

Town of LeRay

Planning Board Work Session Minutes

June 5, 2025

CALL TO ORDER

On June 5, 2025, the Town of LeRay Planning Board held their regular monthly Work Session meeting in the Conference Room of the Town of LeRay Municipal Building. The meeting was called to order at 6:04 PM by Chairperson Biondolillo.

ROLL CALL

Member Oatman: Present Absent
Member Collette: Present Absent
Member Meeks: Present Absent
Member Moran: Present Absent
Member Young: Present Absent
Member Jefferds: Present Absent
Chairperson Biondolillo: Present Absent

Additionally, Lee Shimel – Zoning Enforcement Officer, Morgan Melançon – Secretary to Planning and Zoning, Leland Carpenter – Town Supervisor, and Jan Oatman – Zoning Board of Appeals Chairperson, were in attendance.

ACCEPTANCE OF WORK SESSION MINUTES

The Work Session Minutes, from the May 1, 2025 meeting, were reviewed by the Board. A motion to accept the Work Session Minutes as drafted was made by Member Young and seconded by Member Meeks. The vote went as follows:

Member Oatman: Yes No Abstain Recuse Absent
Member Collette: Yes No Abstain Recuse Absent
Member Meeks: Yes No Abstain Recuse Absent
Member Moran: Yes No Abstain Recuse Absent
Member Young: Yes No Abstain Recuse Absent
Member Jefferds: Yes No Abstain Recuse Absent
Chairperson Biondolillo: Yes No Abstain Recuse Absent

The motion passed.

WORK SESSION

1. **2-Lot Minor Subdivision Application for Francis Bartlett, located at 29487 Ansted Road, tax parcel #55.00-1-11.8.**

The Board noted there were no issues or changes to the project since last month's review. There were no further comments or questions from the Board.

2. **Lot Line Adjustment Application for Morris Porter, located at 24916/952 Porter Road, tax parcel #75.13-1-1.**

Chairperson Biondolillo noted that the project could be approved that evening. However, it was noted that the Plat Map would not be signed until the proposed 2 Lot Subdivision for Robert Gracey was approved, as the two projects are depicted in the same drawing. Morris and Patricia Porter would be transferring 1.45 acres from their lot to Robert and Karen Gracey's parcel.

3. **2-Lot Minor Subdivision Application for Robert Gracey, located along Porter Road, tax parcel #75.13-1-3.**

The Board reviewed the Preliminary Plat and had no comments or questions.

4. **2-Lot Minor Subdivision Application for Michael Gracey, located at 23874 Gracey Road, tax parcel #75.00-1-14.3.**

The Board reviewed the Preliminary Plat, noting that the existing home, on proposed Lot 1, was to be subdivided from the rest of the property onto its own one-acre lot.

5. **2-Lot Minor Subdivision Application for Joseph Converse, located at 26109 Cottontail Drive, tax parcel #74.16-2-3.11.**

Proposed Lot 1 had 258.92 feet of road frontage along NYS Route 283, and additional road frontage along Cottontail Drive. Once the subdivision was approved, Mr. Converse planned to combine parcels 74.16-2-3.12 and 74.16-2-3.13 with the newly created lot 1.

6. **Site Plan Application for Burnman, LLC, located at 27117/119 NYS Route 3, tax parcel #75.17-1-18.2.**

Mr. Burnham received Conditional Site Plan Approval on June 6, 2023, which subsequently expired on June 6, 2024. The new Site Plan application would be treated as a new submittal and would need to go to the County for 239-m review. It was noted that Mr. Burnham had received a Consent Order from the NYS Department of Environmental Conservation (DEC) in order to bring the underground storage tanks into compliance.

7. **Site Plan Application for Calcium Fire Department, located at 24882 Stalder Road, tax parcel #74.12-1-19.**

There was no discussion.

8. **Referral from the Zoning Board of Appeals to review an Area Variance Application for Timothy Garner, located along US Route 11, tax parcel #65.09-1-10**

ZBA Chairperson Oatman provided an overview of the requested area variance for an off-premises sign. The proposal was to install a 253 SF off-premises billboard, requesting relief of 221 SF from the maximum allowed sign area of 32 SF. The applicant believed the sign could be classified as a Freestanding Sign, defined in the Town Code as:

“Any sign not attached to or part of any building, but separate and permanently affixed by any other means in or upon the ground. Included are pole signs, pylon signs, and ground or monument signs.”

While this classification was technically accurate, the proposed sign more specifically met the definition of an Off-Premises Sign, defined in the Code as:

“Any sign that advertises or otherwise identifies any property, structure, or use not located on the same parcel as the sign.”

Additionally, the Code cross-referenced a Billboard as:

“See ‘off-premises sign.’”

Under the current zoning regulations, off-premises signs were permitted in all zoning districts, provided that no sign exceeded 32 square feet in area and no part of the sign was higher than eight feet above grade at its base. After reviewing older versions of the Town Code, Chairperson Biondolillo said the definition of “Billboard” had remained unchanged.

ZBA Chairperson Oatman emphasized that the proposed sign significantly exceeded the dimensional limitations outlined in the Town Code. She expressed concern that granting a variance of this scale could set an undesirable precedent. Mr. Shimel noted that the maximum area allowed for Freestanding Signs in a Mixed-Use District, with a posted speed limit of 55 MPH, was 200 square feet—which was still considerably smaller than the proposed sign.

ZBA Chairperson Oatman suggested that the Town may need to evaluate whether billboards should be allowed in the future and, if so, consider updating the Code to provide clarity and avoid confusion.

Member Young asked whether there had been any communication with the applicant prior to the variance application. Mr. Shimel confirmed that Mr. Garner had done his due diligence and inquired whether an off-premises sign was allowed, which it was. However, the size of the proposed sign was not discussed at that time.

Member Young did not believe granting the variance would be appropriate, and the Board voiced their agreement. Given the lack of compelling justification for relief from the strict application of the Code, the Board agreed that the existing code should be followed.

Chairperson Biondolillo informed Mrs. Oatman that the Planning Board would provide a formal recommendation letter to the Zoning Board of Appeals regarding the application.

ADJOURNMENT

A motion to adjourn the work session was made by Member Oatman and seconded by Member Moran. The vote went as follows:

- Member Oatman: Yes No Abstain Recuse Absent
- Member Collette: Yes No Abstain Recuse Absent
- Member Meeks: Yes No Abstain Recuse Absent
- Member Moran: Yes No Abstain Recuse Absent
- Member Young: Yes No Abstain Recuse Absent
- Member Jefferds: Yes No Abstain Recuse Absent
- Chairperson Biondolillo: Yes No Abstain Recuse Absent

The motion passed and the meeting adjourned at 6:32 PM.

Respectfully submitted,
Morgan R. Melançon
Morgan R. Melançon
Secretary to Planning and Zoning