

ST. LAWRENCE COUNTY PLANNING BOARD MINUTES

7:00 p.m., Thursday, December 12th 2024
 In person, HSC Conference Room, Canton / on Zoom

I. Call to Order

- a. **Roll Call and Determination of a Quorum.** J. Rose called the meeting to order at 7:01 pm. A roll call was held; a quorum was established.

	NAME	ABSENT	PRESENT		NAME	ABSENT	PRESENT
1.	Ken Bellor		X		Staff:		
2.	Kim Bisonette		X		Jason Pfothenauer		X
3.	Don Chambers	X			Preston Santimaw		X
4.	Priscilla Darling		X (on zoom)		Guests:		
5.	Daniel Fay		X		Jamie Tyrell – Confluent representative		X (on zoom)
6.	Margaret Finen	X			John MacArthur – Mechanical engineer/project manager. Confluent		X (on zoom)
7.	Laura Foster	X			Andrew Rice – Confluent representative		X (on zoom)
8.	Ed Fuhr	X					
9.	Andy Gilbert (Secretary)		X				
10.	Dan Huntley	X					
11.	Margaret Mauch		X				
12.	Robin McClellan		X (on zoom)				
13.	Kitty O’Neil (Chair)		X				
14.	Julia Rose (Vice-Chair)		X				
15.	Cherie Shatraw		X				
	Total		10/15				

- b. **Adoption of the Agenda.** O’Neil asked if there were changes to the agenda. Pfothenauer stated that staff wanted to review a draft CPB work program for 2025 after the slate of officers discussion. The modified agenda was unanimously adopted (Gilbert/Rose).

- c. **Adoption of the November 14th Meeting Minutes.**

The minutes were unanimously adopted (Shatraw/Mauch).

II. Public Forum

None.

III. Project Reviews

a. **Referrals Returned Pursuant to MOU.** Pfothenhauer highlighted details for projects listed in the MOU list. There were no questions.

b. **Full Reviews.**

Massena (T) – Site Plan Review for a greenhouse facility located on Dennison Road. Santimaw presented the full review. Board members, staff, and the applicants discussed:

- MacArthur: Some comments on staff recommendations – curtains will block most light from inside the greenhouse. Lights will also not be on 24 hours/day, there will be periods where lights will be off. The plan is to use dark sky compliant lighting around the facility. They also plan to coordinate the entrance with the Town highway department. They are in the process of developing a wastewater management plan that will detail annual usage, flow rates, etc.

- Darling: Can the applicant speak to what chemicals the wastewater will contain?

- MacArthur: Essentially a dilute fertilizer.

- Darling: Will the products be organic?

- MacArthur: My understanding is the product will be organic.

- McClellan: Will wash water used for lettuce be used to replenish hydroponic water?

- MacArthur: Not planning on doing that at this point.

- McClellan: Why is this facility using natural gas when hydropower is so close?

- MacArthur: That was the manufacturer's decision, but they did consider hydropower.

- Rose: Is there a SEQR review for this project?

- MacArthur: Yes, when this project came before the Town of Massena some three years ago, they did a SEQR review, and the Town has decided to make them do another SEQR review due to the differences in the project. The Town has hired an outside consultant to conduct the SEQR review.

- Rose: Is the board able to put off this decision until next month? Because one member has recused themselves, a quorum has not been reached for this project, and without a quorum, the conditions would only be non-binding.

- Pfothenhauer: The board would miss its 30-day decision making window, but an extension could be made upon mutual agreement from both parties.

- MacArthur: The applicants would prefer not to delay the decision due to the Town's timeline with its SEQR review.

- Rose: Will the SEQR review be done by the next County Planning Board meeting on January 9th? It is a very large project, and this is the first of its kind for the county; the CPB would like a chance to condition the project.

- Tyrell: Will there be a quorum on the 9th?

- Pfothenhauer: Can not say for sure.

- O'Neil: Strongly encourages the applicants to consider the extension, the board would like to see additional information for this project including the wastewater management plan for a potential discussion next month.

