



**CITY OF PLATTSBURGH**  
**PLANNING BOARD**

COMMUNITY DEVELOPMENT OFFICE

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

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

**Planning Board Minutes**

Monday, July 24, 2023; 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), Abby Meuser-Herr, Tom Cosgro, Carlie Leary, Andrew Castine, Sarah Stansbury (Alt.)

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

Excused: Rick Perry

\*\*\*\*\*

**A. Welcome New Planning Board Members**

- Carlie Leary, Andrew Castine, and Sarah Stansbury

\*\*\*\*\*

**B. Monthly Project Review**

**1. PB# 23-02**

Project Name: Mousseau Connecticut Ave Lots M6-M8 Minor Subdivision 2023

Project Description: Request to perform a minor subdivision of Tax Map Parcel ID(s) # 233.8-3-18 and 233.8-3-19 merging the two lots and subdividing to create 3 new buildable residential lots at Connecticut Ave (TMP #233.8-3-18 and 233.8-3-19). The property is zoned R2.

Applicant: Mousseau Properties LLC

Plan Preparer: Scott B. Allen, LS; AES Northeast

- A. Motion to adopt resolution 23-02 to classify the project as a minor subdivision and approve the sketch subdivision plan.

Moved By: Tom Cosgro Seconded By: Carlie Leary

Discussion:

The applicant should provide or respond to the following comments:

- The applicant shall provide the Airforce and environmental reports cited in Additional Note #4 of the Subdivision Plat.

- The applicant shall provide a sidewalk detail conforming to the Town of Plattsburgh's design guidelines and documentation providing evidence that the Town will accept the sidewalks once they are installed according to the design
- The applicant shall provide an erosion and sediment control plan that has been coordinated with the Department of Public Works.
- All necessary draft easement documentation shall be provided
- The Force Main location shall be identified and accurately depicted on the plan set. The applicant noted they will contact Dig Safe (811) to initiate review of the location of the Force Main and other Sanitary Sewer lines presently in question.

Roll Call: Jim Abdallah, Abby Muesser-Herr, Tom Cosgro, Carlie Leary, Andrew Castine

ACTION TAKEN: Adopted ☒ Defeated ☐ Withdrawn ☐ Tabled ☐

☐\*\*\*\*\*

**C. Other Business**

A. Status Updates by Staff (if applicable)

- Historic Placard at Train Station - Elisha Bartlett stated there is already a placard in place

\*\*\*\*\*

**D. Adjournment**

Moved by: Andrew Castine Seconded By: Tom Cosgro

James A. Abdallah, Chairman