Regular Meeting
Town of Watertown Planning Board
October 7, 2013

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

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

Motion 74-13: Motion by Mr. Smith, seconded by Mrs. Desormo to accept the minutes of the September 9, 2013 meeting as corrected.

Ayes All: Motion Carried.

Sign Permit

Unique Cigs, Inc. - 21307 County Route 202 - Sign Review.

Michael Frennier, Unique Cigs, 21307 County Route 202 presented proposed signage for Unique Cigs. A complete application was submitted. Discussion followed. Mr. Frennier needs to submit a signature authorization form from the owner of the property.

Motion 75-13: Motion by Mrs. Desormo, seconded by Mr. Boxberger to approve the sign application from Unique Cigs, Inc., located at 21307 County Route 202 which includes a flat mount sign 4' x 8' and replacement to the face of the existing free standing sign 32" x 97".

Ayes All: Motion Carried.

Mr. Frennier will stop in the Town Clerk's Office to pay the $25 sign permit fee and obtain a zoning permit.

FX Caprara Fiat - 18712 US Route 11 - Sign Review

Donna Yang, NASCO, submitted an application and proposed signage for a free-standing sign and a flat mount building sign for FX Caprara Fiat, 18712 US Route 11. Discussion followed. The board requested that an ornamental base be constructed at the base of the free standing sign.

Motion 76-13: Motion by Mr. Boxberger, seconded by Mr. MacAdam that the planning board authorize the Zoning Officer to issue a sign permit for FX Caprara Fiat located at 18712 US Route 11, consisting of a free-standing sign as shown on a Drawing by Principle consisting of 4 pages, Revision #1 dated 8/23/12, which consists of a 16' totem-type sign, contingent upon submission of a plat showing the required setbacks from the DOT right-of-way and the town setback from the that right-of-way. An ornamental base must also be provided at the bottom of the sign. This approval also includes a flat mount sign attached to the building shown on a drawing by Principle, Revision #1, dated 8/23/12 consisting of a sign 2' 2 1/2" x 2' 2 1/2".

Ayes All: Motion Carried.

Gary Reibert - Tax Map #90.18-1-20 - Review of a Billboard Sign,

Gary Reibert submitted preliminary plans for a billboard sign located at I81 off Exit 44 in the Town of Watertown. The billboard will be 11' x 40' and will be illuminated. Discussion followed. It is the consensus of the board that as long as the proposed billboard meets all zoning regulations they have no problem with it. Mr. Reibert needs to submit a completed application, a plat showing the exact location of proposed signage, a drawing of the proposed signage, and lighting schematics.

Subdivision

Todd Badalato - Cold Brook Development, LLC - Gotham Street Road - Tax Map #19.07-4-24.1 - 15 Lot Subdivision.

No one was present.

Mr. Boxberger entered into record, a letter from the consulting engineer dated October 4, 2013 (**Attachment #1**) stating that there are some technical concerns that need to be addressed before DOH can continue their review of the proposed project. Because of this the developer is requesting a mutually agreed upon extension of time for the planning board to make a determination on the subdivision application past the required 62 day time period; therefore, no action will be taken by the planning board at this time.

Mr. Boxberger noted that an informal meeting was held on 9/23/13 with the developer, two planning board members, the Town Supervisor, and Town Highway Superintendent to resolve an issue regarding the width of the proposed town road. Mr. Boxberger also stated that he walked the property with a representative of DOH on 9/24/13.

Motion 77-13: Motion by Mr. Vaas, seconded by Mr. Boxberger that the Town of Watertown Planning Board accept the request from the developer for an extension of the 62 day time frame to make a decision on this proposed project.

Ayes - 4
Abstention - 1
Motion Carried.

Mr. Vaas stated that the letter from the consulting engineer noted that the developer anticipated that the planning board would review the response to the NYSDEC, Division of Environmental Permits comments on the potential impacts to the Indiana Bat and their hibernaculum and provide recommendations at tonight's meeting. Mr. Vaas stated that he will not be able to make a recommendation tonight as he needs to contact the Fish & Wildlife Specialist before making a recommendation.

Patsy Storino - Gillette Property, LLC - Tax Map #90.12-1-6.1 - 2 Lot Subdivision.

Patsy Storino submitted an application, SEQRA, and proposed plans for a 2 lot subdivision for Tax Map #90.12-1-6.1. This is a further subdivision from a previously approved subdivision on June 3, 2013. Discussion followed.

Motion 78-13: Motion by Mr. Boxberger, seconded by Mr. Smith to schedule a public hearing for a 2 lot subdivision for Gillette Property, LLC, Tax Map #90.12-1-6.1 for Monday, November 4, 2013 at 7:00 p.m.

Ayes All: Motion Carried.

Charles Wilcox - 16605 US Route 11 - Tax Map #90.19-1-16 - 3 Lot Subdivision.

Gerry Kostyk, on behalf of Charles Wilcox, submitted an application and proposed plans for a 3 lot subdivision at 16605 US Route 11, Tax Map #90.19-1-16. Discussion followed.

Mr. Kostyk was advised to contact Roger Tibbetts, Town Assessor, as this subdivision request in unique. There are 2 lots and they want to make 3 lots. They may need to consolidate the two lots into one then come back to the planning board for the proposed 3 lot subdivision.

It is the consensus of the board that they have no problem with this proposed 3 lot subdivision. Mr. Kostyk will contact Mr. Tibbetts and appear at the November meeting.

Brian Robbins - Massey Street Road - Tax Map #82.20-1-1 - 2 Lot Subdivision.

