Regular Meeting
Town of Watertown Planning Board
December 5, 2011

Members Present: Tom Boxberger, Co-Chair
Jim Smith, Co-Chair
Pam Desormo
Terry MacAdam

Members Excused: Randy Vaas

Mr. Boxberger called the regularly scheduled meeting of the Town of Watertown Planning Board to order at 7:00 p.m.

The special meeting with the Tug Hill Commission scheduled at 4:00 p.m. tonight was cancelled due to illness of the Tug Hill representative.

Motion 130-11: Motion by Mr. Smith, seconded by Mr. MacAdam to accept the minutes of the re-scheduled November meeting held on October 26, 2011 as written and distributed.

Ayes All: Motion Carried.

Motion 131-11: Motion by Mr. Boxberger, seconded by Mr. MacAdam to re-schedule the regular January 2, 2012 Town of Watertown Planning Board meeting to Monday, January 9, 2012 at 7:00 p.m. due the New Year Holiday.

Ayes All: Motion Carried.

Motion 132-11: Motion by Mr. Boxberger, seconded by Mr. Smith to schedule a special meeting of the Town of Watertown Planning Board with the Tug Hill Commission for January 9, 2012 at 4:00 p.m.

Ayes All: Motion Carried.

Public Hearing – Edward & Joan Smith – 2 Lot Subdivision – Hamp Road – Tax Map #101.00-1-9.1.

Legal notice was published in the newspaper and evidence that adjacent property owners were notified.

The public hearing was opened at 7:03 p.m. No one from the public wished to speak. The public hearing was closed at 7:04 p.m.

Public Hearing – Neil Katzman – Construction of a 24' x 24' Office Building and a 40' x 80' Storage Building on Lot #7 in the Industrial Park.

Legal notice was published in the newspaper and evidence that adjacent property owners were notified.

The public hearing was opened at 7:04 p.m. No one from the public wished to speak. The public hearing was closed at 7:04 p.m.

2 Lot Subdivision – Edward & Joan Smith – Hamp Road – Tax Map #101.00-1-9.1.

Lisa Shambo, on behalf of her parents Edward & Joan Smith, presented updated plans as requested for a 2 lot subdivision on Hamp Road, Tax Map #101.00-1-9.1. Lot descriptions were submitted. Discussion followed.

Motion 133-11: Motion by Mrs. Desormo, seconded by Mr. Boxberger to grant a 2 lot subdivision for Edward & Joan Smith, Hamp Road, Tax Map #101.00-1-9.1 for 14.45 acres to be removed from the original parcel from plans completed by James Brownell, dated July 5, 1990, File #87.088-1, with a revision date of October 7, 2011. The 14.45 acre is designated as Parcel #1 with the residual parcel being designated as parcel #2 and being approximately 200.53 acres. The list of adjacent property owners is an attachment for town records.

Ayes All: Motion Carried.

Mrs. Shambo needs to submit another copy of the plat.

2 Lot Subdivision – Bina West – 20642 NYS Route 12F – Tax Map #82.07-1-6.

Bina West presented proposed plans for a 2 lot subdivision at 20642 NYS Route 12F, Tax Map #82.07-1-6. Mrs. West met previously with Mr. Boxberger and Mrs. Desormo for a preliminary review of these proposed plans. A completed application has been received. Discussion followed. Lot descriptions need to be submitted.

Motion 134-11: Motion by Mr. Boxberger, seconded by Mr. Smith to schedule a public hearing for Bina West for a 2 lot subdivision at 20642 NYS Route 12F for Monday, January 9, 2012 at 7:00 p.m.

Ayes All: Motion Carried.

2 Lot Subdivision – John Stone – County Route 155, Tax Map #91.17-1-22.

Mr. Stone was granted a lot frontage variance by the Town of Watertown Zoning Board of Appeals at their November 2, 2011 meeting. Lot descriptions were submitted and need to be reviewed by Mr. MacAdam. Discussion followed.

Motion 135-11: Motion by Mr. Smith, seconded by Mr. Boxberger to waive the public hearing under the subdivision process as one was held on November 2, 2011 by the ZBA with no public comments.

