**Regular Meeting**
**Town of Watertown Planning Board**
**October 7, 2026**

**Members Present:** Pam Desormo, Co-Chair
Terry MacAdam
Jim Smith
Jean Waterbury

**Members Excused:** Tom Boxberger, Co-Chair
Randy Vaas, Alternate

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

**Motion 66-26:** Motion by Mr. Smith, seconded by Mr. MacAdam to accept the minutes of the September 2, 2026 meeting as written and distributed.

Ayes All: Motion Carried.

**PUBLIC HEARING - SITE PLAN**

**Gary Bass - Drop Zone Storage - 21969 County Route 202 - Tax Map #82.07-1-7.3 - Construction of Two (2) 30' x 180' Storage Units - 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 3:01 p.m.

**U-Store - (Grindstone Group) - NYS Route 12F - Tax Map #73.19-1-5.6 - Amendment to Site Plan to Add Two Additional Units.**

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

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

**SUBDIVISION**

**Gary Hreczan - 20609 Hadcock Road - Tax Map #83.16-1-2.24 - 2 Lot Subdivision.**

Mike Mitchell, Bernier Carr & Associates, on behalf of Gary Hreczan, submitted a completed application and plans for a 2 lot subdivision for property located at 20609 Hadcock Road.

The plans meet all zoning requirements.

**Motion 67-26:** Motion by Mrs. Desormo, seconded by Jean Waterbury to schedule a public hearing on Wednesday, November 4, 2026 at 3:00 p.m. for a two lot subdivision for Gary Hreczan on property located at 20609 Hadcock Road, Tax Map #83.16-1-2.24.

Ayes All: Motion Carried.

**LOT LINE ADJUSTMENT**

**Vecchio - 20109 NYS Route 12F - Tax Max #73.19-1-3.4 - 22807 County Route 202 - Tax Map #73.19-1-5.7 - Lot Line Adjustment.**

No one was present.

**SITE PLAN**

**U-Store (Grindstone Group) - NYS Route 12F - Tax Map #73.19-1-5.6 - Amendment to Site Plan to Add Two Additional Units.**

Scott Weston, Plans by Design, on behalf of U-Store, was present.

Comments from the Jefferson County Department of Planning dated 9/30/26 were entered into record (**Attachment #1**) and review by the Board. Discussion followed.

Mr. Weston needs to submit revised plans that identify the sign's placement meeting all setback requirements. The updated plans must also include a landscaping plan, the existing hedge row, the pedestrian walkway, and all adjacent property owners. Additionally, all dashed lines must be changed to solid lines, and the tax map number must be verified.

**Motion 68-26:** Motion by Mrs. Desormo, seconded by Mrs. Waterbury to grant an amendment to site plan for U-Store, NYS Route 12F, Tax Map #73.19-1-5.6 for two additional units as shown on plans prepared by Plans By Design, Sheet C-100 with a revision date of July 29, 2026, conditional upon submission of revised plans addressing all required conditions.

Ayes All: Motion Carried.

**Nick Morgia - County Route 60 & Corner of County 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 updated plans.

Comments from the Jefferson County Department of Planning dated 9/30/26 were entered into record (**Attachment #2**) and review by the Board. Discussion followed.

Revised plans need to be submitted showing what is gravel and what is grass. All measurements on the plans need to be made bigger on the plans as they are very hard to read. An updated landscaping plan also needs to be submitted.

**Motion 69-26:** Motion by Mrs. Desormo, seconded by Mr. Waterbury to grant site plan approval to Nick Morgia for the construction of four 30' x 200' storage units on property located on County Route 60 & Corner of County Route 12F, Tax Map #82.07-1-2.3 as shown on plans and an Elevation drawing prepared by Randy Fone, dated 8/1/26, conditional upon submission of revised plans addressing the following: a detailed landscaping plan; identification of areas proposed for gravel and grass; proposed signage and its placement in compliance with all setback requirements including details of the landscaped base; and plans showing all measurements in a clearly readable font size.

Ayes All: Motion Carried.

Three sets of revised plans need to be submitted to Mrs. Desormo.

