

**Regular Meeting  
Town of Watertown Planning Board  
June 1, 2009**

**Members Present:** Tom Boxberger, Co-Chairman  
Pam Desormo, Co-Chairman  
Terry MacAdam  
James Smith  
Randy Vaas

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

**Motion 57-09:** Motion by Mr. Boxberger, seconded by Mr. Smith to accept the minutes of the May 4, 2009 meeting as written and distributed with the following correction:

**Page 7 – Public Hearing – Site Plan – IHC Field House**

The public hearing was opened at 9:22 p.m. No one from the public wished to speak. The public hearing was *closed* at 9:22 p.m.

Ayes All: Motion Carried.

**Motion 58-09:** Motion by Mr. Boxberger, seconded by Mr. Vaas to reschedule the regular July Meeting of the Town of Watertown Planning Board to Wednesday, July 1, 2009 at 7:00 p.m. and for Mrs. Desormo to provide proper notice of this change.

Ayes All: Motion Carried.

**Motion 59-09:** Motion by Mr. Boxberger, seconded by Mr. MacAdam to schedule a Special Meeting for the Town of Watertown Planning Board with the Tug Hill Commission on Wednesday, July 1, 2009 at 4:00 p.m.

Ayes All: Motion Carried.

**Subdivision – Gerry Kostyk – 25746/25752 County Route 160 – Tax Map #83.20-1-16**

Gerry Kostyk, Bernier Carr & Associates, on behalf of Dick Capone, Attorney for the Estate of Helen Keyes, at the intersection of County Route 160 and the Middle Road presented preliminary plans for a 2-lot subdivision. Two existing residential building are on the lot and proposed plans are to split the lot without having to create irregular lines. The logical split would be to have the minimum frontage of 100' on Lot 1 and keep the side yard a minimum of 15' from the adjoining house. This falls short of the required 15,000 square feet requirement.

Discussion followed. The Board will require that the water and sewer be identified in detail and an updated plat showing all adjacent property owners be submitted.

The Planning Board cannot take action on this project, as it does not meet zoning requirements. Mr. Kostyk was advised to apply for an area variance with the Zoning Board of Appeals at their next meeting scheduled for Wednesday, June 3, 2009 at 5:30 p.m.

The Planning Board made the following recommendation to the Zoning Board of Appeals:

**The consensus of the Planning Board is that they have no issues of concern with the ZBA considering an area variance to the square footage for this proposed project.**

**Subdivision – Allen Bender – 3-Lot Subdivision – US Route 11 – Tax Map #100.07-2-9.1**

Allen Bender presented plans for a 3-lot subdivision on US Route 11. A completed application and SEQRA form have been submitted.

The Town has enough evidence on file regarding water availability as property north of this land has gone through complete subdivision review and approval from the State Health Department.

The Board will require that all adjacent property owners be listed on the survey and written lot descriptions be submitted.

**Motion 60-09:** Motion by Mr. Boxberger, seconded by Mr. MacAdam to schedule a Public Hearing for July 1, 2009 at 7:00 p.m. for the proposed 3-lot subdivision of Allen Bender, US Route 11 in the Town of Watertown.

Ayes All: Motion Carried.

Mr. Bender can contact the Town Clerk's office at the end of the week for a list of property owners to notify of the public hearing.

**Charles Dillion – Subdivision – Town of Watertown Fire Department**

Charles Dillion, on behalf of the Town of Watertown Fire Department, approached the Board with preliminary plans for subdivision on corner of Co Rte 202 off NYS Rte 12F for the Town of Watertown Fire Department. The Fire Department is in the process of purchasing 3 ½ acres from the Puccia Estate. Water, sewer, and electricity are all available. Discussion has taken place with Joel Bartlett to annex this property into the new water district.

Discussion followed. A letter authorizing Mr. Dillon/Town of Watertown Fire Department to act as an agent for the landowner needs to be submitted. Signature authorization forms are available in the Town Clerk's office. The Board will require this subdivision to be surveyed. Mr. Dillion stated that the survey should be approved at the next meeting of the Town of Watertown Fire Department scheduled for Wednesday, June 3, 2009.