Ayes All: Motion Carried.

Motion 136-11: Motion by Mr. MacAdam, seconded by Mr. Boxberger to grant a 2 lot subdivision for the Plans of David Stone, County Route 155, Tax Map #91.17-1-22. The map is dated November 30, 2011, Drawing #11316 with no revisions. Lot #1 being 1.111 acres and Lot #2 is the residual parcel being 45.3588 acres, drawn by Stanford Zeccolo, contingent upon review of lot descriptions.

Ayes All: Motion Carried.

Mr. Stone needs to follow up with the county for a highway cut.

Lot Line Adjustment – Anthony Sligar/ Peter Fitzgerald – 17934/17962 VanAllen Road N.

Anthony Sligar and Peter Fitzgerald presented preliminary plans for a lot line adjustment for 17934/17962 VanAllen Road N. Discussion followed. A lot description of the .91 acre parcel needs to be submitted.

It is the consensus of the board that this is a lot line adjustment.

Motion 137-11: Motion by Mr. Boxberger, seconded by Mr. Smith that the board consider the submission from Anthony Sligar a lot line adjustment as shown on File #2011S24, prepared by Robert J. Busler, Professional Land Surveyor, consisting of Sheet #1, dated November 21, 2011, depicting one parcel being .91 acres and the remaining parcel being 9.09 acres in size, contingent upon submission of an accurate description of the .91 acre parcel.

Ayes All: Motion Carried.

Subdivision – RJ Roux – Preliminary Discussion to Subdivide Property on County Route 155.

RJ Roux approached the board regarding proposed plans to add 4 building lots to his property on County Route 155. He would need to have the water district extended and put in a town road. Mr. Roux is seeking advice as to what steps need to be taken for his proposed plans. Discussion followed.

The Planning Board stated that Mr. Roux would have to approach the Town Board as a starting point.

The Planning Board noted for the record, that conceptually they support the proposed plans. There are a few minor issues which need to be resolved. The main issue would be designating a proper 4 lot subdivision to ensure that the project only consist of that parcel and that the Town Board and the Town Highway Superintendent are satisfied with the design for the town road and also that the Town can expand the water/sewer district to encompass this project.

Site Plan – Widrick Auto – Request for Additional Storage Buildings.

Don Clark, on behalf of Widrick Auto, presented plans for two additional storage buildings on Route 11. There will be no change to the traffic pattern and they will match the existing buildings. Discussion followed.

An application needs to be submitted. Proposed lighting needs to be dark sky compliant and adjacent property owners need to be updated on the plat.

The board will take a look at the property regarding the visual impact to adjacent property owners and may require some type of vegetative buffer on the property line.

Mr. Clark will return at the January meeting with updated plans.

Site Plan – Washington Summit – Placement of Signage in Washington Summit.

A setback variance was granted by the Town of Watertown Zoning Board of Appeals at their November 9, 2011 meeting for placement of signage.

No representative from Washington Summit was present.

Site Plan – Washington Summit – Updated Site Plan for the Multi-Tenant, Multi-Winged Building.

No representative from Washington Summit was present.

Site Plan – Neil Katzman – Construction of a 24' x 24' Office Building and 40' x 80' Storage Building on Lot #7 in the Industrial Park.

A letter from the Jefferson County Department of Planning, dated 12/1/11, signed by E. Hartley Bonisteel, regarding this project was entered into record **(Attachment #1)**.

Advisory issues that need to be addressed include, building permits for the proposed structures, a Jefferson County Highway Permit for access onto County Route 200, internal parking circulation to provide access to loading areas needs to be cited, the snow removal area needs to be discussed, and proposed landscaping needs to be designated.

Mr. Katzman will need to obtain water and sewer permits from the Town and City of Watertown.

Mr. Katzman submitted updated plans. Discussion followed. The following items still need to be submitted:

Clarification on plans as to whether the two buildings will be connected and the proper location of the buildings needs to be cited on the plans with proper setbacks, a color picture needs to be submitted, specific vegetative landscaping needs to be cited, the snow removal area needs to be removed, and Mr. Katzman needs to contact the Town of Watertown Highway Superintendent and the Jefferson County Highway Department regarding water and sewer hookups.