**Gary Bass - Drop Zone Storage - 21969 County Route 202 - Tax Map #82.07-1-7.3 - Construction of Two (2) - 30' x 180' Storage Units - Site Plan**

The Jefferson County Department of Planning comments dated 9/30/26 were entered into record (**Attachment #3**) and review by the Board. Discussion followed.

Discussion took place on why landscaping and the pedestrian walkway have not been completed on the adjacent property for Drop Zone Storage.

Mr. Bass stated that he applied for a permit for water and sewer and he is still waiting on the status of that permit. He doesn't want to complete the landscaping if he has to tear it out for heavy equipment to install water and sewer.

Mrs. Desormo will look into the status of the permit.

Landscaping at the front of the property including the pedestrian walkway still need to be cited on the plans. Also, all adjacent property owners need to be listed on the plans.

**Motion 70-26:** Motion by Mrs. Desormo, seconded by Mr. Smith to grant site plan approval to Drop Zone Storage for the construction of two 30' x 180' storage units on property located at 21969 County Route 202 - Tax Map #82.07-1-7.3 as shown on a six page packet dated 10/7/26, conditional upon revised plans showing landscaping, pedestrian walkway, and listing of all adjacent property owners.

Ayes All: Motion Carried.

**National Grid - 21265 NYS Route 232 - Tax Map #90.12-1-3.2 & #90.12-1-5.2 - Construction of Storage Shed - Site Plan**

Matthew Bunal, on behalf of National Grid, presented proposed plans for the construction a storage shed for National Grid on property located at 21265 NYS Route 232. This storage shed will be heated and used for the storage of trucks, excavators, etc. The exterior will match the all existing outbuildings on the property. The proposed plans do not meeting zoning requirements. Discussion followed.

Representative will bring this back to National Grid. They will contact the Town when they make a decision on how they wish to proceed.

**Netmat Capital LLC - Noah Taylor - 18560/18564 US Route 11 - Tax Map #90.12-1-42 - Sign Permit**

Noah Taylor submitted proposed signage for Netmat Capital LLC, 18560/18564 US Route 11 - Tax Map #90.12-1-42. The proposed multi-tenant sign will be 9' x 16' with the sign face being 9' x 13' 6". Discussion followed.

**Motion 71-26:** Motion by Mrs. Waterbury, seconded by Mrs. Desormo to grant sign approval to Netmat Capital LLC as shown on plans signed by Noah Taylor dated 10/7/26.

Ayes All: Motion Carried.

**Motion 72-26:** Motion by Mr. MacAdam, seconded by Mr. Smith to adjourn the meeting at 4:50 p.m.

Ayes All: Motion Carried.

_____
Susan Burdick
Secretary

**Department of Planning and Community Development**

175 Arsenal Street, 3rd Floor
Watertown, New York 13601
Phone: (315) 785-3144
Fax: (315)785-5070

Hartley Bonisteel Schweitzer, AICP
*Director*

Alicia M. Dewey
*Deputy Director*

**Attachment #1**
**Town of Watertown Planning Board**
**10/7/26**

September 30, 2026

Pam Desormo
Town of Watertown
22687 Brookside Dr
Watertown, NY 13601

Re: **Grindstone Group, Site Plan Review, 20631 NYS Route 12F, JCDP File # T Wa 10 - 26**

Dear Pam,

On September 29, 2026 the Jefferson County Planning Board reviewed the above project, after it was referred to the County for comment. The Board determined that the proposal does not raise significant county-wide or intercommunity concerns and is therefore mainly a local matter for your board to decide.

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

- A Jefferson County Building Permit will be required for the proposed additional storage buildings.
- Due to the proximity of the Watertown International Airport, an FAA Form 7460 should be filed.
- The local board should confirm that the previously required NYS DOT Highway Work Permit has been obtained for the proposed access on NYS Route 12F and determine whether the expanded development requires any additional review or authorization from NYS DOT.

