

MINUTES

ST. LAWRENCE COUNTY PLANNING BOARD

7:00 p.m., Tuesday, November 9, 2021
via Zoom

I. Call to Order

a. **Roll Call and Determination of a Quorum**

Chair Murray called the meeting to order at 7:05 pm. Pfothenhauer did a roll call for attendance; a quorum was present (12/15).

	NAME	ABSENT	PRESENT
1.	Eric Alan (Secretary)		X
2.	Ken Bellor		X
3.	Kim Bisonette	X	
4.	Joanne Cameron		X
5.	Don Chambers		X
6.	Priscilla Darling		X
7.	Daniel Fay		X
8.	Mark Gazin	X	
9.	Andy Gilbert		X
10.	Dan Huntley		X
11.	Brian Murray (Chair)		X
12.	Kitty O'Neil (Vice Chair)		X
13.	Julia Rose		X
14.	Cherrie Shatraw		X
15.	Vacant Seat		
			12/15
	Staff:		
	Dakota Casserly		X
	Jason Pfothenhauer		X
	Guest:		
	Jerry Fregoe		X
	Lena Kanitz		X

b. **Adoption of the Agenda**

- i. Pfothenhauer added one project to **III. Full Reviews** and would like to discuss a few projects from the MOU list.
The agenda was unanimously adopted (O'Neil/Fay).

c. **Approval of the October 14, 2021 Meeting Minutes**

- i. Alan noted a date change on the bottom of page 4 for the PILOT training from 10/9/21 to 11/9/21.
- ii. Rose said that she voted to oppose the Morristown subdivision project.
The minutes, with the above changes, were unanimously adopted (O'Neil/Rose).

II. Public Forum

Murray thanked Patrick Kelly, SLC IDA, for his PILOT presentation.

III. Project Reviews

a. Referrals Returned Pursuant to MOU - RFLA (Return for Local Action)

Pfotenhauer presented a list of 15 projects.

i. Canton (T): Subdivision

Pfotenhauer provided context on this project, one to three parcels (A, B, and C) and an area variance for parcel B that is less than one acre.

1. Alan asked if the parcel lines were accurate in the DANC IMA. Pfotenhauer said no because the survey shows different
2. Murray asked if the smallest proposed parcel (C) will be purchased by the Village of Canton. Pfotenhauer was not sure, however he said that Staff would not approve such a small parcel.
3. Huntley, and other Board members, expressed that parcel C should stay with B to meet the minimum lot size requirement.
4. Chambers said the Village's water line may be in parcel C and they would want to own the land.
5. Huntley said that southern lot line (parcel A and B border) could be moved to meet the 1 acre minimum.
6. Chambers said that he would like a comment added about applying the area variance balance of interest test for parcel C.
7. The Board agrees, by consensus, to approve the area variance for parcel B, as long as it is as close to 1 acre as possible, and deny parcel C of the subdivision.

ii. Hammond (T): Subdivision

iii. Lawrence (T): Subdivision (2)

iv. Louisville (T): Subdivision

v. Macomb (T): Subdivision (3)

vi. Massena (T): Subdivision

1. Murray asked about public water and sewer. Staff investigated and the road has water service, not sewer. The proposed parcel is 4.5 acres and therefore has plenty of room for septic and well
2. Rose noticed a misspelling, "Peats" should be "Peets."

vii. Massena (V): Use variance, area variance (2), site plan approval

viii. Potsdam (V): Sign Permit (2)

b. Full Reviews:

i. Oswegatchie (T): Site Plan Review at 725 Canton St., wellNow Urgent Care Clinic

Pfotenhauer gave the review.

1. Alan said that parking amount is reasonable for the use.
2. Huntley asked if the building could be reoriented to plan for expansion and additional access.

