

ST. LAWRENCE COUNTY PLANNING BOARD MINUTES

7:00 p.m., Thursday, August 14th 2025

In person, HSC 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		Staff:		
2.	Kim Bisonette	X			Jason Pfothhauer		X
3.	Don Chambers		X		Preston Santimaw		X
4.	Priscilla Darling		X		Guests:		
5.	Daniel Fay	X			Roger Keating – Civil Engineer		X
6.					Nate Hay - Architect		X
7.	Brian Murray	X					
8.	Ed Fuhr	X					
9.	Andy Gilbert (Secretary)		X				
10.	Dan Huntley		X				
11.	Margaret Mauch		X				
12.	Robin McClellan		X				
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. Pfothhauer stated that staff wanted to add a project review for a special use permit in Stockholm after the full reviews and to talk about the Tug Hill Solar document. The modified agenda was unanimously adopted (Gilbert/McClellan).

- c. **Adoption of the July 10th Meeting Minutes.**

The minutes were unanimously adopted (Shatraw/Huntley).

II. Public Forum

None.

III. Project Reviews

- a. **Referrals Returned Pursuant to MOU.** Pfothhauer highlighted details for projects listed in the MOU list.

- Gilbert: How can the road frontage be reduced without changing the lot?

- McClellan: How does an area variance reduce road frontage?
- Pfothhauer: It reduces the minimum requirement. It is an existing lot which required an additional setback variance; this covers both.

b. Full Reviews.

Canton (V): Site Plan Review for Midtown Plaza. Santimaw presented the full review. Board members, staff, and the applicant discussed:

- McClellan: Does the Village of Canton have requirements for downcast and dark sky compliant lighting?
- Pfothhauer: That is a standard recommendation for this board.
- Darling: How will traffic flow through the site?
- Pfothhauer: Access will be off Miner Street and side streets. The applicant is providing sufficient parking.
- Chambers: How will the site accommodate pedestrian traffic?
- Keating: Sidewalks are indicated on the site plan.
- O'Neil: Are sidewalks connected to existing pedestrian passages?
- Keating: Yes.
- McClellan: Traffic problems exist on the Miner Street to Main Street intersection; expansion of this project may make it worse.
- Keating: The site plan focuses on interconnectivity. Also multiple access points to the site will help with this.
- Gilbert: How much rain can the site handle?
- Keating: ~10 year event. The applicant did prepare a SWPPP.
- Chambers: How will the site service recyclables and trash removal?
- Keating: A circular turn around area in the back of the building will accommodate traffic from large trucks.
- Huntley: How will the applicant address snow storage?
- Keating: Green areas will provide spots for snow storage and local snow removal companies will help with larger snow events.
- McClellan: What is the applicant doing with the lower left lot?
- Keating: There are no plans for it.
- Chambers: Will there be screening from adjacent residential lots?
- Keating: Yes, the applicant will plant greenspace and install fencing and potentially a small play area. Additionally, the project will meet Enterprise Green Community standards which includes dark sky compliant lighting.
- McClellan: Is the applicant seeking LEED status?
- Keating: No.
- Rose: Add a condition to submit a snow removal plan.

The Board voted unanimously to approve this project with the staff recommendations and additional condition modification (Rose/Gilbert).

Morristown (T): Comprehensive Plan Update Pfothhauer presented the project review. Board members and staff discussed:

- McClellan: Did staff think that maps from 2018 were sufficient?
- Pfothauer: Staff deferred to the Town.

Board members agreed to return this project for local action.

Stockholm (T): Special Use Permit for a small rural business Santimaw and Pfothauer presented the project. Board members discussed:

- McClellan: Small rural businesses can only have up to 4 employees. The Town could implement a planned industrial district if the project expands.

Board members agreed to return this project for local action.

IV. Reports

- Executive Committee.** Rose stated that the Executive Committee met to discuss the Midtown project and Morristown Comprehensive Plan update.
- Board of Legislators.** Due to the absence of Dan Fay, there was no BOL report.
- Highway Department.** Chambers reported:
 - Paving projects are underway;
 - Highway is planning the new maintenance facility at the Potsdam outpost, they are hoping for bids by January 2026.
- State of the County Roundtable.** Pfothauer reported that the Rich Road solar energy project is facing delays due to financing challenges.
- Staff Report.** Pfothauer reported:
 - Staff are preparing an application for a CDBG housing repair project due September 19th
 - The St. Lawrence County Ag. Tour will be Friday, August 15th
 - Staff have concluded its promotion the County's Septic System Repair Program by attending Town Board meetings to conduct outreach.

V. Other Items

- Correspondence.**
None.
- Announcements.**
Pfothauer reported that Tug Hill sent out its draft Planning for Solar Energy Projects document for comments. Staff reviewed the document and offered comments. Some comments include:

- Discussing host-community agreements;
- Expanding on which projects ORES reviews;
- Editing a model law which provides a percentage of prime ag land on which a project can develop;
- Reference to the St. Lawrence County Solar Development Mapping Tool.

Huntley also mentioned that Dan Fay was absent due to a recent hospitalization. The Board wishes him a speedy recovery.

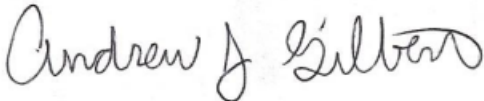
c. Next meeting dates.

- i. Executive Committee: Staff will be out of the office on the week of the Executive Committee meeting, so the meeting will be over email.
- ii. Planning Board: Thursday, September 11th 2025 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 8:23 pm (Huntley/McClellan).

Respectfully Submitted,

A handwritten signature in dark ink, reading "Andrew J. Gilbert". The signature is written in a cursive, flowing style.

Andy Gilbert, Secretary

Minutes prepared by P. Santimaw