



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, March 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/UC7H36PiuYNJJkZpczbLvCbw>

Pledge of Allegiance

Roll Call: Abby Meuser-Herr (Acting Chair), Tom Cosgro, Carlie Leary, Andrew Castine (Alt.),

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

Excused: Jim Abdallah (Chair), Rick Perry, Sarah Stansbury (Alt.)

A. Monthly Project Review

1. PB# 24-03

Project Name: 39 Hamilton Street Roof Replacement 2024

Project Description: Request to replace an existing asphalt shingle roof on the primary and accessory structures with an in-kind asphalt shingle roof to real property located at 39 Hamilton Street within the Point Historic District (TMP #207.20-3-16). The parcel is zoned R2.

Applicant/Owner/Plan Preparer: Heather Barnes

- A. Public Hearing - Planning Staff provided a presentation of the application. Charles Barnes attended via zoom as the owner representative, and stated he didn't really have anything additional to add that it was a pretty straight forward application. Abby Mueser-Herr asked Charles Barnes whether the fascia and soffit would be repaired. Charles stated just the shingles are being replaced. The Planning Board did not have any additional questions. Members of the public were invited to provide their comments. Members of the public were invited to speak. No additional attendees were present on zoom, and no in person comments were provided

- B. Motion to accept SEQRA resolution 24-03A.

Moved By: Andrew Castine Seconded By: Carlie Leary

Discussion:

Roll Call: Abby Meuser-Herr, Tom Cosgro, Carlie Leary, Andrew Castine

ACTION TAKEN: Adopted ☒ Defeated ☐ Withdrawn ☐ Tabled ☐

- C. Motion to accept historic site improvement resolution 24-03B.

Moved By: Carlie Leary Seconded By: Tom Cosgro

Discussion:

Roll Call: Abby Meuser-Herr, Tom Cosgro, Carlie Leary, Andrew Castine

ACTION TAKEN: Adopted ☒ Defeated ☐ Withdrawn ☐ Tabled ☐

2. PB# 24-04

Project Name: Oval West HOA Roof, Chimney, and Facade Repairs 2024

Project Description: Request to perform in-kind repairs to the slate roofs, chimneys, brick facade, and wood trim to real property located at 130 - 174 US Oval (eleven duplex, townhome buildings, "known as Officers' Row" and evenly numbered) within the US Oval Historic District (TMP# 221.12-2-2.2). The property is zoned R2.

Applicant/Plan Preparer: Linda Gustainis on behalf of Oval West HOA Inc.

Owner: Oval West HOA Inc.

- A. Public Hearing - Staff provided a presentation of the project application. Linda Gustainis provided an additional overview of what she expressed as fairly straightforward repairs with everything being "in-kind", and an explanation of her trying to get on a regular maintenance schedule for the entire HOA, and difficulties of trying to get the project going. June 3rd the lift is expected to be delivered, followed by roofing repairs, followed by painting, they aren't sure of the timeline for the masonry work. Tom asked when the last time work on the roofs were done. A discussion ensued regarding the difficulty in matching slate colors and when the last repairs were completed to the buildings. Linda's understanding was the Redstone had rehabilitated the buildings before they were sold as condominiums, but isn't she if they completed work to the outside. Linda was asked to provide an overview of the 20% Historic Tax credit application. After Linda's overview members of the public were invited to speak. No attendees were present on zoom, and no in person public comments were provided.
- B. Motion to accept SEQRA resolution 24-04A.

Moved By: Tom Cosgro Seconded By: Carlie Leary

Discussion:

Roll Call: Abby Meuser-Herr, Tom Cosgro, Carlie Leary, Andrew Castine

ACTION TAKEN: Adopted ☒ Defeated ☐ Withdrawn ☐ Tabled ☐

- C. Motion to accept historic site improvement resolution 24-04B.

Moved By: Tom Cosgro Seconded By: Andrew Castine

Discussion: The board noted that the material being replaced is In-Kind. In lieu of SHPO Response, which was not received as of 3/25/24, the board is approving application because SHPO granted the 20% Historic Tax Credit for the same scope of work and historical properties.

Roll Call: Abby Meuser-Herr, Tom Cosgro, Carlie Leary, Andrew Castine

ACTION TAKEN: Adopted ☒ Defeated ☐ Withdrawn ☐ Tabled ☐

3. PB# 24-05

Project Name: 96 Court Street New Building Sign 2024

Project Description: Request to install a 24 sq. ft. building sign located at 96 Court Street within the Court Street Historic District (TMP# 207.19-1-46). The property is zoned RH.

Applicant/Plan Preparer: Kevin Soucia of Signs Now

Owner: Anita Bodrogi

- A. Public Hearing - Staff provided a presentation of the project application. Kevin Soucia pointed out that the name of the sign company was wrong. It was a previous company, and is now "Signs and More" as shown on his application. The Board asked questions about the signs mounting, and previous sign size. Kevin informed that the sign would be mounted by screws with rosettes around them, and that the previous sign was 54x72", which was 72 sq ft. and now they are restricted to 24 sq. ft. The Board confirmed that the emergency service referral comment didn't pertain to this specific review. A comparison of previous and proposed sign photos was considered with no further Planning Board comment, and no public comments provided with no members of the public present on line or in person.
- B. Motion to accept SEQRA resolution 24-05A.

Moved By: Carlie Leary Seconded By: Tom Cosgro

Discussion:

Roll Call: Abby Meuser-Herr, Tom Cosgro, Carlie Leary, Andrew Castine

ACTION TAKEN: Adopted ☒ Defeated ☐ Withdrawn ☐ Tabled ☐

- C. Motion to accept historic site improvement resolution 24-05B

Moved By: Tom Cosgro Seconded By: Andrew Castine

Discussion:

Roll Call: Abby Meuser-Herr, Tom Cosgro, Carlie Leary, Andrew Castine

ACTION TAKEN: Adopted ☒ Defeated ☐ Withdrawn ☐ Tabled ☐

B. Other Business

- A. Status Updates by Staff (if applicable)
 - 1. Elisha Bartlett stated the tentative date for the next Zoning Workshop
 - 2. Elisha Bartlett stated that the SRT III Preliminary Public Presentation is scheduled for 3/28/24
 - 3. Notified that CDO discussed awards program for exemplary projects per request from the last meeting.

C. Adjournment

Moved by: Carlie Leary Seconded By: Tom Cosgro

James A. Abdallah, Chairman