

MEETING SUMMARY

JEFFERSON COUNTY PLANNING BOARD

July 31, 2018

MEMBERS PRESENT: David Prosser, Chairman, Dean Gillan, Vice Chairman, Art Baderman, Dwight Greene, Bill Ferguson

OTHERS PRESENT: Mark Bobenhaus, Town of Lyme

STAFF PRESENT: Andy Nevin, Senior Planner
Sara Freda, Community Development Coordinator

CALL TO ORDER AND ESTABLISHMENT OF QUORUM: Chairman Prosser opened the meeting at 4:00 p.m. and stated that a quorum was not present. He stated that while the County Planning Board cannot take official action the staff will still present the projects, staff comments, and any comments from the Board will go back to the municipalities as informal comments.

PUBLIC COMMENTS/COMMUNICATIONS: Chairman Prosser asked if there were any public comments (other than on agenda items) or communications received. There were none.

A. General Municipal Law, Section 239m Referrals:

1. Town of Lyme, Special Use Permit, St. Lawrence Storage, JCDP File # T Ly 3a – 18. Sara Freda presented this project to the Board stating the applicant proposes installation of (3) 40' x 70' self-storage buildings with associated gravel parking lot and signage. She stated the project was referred due to its proximity to NYS Route 12E and County Route 57.

Sara stated the location as 28260 County Route 57, the intersection of County Route 57 and NYS Route 12E, next to the former Porky's restaurant. She reminded the Board this project was reviewed in May and returned as an incomplete application.

Previously it was unclear which road the entrance would be located on, but the newly submitted site plan showed it would utilize the existing field entrance along County Route 57. The project consists of (3) 40' x 70' storage buildings, each building has (12) 10' x 10' units and (4) 10' x 5' units. There will be 30 feet between each building and all buildings now meet the required setbacks from property lines. There will be motion detector lights and security cameras on the building corners and lights at the entrance. The sign is located near the intersection and it is 4 feet high by 8 feet wide and will have dusk to dawn lighting.

Dwight Greene asked whether there will be a security fence and the applicant, Mark Bobenhaus, stated there would not be at this time. Bill Ferguson asked if there were any wetlands located there as a pond is shown. Sara stated there are no wetlands located on the property and the nearest are some distance away, and Mr. Bobenhaus commented that the pond is pretty much dried up as well.

The only County comment was a Highway Work permit is required from Jefferson County Highway Department for the access onto County Route 57.

Local issues Sara identified included:

The local board should require the applicant to address the onsite drainage and ensure that the proposed grading will not adversely affect surrounding properties or roadways. At a minimum, the sign should meet the required five-foot setback. Additionally, the local board should ensure the sign's location does not impede visibility at the intersection.

The project site is located across the road from the historic Putnam Schoolhouse. The local board should consider requiring landscaping to serve as a buffer between the two sites. Alternatively, the local board could request information regarding exterior materials and finishes in order to determine architectural compatibility with the historic schoolhouse.

An Agricultural Data Statement is required to be submitted, as the site is located within 500 feet of a NYS certified Agricultural District.

2. Town of Lyme, Special Use Permit, Adam & Danielle Brown, JCDP File # T Ly 5 – 18. Sara presented this project to the Board stating the applicants propose storage and sale of bulk landscaping products to include mulch, stone, topsoil etc. and the installation of 32' x 48' pole barn for storage of landscaping equipment. She stated the project was referred due to its proximity to NYS Route 12E.

Sara stated the project is located on the south side of NYS Route 12E, adjacent to the Dollar General store just east of the Village of Chaumont. The site is zoned Agricultural and Rural Residential.

The project includes a 32' x 48' pole barn for the storage of equipment, with lighting shown on the exterior of the barn. A 20' x 40' greenhouse is also proposed on site. The bulk storage portion consists of (12) 12' x 12' storage bins, separated by most likely a jersey barrier type of structure. A new driveway is shown onto NYS Route 12E and a gravel parking lot, which meets the required number of parking spaces.

The only County issue is a NYS Department of Transportation (DOT) Highway Work Permit is required for the new driveway onto State Route 12E.

Local issues of consideration included:

The local board should require the applicant address onsite drainage and ensure that the proposed grading will not adversely affect surrounding properties or the road.

If the local board determines the storage bins are a structure, an area variance may be required to locate them within the side yard setback.

All signage should conform to the requirements of the Town's Zoning Ordinance.