- McClellan: The board would also like to see the lighting plan.
- O'Neil: Do the applicants agree to an extension?
- Rice: Would still like a decision tonight.
- O'Neil: If the applicant does not agree to an extension, the topics discussed tonight should be added as recommendations along with the staff suggestions.
- MacArthur: The next Town planning board meeting will be December 19th, the Town will not have its SEQR review done by then. The next meeting is January 16th. The applicants don't want a scenario in which the Town board can not make a decision by then due to a delayed county decision.
- Rose: After the county's decision on the 9th, the Town will receive the decision via email the next day. There will not be a delay.
- O'Neil: Do the applicants agree to an extension?
- Tyrell: The applicants agree to an extension until January 9th.

Since there was no quorum, and the board and applicants mutually agreed to an extension, there was no vote on this project. The board will see this project again at next month's meeting: January 9th, 2025.

Pierrepont (T): Site Plan Review for an ice cream shop located on State Highway 56 in the hamlet of Hannawa Falls. Pfothenhauer presented the project review. Board members and staff discussed:

- O'Neil: Is there any municipal sewer or water in Hannawa Falls?
- Gilbert: No, also the soil is very permeable, the applicant should be cautious with septic installment.
- O'Neil: There is no separation between the pedestrian and car areas. The applicant would benefit from a grass-covered curbed area to delineate the road from the lot.
- Pfothenhauer: The applicant has showed with their parking plan that they want pedestrians away from the road.
- McClellan: This is the only place in this area without curbs.
- Rose: There should be barriers between adjacent driveways as well.
- Darling: Did the applicant identify a dumpster location?
- Pfothenhauer: Most likely in the back, but they did not delineate a location on the site plan; same with deliveries.
- Gilbert: Deliveries for this location will not be from tractor-trailers.
- O'Neil: What does "seasonal" mean? Did they specify?
- Pfothenhauer: They did not specify which dates they will be open.
- McClellan: DANC IMA parcel boundaries are not as accurate as a field survey. Would like to see a surveyor's site plan to see more accurate property boundaries.
- O'Neil: Add a condition to confirm the property boundaries.
- Pfothenhauer: The board could also add a condition to add a barrier to separate the pedestrian area with the car area. And to switch the parking area and parking access drive to improve pedestrian safety.
- Rose: Add a non-binding recommendation to plant trees along the property line.

The board unanimously voted to approve the project with the staff recommendations and the additional conditions and non-binding recommendation (Gilbert/Shatraw).

IV. Reports

- a. **Executive Committee.** O'Neil reported that the executive committee met to discuss projects listed on the MOU list. They also decided to bring the Massena (T) greenhouse project to the full board.
- b. **Board of Legislators.** Fay reported:
 - The County Attorney and State got 100 blighted properties back on the tax rolls;
 - There was a memorial for former County Legislator Don Smith on Monday;
 - A contract for civil service employees from 2025-29 was signed.
- c. **Highway Department.** Due to the absence of Don Chambers, there was no Highway Department report.
- d. **State of the County Roundtable.**
None.
- e. **Staff Report.** Pfothenhauer reported:
 - Office Manager Lisa Bartalo has been out of the office recently dealing with family matters. Staff wish her the best and ask for patience as they look to fill her role.
 - Staff are planning a meeting in January 2025 with the Town of Macomb to discuss zoning law implementation.

V. Other Items


- a. **Correspondence.**
None.
- b. **Slate of Officers 2025.**
The board voted unanimously to re-elect Julia Rose to a second term as vice-chair and Andy Gilbert to a second term as secretary (Shatraw/Bellor).
- c. **Announcements.**
None.
- d. **Next meeting dates.**
 - i. Executive Committee: Communication will be by email due to the holiday.

- ii. Planning Board: Thursday, January 9th 2024 at 7:00 pm in the Second Floor Conference Room located in the HSC building, 80 State Highway 310, Canton NY.

VI. Adjourn

- a. The meeting adjourned at 8:40 pm (Fay/Shatraw).

Respectfully Submitted,

A handwritten signature in cursive script that reads "Andrew J. Gilbert". The signature is written in dark ink and is positioned above the typed name.

Andy Gilbert, Secretary

Minutes prepared by P. Santimaw