No one was present. A public hearing for this proposed project was held on September 9, 2013. There were a number of issued that needed to be addressed before the planning board could make a decision. Mr. Robbins has not submitted the updated information or returned to any meetings.

Motion 79-13: Motion by Mr. Boxberger, seconded by Mr. Vaas to reject the 2 lot subdivision application for Brian Robbins, Massey Street Road, Tax Map #82.20-1-1, with the understanding that if he does re-approach the board, the board could consider waiving the public hearing.

Ayes All: Motion Carried.

Site Plan

North American Tape, LLC - 22430 Fisher Road - Tax Map #73.02-1-17 - Review changes to previously submitted plans.

Steve Hare, on behalf of North American Tape, LLC, 22430 Fisher Road, Tax Map #73.02-1-17 presented updated plans to increase the square footage that was originally presented at the September 9, 2013 meeting. They are proposing two additions to the existing building. One will be the 4800 square foot addition presented on 9/9/13 and a second addition for 3200 square feet. Discussion followed. The board requested that additional landscaping be cited on the plans as discussed at the September meeting. The board also noted that they will not require a public hearing for site plan as noted in the September minutes as the changes are minor.

Mr. Hare will update the proposed plans showing the landscaping and return to the November meeting.

This project was not referred to the Jefferson County Department of Planning as originally planned at the September meeting because representatives from North American Tape, LLC called stating they were changing the plans.

This project will be referred to the Jefferson County Department of Planning for their October meeting.

Rescue Mission Alliance - NYS Route 3 - Request to install a Donation Drop Center in the Kmart Plaza.

Charles Chappell, Chief Commercial Officer, Rescue Mission Alliance and John Williman, Manager of the local Rescue Mission Alliance store presented preliminary plans to place a self-contained Donation Drop Center in the Kmart Plaza on NYS Route 3. They have reached an agreement with Brixmor, the property owner, and are working in conjunction with the Watertown Urban Mission. Rescue Mission Alliance in a non-profit organization. Discussion followed.

Rescue Mission Alliance needs to submit a completed site plan application, signed agreement with the property owner, and SEQRA.

Motion 80-13: Motion by Mr. Boxberger, seconded by Mr. Vaas to waive the site plan application fee for Rescue Mission Alliance.

Ayes All: Motion Carried.

Motion 81-13: Motion by Mr. Boxberger, seconded by Mr. Smith to schedule a public hearing for site plan approval for the Rescue Mission Alliance to install a self-contained Donation Drop Center in the Kmart Plaza, US Route 3, for Monday, November 4, 2013 at 7:00 p.m., contingent upon submission of a completed site plan application, agreement with the property owner, and SEQRA.

Ayes All: Motion Carried.

This project will be referred to the Jefferson County Department of Planning.

Floyd Roberts - Snack Shack - 20768 State Route 12F - Add the use of selling used cars and new proposed signage at his current business.

Floyd Roberts presented an application and proposed plans to sell used cars the Snack Shack, 20768 State Route 12F. Mr. Roberts stated that he wishes to keep his Auto Dealer's License and the DMV requires him to sell 5 cars per year. He submitted plans to sell no more than 2 cars at a time. He also submitted proposed signage which will be located above the door of the side entrance. There will be no modification to the existing building. Discussion followed.

Motion 82-13: Motion by Mr. Boxberger, seconded by Mr. Vaas to waive site plan approval for Floyd Roberts to add the use of selling used cars at the Snack Shack located at 20768 State Route 12F, contingent upon a 2 car limit as shown on the diagram submitted with the application. This approval also authorizes the Zoning Officer to issue a sign permit for proposed signage as shown on the 2nd page of his submission which is attached to the application signed by Floyd Roberts, dated 10/7/13.

Ayes All: Motion Carried.

Mr. Roberts will need a zoning permit for the proposed signage.

Lundy Development & Property Management, LLC - Update to site plan on Lot #7 in Washington Summit.

Mike Lundy submitted an architectual rendering and elevations for Lot #7 in Washington Summit which received contingent approval at the July 9, 2013 meeting. There are no changes from the original approval. Discussion followed.

Mr. Lundy will bring in the original plan to be signed by the planning board.

Mr. Lundy will contact the Town Clerk's Office with possible dates and times to schedule a walk-through with planning board members at Washington Summit regarding sidewalks.

Sign Review

Classy Chassy Car Wash - NYS Route 3 - Review of proposed signage.

Mrs. Desormo distributed drawings of proposed signage which was emailed for the board to review. Discussion followed.

Motion 83-13: Motion by Mr. Boxberger, seconded by Mr. MacAdam to authorize the Zoning Officer to issue a sign permit for Classy Chassy Car Wash as shown on schematics page 2 of 2, Drawn by Kassi Superior Signs, dated 9/6/13, File Name Classy Chassy Car Wash new Faces F-19731, contingent upon receipt of the appropriate applications.

Ayes All: Motion Carried.

Mr. Boxberger announced that the Town of Watertown Zoning Board of Appeals meeting is Wednesday, October 9, 2013 at 7:00 p.m. They will be addressing the variance request by Nice N Easy for signage greater than 20'. Mr. Smith and Mr. Vaas stated they would be able to attend to represent the planning board regarding their opposition to this variance request.

Motion 84-13: Motion by Mr. MacAdam, seconded by Mr. Boxberger to adjourn at 8:45 p.m.

Ayes All: Motion Carried.

_____

Susan Burdick
Secretary