

**ST. LAWRENCE COUNTY PLANNING BOARD  
MINUTES**

7:00 p.m., Thursday, December 8, 2022  
In person, 49 ½ Court Street, Canton / on Zoom

**I. Call to Order**

- a. **Roll Call and Determination of a Quorum.** K. O’Neil called the meeting to order at 7:03 pm. A quorum was established.

	NAME	ABSENT	PRESENT		NAME	ABSENT	PRESENT
1.	(Vice-Chair) Vacant				<b>Staff:</b>		
2.	Ken Bellor		X		Matilda Larson		X
3.	Kim Bisonette		X		Jason Pfothenhauer		X
4.	Don Chambers		X		John Tenbusch		
5.	Priscilla Darling		X				
6.	Daniel Fay		X		<b>Guests:</b>		
7.	Laura Foster		X				
8.	Andy Gilbert		X				
9.	Dan Huntley		X				
10.	Robin McClellan		X				
11.	Kitty O’Neil (Chair)		X				
12.	Julia Rose (Secretary)		X				
13.	Heather Sands	X					
14.	Cherrie Shatraw		X				
15.	Vacant						
			<b>7/15</b>				

- b. **Adoption of the Agenda.** K. O’Neil asked if there were changes to the agenda. J. Pfothenhauer asked that the agenda be modified to add a site plan review project in the Village of Massena. The modified agenda was unanimously approved (Gilbert/Rose).
- c. **Adoption of the October 13<sup>th</sup> and November 10<sup>th</sup> 2022 Meeting Minutes.** Due to the lack of a quorum, the Minutes of the October CPB meeting were not approved in November. The October and November meeting minutes were unanimously approved (Huntley/Gilbert)

**II. Public Forum.**

None.

### III. Training – Planning and Zoning Basics

Staff presented a 1 hour training module to Board members in attendance. Topics covered included site plan and special use permit and subdivision review, use and area variances and the responsibilities of the County Planning Board.

### IV. Project Reviews

- a. **Referrals Returned Pursuant to MOU.** Pfothenhauer summarized projects in the MOU list, and reviewed staff comments for projects listed in the addendum. Additional explanation was given about a project in the Town of Lawrence.
- b. **Full Reviews.**

Waddington (T): 19 Lot Subdivision, Iroquois Dam Road. Pfothenhauer presented the Staff Report. Several concerns about the proposed subdivision were presented. These included confusion about the amount of land to be subdivided, what parcels are to be included in the subdivision and the dimensions of the proposed lots. The maps provided in the materials submitted were not plat maps, lacking many features required; such information would allow Planning staff (and the Town Planning Board, or interested citizens) to better analyze the application. The Environmental Assessment Form submitted with the proposed subdivision did not address requirements of the Town's Local Waterfront Revitalization Plan, or the NYS Open Space Plan recommendations for lands along the St. Lawrence River, or the presence of a Wildlife Management Area in close proximity to the site of the proposed subdivision. After a thorough discussion the Board voted unanimously to disapprove the subdivision (McClellan/Shatraw).

Massena (V): Site Plan Review, 91 Maple Street, Bait and Tackle Shop. Larson presented the Staff Report. Several issues with the development were noted, including traffic congestion along Maple Street and parking along George Street. The Board suggested that the business parking should be monitored to ensure it is not disruptive to the surrounding neighborhood, that outdoor storage of bait should be prohibited and that fencing should be considered and exterior lighting be downcast and dark sky compliant. The Board agreed to return the project for local action with comments.

### V. Reports

- a. **Executive Committee.** The Executive Committee did meet. In attendance were K. O'Neil, J. Rose and Planning Office Staff. The topic discussed was the agenda for tonight's meeting.
- b. **Board of Legislators.** D. Fay reported:

- The County Board of Legislators adopted the 2023 budget with a tax reduction.
  - The BOL organizational meeting will be held on January 3, 2023.
- c. **Highway Department.** D. Chambers reported:
- The Potsdam outpost will be completed shortly with trucks arriving in January.
  - A recycling transfer station in Ogdensburg has concrete poured and will be soon see a compactor and scales from the DANC facility in Harrisville. It will be operational in the second quarter of 2023.
  - The Department is getting into winter mode and also doing tree clearing and pothole patching.
  - Cost of materials and fuel have made budgeting challenging in 2022.
- d. **State of the County Roundtable.**
- J. Pfothenauer reported on the current status of a proposed solar project in Massena-Brasher. The State Sitting Board denied the appeal from the applicant at a hearing on December 7<sup>th</sup>. The project's future is unclear.
  - Pfothenauer reported on a proposed 240 MW along USH 11 south/west of Canton. The applicant made a presentation to the Ag. and Farmland Protection Board on December 1<sup>st</sup>. The Town of Canton opted out of the 487 tax exemption, making the project eligible for full value Town tax assessment.
- e. **Staff Report.**
- Pfothenauer reported that the County has allocated \$3 million in ARPA funds for water/sewer projects. Fifteen applications for funding have been received from municipalities. Applications are currently under review.
  - Staff will present an update on the APRA allocation for Broadband services at the BOL Operations Committee meeting on December 12<sup>th</sup>.
  - Larson reported that the County has purchased 10 new buses for the transit system and continues to work on funding reimbursement.

## VI. Other Items

- a. **Correspondence.** Pfothenauer reported that a letter had been received for all Board members from EDF regarding the solar project in Canton.
- b. **Executive Slate and Elections.** A slate of officers including Julia Rose for Vice Chair and Andy Gilbert for Secretary was proposed for 2023. The slate was approved unanimously (Shatraw/Bissonette).
- c. **Announcements.** None.
- d. **Next meeting dates.**

- i. Executive Committee: Tuesday, December 27<sup>th</sup> at 4:00 pm via Zoom.
- ii. Planning Board: Thursday, January 12, 2023 at 7:00 pm in the 2<sup>nd</sup> floor conference room of the Public Safety Complex, located at 49 ½ Court Street in Canton.

**VII. Adjourn**

- a. The meeting adjourned at 9:10 p.m. (Fay/Bisonette).

Respectfully Submitted,

A handwritten signature in cursive script that reads "Julia R. Rose". The signature is written in black ink on a white background.

Julia Rose, Secretary

Minutes prepared by Jason Pfothenhauer

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