

## ST. LAWRENCE COUNTY PLANNING BOARD MINUTES

7:00 p.m., Thursday, December 11<sup>th</sup>, 2025

2<sup>nd</sup> Floor Conference Room, Human Services Center, 80 State Highway 310, Canton and on Zoom

### I. Call to Order

- a. **Roll Call and Determination of a Quorum.** K. O'Neil called the meeting to order at 7:10 pm. A roll call was held; a quorum was **NOT** established.

	NAME	ABSENT	PRESENT		NAME	ABSENT	PRESENT
1.	Ken Bellor	X			<b>Staff:</b>		
2.	Kim Bisanette		X		Jason Pfotenhauer		X
3.	Don Chambers	X			Preston Santimaw		X
4.	Priscilla Darling	X			<b>Guests:</b>		
5.	Legislator Ben Hull	X					
6.							
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					
	<b>Total</b>		<b>7/15</b>				

- b. **Adoption of the Agenda.** O'Neil asked if there were changes to the agenda. Staff had no suggested changes. Due to the absence of a quorum, the agenda was not formally adopted.

- c. **Adoption of the November 13<sup>th</sup> Meeting Minutes.**

Due to the absence of a quorum, the November 13<sup>th</sup> minutes were not formally adopted.

### II. Public Forum

None

### III. Project Reviews

- a. **Referrals Returned Pursuant to MOU.** Pfotenhauer highlighted details for projects listed in the MOU list and the addendum. Board members and staff discussed:

- O'Neil: Asked for an overview of the Norfolk rezone.
- McClellan: Communities should think proactively with rezones to take future development into account.

b. **Full Reviews.**

Oswegatchie (T): Site Plan Review for an Animal Kennel. Santimaw presented the full review. Board members and Staff discussed:

- McClellan: Can this board comment on noise or hours of operation?
- Pfotenhauer: This board can comment on sound barriers.
- Rose: Is this operation expanding or moving?
- Pfotenhauer: Moving.
- O'Neil: The area may be of concern due to the distance to the Village and school.
- Rose: Will this operation bring dogs in domestically or from overseas?
- Pfotenhauer: This operation is different from No Dogs Left Behind as a business.
- Murray: The change in elevation may help with noise.
- Huntley: May want to add a comment about deceased animal disposal.
- McClellan: How can a site plan be conditioned?
- Pfotenhauer: This board has some authority to condition noise nuisances, but it cannot add conditions because of a lack of quorum.
- Bisanette: The applicant should put a fence around the whole facility instead of just three-quarters.

Due to the absence of a quorum, the board could not formally vote on this project. The board agreed to add all conditions and additional recommendations as comments and to have staff reach out to the Town to see if they are open to extending the review period.

**IV. Reports**

- Executive Committee.** Gilbert stated that the Executive Committee meeting was conducted over Zoom and staff and board members discussed the full review, items on the MOU list, and the slate of officer elections.
- Board of Legislators.** Due to the absence of Ben Hull, no BOL update was given.
- Highway Department.** Due to the absence of Don Chambers, no Highway Department update was given.
- State of the County Roundtable.** Murray brought up a possible future project in the Town of Lisbon: a CO2 battery system. Pfotenhauer stated he met with the developer who spoke with the County IDA to discuss a PILOT payment. Rose asked for an update on the Boralex Two Rivers Solar project in the Towns of Brasher and Massena.
- Staff Report.** Pfotenhauer stated:

- The County's Septic System Repair Program is moving along;
- Staff are applying for funding for a mobile home needs assessment;
- Staff have worked with DANC to finish the CHRP 5 program and will hear in the next couple weeks if the County will receive funding for CHRP 6.

## **V. Other Items**

### **a. Correspondence.**

Pfotenhauer stated that Staff received a notice of action from the Town of Louisville on an area variance.

### **b. Elections.**

The board spoke about officer elections. Rose and Gilbert would move up from their positions to the chair and vice-chair, respectively. Nobody was nominated for secretary. The board could not vote due to the absence of a quorum.

### **c. Announcements.**

Pfotenhauer stated that staff anticipate receiving another review for a solar project in the Hamlet of Madrid. This project was reviewed by this board in August 2023 as a use variance which this board denied. Now the project is coming back under a different developer as a public utility variance. This project may be on the January meeting agenda.

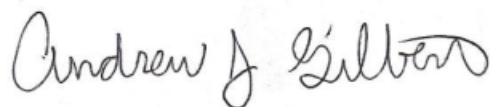
### **d. Next meeting dates.**

- i. Executive Committee: Tuesday, December 23<sup>rd</sup> at 1:00 pm over Zoom.
- ii. Planning Board: Thursday, January 8<sup>th</sup> 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 8:13 pm.**

Respectfully Submitted,



Andy Gilbert, Secretary

Minutes prepared by P. Santimaw