



**Planning Board Minutes**  
**Monday, October 24, 2022; 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

**Pledge of Allegiance**

**Roll Call:** James A. Abdallah (Chair), Rick Perry, Curt Gervich, Abby Meuser-Herr

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

**Excused:** Tom Cosgro (Alternate), Reg Carter

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**A. Monthly Project Review**

**1. PB# 22-15,**

**Project Name:** OLVA Subdivision

**Project Description:** Request to subdivide an existing 3.39-acre parcel of land with improvements into two lots with existing improvements of 2.97-acres and 0.42-acres. Located at 4919 South Catherine Street (TMP #221.11-9-20.1). The property is zoned R2.

**Applicant:** c/o/ Fr. Kevin McEwan, Notre Dame Des Victoires of Plattsburgh

**Plan Preparer:** Dean Lashway, L.S.

- As stated by the applicant, please provide a new plan to reflect the updated zoning calculations for the proposed 3-unit residential use.
- Please coordinate with the Building Inspector’s office to clarify the uses by the Church for the properties on site and confirm compliance.
- Please coordinate with the Building Inspector’s office to quantify the parking demand based on the existing uses on site and adjacent to the site that may share parking and provide a parking analysis.
- Please clarify whether the parcel to the south (parcel ID 221.11-9-20.2) has shared ingress and egress, and parking over the existing parcel.
- Please demonstrate on the plan the revisions to vehicular ingress and egress, including the change to one-way ingress on the north side of the church.



**CITY OF PLATTSBURGH**  
**PLANNING BOARD**  
COMMUNITY DEVELOPMENT OFFICE

James A. Abdallah, Chairman  
Richard Perry, Member  
Reginald Carter, Member  
Curt Gervich, Member  
Abby Meuser-Herr

Tom Cosgro, Alt.  
Elisha Bartlett, Senior Planner  
Shelise Marbut, Planning Asst.  
Barbara Brister, Sr. Clerk

- Please clarify whether the church will re-stripe the parking to angled parking as a result of the new one-way directional parking and the drive-aisle width.
- Please clarify with the Building Inspector’s office if additional variances are required prior to returning for sketch review.
- Please coordinate with DPW to include sewer details on the final plan.
- There are enough open questions to warrant tabling the item at this time in lieu of advancing the application to a final review.

A. Motion to adopt resolution 22-11 to classify the project as a minor subdivision and approve the sketch subdivision plan.

Moved By  Curt Gervich       Seconded By:  Rick Perry

Discussion:

Roll Call: Jim Abdallah, Rick Perry, Curt Gervich, Abby Muesser-Herr

**ACTION TAKEN:** Adopted     Defeated     Withdrawn     Tabled

**B. Other Business**

A. Status Updates by Staff (if applicable)

**C. Adjournment**

James A. Abdallah, Chairperson