**Site Plan – Don Clark – Widrick Auto Sales – US Route 11 – Construction of a 14' x 20' addition to the existing building.**

Don Clark presented preliminary plans to construct a 14' x 20' addition to the Widrick Auto Sales office. A complete application and SEQRA form have been submitted. A public hearing for a variance is scheduled for Wednesday, June 3, 2009 at 5:30 p.m. with the ZBA. Mr. Clark requested that the public hearing for site plan approval be waived pending ZBA approval on the variance.

The Board can take no action on the project until a variance is granted in the event that the ZBA imposes any changes or conditions on the variance request.

If a variance is granted as requested, the Board may consider waiving the requirement of a public hearing for site plan due to the size of the project and fact that neighbors have already been notified.

The Board made the following recommendation to the ZBA:

**The consensus of the Planning Board is that they have no issues of concerns with the ZBA considering an area variance for this proposed project.**

**Site Plan – Kathy St. Croix – Remodeling the former Hillside Motel – 16444 US Route 11 – Tax Map #90.20-1-18**

Kathy St. Croix presented updated plans for remodeling the former Hillside Motel into 3 single-family rental homes.

A public hearing for an area variance is scheduled for Wednesday, June 3, 2009 at 5:30 p.m. with the ZBA.

A sketch of the proposed sign, the water test report, and a rendered picture of the proposed pole barn were submitted.

Discussion followed. The position of the sign needs to be changed on the survey as well as the orientation of the proposed pole barn showing the driveway and parking areas sketched into the survey. All adjacent property owners also need to be listed.

**Motion 61-09:** Motion by Mrs. Desormo, seconded by Mr. Boxberger to schedule a Public Hearing for Kathy St. Croix, property located at 16444 US Route 11, on Wednesday, July 1, 2009 at 7:00 p.m. for site plan approval for a 54' x 54' garage.

Ayes All: Motion Carried.

**Site Plan – Chris Goutremout – County Route 165**

No one was present. A public hearing is scheduled for a variance to the landscaped buffer on this project with the ZBA on Wednesday, June 3, 2009 at 5:30 p.m.

**Site Plan – Kevin Caldwell – Bottle Redemption Center at the current KC Auto Sales – US Route 11**

Pat Burns, on behalf of Kevin Caldwell, submitted updated plans for a redemption center on US Route 11. A completed application and SEQRA form have been submitted. A list of adjacent property owners was attached.

Discussion followed. Traffic flow issues were addressed. It was suggested that direction signs be used in the parking lot. The proposed plans are to re-letter the existing sign and add landscaping next to the motel. The Planning Board stated they might request updating the sign. The Board would like a better-scaled drawing of the proposed project. The tax map or survey could be used to show the properties dimensions.

Mr. Burns was asked to submit the updated site plan by the end of the week.

**Motion 62-09:** Motion by Mr. Boxberger, seconded by Mr. Smith to schedule a Public Hearing on July 1, 2009 at 7:00 p.m. for a proposed redemption center, 19208 US Route 11, conditional upon submission of a more detailed site plan.

Ayes All: Motion Carried.

Board members were asked to look at the existing sign to see if they could come up with some simple ideas to upgrade the base of the existing sign.

**Site Plan – Jefferson Dental Clinic – US Route 11**

Building Codes contact Mrs. Desormo regarding the size of the vestibule. The Americans with Disabilities Act has issues with a 6' vestibule. A revised plan has been submitted for a 7' vestibule.

**Motion 63-09:** Motion by Mr. Boxberger, seconded by Mr. Vaas that the proposed modifications for the site plan for Jefferson Dental Clinic as represented in a plat submitted by Zausmer-Frisch Scruton & Aggarwal, originally dated 2/17/09, with updates 2/20/09, 3/3/09, 5/5/09, and a final update of 5/6/09 be considered a minor modification to the previously approved site plan as it reflects only a 1' addition in the size of the vestibule as required by the Americans with Disability Act and that no public hearing be required and approval be given.

