

# ST. LAWRENCE COUNTY PLANNING BOARD

## APPROVED MEETING MINUTES

November 10, 2011  
County Courthouse, Room 255, 48 Court Street, Canton

### I. Call to Order

Welch called the meeting to order at 7:00 pm

- a. **Roll Call and Determination of Quorum. Members Present:** J. Bunstone, W. Dashnaw, M. Gazin, R. Matthews, L. Mattice, J. Miller, D. Mullaney, B. Murray, W. Palmer, and D. Welch. **Absent:** K. Bellor, K. Bisonette, W. Davis, T. Jenison, and D. Sunderland. **Staff Present:** M. Larson and J. Pfothhauer. **Others Present:** None.
- b. **Adoption of the Agenda.** Pfothhauer said tonight's agenda would include a full review project for a subdivision and site plan review to expand Barstow Motors on outer Market Street in the Village of Potsdam. The modified meeting agenda was unanimously approved (Mullaney/Matthews).
- c. **Approval of the Meeting Minutes.** The October 13, 2011 meeting minutes were unanimously approved (Matthews/Miller).

### II. Public Forum

No members of the public were present.

### III. Project Reviews

- a. **Projects Returned for Local Action Pursuant to MOU.**
  - i. **Gouverneur (T):** Monica, Garth, Special Use Permit for car sales at 992 US Highway 11 in an Intensive Development Zoning District. Gazin asked for a description of the car dealership's location. Pfothhauer explained the property is located near Quarry Road, beside a bottle redemption center that was recently reviewed by the Board. Pfothhauer added that he spoke with the Town Code Enforcement Officer, and said the property looks like it could accommodate the use. After Pfothhauer said the property was the previous location for Ormsbey's Construction, Gazin said cars were previously sold there. Pfothhauer said the project was returned for local action as it did not appear to present any countywide impacts, with a comment that the use must satisfy a 200' setback from a nearby residence.
  - ii. **Potsdam (V):** Adon Farms Partnership, subdivision to divide one parcel into two parcels at 107-137 Elm Street in a BLI-2, R1 zoning district. Welch asked for a description of the property's location on US Highway 11B. Bunstone explained the lot was past

Commerce Park, right before the Hatch Road. Pfothenhauer added the property was on the right, located off Morningside Drive, and said the applicant is cleaning up the lots for subdivision purposes. After identifying the location of a utility easement, Pfothenhauer explained the lot is divided by US Highway 11, and consisted of two different zoning districts on opposite sides of the road.

**b. Full Reviews.**

- i. **Potsdam (V): Barstow Motors, Zone Change, Subdivision and Site Plan Review for Car Dealership on outer Market Street.** Pfothenhauer began the presentation by describing the property's location, and identified adjacent land uses. Pfothenhauer explained the dealership is an existing use that will be expanded in size by constructing a new building and increasing the parking lot to display a larger inventory of cars.

Pfothenhauer said the use is proposing two access points, one of which is on a smaller adjacent parcel, which could be an issue if this parcel was sold to another owner. Pfothenhauer said rather than recording an easement for the smaller lot to provide access to the larger lot, he recommended the turning radius and curb cut on the larger lot be designed to accommodate the dealership.

Pfothenhauer said the parcel where the dealership will be expanded is zoned residential, which doesn't permit auto dealerships, and recommended the parcel be rezoned by the Village Board. Pfothenhauer confirmed for Mullaney that rezoning this parcel wouldn't constitute spot zoning because it is adjacent to a business zone where dealerships are a permitted use. Pfothenhauer added the rezoned parcel should be combined with the larger lot so the use is located on a single lot.

Pfothenhauer said the use satisfies all required setbacks, and appears to be scaled appropriately. Pfothenhauer added the expanded dealership will disturb more than 1 acre, and must satisfy Stormwater Pollution Prevention requirements. Pfothenhauer also said the dealership is adjacent to a number of residential uses, and it will need to mitigate light pollution by eliminating free-standing lights that are between the residences and the dealership's illuminated building. With regard to screening, Pfothenhauer said the site has natural vegetation which should be kept intact as much as possible, and privacy fencing should be constructed along the rear of the lot to separate the dealership from adjacent residences.

Pfothenhauer recommended the subdivision and site plan be approved with conditions. The recommended conditions of approval were: increasing the width and turning radius of the driveway access; preparing a SWPP; submitting a lighting plan that is dark sky compliant; eliminating two light poles that are in close proximity to an existing residence and the business' illuminated building, and constructing a privacy fence. Pfothenhauer said a recommendation to combine both parcels would occur when the project is referred by the Village Board to rezone the residential lot. Welch recommended the conditioned approval be contingent upon rezoning the rear lot. A Board member asked if a condition of approval should include prohibiting future access to the dealership from Waverly Street. Pfothenhauer said Waverly Street is effectively a paper street at the moment. Larson added it would be a difficult condition to enforce as conditions of approval must

be satisfied before a Code Enforcement Officer issues a building permit, and the site plan does not depict access from Waverly Street. Gazin said the recommended condition to combine the lots can be made with the Village's rezoning request. Matthews suggested reviewing the rezoning process as a future training topic.

