

ST. LAWRENCE COUNTY PLANNING BOARD
DRAFT MEETING MINUTES

July 9, 2020

Via Zoom <https://zoom.us/j/94388527944>
Meeting ID: 943 8852 7944 - Password: 935510

I. Call to Order

- a. Roll Call and Determination of Quorum.** Chair B. Murray called the meeting to order at 6:57 pm. Larson did a roll call for attendance. A quorum was present.

Members Present: E. Alan, K. Bellor, K. Bisonette, J. Cameron, P. Darling, D. Duff, D. Fay, M. Gazin, A. Gilbert, B. Murray, K. O’Neil, J. Rose and C. Shatraw. **Members Absent:** D. Chambers and M. McCluskey. **Staff Present:** M. Larson and J. Pfothenhauer. **Others Present:** Rachel Hunter, Gouverneur Tribune Press.

- b. Adoption of the Agenda.**

Murray asked for a departure from the meeting agenda to recognize the passing of the Planning Office’s former Office Manager Denise Henophy. Murray said Henophy held the Planning Board together, and said her passing was a loss to the County and to the North Country. After a moment of silence, Murray said; “Denise, we are going to miss you.”

The agenda was unanimously adopted (Shatraw/O’Neil).

- c. Approval of the Meeting Minutes.** Larson said the formatting at the bottom of page 4 required correction. The corrected June 11, 2020 minutes were unanimously approved (Bisonette/O’Neil).

II. Public Forum

None.

III. Project Reviews

- a. Projects Returned for Local Action.**

- i. Ogdensburg (C): Site Plan Review for BBJ Boot Camp fitness center in the Business (B) District at 1010 Franklin Street. Pfothenhauer explained the repurposing of an 11,000 sq. ft. former contractor’s store, and said the project was discussed at Executive Committee. Pfothenhauer also said a subdivision to redraw the property’s lot lines would follow.

- ii. Potsdam (V): Special Use Permit for an overflow parking lot in the Innovation District (ID) at 8 Clarkson Avenue. Larson summarized the proposed project discussed at Executive Committee and reviewed the comments that were returned for local action.

b. Full Reviews.

- i. Brasher (T): Seven-lot waterfront subdivision in the Rural District off County Route 53. Larson presented the project review and staff recommendations. O’Neil asked about how prospective buyers would become informed about the soil constraints on the property. Larson explained that when parcels are in foreclosure and are part of the County’s annual tax sale, the burden to become informed about land use constraints falls to the buyer. Alan asked about the minimum lot size for subdivisions in Brasher’s Rural District. Larson said because the smallest proposed lot is more than 3 acres, she didn’t check. Rose said she retrieved Brasher’s zoning regulations and said the minimum lot size is 30,000 sq. ft. Larson replied that comes to approximately ¾ of an acre. Gilbert said the property’s slope will make it difficult to install level laterals in order for septic systems to successfully work. Larson said the recommended conditions could be revised to include depicting where the proposed septic systems and laterals would be installed. Bisonette said prospective buyers often consult with local code officials about developing parcels, and the soils information could be sent back with the Notice of Action. Larson said all information included in the project review is attached in the County Planning Board’s Notice of Action. Larson summarized the recommended conditions of approval. The Board unanimously approved the seven-lot waterfront subdivision with conditions (Alan/Gilbert).

- ii. Louisville (T): Zoning Text Amendments. Pfothenauer presented the project review and reviewed staff recommendations. Alan said his research online indicated Farm Breweries were adopted by the State in 2012 as a way to promote local production of ingredients for brewing beverages. Rose and Cameron recommended language in the staff recommendations include; “as defined by NYS Agriculture and Markets Law.” Cameron said information would be shared with the Town Planning Board about uses allowed in the General-Commercial (G-C) District, and asked about whether any new uses would be subject to another County Planning Board review. Members of the Board concurred that additional proposed uses could be considered by the Executive Committee. Bisonette said Payments in Lieu of Taxes (PILOTs) are separate from land use regulations and community benefit agreements that are arranged between municipalities and developers. Larson said after the County Board of Legislators adopted a resolution requiring PILOTs for large scale solar arrays, both the resolution and the Town of Lisbon’s local law requiring PILOTs for large arrays was distributed as a model law for communities in the county to consider for adoption. Larson added that communities were also encouraged to contact the County Industrial Development Agency for assistance in negotiating solar PILOTs to ensure uniformity across taxing jurisdictions in the county. The Board unanimously approved the Town of Louisville’s Zoning Text Amendments with conditions. (O’Neil/Shatraw).

IV. Reports

- a. **Executive Committee.** Murray said the Executive Committee met on the 25th via Zoom to set tonight's meeting agenda; discussed Clarkson's overflow parking lot, the Ogdensburg fitness center, and the waterfront subdivision in Brasher. Murray said he also sent a sympathy card to Denise Henophy's family on behalf of the Board.
- b. **Board of Legislators.** Fay said the County Highway Department will be blacktopping 23 instead of 27 County highways, and the Board of Legislators will hold a public hearing on August 3rd concerning salaries for Department Heads. Fay said COVID19 continues to make an impact on sales tax revenue.
- c. **Highway Department.** None.
- d. **County Roundtable.** O'Neil said the National Oceanic and Atmospheric Association (NOAA) and the US Department of Agriculture have upgraded the area's drought conditions to severe, and that any new rainfall from now on may not be enough to overcome its impact on crops this growing season. Murray said the County extended the burn ban and was thankful they did so because there have been too many grass fires for area fire departments to respond to. Alan concurred. Murray said the Executive Committee learned about a project review for an existing gas station in Chase Mills; Pfothenauer said no additional information has been received.
- e. **Staff Report.** Pfothenauer said the Board of Legislators have asked the Planning Office to examine the impacts of expanding a proposed marine sanctuary in the St. Lawrence River to include ship wrecks in Hammond. Pfothenauer said the Office continues to assist with PPE invoices for the Emergency Operations Center, and Hammond is still interested in working with the Planning Office on developing land use regulations for the community. Pfothenauer also said Larson was asked by the Town of Canton to serve on a committee to revise the Town's zoning code.

V. Other Items

- a. **Correspondence.** Pfothenauer said the County received the Public Scoping Statement (PSS) for the 180MW solar array proposed for the Towns of Brasher, Massena and Norfolk, which will encompass 2,200 acres. Pfothenauer said the project continues to follow the Article X process. Pfothenauer said the Smart Path project to upgrade kV powerlines in the county has established laydown areas and began survey work.
- b. **Announcements.** Gazin asked how the proposed marine sanctuary would affect sports fishing activities in the St. Lawrence River. Shatraw wondered how a marine sanctuary would impact dock and boat house repairs.
- c. **Next Meeting Dates.** The Executive Committee will meet online on July 30th at 4:15 pm. The next County Planning Board will be online on August 13th at 7:00 pm.

VI. Adjourn

The meeting adjourned at approximately 8:40 pm (Alan/Shatraw).

Respectfully Submitted,



Eric Alan, Secretary

Minutes prepared by M. Larson

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