Ayes 4  
Nays 1: Motion Carried

**Site Plan – Sean McHale – Training Facility – 22611 Swan Road – Watertown Correctional Facility**

Mr. McHale was unable to attend due to a prior commitment. Mrs. Desormo stated that Mr. McHale requested that the public hearing and county review be waived. A completed application and rendered drawing were submitted.

Discussion followed. It was determined that referral to the Jefferson County Planning Department is not required for this proposed project as no part of the property in question is within 500 feet of a county or state highway.

A document authorizing the project to continue from Deputy Counsel, State of New York, Department of Correctional Services, dated 6/16/08 (**Attachment #1**) and a Permit for Use of State Owned Property Under the Jurisdiction of the NYS Department of Correctional Services, dated 5/2/09 (**Attachment #2**) were entered into record.

**Motion 64-09:** Motion by Mr. Boxberger, seconded by Mr. Smith that the requirement for a public hearing for the Jefferson County Fire Chiefs and Firefighters Association Ventilation Training Building located on Dry Hill, off the Swan Road, be waived and notification requirements for public in general and adjacent property owners be waived as any development that occurs with this project will be substantially in excess of 400' from any adjacent land owner and will have no significant impact upon anyone and the use is consistent with the use that goes on in the training facility at present and provides a public service.

Ayes All: Motion Carried.

**Motion 65-09:** Motion by Mr. Boxberger, seconded by Mr. Smith that site plan approval be granted for the Jefferson County Fire Chiefs and Firefighters Association Ventilation Training and Prop Building located at 22611 Swan Road as depicted in the Aerial View which will be incorporated into the Town files and specific site as indicated in a hand prepared sketch showing the training center and proposed new building and adjacent buildings at the Training Facility and General Construction Schematics prepared by Bernier Carr & Associates drawn by BMW, dated 3/1/07, File #2006-282, Sheet #A500.

Ayes All: Motion Carried.

**New Business**

Mrs. Desormo received a letter from Swartz Law Firm, on behalf of Watertown A/S Properties, LCC, regarding a subdivision approved in 2001 for 11874/76 US Route 11. This was a lot line adjustment for property owned by Steve Knight. Nothing was ever filed with the County Clerk's Office. The letter requests that approval be waived and the map be reissued so the Mylar can be recorded with the County.

Mrs. Desormo reviewed the minutes of November 1, 2009 meeting and the Board agreed that the lot line adjustment for the project did not require subdivision approval.

Mr. Boxberger stated that this needs to be re-reviewed due to the time that has passed and new regulations being adopted.

A letter needs to be sent to Swartz Law Firm asking them to provide copies of the survey, including a Mylar and lot descriptions by the July 1, 2009 meeting. By consensus of the Board, the review process should be no problem provided no changes have occurred.

Mr. Boxberger wanted the record to show that the Planning Board was advised by the Town Board at the special meeting on May 18, 2009 to take into consideration that any projects that are being discussed of any nature on NYS Route 3 and portions of NYS Route 12F need to come under very careful scrutiny because of issues regarding the City of Watertown issuing permits for water and/or sewer until these issues are resolved.

While a moratorium has not been issued, this in fact does create a moratorium unless permits can be obtained from the City by the developer. It should be the Planning Board's intent not to allow any projects to move ahead unless the Board receives proof of those permits. This applies only to new applications.

Mr. Vaas has obtained an extra copy of *Land Use in New York* from a conference he attended in May. It will be available in the Town Clerk's office for anyone who wishes to look at it.

**Motion 66-09:** Motion by Mr. MacAdam, seconded by Mr. Boxberger to adjourn the meeting at 8:14 p.m.

Ayes All: Motion Carried.

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Susan C. Burdick  
Secretary