

**ST. LAWRENCE COUNTY PLANNING BOARD**  
**DRAFT MEETING MINUTES**

June 11, 2020

Via Zoom <https://zoom.us/j/99082394711>  
Meeting ID: 990 8239 4711 - Password: 697905

**I. Call to Order**

- a. Roll Call and Determination of Quorum.** Chair B. Murray called the meeting to order at 7:03 pm. Larson did a roll call for attendance. A quorum was present.

**Members Present:** E. Alan, K. Bellor, K. Bisonette, J. Cameron, D. Chambers, P. Darling, D. Duff, D. Fay, M. Gazin, A. Gilbert, M. McCluskey, B. Murray, K. O’Neil, J. Rose and C. Shatraw. **Members Absent:** None. **Staff Present:** D. Casserly, M. Larson and J. Pfothenhauer. **Others Present:** Bob Beckstead, Watertown Daily Times; Rachel Hunter, Gouverneur Tribune Press; and Rod Morrison, Barton Pitts and Ryan McCune, NexAmp.

- b. Adoption of the Agenda.** Pfothenhauer suggested the order of full review projects be presented in the following order to accommodate applicants who are at tonight’s meeting: The solar array in Stockholm; the microbrewery and restaurant in Massena; the soy processing facility in Massena; Tim Horton’s in Massena; KFC in Massena; and In-Law Brewery in Louisville. Due to the number of full review projects, Larson also suggested an overview of Article 23 be postponed to next month’s meeting. The modified agenda was unanimously adopted (Gilbert/Shatraw).

- c. Approval of the Meeting Minutes.** The May 11, 2020 minutes were unanimously approved (Duff/Alan).

**II. Public Forum**

None.

**III. Project Reviews**

- a. Projects Returned for Local Action.**

There was no discussion about projects returned for local action.

- b. Full Reviews.**

- i. Stockholm (T): Special Use Permit for a 3.4 MW Array in the Rural at 52 Wells Road. Larson presented the project review and staff recommendations. Gilbert asked whether the developer or Town will be responsible for snow plowing the end of the road to provide emergency access to the 2<sup>nd</sup> access point to the array. Larson said she would

include a recommendation in the Notice of Action for the Town to discuss this issue with the developer. Gilbert also recommended the grazing option to maintain the site be offered to the farm operator who used the land. Gazin said he appreciated staff's recommendation for the developer to omit the salvage value of the array from the estimate for the decommissioning fund. O'Neil asked how the displacement of prime soils in production was avoided when selecting this site. The developers explained the selection of the site was based on: reviewing National Grid's hosting capacity map; mailing 33 inquiries to landowners in the Potsdam area, receiving three responses from interested parties; and one property owner choosing to move forward. The developers explained the last step would be an interconnect study by National Grid. Gilbert said relocating the fifth (southern-most) section of the array to the third section (closest to the 2<sup>nd</sup> access point) would make it easier to graze the site with small livestock. The developer explained the array will be mounted on a single tracking system, which is constrained by the slope of the site. Larson summarized the recommended conditions of approval, which will include a discussion between the Town and developer about conveying the access road as an extension of the Wells Road to the Town. A majority of the Board voted to approve the special use permit for the 3.4 MW array at 52 Wells Road with conditions (Gilbert/O'Neil). No: Alan.

- ii. Massena (V): Special Use Permit for microbrewery, restaurant and 2<sup>nd</sup> floor apartments in the Central Business District (CBD) at 38 Waters Street. Pfothenhauer presented the project review, and recommended the applicant provide parking both off and onsite to meet the project's parking demand. Pfothenhauer also recommended the Village define drinking establishments and restaurants to include microbreweries; add microbreweries to their zoning schedule; or have their Zoning Board of Appeals do an interpretation to determine drinking establishments and restaurants include microbreweries. Darling asked whether sidewalks were present on the property. Staff and members of the Board reviewed the streetview and satellite imagery and determined sidewalks were not along the street frontage, but were in the vicinity. Fay asked whether or not the project was already complete, and why the County Planning Board was reviewing the project now if renovations have already begun. Pfothenhauer said he did believe the project begun. Rose said improvements are being done to the building.

O'Neil recommended downcast, dark-sky compliant exterior lighting, and for the site plan to designate an area for snow removal storage. Chambers cautioned against perpendicular parking off Waters Street due to the curve in the street. Duff recommended the site plan depict onsite parking to the east of the building. Bellor recommended adding a crosswalk to guide customers to offsite parking. Larson suggested the site plan could be revised to maximize onsite parking to the east of the restaurant. Gazin said downcast light fixtures were depicted on the elevations, and said a light could be mounted on the utility pole that is east of the building. McCluskey recommended the Village Planning Board have the applicant make use of parking that is already available in the area. Fay concurred that there was plenty of existing parking available in the vicinity. Bellor recommended the applicant prepare a parking plan for both onsite and offsite parking, and to secure a stripped crosswalk in front of the property. A suggestion was also made for the applicant to provide copies of parking leases as a part of the project record. The Board unanimously

approved the Special Use Permit for the microbrewery, restaurant and second floor apartments with conditions and non-binding comments. (Alan/Bisonette).

