

ST. LAWRENCE COUNTY PLANNING BOARD MINUTES

7:00 p.m., Thursday, April 9th, 2026

2nd Floor Conference Room, Human Services Center, 80 Sate Highway 310, Canton and on Zoom

I. Call to Order

- a. **Roll Call and Determination of a Quorum.** J. Rose called the meeting to order at 7:03 pm. A roll call was held; a quorum was not established at the time of roll call. Two more members arrived after the call to order which then established quorum.

	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		Guests:		
5.	Legislator Ben Hull		X				
6.							
7.	Brian Murray	X					
8.							
9.	Andy Gilbert (Vice-Chair)		X				
10.	Dan Huntley		X				
11.	Margaret Mauch		X				
12.	Robin McClellan (Secretary)		X				
13.	Kitty O'Neil		X (on zoom)				
14.	Julia Rose (Chair)		X				
15.	Cherie Shatraw		X				
	Total		10/15				

- b. **Adoption of the Agenda.** Rose asked if there were changes to the agenda. Staff said that another full review should be added for an adaptive reuse permit in the Town of Norfolk The modified agenda was unanimously adopted (Gilbert/Shatraw).
- c. **Adoption of the March 12th Meeting Minutes.**

The March 12th minutes were unanimously adopted (Huntley/Mauch).

The Board began with the reports, but once a quorum was established, staff presented the full reviews.

II. Public Forum

None

III. Project Reviews

a. **Referrals Returned Pursuant to MOU.**

None.

b. **Full Reviews.**

Stockholm (T): **Special Use Permit** for a small rural business Santimaw presented the full review. Board members and staff discussed:

- Rose: There was a manufactured home on this lot but not anymore.
- Huntley: There may be some concerns with private water.
- Pfothhauer: The NYS DOH will be involved with this project to ensure water supply is compliant with the appropriate regulations.
- Rose: Will this be a year-round facility?
- Bisonette: Hooking up tiny homes to water, power, and septic makes them permanent structures. Add a condition to include a dumping station for septic waste.
- Pfothhauer: The Board can add “sewage” to the refuse disposal condition.
- Hull: How long will the construction phases take?
- Bisonette: The applicant could move phase 3 to phase 1 to make it compliant with the small rural business definition.
- Rose: Will a small rural business need to meet NYS Fire Code?
- Santimaw: Tiny homes will.
- McClellan: The applicant should submit a more detailed site plan.
- Pfothhauer: The Board can add a condition to require that as a submission.
- McClellan: The Board could deny the permit and require additional information.
- Pfothhauer: Difficult to deny due to incomplete information because the Town has deemed this application complete by its submission to the County.
- Bisonette: The board should remind the Town of the 50-mile firewood transport limit.

The Board voted to approve the project with the staff recommended conditions and the additional conditions (Gilbert/Shatraw). McClellan abstained.

Norfolk (T): **Adaptive Reuse Permit** for a multi-family dwelling Pfothhauer presented the project review. Board members and staff discussed:

- Bisonette: Is this building connected to municipal water and sewer?
- Pfothhauer: Yes.
- Bisonette: How will the applicant deal with trash disposal?
- Pfothhauer: The Board can add a condition to address refuse removal.
- Rose: How will the applicant address snow removal?
- Pfothhauer: The Board can add a condition to address snow removal.

The Board voted unanimously to approve the project with the staff recommended conditions and additional conditions (Bisonette/Shatraw).

IV. Reports

- a. **Executive Committee.** Rose stated that the Executive Committee met to discuss the Stockholm project and the DHS letter.
- b. **Board of Legislators.** Hull stated that:
 - i. April was declared Fair Housing month;
 - ii. The board approved \$42,000 for a supportive housing startup;
 - iii. The board opted out of a room occupancy tax local law.
- c. **Highway Department.** In Chambers absence, Pfothenauer provided an update on the County Highway Department
 - i. Pfothenauer stated that Highway Superintendent Don Chambers will be retiring at the end of April and will no longer be an appointed member of the County Planning Board as his position is ex-officio. Staff expect his replacement to take his place on the Board, but do not know when his replacement will be appointed. The Board thanks Don for his service on the Board and wishes him luck in his retirement. Thank you Don!
 - ii. Pfothenauer also stated that the County highway garage was approved by the BOL and construction should be finished in about a year.
- d. **State of the County Roundtable.** Pfothenauer stated that the NYS DEC wetland regulations that were officially put in place on January 1st, 2025 were annulled by NYS Supreme Court. At this time the DEC has not issued a statement advising what processes local boards should follow for wetland impact mitigation, but at this time, the DEC wetland regulations will revert to pre December 31st, 2024 status.

Rose brought up a data center slated for construction in Massena at the old Reynolds plant that will include three new buildings. The NYS moratorium on data centers has yet to be adopted and it looks as though this project is moving to get approval before it is adopted. Rose shared a summary of the project to the Board.
- e. **Staff Report.** Pfothenauer and Santimaw stated:
 - i. Staff are continuing work with the Town of Colton on its Comprehensive Plan;
 - ii. Staff have contracted with the Village of Norwood to author a Comprehensive Plan;
 - iii. A GIS Users Group conference will be hosted at Clarkson on Friday, May 1st from 10am – 3pm. The conference is free and will include a lunch. Staff will forward the agenda to the Board.

- iv. The County Planning Board now has three vacancies. Staff encourage Board members to gauge interest from community members.

V. Other Items

a. Correspondence.

Staff overviewed a letter from the U.S. DHS to the County Planning Board asking for comments on the expansion of an ICE facility in the Village of Massena and if it will impact historic properties.

The board voted unanimously to approve staff comments to the U.S. DHS (Shatraw/Huntley).

b. Announcements.

Rose offered congratulations to Pfothenauer for his recent appointment as the president of the NYS Association of County Planning Board Directors. Congratulations Jason!

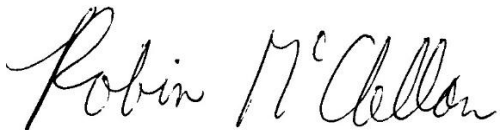
c. Next meeting dates.

- i. Executive Committee: Wednesday, April 29th at 3:30 pm over Zoom.
- ii. Planning Board: Thursday, May 14th 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 8:53 pm (Huntley/Bisonette).

Respectfully Submitted,



Robin McClellan, Secretary

Minutes prepared by P. Santimaw