

ZONING BOARD OF APPEALS MEETING MINUTES – FINAL
WEDNESDAY, APRIL 28, 2021

MEMBERS PRESENT:

Phillip Zemke, Chairman
Ingrid Kulick
Rocco Mancini
Travis McHale

MEMBERS ABSENT:

Stephanie Fitzpatrick

ALSO PRESENT:

Debra Blalock, Town Board Liaison

Chairman Zemke opened the meeting at 7:00 p.m.

Chairman Zemke motioned that the Zoning Board of Appeals members extend their gratitude to Rocco Mancini for all of his years of service to the board. Ms. Kulick seconded.

Phillip Zemke, Chairman	Aye	Rocco Mancini	Aye
Stephanie Fitzpatrick	Absent	Travis McHale	Aye
Ingrid Kulick	Aye		

Motion carried 4-0

Public Hearings: None

Applications:

- Holl Special Use Permit for Accessory Apartment** - Sarah Hopper appeared as the authorized representative for Steven Holl for his special use permit application to construct a detached accessory apartment on property located at 125 Round Lake Road, tax grid number 6370-00-763792. Ms. Hopper said Stephen Holl resides at 137 Round Lake Road next door and purchased this property for his family. He wants to add an extension to the existing structure and change it from a pool house to an accessory apartment which requires a special use permit. She added that there is no pool on the property so did not know why the structure was labeled a pool house. Chairman Zemke said one of the requirements of a special use permit for an accessory apartment is that the principal residential structure to which the accessory apartment is to be subordinate must be occupied, at the time of application, as the principal residence of the record owner of title. Ms. Hopper said Mr. Holl's mother-in-law lives in the principal residence. The accessory apartment will be used for family. He has no intention of renting out the apartment. Chairman Zemke said since the regulations require that the principal structure to which the accessory apartment is to be subordinate requires the property owner to live there at the time of application, we will send a request to the Zoning Enforcement Officer to see if a family member would satisfy that requirement.

Chairman Zemke said the application seems to be complete. A bedroom is being added to the apartment so we will need a document from the Board of Health attesting to the adequacy of the septic system. Ms. Hopper said a septic pump will be needed and an additional water well. The septic was put in in 1983. It is presumed to be one person who will live in the apartment. Mr. McHale

commented that he lives three doors down from Mr. Holl who is a great neighbor and his property is beautifully maintained. The structure is not visible from the road. The board agreed the application is complete contingent upon receiving the Zoning Enforcement Officer’s interpretation of owner occupancy and documentation from the Department of Health.

Chairman Zemke motioned to declare the Holl application to be a Type II action under SEQRA requiring no further review. Ms. Kulick seconded.

Phillip Zemke, Chairman	Aye	Rocco Mancini	Aye
Stephanie Fitzpatrick	Absent	Travis McHale	Aye
Ingrid Kulick	Aye		

Motion carried 4-0.

Ms. Kulick motioned to set the date for the public hearing to be held at the May 26th meeting conditioned upon the board receiving the Zoning Enforcement Officer’s interpretation of “owner occupied” and documentation from the Department of Health attesting to the adequacy of the infrastructure. Mr. Mancini seconded.

Phillip Zemke, Chairman	Aye	Rocco Mancini	Aye
Stephanie Fitzpatrick	Absent	Travis McHale	Aye
Ingrid Kulick	Aye		

Motion carried 4-0.

Applications: None

Administrative Items:

Ms. Kulick motioned that the Zoning Board of Appeals accept the minutes of the November 18, 2020 meeting as presented. Mr. Mancini seconded.

Phillip Zemke, Chairman	Aye	Rocco Mancini	Aye
Stephanie Fitzpatrick	Absent	Travis McHale	Aye
Ingrid Kulick	Aye		

Motion carried 4-0

Discussion Items/Correspondence:

- Chairman Zemke said a few months ago, the board discussed putting something together to be included in the application packet that explains the variance/special use permit process for the applicant. He will put something together for the board to review.
- Ms. Kulick said she took the food truck webinar.

A motion was made by Ms. Kulick and seconded by Mr. McHale to adjourn the meeting at 7:15 p.m.

Phillip Zemke, Chairman	Aye	Rocco Mancini	Aye
Stephanie Fitzpatrick	Absent	Travis McHale	Aye
Ingrid Kulick	Aye		

Motion carried 4-0.

The next regular meeting will be held on Wednesday, May 26, 2021 at 7:00 p.m. at the Town Hall.

Respectfully submitted,

Karen Buechele, Clerk
Planning and Zoning

cc: Catherine Gill, Town Clerk
Town Board