



**CITY OF PLATTSBURGH
PLANNING BOARD**

James A. Abdallah, Chairman
Rick Perry
Abby Meuser-Herr
Tom Cosgro
Carlie Leary

Andrew Castine (Alt.)
Sarah Stansbury (Alt.)
Elisha Bartlett, Sr. Planner
Barbara Brister, Sr. Clerk

Planning Board Minutes

Monday, November 25, 2024; 6:00 PM
(Work Session at 5:30pm)

Common Council Chambers
41 City Hall Place
Plattsburgh, NY 12901

Optional Zoom Link for Public:

<https://zoom.us/j/98044675140>

Zoom Phone Number:

1-646-558-8656

Zoom Meeting ID:

980 4467 5140

Live Stream: This meeting will be streamed live to the City of Plattsburgh's Youtube Channel at:

<https://www.youtube.com/channel/UC7H36PiuYNJkZpczbLvCbw>

Pledge of Allegiance

Roll Call: James A. Abdallah (Chair), Rick Perry, Abby Meuser-Herr, Tom Cosgro, Carlie, Leary, Andrew Castine (Alt.), Sarah Stansbury (Alt.)

Staff Present: Elisha Bartlett (Senior Planner), Barbara Brister (Senior Clerk)

Excused:

A. Monthly Project Review

1. PB# 24-11

HSR - 24-26 Cornelia Street Roof Replacement 2024

Project Description: The Applicant proposes to replace an existing asphalt shingle roof on the primary structure with an in-kind asphalt shingle roof and drip edge of the real property that is listed as an historic structure on the National Register of Historic Places, and located at 24-26 Cornelia Street (TMP #207.16-1-33). The parcel is zoned B-1

Property Owner/ Applicant: Christopher Pratt and Beth Parker

Plan Preparer/ Representative: Christopher Pratt

A. Public Hearing - no additional members of the public were present online, or in person, and no public comment was received.

B. Motion to for SEQRA classification, resolution 24-11 A

Moved By: Tom Cosgro Seconded By: Carlie Leary

Discussion: there was no further discussion by the Board

Roll Call: Jim Abdallah, Rick Perry, Abby Meuser-Herr, Tom Cosgro, Carlie Leary

ACTION TAKEN: Adopted ☒ Defeated ☐ Withdrawn ☐ Tabled ☐

C. Motion to adopt resolution 24-11 B

Moved By: Tom Cosgro

Seconded By: Abby Mueser-Herr

Discussion: The applicant, Chris Pratt, attended via zoom. He noted that the Contractor stated that the roof may have been nailed too high up on the shingle so it was causing the wind to get underneath the shingle, and then causing the shingle to whip and break. He stated the combination of age and improper installation are all part of issues with the roof.

The Planning Board requested clarification on whether just a portion of the roof needed replacing. Chris Pratt confirmed that it was the full roof which requires 14 square shingles (10x10' fourteen times). No additional questions or comments, or conditions of approval were provided by the Planning Board

Roll Call: Jim Abdallah, Rick Perry, Abby Meuser-Herr, Tom Cosgro, Carlie Leary

ACTION TAKEN: Adopted ☒ Defeated ☐ Withdrawn ☐ Tabled ☐

B. Other Business

A. Review draft 2025 Planning Board Schedule

Discussion: Tom Cosgro asked if the December 22nd meeting was going to cause any issue with Board members being so close to Christmas. The Board decided to leave the meeting scheduled as is for now.

B. Status Updates by Staff:

Elisha Bartlett stated she has been working through an initiative for Clean Energy Communities in which 2 opportunities were opened up in the last month. She also stated there was a full Pac meeting scheduled for 11/26/25 at 5PM, and that the Zoning Updates were still in draft form. The full draft is expected to be completed by the end of the year with a Public Workshop to be held in early 2025. The final draft will then be presented to the Common Council and on to SEQRE initiation and proposed adoption.

C. Adjournment

Moved By: Abby Mueser-Herr

Seconded By: All in Favor

James A. Abdallah, Chairman