

**Village of Athens Planning Board
2 First Street, Athens, NY
Meeting Minutes
January 20, 2026**

Attending: Margaret Moree-Chair, Tim Albright, Luke Baker, Kurt Parde, Nancy Poylo-Secretary

Absent: Carrie Feder, Code Enforcement

A valid quorum was present for voting purposes. Meeting was called to order at 6:30pm by Chair Moree.

1. ***Richard Churchill and Catherine Radlinski (owners, not present), 88 Hillsdale Drive, and Alton MacDonald (Santo Associates Land Surveyor, present):*** Lot line adjustment. Survey maps were presented to consolidate two lots (348 and 350) to create one lot, #348. Kurt Parde made a motion to approve the lot line adjustment as presented, Tim Albright seconded the motion. All in favor, motion approved.
2. ***Corey Taylor (owner, not present), 102 Second Street, and Ina Guilzon (RiverBirch Enterprises, present):*** An application was presented to (i) replace four (4) aluminum sunroom windows with 4 vinyl triple-double hung windows with divided light, 70"x70" per unit; and (ii) add a 24" round window to the rear second floor addition. Photos were presented. Chair Moree made a motion to approve the application as presented, Tim Albright seconded. All in favor, motion approved.
3. ***Joe Puorro, (owner, present), 10 Brick Row Extension ("WD"):*** An application was presented to renovate the ground floor of Hagar's Harbor restaurant into a residence, resulting in a change of use from a commercial property to residential. There is an existing apartment on the second floor that will remain. A site plan was provided. Chair Moree informed the Owner that this change in use will require a special use permit ("SUP") as only single-family uses are permitted as a matter of right in the Waterfront District. A public hearing for the SUP will be scheduled prior to the next Planning Board meeting in February. This change in use will also require a review by the WAC.

OTHER BUSINESS:

1. ***Chris Sprague (owner), 55-57 N Franklin St, Multi-family:*** A question was raised to the Planning Board regarding permits issued for the extensive work undertaken on this property. The Planning Board does not have any record of a SUP having been submitted for the conversion from a two-family to what appears to be four (4) units (4 decks, 4 doors to each deck). Multi-family use is not permitted as a matter of right. Chair Moree asked the Code Enforcement officer for confirmation on what type of permit was issued and for the final number of units approved as part of any permit issuance.
2. ***Stephen Stearns (owner), 8 South Church St, Garage:*** The question on SUPs lead to questions regarding this garage. Chair Moree requested clarification from Code Enforcement regarding the permits that were issued and whether a Certificate of Occupancy ("C of O") was issued regardless of property use. The PB is seeking to ensure that the property records properly reflect that (i) the dwelling unit is outside the Code, and (ii) the structure is not compliant with Code for use as a dwelling. Visually it appears that the garage is being used as a dwelling.

To recap: the initial application was presented to the PB in April 2024 followed by multiple discussions and revisions in June, July, September and December 2024 and January 2025. The use of the garage as an Additional Dwelling Unit ("ADU") or residence was never approved by the Planning Board. In fact, in order to resolve the stop work order that was issued due to the Owner's lack of compliance, the village attorney agreed to draft a consent order in January 2025 stating that the garage cannot be used as an ADU, in perpetuity (minutes below). **The Planning Board does not have an executed copy of this consent order.**

From the January 21, 2025 Planning Board Minutes: Further to the previous Planning Board discussions in April 16, June 18, July 16, September 17 and December 17, 2024, Chair Moree advised the board that she and the ZBA chair discussed options with the village attorney relative to the garage on S Church St. In order to resolve the SWO (stop work order), the village attorney has agreed to draft a consent order, with 2 stipulations: (i) the garage cannot be used as an accessory dwelling unit ("ADU"). This stipulation will remain with the property in perpetuity; and (ii) any and all repairs must be constrained to the garage. The

homeowner is permitted to add electricity to the garage. Code Enforcement will discuss these stipulations with the homeowner.

3. **18 N Franklin Street (formerly Lighthouse Church):** Chair Moree informed the Board that she had spoken with the mortgage entity for the potential buyers for the Church on 18 N Franklin Street. Purchasers are seeking to convert the use to a single family residence. That use is permitted as a matter of right within the RM Code, Historic District Overlay. The Chair explained that no hearing would need to be held for the proposed use and that once the property closed, the homeowners working with the assessor would notify on the intended use.
4. **Minutes:** Kurt Parde made a motion to approve the December minutes, Tim Albright seconded. All in favor, minutes approved.

Meeting adjourned at 7:05pm.

Respectfully submitted

Nancy Poylo, Secretary