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

- The local board should ensure that the expanded development provides adequate internal circulation and emergency vehicle access to all four storage buildings, including sufficient maneuvering space around the proposed office.
- The local board should request a plan showing parking for the proposed office building.
- The local board should ensure that appropriate landscaping and screening are provided for the expanded development in accordance with §107-49 of the Town's zoning ordinance, including landscape buffers previously recommended by the County along 12F and the southwestern property boundary.
- The local board should require the applicant to demonstrate that stormwater runoff from the additional buildings and gravel circulation areas will be adequately managed on site and will not adversely affect adjacent properties on NYS Route 12F.

**Department of Planning and Community Development**

175 Arsenal Street, 3rd Floor
Watertown, New York 13601
Phone: (315) 785-3144
Fax: (315)785-5070

Hartley Bonisteel Schweitzer, AICP
*Director*

Alicia M. Dewey
*Deputy Director*

September 30, 2026

**Attachment #2**
**Town of Watertown Planning Board**
**10/7/26**

Pam Desormo
Town of Watertown
22687 Brookside Dr
Watertown, NY 13601

Re: **Nick Morgia, Site Plan Review, 20768 County Route 60, JCDP File # T Wa 9 - 26**

Dear Pam,

On September 29, 2026, Jefferson County Planning Board reviewed the above project, after it was referred to the County for comment. The Board determined that the proposal does not raise significant county-wide or intercommunity concerns and is therefore mainly a local matter for your board to decide.

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

- A Jefferson County Building Permit will be required for the proposed storage buildings.
- Due to the proximity of the Watertown International Airport, an FAA Form 7460 should be filed, including any potential crane use during construction.

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

- The local board should request a more detailed site plan, indicating the complete access drive and extent of the gravel vehicular areas to be shown on the site plan providing loading access to all the proposed storage buildings. The site plan should also include measurements of the spacing between buildings, to ensure that adequate loading space, internal circulation and emergency vehicle access to all four storage buildings.
- Pursuant to § 107-20.2 of the Town zoning ordinance, the local board should request the type and location of lighting fixtures on the site plan, and ensure they are dark-sky compliant and appropriately directed and shielded to minimize light spill onto adjacent properties, particularly neighboring residential properties and public roadways.
- The local board should ensure that appropriate landscaping and screening are provided for the development in accordance with §107-49 of the Town's zoning ordinance, including the applicable front and side yard buffer requirements. Particular consideration should be given to screening the proposed storage buildings from CR 60 and adjacent residential properties. Landscaping near the driveway should not obstruct sight distance.

**Department of Planning and Community Development**

175 Arsenal Street, 3rd Floor
Watertown, New York 13601
Phone: (315) 785-3144
Fax: (315)785-5070

Hartley Bonisteel Schweitzer, AICP
*Director*

Alicia M. Dewey
*Deputy Director*

September 30, 2026

**Attachment #3**
**Town of Watertown Planning Board**
**10/7/26**

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

Re: **Drop Zone Storage, Site Plan Review, 21969 County Route 202, JCDP File # T Wa 8 - 26**

Dear Pam,

On September 29, 2026 the Jefferson County Planning Board reviewed the above project, after it was referred to the County for comment. The Board determined that the proposal does not raise significant county-wide or intercommunity concerns and is therefore mainly a local matter for your board to decide.

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

A Jefferson County Building Permit will be required for the proposed additional storage buildings.

- The local board should confirm that the existing access onto County Route 202 accommodates the expansion.

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

- The local board should ensure that appropriate landscaping and screening are provided for the expanded development in accordance with §107-49 of the Town's zoning ordinance, including landscape buffers previously recommended by the County along CR 202 and the front and side yard boundaries. Landscaping should be designed to avoid interference with the existing NEXAMP easement.

- The local board should require the applicant to demonstrate that stormwater runoff from the additional buildings and paved circulation areas will be adequately managed on site and will not adversely affect adjacent properties or County drainage facilities along County Route 202.

- If additional lighting is proposed, the local board should ensure that it is dark-sky compliant and appropriately directed and shielded to minimize impacts on adjacent properties and the County highway.

- The local board should confirm that the expanded development does not interfere with the existing NEXAMP access easement.

- The previous site plan indicated the required pedestrian walkway along CR 202. The local board shoud ensure the applicant provides previously approved walkway as required by § 107-50.