

Town of Leyden
Planning Board Meeting
August 6, 2025

Members in Attendance: Chair Donna Roberts(Remote), Gary Hoffman, Stacey McCall, Katrina Beltowski, Leanne Greene, Jeannine McCanney

Visitors: Joe Pfieffer Jr, Town of Leyden Codes Enforcement Officer

Call to Order: Secretary Katrina Beltowski called the meeting to order at 6:00 pm

Secretary's Report: The Town of Leyden Planning Board meeting minutes from July 2,2025 were read. Stacey McCall made the Motion to Accept, Gary Hoffman Seconded the Motion, the minutes were accepted.

Correspondence: William Amato/ Danielle St Louis Site Plan SPR1-2025

Business: The Town of Leyden Planning Board reviewed the William Amato/ Danielle St Louis Site Plan SPR1-2025. Chair Roberts put forth the Resolution to Approve the William Amato/ Danielle St. Louis Site Plan with recommendations. A Roll Call of Members Vote was taken, with all members in agreement. Leanne Greene made the Motion to Adjourn; Gary Hoffman Seconded the Motion.

The meeting was adjourned at 8:20pm

Next Meeting September 3, 2025 at 6pm,

Respectfully submitted,

Katrina Beltowski

**RESOLUTION – TOWN OF LEYDEN PLANNING BOARD
APPROVAL FOR THE PROPOSED INSTALLATION
OF PRIVATE USE COMMERCIAL BUILDING
RIVERSIDE RENTALS
Resolution #001-2025**

WHEREAS, the Town of Leyden Planning Board (the “Planning Board”) is considering approval of an application submitted by William Amato for the installation of 20’x30’ commercial building for the private use as an accounting office at Riverside Rentals in the Town of Leyden, Lewis County, New York as detailed on the commercial building zoning permit application, SPR1-2025, site plans and all other relevant documents submitted as of JULY 22, 2025 (the “Application”); and

WHEREAS, the Planning Board therefore received the application for review for the proposed above-mentioned commercial building on August 6, 2025 at the regular meeting; and

WHEREAS, on August 6, 2025, the Planning Board reviewed the application from William Amato for the installation of a 20ft by 30ft commercial building to be located on parcel number 368.00-01-10.320, address of 2614 State Route 12, Port Leyden, New York 13433 in the Town of Leyden; and

WHEREAS, prior to considering this resolution, the Planning Board has considered the criteria for installation of building, ie:use of building (private or public), and location with reference to Town of Leyden Zoning Code.

NOW, THEREFORE, BE IT RESOLVED the Planning Board does hereby determine as follows:

1. That the Applicant is following the conditions as required within the Town of Leyden Zoning Code for building construction and setbacks, and approval is granted by the Planning Board for the building construction with the following conditions;
2. As discussed with Applicant the building is to be used only privately for their personal use as an accounting office to eliminate office use in private residence;
3. And with the complete understanding that should this building's use change in any way resulting in its access to the public, modifications to said building must be made to include but not limited to the installation of restroom(s) to accommodate the public and meet all NY State Health criteria for public buildings and Town of Leyden Zoning Codes;
4. This resolution shall take effect immediately.

PASSED AND ADOPTED BY THE TOWN OF LEYDEN PLANNING BOARD on

August 6, 2025

ROLL CALL VOTE:	YES	NO	ABSTAIN/ABSENT
Katrina Beltowski	X		
LeAnne Greene	X		
Gary Hoffman	X		
Jeannine McCanney	X		
Donna Roberts	X		
Stacey McCall	X		