

Town of LeRay

Planning Board - Minutes

December 5, 2024

Call to Order

On December 5, 2024, the LeRay Planning Board held their regular monthly meeting in the Conference Room of the Town of LeRay Municipal Building. The meeting was called to order at 6:30 PM by Chairperson Biondolillo who led the room in the Pledge of Allegiance.

Open Regular Meeting

In attendance: Deborah Biondolillo – Chairperson, Clarke Oatman – Member, Patrick Collette – Member, Lisa Meeks – Member, Tom Moran – Member, Kerry Young – Member, Brian Jefferds – Member, Lee Shimel – Zoning Enforcement Officer, Morgan Melançon – Secretary to Planning and Zoning, Leland Carpenter – Town Supervisor. Additionally, Dale Timmerman, Daniel Slate, Ethan Corp, Fern Corp, Stuart Graves, Laura Kilgore, Paul Kilgore, Stephen Gracey, Randy Comenole, Jessica Rabetoy, and James Adams were in attendance.

Acceptance of Minutes

The minutes from the regular meeting on November 7, 2024, were reviewed by the Board members. A motion to accept the minutes as drafted was made by Member Jefferds and seconded by Member Young. The vote went as follows:

Member Oatman:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent
Member Collette:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent
Member Meeks:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent
Member Moran:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent
Member Young:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent
Member Jefferds:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent
Chairperson Biondolillo:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent

Correspondence and Communication

Chairperson Biondolillo asked if there was anyone who was not on the agenda that wished to address the Board. There was no response. Chairperson Biondolillo asked Secretary Melançon if there was any correspondence to which she replied there was none.

Public Hearing @ 6:30 PM for a 3-Lot Minor Subdivision Application for Tamra Delaney – proposal is to subdivide an existing 19.9-acre parcel into 3 lots: Lot 1 = 7.0 acres, Lot 2 = 7.0 acres, and the remaining Lot 3 = 5.9 acres, located along Elm Ridge Road, tax parcel #45.00-3-31.31.

Chairperson Biondolillo asked the Board to review the Preliminary Subdivision Plat Map for Tamra Delaney. Mr. Gracey was in attendance as the representative and gave a brief presentation. Chairperson Biondolillo asked the Board if they had any comments or questions on the project. The Board had none.

Chairperson Biondolillo opened the Public Hearing at 6:32 PM and Secretary Melançon read the Public Hearing Notice as published in the Watertown Daily Times on November 21, 2024. Chairperson

Biondolillo asked if there were any comments from the audience. Hearing none, a motion was made by Member Collette and seconded by Member Moran to close the Public Hearing at 6:33 PM. The vote went as follows:

Member Oatman: Yes No Abstain Recuse Absent
Member Collette: Yes No Abstain Recuse Absent
Member Meeks: Yes No Abstain Recuse Absent
Member Moran: Yes No Abstain Recuse Absent
Member Young: Yes No Abstain Recuse Absent
Member Jefferds: Yes No Abstain Recuse Absent
Chairperson Biondolillo: Yes No Abstain Recuse Absent

The motion passed. The Board determined that the Preliminary Subdivision Plat Map met all the requirements with no additional changes; therefore, a motion was made by Member Oatman and seconded by Member Jefferds to approve the Preliminary Subdivision Application. The vote went as follows:

Member Oatman: Yes No Abstain Recuse Absent
Member Collette: Yes No Abstain Recuse Absent
Member Meeks: Yes No Abstain Recuse Absent
Member Moran: Yes No Abstain Recuse Absent
Member Young: Yes No Abstain Recuse Absent
Member Jefferds: Yes No Abstain Recuse Absent
Chairperson Biondolillo: Yes No Abstain Recuse Absent

The motion passed. A motion was made by Member Moran and seconded by Member Collette to review the Final Subdivision Plat Map. The vote went as follows:

Member Oatman: Yes No Abstain Recuse Absent
Member Collette: Yes No Abstain Recuse Absent
Member Meeks: Yes No Abstain Recuse Absent
Member Moran: Yes No Abstain Recuse Absent
Member Young: Yes No Abstain Recuse Absent
Member Jefferds: Yes No Abstain Recuse Absent
Chairperson Biondolillo: Yes No Abstain Recuse Absent

The motion passed. Since there were no changes needed on the Final Plat Map, a motion was made by Member Oatman and seconded by Member Jefferds to grant Final Subdivision Approval. The vote went as follows:

Member Oatman: Yes No Abstain Recuse Absent
Member Collette: Yes No Abstain Recuse Absent
Member Meeks: Yes No Abstain Recuse Absent
Member Moran: Yes No Abstain Recuse Absent
Member Young: Yes No Abstain Recuse Absent
Member Jefferds: Yes No Abstain Recuse Absent
Chairperson Biondolillo: Yes No Abstain Recuse Absent

The motion passed. Chairperson Biondolillo informed Mr. Gracey that he would receive a letter in the mail outlining the Boards decision.

Public Hearing @ 6:30 PM for a Site Plan Application for Jessie’s Pet Spa – proposal is to construct a new 24’ x 75’ wood structure, concrete floor building for dog grooming, and three fenced dog runs in the rear of the existing building, located at 46247 NYS Route 283, tax parcel #74.16-2-5.

