

**MINUTES OF THE MEETING OF
THE PLANNING BOARD
Tuesday, July 14, 2026 at 5:30 PM**

A meeting of the Planning Board of the Incorporated Village of Head-of-the-Harbor was held on Tuesday, July 14, 2026 at 5:30 PM at the Village Hall located at 500 North Country Rd., St. James, N.Y. 11780. Those present were the following members Chairman Harlan J. Fischer, Sally Lynch, Dale Salzberg, and Jan Coughlan. Not in attendance Daniel Dresch. Also in attendance, Village Counsel, Christopher Bianco; Environmental Planner, Patrick Cleary; Village Engineer, Daniel Falasco; Building Inspector, Robert O'Shea and Village Administrator/Clerk, Margaret O'Keefe.

Chairman Fischer convened the meeting and the following was discussed:

Applicant: Paparella
Address: 57 Fifty Acre Rd., St. James NY 11780
SCTM#: 0801-007.00-002.00-008.00 & 009.00
Project: lot line modification
Representatives: Anthony Guradino, Esq., Farrell Fritz P.C.

The application proposes a lot line change between two existing lots involving the transfer of 1.17 acres from 455 North Country Road to 465 North Country Road. Both properties are located in the Residence A Zoning District. Discussion ensued. Typically classified as a Type II actions in accordance with SEQRA regulations; However, pursuant to Chapter 81 of the Village Code this action is classified as a Type I. It was, upon motion by Dale Salzberg, and second by Sally Lynch, and unanimously adopted:

WHEREAS, the Village of Head of the Harbor Planning Board is in receipt of an application from Mr. and Mrs. Paparella for Site Plan Review and which as presented requires zoning relief pursuant to Village Code Section 165-25; and

WHEREAS, the proposed action involves the development of lots located at 57 Fifty Acre Road, St. James, NY 11780, designated as Tax Map District 0801, Section 007.00, Block 002.00, Lots 008.00 & 009.00; and

WHEREAS, pursuant to 6 NYCRR Part 617 (SEQRA), the Planning Board must establish Lead Agency status for the coordinated environmental review of the action; and

WHEREAS, the Planning Board is authorized to grant zoning relief in conjunction with site plan development, provided that specific public notice and referral procedures are followed;

NOW, THEREFORE, BE IT RESOLVED, that the Planning Board hereby declares its intent to act as Lead Agency for the purpose of conducting an environmental review under SEQRA pursuant to Village Code; and

BE IT FURTHER RESOLVED, that the Planning Board hereby directs the circulation of Lead Agency coordination notice, along with Part 1 of the Environmental Assessment Form and relevant application materials, to all other involved and interested agencies; and

BE IT FURTHER RESOLVED, that a Public Hearing on this application is hereby scheduled to be held by the Village Planning Board on September 8, 2026, at 5:30 PM or as soon thereafter as the matter may be heard, at the Village Hall located at 500 North Country Rd., St. James, NY 11780, to consider the application and hear all persons interested in the subject thereof; and

BE IT FURTHER RESOLVED, that pursuant to Village Code Sections 165-15 & 165-16, special notice of this public hearing will be circulated as required.

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

It was, upon motion by Dale Salzberg, and second by Jan Coughlin, and unanimously adopted:

WHEREAS, on August 12, 2025, the Planning Board of Village of Head of the Harbor granted Site Plan approval to the Monastery of the Glorious Ascension for the property located at 481 North Country Road, St. James, NY 11780, designated as Tax Map: District 0801, Section 007.00, Block 003.00, Lots 029.001 & 037.000; and

WHEREAS, the original approval is set to expire on August 6, 2026; and

WHEREAS, the applicant has requested a one-year extension of the approval; and

WHEREAS, the Planning Board has reviewed the request and determined that good cause has been shown for the delay, and that conditions and circumstances regarding the property have not materially changed;
NOW, THEREFORE, BE IT RESOLVED, that the Planning Board of Village of Head of the Harbor hereby grants a one-year extension of the aforementioned approval; and

BE IT FURTHER RESOLVED, that the new expiration date of this approval is August 6, 2027, by which time all conditions of the original resolution must be met and necessary permits obtained; and

BE IT FURTHER RESOLVED, that in all other respects, the original resolution of approval remains in full force and effect.

On April 8, 2025 site plan approval was granted to Laura Maddaloni, 2 Arbor Lane, St. James, NY 11780 (SCTM# 0801-2.-1.-19.4). Building Inspector Robert O'Shea has received a request for a change in the field for the location of the curb cut and driveway. Planning Board members will visit the site and advise. No action taken.

There being no other matters to be brought before the Board; it was, upon motion by Dale Salzberg, and second by Sally Lynch, and unanimously adopted the meeting was adjourned at 6:18 PM.

Respectfully submitted,

Margaret O'Keefe, Village Administrator/Clerk