Regular Meeting
Town of Watertown Planning Board
August 5, 2026

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

Members Excused: Tom Boxberger, Co-Chair
Jean Waterbury

Mrs. Desormo called the August meeting of the Town of Watertown Planning Board to order at 3:00 p.m.

Motion 50-26: Motion by Mr. Smith, seconded by Mr. MacAdam to accept the minutes of the July 1, 2026 meeting as written and distributed.

Ayes All: Motion Carried.

PUBLIC HEARING - SITE PLAN

Occupational Medicine Associates - 18545 US Route 11 - Tax Map #90.12-1-20.3- Construction of a 30' x 40" Addition and 18' x 16' Breezway - Site Plan

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

The public hearing was opened at 3:01 p.m. No one from the public wished to speak. The public hearing was closed at 3:02 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

Continuation of public hearing originally opened June 1, 2026.

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

Nick Morgia - County Route 60 & Corner of County Route 12F - Construction of Four (4) 30' x 200' Storage Units - Site Plan

Continuation of public hearing originally opened on July 1, 2026.

The public hearing was re-opened at 3:03 p.m. No one from the public wished to speak. The public hearing will remain open until the September meeting.

SUBDIVISION

Joe Escudero - County Route 65 - Tax Map #90.00-6-26.1 - 2 Lot Subdivision

No one was present.

IN HOME OCCUPATION

Lacey Shambo - 15895 Hamp Road - Tax Map #101.00-1-6.22 - Preliminary Discussion for in Home Infusion Therapy Business.

Lacey Shambo appeared before the Board to request permission to operate an in-home infusion therapy business from her garage, which is located at 15895 Hamp Road, Tax Map #101.00-1-6.22. The proposed business will have no employees and no exterior signage. Discussion followed.

If there are any changes from what has been presented, Ms. Shambo will come back to the board for approval.

Motion 51-26: Motion by Mr. Smith, seconded by Mr. Vaas to approve in-home occupation to Lacey Shambo, 15895 Hamp Road, Tax Map #101.00-1-6.22 as presented.

Ayes All: Motion Carried.

A zoning permit will be required.

LOT LINE ADJUSTMENT

Mike Smith - 16088 County Route 68 - Tax Map #101.00-1-8 & Ed Smith - 16472 County Route 68 - Tax Map #101.00-1-91 - Lot Line Adjustment

Patsy Storino, on behalf of Mike & Ed Smith, submitted a completed application and plans for a lot line adjustment for property located at 16088 County Route 68, Tax Map #101.00-1-8 & 16472 County Route 68, Tax Map #101.00-1-91. Discussion followed.

Motion 52-26: Motion by Mr. MacAdam, seconded by Mr. Smith to approve a lot line adjustment for Mike Smith, 16088 County Route 68, Tax Map #101.00-1-8 & Ed Smith, 16472 County Route 68, Tax Map #101.00-1-9.1 as shown on plans prepared by Scott Kolb, Drawing #1, File #25-48 Watn, with the latest revision date of 6/25/26, conditional upon satisfactory review of lot descriptions.

Ayes All: Motion Carried.

SITE PLAN

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

No one was present.

The public hearing that was opened in June was closed at this meeting. Stewart's was given 60 days to submit all outstanding information and address any remaining issues. Failure to do so will result in the Board denying the application.

Nick Morgia - County Route 60 & Corner of County Route 12F - construction of Four (4) 30' x 200' Storage Units - Site Plan.

No one was present. The applicant has not submitted a full application yet. Mrs. Desormo will send a copy of the minutes from the July 1, 2026 meeting.

Occupational Medicine Associates - 18545 US Route 11 - Tax Map #90.12-1-20.3 - Construction of a 28' x 36' Addition and 18' x 16' Breezway - Site Plan

Comments from the Jefferson County Department of Planning, dated 7/16/26 regarding the variance request were entered into record (**Attachment #1**). No further review is necessary by the Jefferson County Department of Planning regarding site plan.

The Zoning Board of Appeal granted a front setback variance from Gillette Rd for this proposed project.

Mike Lasalle, MBL Engineering, on behalf of Occupational Medicine Associates, presented updated plans for the construction of a 28' x 36' addition and 18' x 16' breezway. Discussion followed.

Motion 53-26: Motion by Mrs. Desormo, seconded by Mr. MacAdam to grant site plan approval to Occupational Medicine Associates, 18545 US Route 11, Tax Map #90.12-1-20.3 for the construction of a 28' x 36' addition and 18 x 16' breezway to the existing building as shown on plans prepared by MBL Engineering, Project #26-092, Sheet C-101, with a revision date of 6/3/26, Sheet G001, A100, and an Elevation Drawing, Sheet A200, drawn by Aubertine & Currier, all with a revision date of 6/16/26.

Ayes All: Motion Carried.

A zoning permit will be needed.

Legacy Auto Repair & Refinish - 18890 US Route 11 - Tax Map #91.09-1-8.1 - Site Plan/Sign.

No one was present.

U-Store - NYS Route 12F - Tax Map #73.19-1-5.6 - Amendment to the Original Site Plan from September 2025 to Add Two Additional Storage Sheds.

Scott Weston, on behalf of U-Store, presented updated plans to amend the original site plan from September 2025 to add two additional storage sheds to property located on NYS Route 12F, Tax Map #73.9-1-5.6. The plans are to add a 40' x 140' and 40' x 150' cold storage units. All setback requirements are met. The buildings will match the existing buildings. The plans are to build them in the Spring of 2027. Discussion followed.

