jim Abdallah, Tom Cosgro, Rick Perry, Reg Carter, Abby Meuser-Herr

ACTION TAKEN: Adopted Defeated Withdrawn Tabled

Discussion:

- SM – noted the chimney is not part of the original structure.
- SM - Windows are being replaced in-kind
- AMH - questioned applicant regarding the plan to repair the hole after chimney is removed.
- SM - Existing windows were installed in 2010

- C. Motion to adopt project resolution 22-12B on the basis of proper submittal and demonstration of consistency with regulations and the promotion of longevity in or of historic buildings.

Moved By: Rick Perry

Seconded By: Tom Cosgro

Discussion: None

Roll Call: Jim Abdallah, Tom Cosgro, Rick Perry, Reg Carter, Abby Meuser-Herr

ACTION TAKEN: Adopted Defeated Withdrawn Tabled

B. Other Business

- A. Status Updates by Staff (if applicable)

C. Adjournment

James A. Abdallah, Chairperson

Resolution No. 22-12A

Motioned by: Reginald Carter

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

35-37 Hamilton Street: Request to replace (8) existing vinyl windows with new vinyl windows and to remove a non-original chimney to a contributing historic building in the Point Street Historic District. Zoned RH; Tax Map Parcel ID #207.20-3-17; Applicant: Jennifer Colver; Plan Preparer: Albert Ball

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 July 25, 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: Abby Meuser-Herr

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			
Tom Cosgro (Alt)	X			

Carried: 5-0-0

Resolution No. 22-12B

Motion by: Richard Perry

WHEREAS, the City Planning Board has received and reviewed a request for Planning Board approval of a historic site modification for:

35-37 Hamilton Street: Request to replace (8) existing vinyl windows with new vinyl windows and to remove a non-original chimney to a contributing historic building in the Point Street Historic District. Zoned RH; Tax Map Parcel ID #207.20-3-17; Applicant: Jennifer Colver; Plan Preparer: Albert Ball;

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 July 25, 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 July 20, 2022; and
- B. Concur with the said items and recommendations contained in the said Community Development Office's staff report dated July 20, 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: Tom Cosgro

Discussion & Conditions (Not Verbatim):

Any areas altered by the removal of the chimney will be replaced in-kind with millwork to match existing structure. The soffits shall match the existing structure.

Approved upon the basis of demonstration of consistency with Historic Site Review regulations and promotion of longevity of historic buildings.

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			
Tom Cosgro (Alt)	X			

Carried: 5-0-0