- iii. Massena (T): Special Use Permit for a soy processing facility in the Industrial District at 530 and 532 Roosevelt Road. Casserly presented the project review. Duff asked about the daily volume of deliveries via tractor trailer and train. Casserly said 35 tractor trailers would travel to and from the site daily, but did not know the volume for train traffic. A discussion ensued about revisions to the site plan, including: depicting downcast, dark sky compliant exterior lighting; stormwater management; consulting with the US Army Corps of Engineers for a preconstruction notification for the access road to cross a Federal Wetland; consulting with the municipal airport to determine whether the 90' tall structure will interfere with runway approaches and departures; and consulting with the Town Highway Superintendent about improvements to the Roosevelt Road to accommodate the increased truck traffic. A majority of the Board approved the soy processing facility at 530 and 532 Roosevelt Road with conditions. Abstentions: Bellor (wife is a Town Board member) and Murray (employer has assisted the applicant with other projects).
- iv. Massena (V): Site Plan Review to Relocate Drive-thru Aisle in the Commercial Transition District (CTD) at 232 Main Street. Larson presented the project proposal and noted all parcels for the project should be consolidated into a single lot to avoid the chance that property taxes would not be paid on one of the lots, but deferred to the County Planning Board about whether it should be imposed as a condition of approval. Bisonette recommended it should be imposed as a condition. Larson said because the County is responsible for the collection of unpaid taxes and coordinates the annual auction of parcels in tax foreclosure, requiring the consolidation of the lots can be viewed as having County-wide significance. The Board unanimously voted to approve the Tom Horton's site plan with a condition of approval (Gazin/Gilbert).
- v. Massena (V): Site Plan Review to add a drive-thru aisle for KFC in the Commercial Transition District (CTD) at 371 South Main Street. Pfothenhauer described the current layout of the property and proposed drive thru aisle for KFC that would parallel the drive thru aisle for Dunkin Donuts. Rose said Dunkin Donuts experiences high volume in the mornings, which shouldn't interfere with the customer volume for KFC in the late afternoons and early evenings. Members of the Board discussed where delivery trucks would park on the property, and where the dumpsters are located. Larson suggested the parking queue in the drive thru lanes could constitute as parking spaces which would help eliminate spaces that don't provide sufficient back up space. Members of the Board concurred with staff recommendation to return the project for local action with comments.
- vi. Louisville (T): Special Use Permit for In-Law Brewery in the Residential-Agricultural (R-A) District at 13623 State Highway 37. Pfothenhauer and Casserly explained the County received a referral for a special use permit to establish the brewery in the R-A district, but said breweries are currently not a permitted use in Louisville's code. Casserly described the project location and proposed layout, showed streetview

imagery and maps depicting soil types on the property. Casserly said the project is an adaptive reuse of a former dairy farm, but is not consistent with the intent of the district. Murray said percolation tests will dictate the type of septic systems required for the business. Chambers said if site disturbance exceeds one acre, the applicant will need to prepare a Stormwater Pollution Prevention Plan for the DEC. Duff recommended exterior lighting be downcast and dark sky compliant. Bisonette asked how many parking spaces would be needed for the business. Cameron said customers currently park alongside County Route 14 and in a hayfield. A comment was made that the proposed site plan depicts about 40 spaces. A comment was also made that the brewery does not prepare food, but partners with area food trucks to provide food service instead. A majority of the Board voted to approve the special use permit for In-Law Brewery with conditions (Duff/Shatraw). Abstention: Cameron (employee for the Town of Louisville).

#### IV. Reports

- a. **Executive Committee.** Murray said the Executive Committee met on the 28th via Zoom to set tonight's meeting agenda; reviewed the site plan for the proposed soy processing facility in Massena; and returned for local action a subdivision in Macomb. Murray said members of the Board should have received communication from Lisa Bartalo about hours of land use training accrued to date.
- b. **Board of Legislators.** Fay said Board of Legislators adopted the resolution to extend the current sales tax allocation with the City of Ogdensburg for one more year. Fay said the Board is keeping an eye on sales tax revenue and is hoping the County's fund balance will take care of the decline in revenue. Fay also said the County will begin its search for a Social Services Commissioner.
- c. **Highway Department.** Chambers said the State cut \$1 million in funding projects from the Highway Department's budget, and he will review the cuts with the Board of Legislators at their next meeting.
- d. **County Roundtable.** None.
- e. **Staff Report.** Pfothenhauer said staff are still involved in assisting with
- f. the County's Emergency Operations Center (EOC), and Casserly continues to prepare the daily cases map for Public Health. Pfothenhauer said the County was awarded \$440,000 to repair ten homes for income-eligible households. Larson said she has been working with the County's Mobility Manager to prepare the County's first draw requests for CARES Act transit monies.

#### V. Other Items

- a. **Correspondence.** None.

**b. Announcements.** None.

**c. Next Meeting Dates.** The Executive Committee will meet online on June 25<sup>th</sup> at 4:15 pm. The next County Planning Board will be online on July 9<sup>th</sup> at 7:00 pm. Pfotenhauer said he is looking forward to the staff's return to the office by the end of June.

**VI. Adjourn**

The meeting adjourned at 9:48 pm (Fay/Chambers).

Respectfully Submitted,



Eric Alan, Secretary

Minutes prepared by M. Larson

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