

**MINUTES OF THE MEETING OF
THE PLANNING BOARD
Tuesday, May 13, 2025 at 5:30 PM**

A meeting of the Planning Board of the Incorporated Village of Head-of-the-Harbor was held on Tuesday, May 13, 2025, at 5:30 PM at the Village Hall located at 500 North Country Rd., St. James, NY 11780. Those present were the following members Chairman Harlan J. Fischer, Sally Lynch, Dale Salzberg and Jan Coughlan. Also in attendance, Village Counsel, Christopher Bianco; Environmental Planner, Patrick Cleary; Village Administrator/Clerk, Margaret O'Keefe; Building Inspector, Robert O'Shea. Not in attendance this evening PB member John Honkanen and Village Engineer, Daniel Falasco.

Chairman Fischer convened the meeting and the following item was addressed:

Applicant: **Monastery of the Glorious Ascension**
Location: **481 North Country Rd. St. James NY 11780**
Representatives: **Mr. Joseph Buzzell, Esq.**
Project: **Siteplan**

Mr. Buzzell presented an oral history of the application and its status. Discussion ensued regarding the height of the cross and spire; applicant to provide documentation of previous review of height. Further discussion ensued. Submitted previously, and again this evening (noted by *) and reviewed:

- P. Cleary memorandum dated 12.19.2024
- Site Plan Application dated 11.19.2024, Stamped R'cud 01.14.2025
- LWRP, EAF, Stamped R'cud 01.14.2025
- State Environmental Quality Review Stamped R'cud 01.14.2025
- Trustees Resolution dated 03.13.2024 Stamped R'cud 01.14.2025 *
- NYSDOT R'cud 01.16.2025
- Site Plan dated 01.02.2025
- Alignment dated 01.02.2025
- Zoning Dated 01.02.2025
- SP 1-5 Dated 03.08.2025 Stamped R'cud 03.27.2025
- FP- 1-2 Dated 12.02.2024 Stamped R'cud 01.14.2025
- EL 1-3 R'v'sed date 12.02.2024 Stamped R'cud 01.14.2025
- Supreme Court Short Form Order Stamped R'cud 05.13.2025

It was, upon motion by Dale Salzberg, and second by Sally Lynch, and unanimously adopted, to authorize and direct the village clerk to post and publish a public hearing for the above site plan. Said hearing is to be held on Tuesday, June 10, 2025 at 5:30 pm, Village Hall, 500 North Country Rd., St. James, NY 11780.

Lacking a quorum, the minutes of April 8, 2025 were tabled.

There being no other matters to be brought before the Board; it was, upon motion by Sally Lynch, and second by Dale Salzberg and unanimously adopted the meeting was adjourned at 6:15 PM.

Respectfully submitted,

Margaret O'Keefe, Village Administrator/Clerk