

APPROVED MINUTES

TOWN OF WEST MONROE PLANNING BOARD

MINUTES OF THE REGULAR MEETING

July 25, 2018

IN ATTENDANCE: Chuck Roberts – Chairman, Tim Benson – Vice Chairman, Ashley Fields, Claude Miller, Linda Wolf, Les McDermott, Brad Sheldon and Mary Regan-Benson – Recording Secretary

ALSO IN ATTENDANCE: Marc Christmas, David Bardoun, Phil Street, Patrick Dolan, Kevin Davis, Cortney Rhinehardt and Paul Baxter

Chairman Roberts called the meeting to order at 7:30 PM. Mr. Sheldon was invited up to join The Board, he accepted.

The Board reviewed the minutes of the 6/27/2018 meeting. Mr. Miller made a motion to accept the minutes, Ms. Wolf seconded; all were in favor and the motion was approved.

Marc Christmas of Christmas and Associates came in for an informal sketch plan conference. He has property on Potter Road under contract, he is working on behalf of the owner and would like to complete the purchase within 60 days. There are 120 acres, with a planned 3 lot subdivision of 50, 30 and 40 acres. There is no water, it is seasonal occupancy – primarily for hunting and fishing. Marc was looking for direction, he has never been in front of The West Monroe Planning Board before. He was advised to read the West Monroe subdivision Law on the website, fill out and submit an application, and pay the \$40 fee.

Dave Bardoun spoke on behalf of Dan LeClair. This involves the Shaw subdivision. Mr. LeClair wants to split the 65.5 acre lot into 3 lots as follows:

Lot 1: 4.4 acres

Lot 2: 16.5 acres – Dan LeClair Senior

Lot 3: 5.0 acres – Zack LeClair – no plans for a home in the near future

The application has been submitted and paid for. Codes Officer Dolan has given his approval. The final PLAT will be presented in August. A full survey is needed. They have their driveway permits from the Oswego County Highway Department; specifically they got permits for driveways on Lots 1 and 2, but are not applying for a permit for Lot 3 – they will do that in the future if and when it is needed.

Mike Gunther and the Camic Road property: project is currently on hold, the purchase is contingent on site plan approval.

New Life Church: the folder is here at Town Hall, but no representatives were here for the preliminary conference. This is for the new Coffee House building. The application is filled out and paid for, and

the short form SEQR is filled out. The MS4 rep is Paul Fisher. The notice of intent has been sent to The DEC. Current documentation does not show adjacent properties, nor does it show boundaries of properties. There is no site plan currently on file, we need more clarity. New Life Church should be coming to a meeting, Mr. Dolan will stay in contact. The question was raised as to the appropriate size of the septic system for the café.

The Board continued their review **of The West Monroe Draft Subdivision Law**. We greatly appreciate both Kevin Davis and Phil Street attending our meeting to give us their input. Mr. Davis will update the town standards document regarding road construction standards. He noted that West Monroe has been in reactive mode, but we need to be proactive. Copies of the proposed Subdivision Law, with comments from The Planning Board members and the town lawyer have been turned over to Mr. Benson. He will review these and the law with Mr. Hayes, Mr. Street and Mr. Harrington.

We thank **Town Clerk Cortney Rhinehardt** for finding and providing us with a copy of the Planning Board Bylaws from 1977, as well as Town Local Law No. 1 of 2010.

It will be The Planning Board's responsibility to design a Special Use Permit.

Training: Paul Baxter noted that the 2019 Local Government Conference has been scheduled for the last Thursday in March.

Mr. Sheldon made a motion to close this meeting, Ms. Wolf seconded, all were in favor, and the motion was approved. Chairman Roberts closed the meeting at approximately 9:30 PM.

Respectfully submitted,

Mary Regan-Benson

Recording Secretary