

**Regular Meeting
Town of Watertown Planning Board
June 1, 2026**

Members Present: Tom Boxberger, Co-Chair
Pam Desormo, Co-Chair
Jim Smith
Jean Waterbury

Randy Vaas, Alternate

Members Absent: Terry MacAdam

Mr. Boxberger called the June meeting of the Town of Watertown Planning Board to order at 3:00 p.m.

Motion 36-26: Motion by Mr. Smith, seconded by Mr. Vaas to accept the minutes of the May 6, 2026 meeting as written and distributed.

Ayes All: Motion Carried.

PUBLIC HEARING - SITE PLAN

Mike Lundy - CWT Hatchery Expansion - T. I. Ag Park - 20835 Alexander Drive - Tax Map #82.00.2-1.5 - Site Plan

Continuation of Public Hearing originally opened on 3/11/26.

The public hearing was reopened at 3:02 p.m. No one from the public wished to speak. The public hearing was closed at 3:03 p.m.

Stewart's Shop - 20591 NYS Route 3 & 20557 NYS Route 3 - Tax Map #82.11-1-37 - Proposed Gas Station & Convenience Store - Site Plan

Evidence was provided that legal notice was posted in the newspaper.

The public hearing was opened at 3:04 p.m. No one from the public wished to speak. The public hearing will remain open until the July 1, 2026 meeting as there are several issues that need to be addressed.

PUBLIC HEARING - SUBDIVISION

MSP Realty, LLC - 22560-570 County Route 162 - Tax Map #73.20-1-10.51 - 2 Lot Subdivision.

Evidence was provided that legal notice was posted in the newspaper and that adjacent property owners were notified.

The public hearing was opened at 3:05 p.m. No one from the public wished to speak. The public hearing was closed at 3:06 p.m.

SUBDIVISION

MSP Realty, LLC - 22560-570 County Route 196 - Tax Map #73.20-1-10.51 - 2 Lot Subdivision.

Rick Gefell, on behalf of MSP Realty, LLC, was present. The Board reviewed the proposed plans for a 2 lot subdivision on property located at 22560-570 County Route 196. Discussion followed.

Motion 37-26:

Motion by Mrs. Desormo, seconded by Mr. Smith to grant a 2 lot subdivision to MSP Realty, LLC for property located at 22560-570 County Route 196, Tax Map #73.20-1-10.51. The newly created Lot #1 will be 2.37 acres and Lot #2 will be 3.16 acres, as shown on plans prepared by LaFave, White & McGivern, dated 5/18/26, File #2026M-08, Sheet 1 of 1, conditional upon satisfactory review of lot descriptions.

Ayes All: Motion Carried.

Superior Plus Energy Services - DBA Griffith Oil - 21889 Gillette Road - Tax Map #90.00-6-28.2 - 2 Lot Subdivision.

Evan Dumrese, on behalf of Superior Plus Energy Services, submitted a completed application and proposed plans for a 2 lot subdivision at 21889 Gillette Road, Tax Map #90.00-6-28.2. Discussion followed.

A list of all adjacent property owners must be cited on the plans.

Motion 38-26:

Motion by Mr. Boxberger, seconded by Mrs. Waterbury to schedule a public hearing for a two lot subdivision for Superior Plus Energy Services (DBA Griffith Oil) on property located at 21889 Gillette Road for Wednesday, July 1, 2026 at 3:00 p.m.

Ayes All: Motion Carried.

Dave Armstrong - 17924 Van Allen Road North - Tax Map #91.11-1-37 - 2 Lot Subdivision.

No one was present.

LOT LINE ADJUSTMENT

Steiner's General Store LLC - 25511 NYS Route 12 - Tax Map #91.12-1-1.4 & Burrville Cider Mill Inc. - 25513-523 NYS Route 12 - Tax Map #91.12-1-1.2 - Lot Line Adjustment.

Lindsey Pelkey, Kovach Land Surveying, on behalf of Steiner's General Store LLC & Burrville Cider Mill Inc. appeared before the Board and submitted a completed application and preliminary plans for a lot line adjustment for 25511 NYS Route 12 and 25513-523 NYS Route 12. The store is being separated from the Cider Mill property.

Signed and stamped plans will be submitted tomorrow. Discussion followed.

Motion 39-26:

Motion by Mr. Boxberger, seconded by Mr. Smith to grant a lot line adjustment for the lands of Steiner's General Store LLC, 25511 NYS Route 12, and Burrville Cider Mill Inc. 25513-523 NYS Route 12. This will involve the removal of a 3.32 acre parcel from the land of the Steiner's General Store LLC which will be assembled with a 6.71 acre parcel of Burrville Cider Mill Inc., as shown on a draft drawing prepared by Kovach Land Surveying, dated 6/1/26, conditional upon receipt of stamped plans and satisfactory review of lot descriptions.

Ayes All: Motion Carried.

SITE PLAN

Dave's Hot Chicken - 21890 Towne Center Drive - Tax Map #82.00-2-3.3 - Site Plan

No one was present.

