

**JOINT TOWN/VILLAGE OF CLAYTON
PLANNING BOARD
April 3, 2025**

The meeting opened at 7:00 pm with the following members present: Doug Rogers, Chairman; Kevin Patchen; Adam Powers; Therese Christensen; Sandra McMullen; Alson Taylor; Tom Williams (Alternate)

Absent: Ed Higgins. *Tom Williams to sit in for Ed.*

Also present: Dave Wilder, Village ZEO; James Kenney, Town Board Liaison; Ron DuFord, Village Board Liaison; Mariah LaClair, Recording Clerk.

Townpeople present: Pam McDowell; Steve Dorr, I.; Dave Heinrich; Scott Johnson; James Lettiere.

Minutes:

- **MOTION** to approve the March 2025 minutes made by Therese Christensen, seconded by Kevin Patchen. All in favor, motion carried.

Communications:

- The Planning Board felt happy with the continuing education with the Tug Hill Commission this week. Chairman Rogers was pleased that everyone was able to attend.
- Jeff Senecal, from the meeting prior, has submitted updated drawings with drainage and parking to Dave Wilder, Village ZEO. These updates were conditions of approving the application.

New Business:

Pre-App:

James Lettiere has come to the Board for a pre-application for Site Plan Review for Boathouse Marine at 39718 Pier 65 to determine what additional requests the Board may have for his application. He is planning to remove a storage building and re-construct it with the same design but two feet higher. The project should help redirect the runoff drainage that currently effects the site. He will not expand the concrete slab and is hoping to start the project as soon as the season ends. It will be a pre-ordered steel building. Doug Rogers suggests getting a letter from the DEC before the SEQR but other than that, the Board did not have additional requests besides what is already on the site plan review checklist. The Board asked that the applicant meet with Richard Ingerson to obtain the checklist.

Pre-App:

David Heinrich has come to the Board for a pre-application for Site Plan Review at 38032 State Route 12E to erect a boat storage facility. The building will be a large pole barn but the property is pretty well hidden from the road due to being surrounded by forest. The Board suggested that he also obtain the SPR checklist from Richard Ingerson.

#1. (Village)

Applicant: Clayton Youth Commission

Application: V-SPR-001-25

Action: Site Plan Review

Site Location: Lions Field Webb Street (Tax Map #20.47-3-13)

Information: Scott Johnson presented information on behalf of the Clayton Youth Commission. They are proposing to replace the existing structure on the Lions Field and replace it with a 24ft x 24ft new building. It will have the same footprint and will be a prefab building. The purpose of the structure is to provide restrooms for sporting events and practices as well as some storage for the Youth Commission. The replacement is necessary due to the poor condition that the existing structure is in.

Motion to open the public hearing for the Clayton Youth Commission Application V-SPR-001-25 made by Kevin Patchen, seconded by Therese Christensen. All in favor, motion carried.

No public comment.

Motion to close the public hearing for the public hearing for Clayton Youth Commission Application V-SPR-001-25 made by Therese Christensen, seconded by Sandra McMullen. All in favor, motion carried.

SEQR: Short Environmental Assessment Form Part II Declaration: Motion to adopt SEQR as a negative declaration for Clayton Youth Commission Application V-SPR-001-25 made by Therese Christensen, seconded by Adam Powers. All in favor, motion carried.

Motion to approve the Clayton Youth Commission Application V-SPR-001-25, in order to replace the existing structure on the Lions Field made by Kevin Patchen, seconded by Adam Powers.

AYE: Rogers; Patchen; Christensen, McMullen; Powers; Taylor; Williams

NAY: None

ABSTAIN: None

ABSENT: Higgins

PASSED

Adjournment- Motion to adjourn the April 2025 Planning Board meeting at 7:45 PM made by Alson Taylor seconded by Therese Christensen. All in favor, motion carried.

Mariah LaClair, Recording Clerk