Motion 138-11: Motion by Mrs. Desormo, seconded by Mr. Smith to grant conditional approval to Neil Katzman for Lot #7 in the Industrial Park, County Route 200, for a 32,000 square foot salt storage building and 24' x 24' office building, with the conditions that the snow removal area be removed from the plans, the separation is shown where the buildings are actually going to be maintaining the 30' setbacks from the property line, and clarification on proposed vegetation. The plans that are approved are drawn by Brian Drake, GYMO, Project #2011-228E, dated 10/14/11 with an issue date of 10/26/11 and a revision date of 10/27/11, Plan #C1, PH101 and Elevation Drawing #S-1, along with the office building elevation Drawing S-4, dated 11/9/11. This motion also authorizes one of the co-chairs to sign the plat once modifications have been incorporated and a photograph of the colors of the proposed building has been submitted.

Ayes All: Motion Carried.

It was also noted, for the record, that Mr. Katzman was referred to the County for the driveway cut and boring under the road for water and sewer hookups. Mr. Katzman will also need to obtain permits from the Town of Watertown and City of Watertown.

Site Plan – Car Freshner – Revised Site Plan for 21205 County Route 200.

Mr. Boxberger noted that Mr. Theisier was asked what reference materials would best help the planning board in determining parking space regulations. Mr. Theisier suggested that the Planning Board contact the City of Watertown regarding the resources they use to determine parking space requirements used for commercial, non-retail office space.

Car Freshner was granted an area variance to eliminate additional parking spaces for Car Freshner, 21205 County Route 200, by the Town of Watertown Zoning Board of Appeals at their November 2, 2011 meeting.

Mr. Theisier, Bernier Carr Associates, on behalf of Car Freshner, presented revised site plans for 21205 County Route 200 to eliminate previously approved parking space by the Planning Board on 7/14/11. Discussion followed.

Motion 139-11: Motion by Mr. Boxberger, seconded by Mr. Smith to waive site plan review approval requirements for the Car Freshner Addition & Renovation Project, in that the project was originally presented and approved on 7/14/11 and represented the property as a new submission and now a very minor modification to parking only is requested. The modification to parking received a variance by the ZBA, after a public hearing, and the planning board finds the changes to be very insignificant and will not require the new plans to go through the full process. The new plans for the approval of the board would be from the original plans dated 4/4/11 with a modification date of 12/5/11, prepared by Bernier Carr Associates, stamped and signed by Joseph Theisier, PE, File #2010-013, Drawing #C100.

Ayes All: Motion Carried.

Mr. Boxberger announced that correspondence was received from DOT requesting that a traffic study be prepared for Washington Summit and Mike Lundy has agreed to complete the study.

A technical review from GYMO, dated 12/1/11, regarding Samaritan Senior Village to Steven Botsford, PE of the New York State Department of Environmental Conservation was entered into record **(Attachment #2)**.

Mrs. Desormo stated that the latest revision from the county for a new color-coded map has been received. The board will review this map at their special meeting with the Tug Hill Commission on Monday, January 9, 2011.

Mrs. Desormo stated that Davidson's site plan was signed and building permits were issued. The town has now received plans for the proposed signage and landscaping. Discussion followed.

Motion 140-11: Motion by Mr. Boxberger, seconded by Mr. Smith to consider the signage and landscaping submitted by Davidson's Ford, GMC, and Quick Lane Service Shop on US Route 11 to be acceptable and authorize the Zoning Officer for the Town of Watertown to issue permits as long as sign installations are a minimum of 15' from the public right-of-way as shown on Project #HECP11019, dated 8/1/11, with a revision date of 9/9/11 for all three projects.

Ayes All: Motion Carried.

Motion 141-11: Motion by Mr. MacAdam, seconded by Mr. Boxberger to adjourn the meeting at 8:30 p.m.

Ayes All: Motion Carried.

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Susan Burdick
Secretary