

Minutes of the Town of Chesterfield Planning Board Meeting and Public Hearing Held on Wednesday, May 13, 2026 at Town of Chesterfield Office, 1 Vine Street, Keeseville, County of Essex and State of New York, Pursuant to Due Notice.

Chairman Prescott called the Meeting to order at 5:30 PM.

Everyone stood for the Pledge of Allegiance.

Those present:

Chairman: Andrew Prescott
Member: Terry Jandreau
Member: Mark Allen
Member: Greg Zais
Member: Benjamin Shankwitz (alternate)
Supervisor: Clayton Barber
Code Officer: Trent Gravelle
Clerk: Bruce Bourgeois

Member Randy Pray was excused.

Guests present:

Jackie Hakes and Aneisha Samuels from MJ Engineering

Upon a motion by Member Jandreau and seconded by Member Zais and unanimously carried it was

#13 Resolved: That the Minutes of the Planning Board Meeting held on April 8, 2026 be accepted.

The Planning Board entered into Executive Session at 5:33 PM to discuss a proposal from MJ Engineering.

The Planning Board returned to Regular Session at 7:15 PM with no decisions being made.

Code Officer Gravelle informed the Board a parcel owner on Clinton Street in Keeseville would like to move an older trailer from downstate to place it on her parcel. There is nothing in the Chesterfield zoning restricting age of trailers. The Town of Ausable has a regulation of 10 years or newer contingent on a special permit process. Member Jandreau suggested even though there is no ordinance, maybe there should be but there is no reason at this time not to consider the proposal. He also mentioned there are required permits from agencies to transport the trailer.

The Board reviewed the proposed site, noting the vicinity of a trailer park close by.

Upon a motion by Member Jandreau and seconded by Member Zais and unanimously carried it was

#14 Resolved: That the proposed siting of a manufactured home is an acceptable use at 38 Clinton Street, Keeseville with the process to begin with an application with a survey, containing setback measurements, water, sewer and foundation clearly marked and demonstration that the proposed trailer does not affect values of surrounding property owners.

Member Allen opined that, with a housing shortage in the Town, the Board should not necessarily consider how a proposed home would affect values of neighboring properties as a major recommendation.

Chairman Prescott requested the Board consider changing the regular meeting time from the second Wednesday of the month to the first Tuesday of the month. This will allow Code Officer Gravelle to attend more Planning Board meetings with fewer conflicts and will allow the Planning Board to advise the Town Board of any projects or issues at their meeting on the second Tuesday of the month.

Upon a motion by Chairman Prescott and seconded by Member Allen and unanimously carried it was

#15 Resolved: To schedule regular meetings of the Town of Chesterfield Planning Board as the first Tuesday of each month beginning June 2, 2026.

Code Officer Gravelle informed the Board there may be new construction at the Port Kent Campground. He has tried contacting the owner to ensure if it is new campsites or just upgrades.

Chairman Prescott has emailed members with minutes from 2021 Planning Board on issues with this campground's expansion at that time. The planning Board will need to be vigilant on any requirements the owner needs to follow. Member Jandreau will follow up with NY State.

The Planning Board entered into Executive Session at 7:43 PM to discuss proposals from firms to update the Town of Chesterfield Zoning Law.

The Planning Board returned to Regular Session at 6:59 PM with no decisions being made.

Upon a motion by Member Zais and seconded by Member Allen and unanimously carried it was

#16 Resolved: To select MJ Engineering for the purpose of Zoning Consulting Service for a proposed update of Town of Chesterfield Zoning Law and recommend the Town Board of the Town of Chesterfield approve MJ Engineering for a fee of \$109,000 contingent on grant funding.

With no other business to come before the Planning Board, Chairman Prescott declared the Meeting of April 8, 2026 to be closed at 8:05 PM.