

ST. LAWRENCE COUNTY PLANNING BOARD
DRAFT MEETING MINUTES

January 10, 2019

Public Safety Complex, 2nd Floor Conference Room, 49 ½ Court Street, Canton, NY

I. Call to Order

- a. Roll Call and Determination of Quorum.** K. Bellor called the meeting to order at 7:00 pm.

Members Present: K. Bellor, K. Bisonette, D. Chambers, W. Davis, D. Duff, D. Fay, M. Gazin, R. Hotte, M. McCluskey, B. Murray and K. O’Neil. **Members Absent:** J. Cameron, S. Maine and D. Mullaney,. **Staff Present:** M. Larson and J. Pfothenhauer. **Others Present:** George Typhair, Land First, Inc.

All members and staff present introduced themselves to new Planning Board member Kitty O’Neil.

- b. Adoption of the Agenda.** Pfothenhauer suggested the order of the agenda be rearranged to accommodate the presenter who will arrive at 7:30 pm. The modified agenda was unanimously adopted (Davis/Hotte).
- c. Approval of the Meeting Minutes.** The December 13th meeting minutes were unanimously adopted (Duff/McClusky).

II. Public Forum None.

III. Project Reviews

- a. Projects Returned for Local Action.** Bellor explained to O’Neil the MOU process between the County Planning Board and municipalities for project reviews, and explained the difference between projects that are returned for local action versus projects that are held for full review.
- i. Morristown (T): Special Use Permit for a Meat Processing Facility in the Residential-Agricultural (R-A) District at 2633 State Highway 37. Duff asked about the results of a phone call to USDA’s Food Safety Inspection Service in Pennsylvania. Murray replied the applicant had yet not secured a FSIS permit to operate the business.
- ii. Stockholm (T): Code amendment to permit business and professional offices in the Community Center district. Larson explained the Town recently auctioned its former

municipal building to a new owner who expressed an interest in storing vehicles in the building as well as having his spouse operate a massage therapy business in the building.

- iii. Potsdam (T): Area variance for a legally non-conforming lot. Pfothenauer provided background information on the property owner's interest in retaining a legally non-conforming lot with accessory structure and separating it from an adjacent property with residence.

b. Full Reviews.

- i. Edwards (T): Nine-lot waterfront subdivision off the Talcville Road in the Residential-Agricultural (R-A) Zone. Pfothenauer described the property's location and explained the owner intends to subdivide the 36-acre parent lot into nine lots ranging in size from 1.25 acres to 6 acres. Pfothenauer said the proposed subdivision meets the Town's 1-acre minimum lot size requirement and 200' of road frontage, and the new lots would use an existing internal driveway for access. Pfothenauer said lots 5 and 6 include federal wetlands, and the waterfront are located in Flood Zone A, but these features do not pose as a hindrance due to the proposed size of the lots.

Pfothenauer said the proposed access measures 14' wide, but the Town's code requires 16' of width with 2' wide shoulders in order to readily accommodate emergency vehicles. The applicant's developer George Typhair verified the proposed access road should be cleared to 20' in width and improved with crushed stone to 16'. Pfothenauer also noted lot 2 is constrained by utility easements and should not be offered as a buildable lot. Pfothenauer also suggested the local planning board conduct a site visit to observe the anticipated impact of the existing utility lines on lot 2. Typhair noted lot 2 meets all applicable setback requirements for construction purposes. Typhair also said each proposed lot passed percolation tests and well tests. Larson and Pfothenauer suggested the subdivision plat be revised to demonstrate lot 2 is a buildable lot. O'Neil asked whether new property owners will access the sites off Talcville Road or use the internal road. Typhair replied the internal road would provide access. The Planning Board unanimously approved the proposed subdivision with conditions as proposed by staff (Fay/Gazin).

IV. Land Use Presentation

County Chamber Executive Director and Guest Presenter Brooke Rouse arrived at 7:30 pm. Rouse introduced herself, and explained the intent of the Chamber's new website stlctrails.com, which features rebranded logos to market visits to St. Lawrence County. Rouse listed funding sources and partnerships used to create the new website, and reviewed how the site can be navigated. Rouse said the site was launched in November and she would need to check the analytics for site usage to date. Rouse said I Love NY funds were used to help build the site, which is being promoted to recreational markets in Canada, Pennsylvania and Western New York. Rouse said the original marketing intent was to create an app, but plans changed to create a mobile friendly website as apps are expensive to update.

Bellor asked how the site was kept current. Rouse said college interns were used to validate known and recommended trails, and said end users can recommend trails that should be added to the site which are validated as time allows. Rouse said the project is nearing its funding cycle, and there are plans to add paddling routes as well as challenge patches to “gamify” the site and appeal to younger users. Rouse said the Chamber may pursue a 2nd funding cycle to make continued enhancements to the site. *Rouse’s presentation satisfied 30-minutes of the Board’s four-hour annual land use training requirement.* Bellor explained the annual four-hour training requirement to O’Neil.

V. Reports

- a. **Executive Committee.** Bellor said the Executive Committee did not meet in December.
- b. **Board of Legislators.** Fay said newly elected legislators held its inaugural meeting for five-hours, and anticipates more positive meeting experiences in the future. Fay said he has a personal interest in addressing the needs of children in foster care and Department of Social Services staff.
- c. **Highway Department.** Chambers said the Highway Department’s partnership with the Planning Office has secured Bridge NY monies and a higher Chips allocation for the County. Chambers said the County can anticipate \$18 million in over the next two years for road, culvert and bridge work.
- d. **State of the County.** None
- e. **Staff Report.** Pfothauer said the first year of the County’s Septic Repair and Replacement program which began in August assisted 20 households. Sixteen replacements were completed, and four replacements are underway. The County did not expend the full allocated amount for the year, and has requested a rollover of funds into the next fiscal year. Pfothauer said the Board would also receive page two of the Office’s annual newsletter which will be emailed to area municipalities. Larson delivered an update on the County’s Shoreline Resiliency project and said a stakeholder meeting will be held on February 5th at the Dobisky Center in Ogdensburg.

VI. Other Items

- a. **Correspondence.** Pfothauer said this month’s correspondence consisted of standard notices of action from area municipalities.
- b. **Next Meeting Dates.** The Executive Committee will meet on Thursday, January 31st at 4:15 pm in the Planning Office. The Planning Board will meet on February 14th at 7:00 p.m. in the 2nd floor conference room of the County Public Safety Complex, located at 49 ½ Court Street in Canton.

VII. Adjourn

The meeting adjourned by consensus.

Respectfully Submitted,

A handwritten signature in black ink that reads "Renee Hotte". The signature is written in a cursive style with a large initial "R".

Renee Hotte, Secretary

Minutes prepared by M. Larson

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