3. Murray asked about SEQR, Pfothenhauer checked, a short form was submitted. There was no indication that underground tanks were removed.
4. The Board agreed on following non-binding comments: consider secondary vehicle entrance from adjacent parcel, building reorientation, ensure signage compliance, and ensure sidewalk expansion to Canton St. building entrance.
5. The Board voted unanimously to approve the project with non-binding comments (Alan/O'Neil).

Murray suggested we pause and let Fay give his Board of Legislators' report. Fay was not available because of another meeting.

ii. Canton (V): Zoning Code Revision
Casserly gave the report.

The Village of Canton is proposing a repeal and replacement of its existing zoning law and sign regulations. These revisions stem from the Village's recent adoption of a comprehensive plan; the new zoning law is intended to reflect land use practices that will advance the comprehensive plan's goals and strategies.

If adopted, a number of zoning districts would be eliminated and replaced. Districts that are proposed for elimination include: Retail Commercial (C-1), Business (B-1), General Commercial (C-2), Commercial Park (C-3), Commercial/Light Industrial (C-4), Manufacturing (M-1), Planned Manufacturing (P-M), and General Residential (R-2). The eliminated districts would be replaced with: Main Street (MS), Downtown Mixed Use (DMU), Neighborhood Mixed Use (NMU), General Mixed Use (GMU), Corridor Commercial (CC), Technology Business Light Industrial (TBL), Residential Multi-Family (R-MF) and Waterfront Overlay (WO).

1. Gilbert talked about his support on striking the boat/trailer parking regulation because it can lead to selective enforcement.
2. The Board voted unanimously to approve the project with conditions (Gilbert/O'Neil).

Pfothenhauer shared that the Village of Canton updated their comprehensive plan and that led to this zoning code revision, which was a significant undertaking.

iii. Louisville (T): Use Variance for an auto repair business, 10093 SH 56, in the RA zone
Pfothenhauer gave the review.

1. Rose said that there is a new building on the parcel. Pfothenhauer shared imagery from the site, which is dated, and it does not show a new building.

2. The Board voted unanimously to deny the project (Gilbert/Alan).

IV. Reports

a. **Executive Committee**

- i. Murray said the following were discussed: setting the agenda, PILOT training with P. Kelly from the SLC IDA, future CPB meetings will be moved to Zoom through January, and initial reviews of the Canton (V) zoning code and Louisville project.

b. **Board of Legislators**

- i. Pfothenauer talked about the County budget process and how the County Administrator explained department budgets via their respective BOL committee. BOL is scheduled to take final action at their December meeting. The tax rate will drop and is under the tax cap.

c. **Highway Department**

- i. Chambers talked about the following:
 1. Two outpost projects are still under construction with completion in spring of 2022; and
 2. The CR 27 bridge in Degrasse and Jones Road bridges are scheduled to open in early December.

d. **State of the County Roundtable**

- i. Update on Large Scale Solar Development web app and table report.
<https://gis.stlawco.org/portal/apps/View/index.html?appid=6f3d7fb0923448ed90c3385eb0f8a872>
Casserly said there have been no new solar projects.

e. **Staff Report**

- i. Pfothenauer talked about the County EMC's Black Lake project, a grant application for housing repair funds, and the legislative redistricting process for the fifteen legislative districts.

V. Other Items

a. **Correspondence**

- i. Standard notice from FEMA and APA subdivisions.

b. **Training and Training hours**

- i. Pfothenauer reminded the Board about the 4 hr. annual training requirement. The PILOT training counted as 1 hr.

c. **Nominating Committee**

- i. Murray made a motion to move to Executive Session, Rose seconded.
- ii. The Board came out of Executive Session.

d. **Next meeting dates**

- i. Executive Committee: Tuesday, November 23rd at 4:15 pm
- ii. Planning Board: Thursday, December 9th at 7:00 pm

VI. Adjourn

- a. The meeting adjourned at 9:02 pm (Alan/O'Neil).

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "Eric Alan", with a stylized flourish at the end.

Eric Alan, Secretary

Minutes prepared by Dakota Casserly

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