Palmer asked if the property provides sufficient space for snow storage. Pfothenhauer said the lot may provide too much parking for display purposes, and snow could be stored in portions of the parking lot. Palmer expressed concern about snowmelt migrating onto neighboring residences. Bunstone said the surrounding residences are at a higher elevation than Market Street. Murray asked if any comments were received from nearby residents. Pfothenhauer said he has not heard any, and said the proposed rezoning will require a public hearing. A comment was made that elements of the site plan will have an impact on adjacent residents. The County Planning Board unanimously approved the subdivision and site plan to expand the Barstow Motors auto dealership with conditions (Dashnaw/Matthews).

#### **IV. Reports**

- a. **Executive Committee.** Welch said the Executive Committee met on October 27<sup>th</sup> to review the meeting agenda and the site plan for the car dealership.
- b. **Board of Legislators.** Bunstone and Pfothenhauer said the County Legislators conducted the budget review for the Planning Office, and \$120,000 of casino compact money was allocated to the Office for economic development activities. Pfothenhauer said the Office did a large amount of work to prepare the Regional Economic Development Council's strategic plan, and has traditionally been involved in economic development work through Community Development Block Grants.

A question was asked if the Office's staffing levels will remain the same. Pfothenhauer said staffing changes are reflected in next year's budget: Keith will remain in a half-time position in the IT department, and a staff position will be eliminated halfway through the year. Pfothenhauer said the Office was unsure how these changes will impact staff workload. Matthews said he was thankful the County kept the Planning Office in the 2012 budget. Palmer asked if the grantwriter's position was funded through the Planning Office. Pfothenhauer said in part, but it is also funded with casino compact money, which has been paying for the position since its inception. Matthews suggested the Office's workload could continue with the help of interns. Larson replied the quality of an intern's work often depends on the character of the individual, which is not always consistent. Gazin said he recently read an article regarding home sales in the county, and asked how it was related to job counts. Matthews said the CDBG awards through this office has created jobs in the county, and the public should know this.

- c. **Staff Report.** Welch asked if the Board had any questions for staff. Pfothenhauer said he wanted to acknowledge Matilda, Keith, John and Heidi for their involvement with the Regional Economic Development Council, and said the Council will be meeting at Clarkson tomorrow. Pfothenhauer said the planning process was an all encompassing task, and staff did a good job with their work. Pfothenhauer said the Office hopes the plan is competitive, and

secures \$40 million in economic development funding for the region. Welch said it was a real tribute to the County to have the Planning Office involved, and he hopes the County will see some payback for the Office's effort. Matthews said the County is fortunate for the staff it has in the Planning Office. Welch said during the CFA preparation, Ames distributed information regarding the County's Policy Guide so that it could be referenced in local CFAs to demonstrate consistency with local community planning efforts.

- d. **Year End Training Session.** Pfothenhauer said the year end training session is scheduled for November 29<sup>th</sup> at the County Human Services Center, and topics include Article X of Public Service Law, the public hearing process, and Land Use Jeopardy!
- e. **2012 Work Program.** Welch said the 2012 draft work program was distributed at tonight's meeting, and recommended Board members contact Pfothenhauer with any comments or suggestions. Pfothenhauer reviewed the highlights of the work program. Dashnaw said newly appointed County Highway Superintendent Toby Bogart will attend the Planning Board's December meeting.

## V. Other Items

- a. **Correspondence.** Pfothenhauer said the Planning Board's recent correspondence consisted of general notices of actions from municipalities, including towns in the Adirondack Park.
- b. **Next Meeting Dates.** The Executive Committee will meet on **Tuesday, November 22<sup>nd</sup>** at 4:00 pm in Room 255 of the County Courthouse. The next regular meeting will be December 8<sup>th</sup> at 7:00 pm Room 255 of the County Courthouse, located at 48 Court Street in Canton.
- c. **Announcements.** Pfothenhauer reminded the Board the November training session will be held on the 29<sup>th</sup> in the County Human Services Center located off of State Highway 310 in Canton. Welch asked the Office to contact Board members who need to satisfy the annual four-hour training requirement.

## VI. Adjourn

The meeting adjourned at 8:01 pm

Respectfully Submitted,

Dawn Mullaney