Chairman Prosser asked if there is municipal water on site. Sara stated she believe the DANC line goes as far as the Dollar General at least, and the applicant has stated he would be looking into extending that line or putting in a well in the future. He has no water on-site at this time. Bill Ferguson stated that if his business expands into a more retail project in the future, the project would have to meet Building Code requirements for bathrooms and that comment should be included to the local board to remind them of this.

3. Town of Orleans, Site Plan Review, David Hostetler, JCDP File # T Or 4 – 18. Sara also presented this project to the Board stating the applicant proposes to construct an on premise business sign. She stated the project was referred due to its proximity to County Route 15.

The sign is proposed at 34078 County Route 15, Perch Lake Road. The site is zoned AR which allows freestanding signs with a special use permit. The sign is 4' x 8' and is approximately 70 feet from County Route 15, so it meets the required setback. It is about nine feet high at the highest point and advertises an Amish sawmill.

No issues were identified.

4. City of Watertown, Site Plan Review, Cameron Group, LLC, JCDP File # C 4 – 18. Andy Nevin presented this project to the Board stating the applicant proposes demolition of the existing restaurant to construct a 3,430 square foot urgent care medical office. He stated the project was referred due to its proximity to NYS Route 3.

The project site is located at the former Friendly's restaurant on Arsenal Street. Andy showed the current building using site photos and then the submitted site plan for the new building. It is going to shift slightly and be wider, but the new building will be located in the same general area. They are required to have 17 parking spaces and they are proposing 30. This is still less than the current parking layout so they are proposing new landscaping as the City guidelines now require. The site plan shows the existing signage pole to be reused, with additional signage along the building. Dumpster locations, lighting, and walkways were also reviewed on the site plan.

Andy identified the following two comments for the local board to consider:

Any anticipated changes to the access or drainage toward NYS Route 3 (Arsenal Street) right-of-way would require a NYS Dept. of Transportation Highway Work Permit.

A sign permit will be required, and an area variance may be required if the proposed signage exceeds the commercial sign area standard.

5. Town of Watertown, Site Plan Review, Superior Plus Energy Services, JCDP File # T Wa 6 – 18. Andy also presented this project to the Board stating the applicant proposes to construct a 3,200 square foot office building. He stated the project was referred due to its proximity to US Route 11.

Andy reviewed the location on the corner of Gillette Road and US Route 11 next to Davidson's car dealership. He stated this project was reviewed in 2015 and the only appreciable change is they are changing the location of the driveway to line up with the driveway across the street. This will be a 3,200 square foot office building, located next to the applicant's site where they currently store storage tanks and park trucks nightly after deliveries are made.

A Jefferson County Building Permit is required for the construction of the new building.

No local issues were identified.

6. Town of Watertown, Area Variance, Walmart, JCDP File # T Wa 7 – 18. Sara presented this last project to the Board stating the applicant proposes to install a 72' x 18' canopy over parking spaces to serve as a grocery pick-up area. She stated the project was referred due to its proximity to County Road 202.

Sara stated Walmart is seeking a variance to reduce the side yard setback to accommodate a 1,296 square foot canopy addition at their store located at 20823 NYS Route 3. The zoning code requires a 30 or 40 foot setback from Route 202, while this canopy will be set back about 18 feet and cover an existing row of parking spaces, thus the variance is needed.

The canopy will be 72' long and 18' wide and is curved in an umbrella type shape. It consists of metal tube posts and a fabric canopy able to withstand high winds. The purpose is to allocate a dedicated area for online grocery pickup. The pickup area will include (10) parking spaces, but only (6) spaces are beneath the canopy. The existing parking area will be modified from 12 spaces to 10 spaces and each will be 12' wide x 18' long. Each space has a dedicated sign in front of it with instructions for picking up an order.

New directional signage and pavement arrows will be installed. "Outdoor Living" sign will be removed, new "Pick Up" sign will be added on the side. This results in a net reduction of a few square feet of signage.

Sara stated a building permit is required for the canopy from Jefferson County Code Department.

In addition, in reviewing the area variance, the local board should weigh the benefit to the applicant against the burden to health, safety and welfare that may be suffered by the community using the five factors for an area variance, as stated in NYS Town Law.

B. Other Business

Andy stated the August meeting would be held at Beaver Meadows Housing Complex. Details will follow in the monthly mailing.

There will be a training on September 17, 2018 on SEQRA Basics. Details will be emailed mid-August.

Due to lack of quorum, no motions were made. All comments will be passed on to the appropriate parties. The meeting ended at 4:45 p.m.