Stewart's Shop - 20557 NYS Route 3 - Tax Map #82.11-1-37 - Proposed Gas Station & Convenience Store - Site Plan

Comments from the Jefferson County Department of Planning dated 5/27/26 were entered into record (**Attachment #1**).

Mr. Boxberger stated that he has reviewed the comments. The definitions in the Town's regulations allow the Planning Board some flexibility granting approval as long as it has been demonstrated that it adheres to the business. Additionally, the Town's Highway Superintendent will ensure that any road construction meets the Town's highway standards.

Chuck Marshall, on behalf of Stewart's Shop, was present. Mr. Marshall asked to review the comments from the Jefferson County Department of Planning. Discussion followed.

After review, Mr. Marshall will provide the following for the Board:

- A letter regarding no disturbance of the wetland from a wildlife specialist.
- A note will be added stating that the roadway "designed and constructed by others" will be constructed in accordance with Town's highway standards.
- Submission of a snow removal plan.
- Plans showing that lighting will be back shielded along the property lines.
- Stewart's will work on combing the properties with the Town's Assessor.
- Signage plans will be revised and resubmitted to show that they meet setback requirements.

Nick Morgia - County Route 60 and Corner of NYS Route 12F - Tax Map # -82.07-1-2.3 - Construction of Four (4) - 30' x 200' Storage Units - Site Plan

Jeremy Campbell, on behalf of Nick Morgia, submitted preliminary plans for the construction of four (4) - 30' x 200' storage units on property located on the Corner of NYS Route 12F and County Route 60. Discussion followed.

Mr. Campbell needs to submit updated plans showing the placement of the units on the a map meeting all setback requirements, a short SEQR form, an elevation drawing, a lighting plan, proposed signage, and a vegetation plan with deer resistant plants.

A Jefferson County Highway permit will also be needed.

Motion 40-26: Motion by Mrs. Desormo, seconded by Mr. Smith to schedule a public hearing for site plan for the construction of four (4) - 30' x 200' storage units for Nick Morgia on property located on the Corner of County Route 60 and NYS Route 12F, Tax Map #82.07-1-2.3 for Wednesday, July 1, 2026 at 3:00 p.m., conditional upon receipt of the required information to forward to the Jefferson County Department of Planning for their review.

Ayes All: Motion Carried

Mike Lundy - CWT Hatchery Expansion - 20835 Alexander Drive - T.I. Ag Park - Tax Map #82.00-2-1.5 - 20,000 Square Foot Expansion to Existing Building - Site Plan.

Mike Lundy and John from Design Build Innovations were present and submitted a completed application and a copy of plans dated January 27, 2026. Discussion followed. Mrs. Desormo needs to follow up with the City of Watertown to have them sign off on the water and sewer for this expansion.

Motion 41-26:

Motion by Mrs. Desormo, seconded by Mr. Boxberger to grant site plan approval for CWT Hatchery Expansion, 20835 Alexander Drive, T.I. Ag Park, Tax Map #82.00-2-1.5 as show on plans prepared by MBL Engineering, Project #21-307, Sheet C102, C103, C104, C105, dated 1/27/26, plans prepared by Design Build Innovations, Job No. 055-25-013, Drawing #A301 and A302, dated 1/27/26, and a two page lighting plan labeled RAB, dated 1/16/26, conditional upon City approval on water and sewer and the exterior of the building matching the existing building.

Ayes All: Motion Carried.

Mike Lundy - Washington Summit/Spink Farm - 23369 Spring Valley Drive - Tax Map #91.05-1-16.1 & 91.05-1-15 - Site Plan

Mr. Lundy reported that the zone change was presented at the Town Board meeting and it was decided the zone change would only be approved on the north side of Spring Valley Drive. It was decided that this would be in the best interest of surrounding properties. It was approved by a vote of the Town Board. Now they have to figure out what the process is to get it approved in regards to change of property lines, lot line adjustments, and subdivisions. There are four separate parcels number and three different zones.

After a brief conversation with Mr. Boxberger and Mrs. Desormo, prior to this meeting, it was decided that the best way to proceed would be to do a lot line adjustment and combine two parcels which will be zoned business. The remaining piece on the south side of Spring Valley Drive will become a separate parcel. The end result would be three separate parcels in three different zones.

Mr. Lundy then presented proposed plans for a solar farm on the property. This includes a fenced in area that includes a path around the outside perimeter for use by the farmer who will be managing the sheep. A 6 foot berm would be created with plantings to include a combination of wild flowers, trees, and shrubs on top of the berm. Discussion followed.

Mr. Lundy will be meeting tomorrow with the attorneys and will come back when he has more information.

Motion 42-26:

Motion by Mr. Boxberger, seconded by Mrs. Desormo to schedule a work shop meeting with the Tug Hill Commission to discuss zoning regulations on Wednesday, July 1, 2026 at 4:30 p.m.

Ayes All: Motion Carried.

Motion 43-26:

Motion by Mr. Smith, seconded by Mrs. Waterbury to adjourn the meeting at 4:15 p.m.

Ayes All: Motion Carried.

