

# Town of Canton

## Planning Board Meeting Minutes

March 8, 2022  
Zoom Video Conference  
7:00pm

### Members Present

Chairperson Debra Backus, William Myers, John Casserly, Sigie Barr, Betsy Hodge  
Recording Secretary Jeni Reed

### Members Absent

None

### Others Present

Code Enforcement Officer Michael McQuade; Members of the Public Jim Rose, Pam Rose, Ed Rider

### Public Hearing

A public hearing was conducted to discuss the request for a special use permit at 3100 County Route 21 to open a Bed & Breakfast. There were no comments from the public in regards to the proposed project, and the public hearing was closed.

### Call to Order

The meeting was called to order at 7:08 pm by chairperson Debra Backus.

### Approval of Minutes

A motion was made by John Casserly to approve the minutes from the [November 9, 2021](#) meeting. The motion was seconded by Betsy Hodge and carried.

A motion was made by Bill Myers to approve the minutes from the [February 8, 2022](#) meeting. The motion was seconded by John Casserly and carried.

### Agenda Items

#### 1. Old Business

##### a. Discussion of Special Use/Sign Permit for Bed & Breakfast at 3100 CR 21

- Signage details for the proposed Bed & Breakfast (per an email from the applicant, forwarded to the board by Code Enforcement Officer Mike McQuade):
  - The applicant is proposing a 2 foot by 3 foot (2'x3') "Bed & Breakfast" sign, which will be freestanding on two 4x4s and hanging on eyelets.
  - The applicant will use small lights on the ground pointing at the sign for nighttime illumination; these are not expected to impact the neighborhood in any way.
  - Per the zoning code, this sign meets the requirements (up to 6 square feet is permitted)

- The applicant is proposing only a 1 bedroom space with 1 bathroom, to accommodate up to two guests.
  - This space within the existing home will not exceed 500 square feet. The existing home is a single-family home.
  - Parking would be available for only 1 vehicle.
  - The applicant just wants to get a feel for the process of operating a small bed & breakfast before deciding whether to pursue any expansion.
- Neighbors:
  - The Code Enforcement Officer sent out five letters (one to each adjacent property) regarding the request. There were no responses to the letters, and there have been no objections to the proposal made to date.
  - There are 2 neighbors across the road, and 3 beside the property.
- Per the board discussion, this proposal appears to meet all requirements and criteria.

A motion was made by Bill Myers to approve the proposed bed & breakfast special use and sign permit. The motion was seconded by Betsy Hodge, and carried.

## 2. New Business

### a. Other

- Eric Barr has been added as an alternate to the Town Planning Board as voted by the Town Board at their Board Meeting on March 9, 2022. This was not yet completed as of the time of this meeting but the members were made aware of the planned vote. An advertisement has also gone out in the local paper looking for additional Planning Board and ZBA volunteers.
- Additional discussions were held regarding the state of projects in the Town; none have been brought to the Planning Board for official review or consideration.
- The Board requested secretary Reed to obtain a copy of the [2022 County Planning Newsletter](#).
- The Board discussed the possibility of returning to in-person meetings; secretary Reed will follow up with the Town Supervisor on this question.

## Next Meeting

The next meeting of the Town Planning Board will be held April 12, 2022 at 7pm, via Zoom Virtual Meeting.

## Adjournment

A motion was made to adjourn the meeting by John Casserly; the motion was seconded by Bill Myers and carried. The meeting was adjourned at 7:27pm.

Date: March 23, 2022

Jeni Reed  
Recording Secretary