



**CITY OF PLATTSBURGH
PLANNING BOARD**

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

Emily Reinhardt (Alt.)
Vacant (Alt.)

Elisha Bartlett, Sr. Planner
Barbara Brister, Sr. Clerk

Planning Board Minutes

Monday, June 23, 2025; 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,, Carlie Leary, Tom Cosgro, Emily Reinhardt (Alt.), vacant (Alt.)
Staff Present: Elisha Bartlett (Senior Planner), Barbara Brister (Senior Account Clerk)
Excused: Abby Meuser-Herr

1. PB# 25-03

Project Name: 25-03 HSR- 117 Court Street Roof Replacement 2025

Project Description: to replace an existing asphalt shingle roof on the primary structure with an in-kind asphalt shingle roof of the real property that is listed as a contributing historic structure on the National Register of Historic Places for the Court Street Historic District, and located at 117 Court Street (TMP #207.19-5-17). The parcel is zoned RH.

Location: 117 Court Street, Plattsburgh

Owner/ Applicant/ Plan Preparer: Jeremiah Ward

- A. Public Hearing
- B. Motion to accept SEQRA resolution 25-03A.

Moved By: _____ Seconded By: _____
Discussion:
Roll Call:

ACTION TAKEN: Adopted Defeated Withdrawn Tabled

- C. Motion to postpone historic site improvement resolution 25-03B pending applicants consultation with SHPO regarding the removal of the chimney.

Moved By: Tom Cosgro Seconded By: Rick Perry
Discussion:

- Jeremiah Ward stated that the contractor spoke with the Building Inspector in April when the job was approximately 60% done and it was then that the Building Inspector informed the Contractor that the project needed to be approved via Planning Board.
- Jeremiah Ward stated that the heating element (that the chimney vented) was not needed and so the chimney was not needed and removed.
- Jim Abdallah explained that while the chimney was not identified on the nomination form, that SHPO in its consultation for the application determined that the chimney is a character defining element of the house and that the planning board does not go against SHPO recommendations.
- Jim Abdallah advised that the applicant could do his due diligence in speaking with SHPO about this situation and how it compared to other chimneys that may have been removed within the historic district ahead of the Planning Board's vote on the application

Roll Call: Jim Abdallah, Rick Perry, Emily Reinhardt, Tom Cosgro, Carlie Leary

2. PB# 25-04

Project Name: 25-04 HSR- 116 Court Street Roof Repair 2025

Project Description: Request to repair an existing ("flat") and metal roof system with the installation of up to 42 squares (4200 sq. ft) across four flat sections of TPO membrane roofing and the cleaning and recoating of up to 20 squares (2000 sq ft.) of an existing metal roof of the real property that is listed as a contributing historic structure on the National Register of Historic Places for the Court Street Historic District, and located at 116 Court Street (TMP #207.19-1-10). The parcel is zoned RH.

Owner: ASP Apartments, LLC. / Patrick Leary

Applicant/ Plan Preparer: Lake Champlain Roofing/ Samantha Marrone

D. Public Hearing

E. Motion to accept SEQRA resolution 25-04A.

Moved By: _____ Seconded By: _____

Discussion:

Roll Call:

ACTION TAKEN: Adopted Defeated Withdrawn Tabled

F. Motion to postpone historic site improvement resolution 25-04B due to applicant not being present at meeting.

Moved By: Carlie Leary Seconded By: Emily Reinhardt

Discussion:

Roll Call: Jim Abdallah, Rick Perry, Emily Reinhardt, Tom Cosgro, Carlie Leary

ACTION TAKEN: Adopted Defeated Withdrawn Tabled

James A. Abdallah, Chairman