

**PLANNING BOARD MEETING OF THE  
TOWN OF WHITESTOWN, NEW YORK, HELD AT THE  
WHITESTOWN TOWN HALL IN SAID TOWN ON  
WEDNESDAY, JULY 24, 2019 AT 7:00 P.M.**

**PLANNING BOARD MEMBERS PRESENT:**

Roger Potenski, Vice-Chairman  
Martin Herthum  
Joan Lamb  
Richard Mahoney  
Frank Sardina

**EXCUSED:**

Steven Cox, Chairman  
Brian Whittaker, Planning Board Engineer Representative

**OTHER TOWN OFFICIALS PRESENT:**

Tyler Tormey, Whitestown Code Officer

The Vice-Chairman called the meeting to order at 7:12 P.M.

The Planning Board meeting minutes for June 26, 2019 will be filed with the Town Clerk's Office, the Town Code Office, the Town Board Members and a copy of the minutes will be filed with all applicant folders in which discussion/ decisions took place.

**SITE PLAN REVIEW/CHANGE OF USE  
BED & BREAKFAST  
148 Clinton Street  
Tax Map No.: 305.017-1-69  
Property Owner – Carter Reul  
Surveyor – Blanchard Land Surveying**

Mr. Tormey stated that when the town board approves the code/zone change proposal for the August 21<sup>st</sup> meeting, this will not create a set of rules for a Bed & Breakfast it will just define/allow it nonetheless a Bed & Breakfast is already defined in the Fire Safety/Building Code.

Mr. Mahoney agreed with Brian's comments on this proposal, which states that since there are no current site related changes for this property that it is probably more zoning and codes issues.

Vice-Chairman Potenski noted that this is a site plan review quantified as a change of use from residential to business/commercial. The members reviewed and considered the three items of concern in Brian's review.

- 1.) Existing parking sufficient for anticipated guests? Including ADA spaces and an accessible route from the parking to the B & B.
- 2.) Anticipated traffic generated as a result of this project? He anticipates it is minor.
- 3.) Signage?

Code Officer Tormey stated that there was already a public hearing for this Bed & Breakfast during the October 9, 2018 Zoning Board of Appeals meeting in which three people showed up concerning this application.

## **RESOLUTION – ACCEPT APPLICATION FOR REVIEW**

Motion by: Rick Mahoney  
Seconded by: Frank Sardina

**IT IS RESOLVED**, the Whitestown Planning Board hereby formally accepts the above application and supporting documents of the proposed Bed & Breakfast located at 148 Clinton Street, zoned R-100 Residential.

Upon the question of the recommendation of the foregoing resolution, the following voted aye:

Roger Potenski	Vice-Chairman
Martin Herthum	Member
Joan Lamb	Member
Richard Mahoney	Member
Frank Sardina	Member

The Motion was carried.

## **RESOLUTION: WAIVE PUBLIC HEARING BED & BREAKFAST 148 CLINTON STREET**

Motion by: Roger Potenski  
Seconded by: Frank Sardina

**IT IS RESOLVED**, that the Whitestown Planning Board hereby waives a public hearing for the proposed Bed & Breakfast at 148 Clinton Street, zoned R-100 Residential.



Upon the question of the recommendation of the foregoing resolution, the following voted aye:

Roger Potenski	Vice-Chairman
Martin Herthum	Member
Joan Lamb	Member
Richard Mahoney	Member
Frank Sardina	Member

The Motion was carried.

#### **RESOLUTION – FINAL SITE PLAN APPROVAL W/ STIPULATIONS**

Motion by: Joan Lamb  
Seconded by: Marty Herthum

**IT IS RESOLVED**, that the Whitestown Planning Board hereby grants Final Site Plan Approval with the following three stipulations: (1) Maximum of Ten (10) transient lodgers and /or five bedrooms, (2) One sign for Advertisement that will meet Whitestown Town Code, (3) Town Code Officer Inspection of premises per New York State Fire Safety Code for the proposed Bed & Breakfast located at 148 Clinton Street, zoned R-100 Residential.

Upon the question of the recommendation of the foregoing resolution, the following voted aye:

Roger Potenski	Vice-Chairman
Marty Herthum	Member
Joan Lamb	Member
Richard Mahoney	Member
Frank Sardina	Member

The Motion was carried.

Vice-Chairman Potenski asked for a letter from the Planning Board stating the requirements of this site plan review proposal given to the applicant to ensure his guarantee of authorization for this proposal.

#### **RESOLUTION – ISSUANCE OF A CONFIRMATION LETTER**

Motion by: Marty Herthum  
Seconded by: Joan Lamb

**IT IS RESOLVED**, the Whitestown Planning Board hereby formally provides correspondence to the applicant, Mr. Carter Reul, to affirm the final site plan approval for a change of use for a Bed & Breakfast at 148 Clinton Street.

Upon the question of the recommendation of the foregoing resolution, the following voted aye:

Roger Potenski	Vice-Chairman
Joan Lamb	Member
Martin Herthum	Member
Richard Mahoney	Member
Frank Sardina	Member

The Motion was carried.

**SITE PLAN REVIEW  
BED & BREAKFAST  
211 Clinton Street  
Tax Map No.: 305.017-4-55  
Property Owner – Roger Skinner**

The Applicant has provided a completed application, Short Environmental Assessment Form and surveyed map of the property.

Mr. Skinner stated he is selling the house and would like an option to list this as a Bed & Breakfast. The house has ten (10) bedrooms and is 10,000 sq. ft. in area. Mr. Skinner does not plan on operating a Bed & Breakfast at this time.

The planning board advised the applicant to anticipate the Town Board to pass the proposed local law which will change the code/zoning to allow a Bed & Breakfast under a site plan review process. Then a prospective buyer can apply to the planning board to create a Bed & Breakfast themselves.

**SITE PLAN REVIEW  
Shannon Wood Road Fill Project  
Wood Road  
Tax Map No.: 291.000-3-26.1  
Owner – Mallory, Kevin, Ryan & Susan Shannon  
Engineer – Roberts Engineering / E.H. Frantz Environmental**

Vice-Chairman Potenski noted Mr. Shannon and Mr. Frantz came back to the planning board for final approval of the Shannon Wood Road Fill Project. Code Officer Tormey stated that at this time "Area A" and "Area B" are complete, "Area C" is on the lower end of the property.

The planning board requires a final site map showing the grading limits, contours, elevations, etc. and wetland boundaries for this fill site.

**RESOLUTION – REQUIREMENT FOR FINAL SITE MAP**

Motion by:	Marty Herthum
Seconded by:	Rick Mahoney



**IT IS RESOLVED**, the Whitestown Planning Board hereby formally requires the above applicant to provide a final site map within sixty days of this meeting by the September 25, 2019 planning board meeting for the Shannon Wood Road Fill Project located on Wood Road, zoned R-100 Residential.

Upon the question of the recommendation of the foregoing resolution, the following voted aye:

Roger Potenski	Vice-Chairman
Martin Herthum	Member
Joan Lamb	Member
Richard Mahoney	Member
Frank Sardina	Member

The Motion was carried.

Upon the motion of Frank Sardina, seconded by Joan Lamb, the meeting was adjourned at 8:30 p.m.

Respectfully submitted,



Cynthia R. Sojda  
Secretary