

**ST. LAWRENCE COUNTY PLANNING BOARD MINUTES**

7:00 p.m., Thursday, October 12<sup>th</sup>, 2023

In person, Public Safety Complex Conference Room, Canton / on Zoom

**I. Call to Order**

- a. **Roll Call and Determination of a Quorum.** K. O’Neil called the meeting to order at 7:00 pm. A roll call was held; a quorum was established.

	NAME	ABSENT	PRESENT		NAME	ABSENT	PRESENT
1.	Ken Bellor		X		<b>Staff:</b>		
2.	Kim Bisonette		X		Jason Pfothenhauer		X
3.	Don Chambers		X		Preston Santimaw		X
4.	Priscilla Darling	X			<b>Guests:</b>		
5.	Daniel Fay	X			Margaret Mauch		X
6.	Laura Foster	X					
7.	Ed Fuhr		X				
8.	Andy Gilbert (Secretary)		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>8/15</b>				

- b. **Adoption of the Agenda.** O’Neil asked if there were changes to the agenda. Pfothenhauer responded that there was a typo on the agenda and that the address for the Agritourism Venture should be changed from SH 132 to SH 131. The modified agenda was unanimously adopted (Gilbert/McClellan).
- c. **Adoption of the September 14<sup>th</sup> Meeting Minutes.** The minutes were unanimously approved (Bisonette/Bellor).

**II. Public Forum**

Margaret Mauch gave an update on No Dogs Left Behind.

**III. Training Session – The role of Planning Boards and Zoning Boards of Appeals**

Pfothenhauer and Santimaw provided training on the role of planning boards and zoning boards of appeal. Pfothenhauer also spoke on public utility variances.

**IV. Project Reviews**

a. **Referrals Returned Pursuant to MOU.** Pfothenhauer highlighted details for projects listed in the MOU Addendum. He also added a project from the Village of Potsdam for storage units on a parcel off Market Street. After discussion, the Board agreed to return the project for local action.

b. **Full Reviews.**

i. Massena (T): Site Plan Review for an Agritourism Venture located off State Highway 131: Pfothenhauer presented the project review. Board members and staff discussed:

- McClellan: This is not far from a residential development, concerns with noise. Use of motor vehicles on the property could also be problematic.
- Huntley: The property is 118 acres; noise may not be a concern.
- O'Neil: Some of the proposed uses are okay, some may not be; the applicant will need to make sure to get extra permitting if necessary.

The Board added the following recommendations:

- Noise impacts on surrounding residences from the motocross track should be addressed.
- A water and wastewater management plan should be prepared.

Due to conflicts of interest, Bellor, Chambers, and Gilbert abstained from making comments and from voting. As such, no quorum was established for this full review. The board agreed to send the project back to the Town of Massena as a Return for Local Action with the suggested and added comments.

ii. Fowler (T): Local Law Review for Proposed Dock Regulations: Santimaw presented the project review. Board members and staff discussed:

- Chambers: Were the NYSDEC regulations mentioned?
- Santimaw: Yes they were.
- O'Neil: What body of water does it reference?
- Pfothenhauer: No specific body of water, there are a couple of lakes in the Town of Fowler.

The proposed regulations were unanimously approved with the suggested conditions (Gilbert/Bisonette).

V. **Reports**

a. **Executive Committee.** O'Neil said the Executive Committee met on September 28<sup>th</sup> to set the meeting agenda and discussed the full reviews and officer nominations.

- b. **Board of Legislators.** With the absence of Daniel Fay, there was no update on the Board of Legislators.
- c. **Highway Department.** Chambers reported:
  - There is only a couple more weeks for paving to be done.
  - Bids are out for two bridges: one at the intersection of Morley-Potsdam Rd and County Route 35 and one on Lazy River Rd.
  - Fuhr: Are there any electric plows that can be used by the county?
  - Chambers: They do not exist, however there are plows that can be powered with ammonia or hydrogen.
- d. **State of the County Roundtable.**  
None.
- e. **Staff Report.** Pfothenhauer reported:
  - Office Manager Lisa Bartalo, who has been out on a medical leave of absence, hopes to be back in a couple of weeks after a successful surgery.
  - Santimaw gave an update on two conferences he attended with Planner II Sam Joseph: A GIS conference in Albany from 9/25/2023 – 9/27/2023 and a NYPF conference in Lake Placid on 10/12/2023.

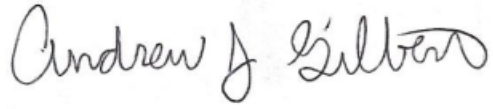
## VI. Other Items

- a. **Correspondence.**  
None.
- b. **Nomination of Officers/New Board Members.**  
O’Neil’s term as Chair of the Board will expire at the end of this year; Pfothenhauer stated that the Board will need to vote for a Chair in the near future. There was consensus among Board members to nominate O’Neil for reelection. A vote will take place at the next meeting.
- c. **Announcements.**  
None.
- d. **Next meeting dates.**
  - i. Executive Committee: Thursday, October 26<sup>th</sup>, 2023 at 4:00 pm.
  - ii. Planning Board: Thursday, November 9<sup>th</sup>, 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. (Location subject to change)

## VII. Adjourn

- a. The meeting adjourned at 9:25 (Bisonette/McClellan)

Respectfully Submitted,

A handwritten signature in black ink that reads "Andrew J. Gilbert". The signature is written in a cursive style with a large initial "A" and a long, sweeping underline.

Andy Gilbert, Secretary

Minutes prepared by P. Santimaw

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