Motion 54-26: Motion by Mrs. Desormo, seconded by Mr. Vaas to schedule a public hearing for U-Store, NYS Route 12F, Tax Map #73.19-1-5.6 for the construction of two cold storage unit on Wednesday, September 2, 2026 at 3:00 p.m.

Ayes All: Motion Carried.

This matter will be referred to the Jefferson County Department of Planning for their review.

Fresenious Watertown Dialysis - 22571 Summit Drive - Building I - Tax Map #91.05-1-17.255 - Storage Shed.

Mike Smith, from Fresenious Watertown Dialysis, presented proposed plans to place a pre-fabricated storage shed to property located at 22571 Summit Drive, Building I. A color rendering was submitted. This will be for dry storage. It will not have electricity and meets setback requirements.

Motion 55-26: Motion by Mr. Smith, seconded by Mr. MacAdam to waive site plan requirement for Fresenious Watertown Dialysis, 22571 Summit Drive, Building I, Tax Map #91.05-1-17.255 for the addition of a prefabricated storage shed, as the proposed structure is minimal in size compared to the existing building and the associated cost is minimal.

Ayes All: Motion Carried.

A zoning permit will be required.

National Grid - 21830 Holcomb Street - Tax Map #82.20-2-92 - Upgrade Gas Service Center.

The project manager and Attorney representing National Grid presented proposed plans and EAF for an upgrade to the National Grid Service Center located at 21830 Holcomb Street, Tax Map #82.20-2-92.

The proposed plan is to replace and upgrade existing infrastructure by adding fencing around the perimeter with barb wire on top and adding two 13' x 29' enclosures. Discussion followed.

Motion 56-26: Motion by Mrs. Desormo, seconded by Mr. Smith to waive site plan for National Grid for property located at 21830 Holcomb Street, Tax Map #82.20-2-92 for upgrades to existing gas service center as it is a public utility and the changes are mostly upgrades and minor in nature.

Ayes All: Motion Carried.

A zoning application will be required.

Circle K Convenient Store - 21313 State Route 12F & County Route 196 - Tax Map#82.08+1+3.1 - Sign Permit

Mrs. Desormo presented an amendment to signage to include the additon of Papa Johns to the facade of the Circle K building for the board to review. Discussion followed.

Motion 57-26: Motion by Mrs. Desormo, seconded by Mr. MacAdam to approve the addition of Papa Johns to the outside facade in two places for the Circle K Building at 21313 County Route 12F & County Route 196 as shown on plans submitted.

Ayes All: Motion Carried.

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

Brian Trager, on behalf of Dave's Hot Chicken at 21890 Towne Center Drive, appeared before the Board with alternative building designs. He stated the it is hard to give an exact design for the building as they hire artist who free-lance the mural.

He also believes the other tenant will be Dog Haus. Discussion followed.

The Board stated that Jonathan Drake was given a list of details at the July meeting that must be submitted before the Board can move forward.

- The Board requires an exact design of the proposed building (no mural or graffiti on plans);
- The second tenant needs to be identified with written approved by COR (no future on plans);
- Updated plans must include placement of the dumpster;
- designated patio spaces;
- monument-style planter base for signage as with written approval by COR including dimensions and placement meeting all setback requirements;
- parking spaces;
- SEQR Form;
- proposed lighting (must be Dark Sky Compliant);
- any other outside changes to the existing building must be cited on the plans

All required information must be submitted prior to August 12, 2026 for submission to the Jefferson County Department of Planning for their review. Discussion followed.

Motion 58-26: Motion by Mrs. Desormo, seconded by Mr. Smith to schedule a public hearing for site plan for Dave's Hot Chicken, 21890 Towne Center Drive, Tax Map #82.00-2-3.3 for Wednesday, September 2, 2026 at 3:00 p.m., conditional upon submission of all required documents prior to September 12, 2026 for submission to the Jefferson County Department of Planning for their review.

Ayes All: Motion Carried.

Motion 59-26: Motion by Mr. MacAdam, seconded by Mr. Smith to adjourn the meeting at 4:55 p.m.

Ayes All: Motion Carried.

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Susan Burdick
Secretary

Department of Planning and Community Development

175 Arsenal Street, 3rd Floor
Watertown, New York 13601
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Hartley Bonisteel Schweitzer, AICP
Director

Alicia M. Dewey
Deputy Director

July 16, 2026

Attachment #1
Town of Watertown Planning Board
9/2/2026

Pam Desormo,
Town of Watertown
22867 Brookside Drive
Watertown, NY 13601

Re: Watertown (T), Site Plan Review for Occupation Medicine Associates for a 1,384 square foot office addition.

Dear Pam:

The Jefferson County Department of Planning and Community Development has reviewed the site plan request for 18545 US Route 11.

The Department notes the County Planning Board reviewed an area variance for the project on June 30, 2026, which generated a response letter JCDP File # T Wa 7 – 26. The response letter contained one site plan-related comment. Therefore, the Department feels that the previous response letter and related comments regarding this site plan review still stand. The County Planning Board's response letter dated July 1, 2026, is attached for reference.

No further review by the Jefferson County Planning Board is required for this request.

This determination is based upon the scope of the proposal described in the submitted materials. Any subsequent expansion involving permanent structures, new or modified access, or another material change in site operations may require a separate determination under General Municipal Law § 239-m.

Please call if you have any questions.

Sincerely,

Andy R. Nevin,
Senior Planner

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