Susan Burdick
Secretary

Department of Planning and Community Development

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Hartley Bonisteel Schweitzer, AICP
Director

Alicia M. Dewey
Deputy Director



May 27, 2026

Pamela Desormo, Co-Chair
Town of Watertown Planning Board
22687 Brookside Drive
Watertown, NY 13601

Attachment #1
Town of Watertown Planning Board
June 1, 2026

Re: Stewarts Shops Corporation, Site Plan Review, 20557 New York State Route 3,
JCDP File # T Wa 6 - 26

Dear Pam,

On May 27, 2026, the Jefferson County Planning Board reviewed the above project, after it was referred to the County for comment. The Board adopted a motion of disapproval. This motion is based on site plan issues, concern around the timing of completion of the Town road access, and the number of zoning law compliance deficiencies resulting in an incomplete application.

As part of its review, the Planning Board identified the following requirements:

A New York State Department of Transportation Highway Permit will be required. The proposed direct ingress off NYS Rt. 3 (southeast corner of site) could create traffic hazards. The proposed truck routing plan calls for opposing traffic flow where vehicles enter the site directly from Rt. 3. The potential obstruction to ingress risks collisions with entering traffic or with traffic backing up onto the state highway, where speeds are 45mph.

Additionally, the local board should ensure that the proposed NYS Route 3 access points meet NYS DOT and local spacing standards (minimum 500 feet) between driveways and intersections. The distance between the proposed ingress driveway and the intersection with the proposed Town road is approximately 215ft.

A New York State Department of Environmental Conservation formal Jurisdictional Determination should be completed. The site plans delineate a clear "Edge of Wetland" and a restrictive "Wetland Buffer Area" along the western and northern borders, with the "Proposed Limit of Disturbance" encroaching directly against these boundaries. Additionally, any required Article 24 Freshwater Wetlands permits from the NYSDEC and the U.S. Army Corps of Engineers (USACE) should be received before granting local site plan approval.

A Jefferson County Building permit is required for the new building and the gas canopy.

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In addition, the Board offers the following advisory comments to assist your review:

The local board should review and consider revision of definitions of "gas station," "retail sales," and "retail gasoline outlet." The Zoning Board of Appeals should interpret or determine whether the use is permitted before any site plan approvals proceed.

The local board must ensure that this site design and layout are sufficiently circumspect by addressing the following critical deficiencies before granting site plan approval:

Vehicle and Pedestrian Circulation:

The local board should ensure that the proposed road west of the site aligns with the existing intersection with NYS Route 3 and is built to Town road standards. Furthermore, the board must address the plan note specifying this roadway is "to be designed and constructed by others"; site plan approval should be strictly conditioned upon a binding legal agreement or performance bond guaranteeing this critical infrastructure is fully built before a Certificate of Occupancy is issued.

The local board should ensure that the site's internal circulation is safe and accessible. Relocating the ice chest, propane tanks, free-standing air machine, and condenser units would reduce obstructions to pedestrian and vehicular traffic circulation and would improve accessibility on the site (107-42. B.(5)).

Parking Layout and Capacity:

The site plan proposes 17 parking spaces while the Town zoning law requires 23 spaces.

The layout positions the primary parking area directly in front of the building along the NYS Route 3 corridor. The local board should determine whether the applicant has demonstrated reasonable justification that alternatives (side or rear) are impractical or has taken other measures the local board deems acceptable (107-51. A.).

Additionally, the local board should ensure adequate provision for snow removal and storage for parking areas; the site plan does not depict snow removal or storage (107-16). The proposed landscaping plan specifies an assortment of native wetland-edge plants; the local board should ensure that these visual screening species are protected from winter snow-plowing operations and heavy road-salt accumulation.

Additional Compliance:

The proposed site layout exceeds the Town zoning law's 50% impervious surface area cap. The local board must determine whether the applicant has demonstrated reasonable justification that alternative, lower-impact designs are impractical, or whether they must implement acceptable mitigation measures (Section 107-48.E.).

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The proposed photometric plan shows an average of 3.57 foot-candles in parking areas and a maximum of 2.0 foot-candles along the property line, indicating potential light trespass onto neighboring properties. The local board should ensure the proposed lighting complies with the intensity levels outlined in the Town zoning law (107-20.2. B.9.(a)).

The local board should ensure the proposed sign is appropriately sized for the road on which it is built. The proposed sign complies with the Town sign law for State highways; however, it exceeds the maximum area allowed in the Town sign law for local roads.

The plan proposes alternative sewer infrastructure, and this should require formal review and approval from relevant regulatory agencies to ensure overall engineering and operational compliance.

Lastly, the proposed site plan depicts a single, unified site spanning two parcels. The local board should mandate a parcel merger to eliminate internal setback violations and prevent future split-ownership issues that would compromise municipal zoning enforcement.

Please note that to override the County Planning Board's recommendation of disapproval, a supermajority (majority plus one) vote of the full membership of the Planning Board is required.

State law requires that the County Planning Board be notified of your board's action within thirty (30) days after a final decision.

Thank you.

Sincerely,

Aileen Anderson

Community Development Coordinator

CC: Mike Burgess, NYS DOT