Chairperson Biondolillo asked the Board to review the Site Plan Application for Jessie’s Pet Spa. Mr. Adams was in attendance as the representative and provided a brief presentation.

Chairperson Biondolillo opened the Public Hearing at 6:37 PM and Secretary Melançon read the Public Hearing Notice as published in the Watertown Daily Times on November 21, 2024. The Board reviewed the Jefferson County Planning Boards advisory comments as follows:

- The local board should require that the location of the high-voltage power lines are shown on the site plan. The applicant should contact National Grid to determine easement locations and whether there is a setback for new construction from the power lines. The proposed addition will be very close to the power lines.
- According to Article XII, Section 158-87, the local board should require the applicant to show the parking spaces on the site plan to ensure there is an adequate number of parking spaces.

The Board determined that the size of the existing gravel parking lot was sufficient to meet the needs of the project. Chairperson Biondolillo noted that parking lines could not be accurately depicted on the map, as the lot would remain gravel. In regard to the power lines, the Board asked that three revised Site Plan’s be submitted to include the location of the high-voltage power lines. Additionally, it was requested that written confirmation be provided regarding the easement locations and any required setbacks for new construction.

Chairperson Biondolillo asked if there were any comments from the audience. Hearing none, a motion was made by Member Moran and seconded by Member Young to close the Public Hearing at 6:39 PM. The vote went as follows:

Member Oatman:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Abstain <input type="checkbox"/> Recuse <input type="checkbox"/> Absent
Member Collette:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Abstain <input type="checkbox"/> Recuse <input type="checkbox"/> Absent
Member Meeks:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Abstain <input type="checkbox"/> Recuse <input type="checkbox"/> Absent
Member Moran:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Abstain <input type="checkbox"/> Recuse <input type="checkbox"/> Absent
Member Young:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Abstain <input type="checkbox"/> Recuse <input type="checkbox"/> Absent
Member Jefferds:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Abstain <input type="checkbox"/> Recuse <input type="checkbox"/> Absent
Chairperson Biondolillo:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Abstain <input type="checkbox"/> Recuse <input type="checkbox"/> Absent

The motion passed. The Board determined that the Preliminary Site Plan met all the requirements with no additional changes; therefore, a motion was made by Member Meeks and seconded by Member Young to approve the Preliminary Site Plan Application. The vote went as follows:

Member Oatman:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Abstain <input type="checkbox"/> Recuse <input type="checkbox"/> Absent
Member Collette:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Abstain <input type="checkbox"/> Recuse <input type="checkbox"/> Absent
Member Meeks:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Abstain <input type="checkbox"/> Recuse <input type="checkbox"/> Absent
Member Moran:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Abstain <input type="checkbox"/> Recuse <input type="checkbox"/> Absent

Member Young: Yes No Abstain Recuse Absent
 Member Jefferds: Yes No Abstain Recuse Absent
 Chairperson Biondolillo: Yes No Abstain Recuse Absent

The motion passed. A motion was made by Member Collette and seconded by Member Oatman to review the Final Site Plan. The vote went as follows:

Member Oatman: Yes No Abstain Recuse Absent
 Member Collette: Yes No Abstain Recuse Absent
 Member Meeks: Yes No Abstain Recuse Absent
 Member Moran: Yes No Abstain Recuse Absent
 Member Young: Yes No Abstain Recuse Absent
 Member Jefferds: Yes No Abstain Recuse Absent
 Chairperson Biondolillo: Yes No Abstain Recuse Absent

The motion passed. A motion was made by Member Moran and seconded by Member Jefferds to grant Site Plan Approval with Modifications, subject to the following conditions:

- Written confirmation regarding easement locations and any required setbacks for new construction. The proposed construction must meet these setback requirements.
- Submission of three (3) stamped copies of the revised Site Plans showing the location of the High Voltage Powerlines
- The Zoning Permit states that no dogs would be boarded on site.

The vote went as follows:

Member Oatman: Yes No Abstain Recuse Absent
 Member Collette: Yes No Abstain Recuse Absent
 Member Meeks: Yes No Abstain Recuse Absent
 Member Moran: Yes No Abstain Recuse Absent
 Member Young: Yes No Abstain Recuse Absent
 Member Jefferds: Yes No Abstain Recuse Absent
 Chairperson Biondolillo: Yes No Abstain Recuse Absent

The motion passed. A motion was made by Member Young and seconded by Member Collette to grant the Planning Board Chairperson the authority to administratively sign the revised Final Site Plan upon verification that all the requested changes had been completed. The vote went as follows:

Member Oatman: Yes No Abstain Recuse Absent
 Member Collette: Yes No Abstain Recuse Absent
 Member Meeks: Yes No Abstain Recuse Absent
 Member Moran: Yes No Abstain Recuse Absent
 Member Young: Yes No Abstain Recuse Absent
 Member Jefferds: Yes No Abstain Recuse Absent
 Chairperson Biondolillo: Yes No Abstain Recuse Absent

The motion passed. Chairperson Biondolillo informed Mr. Adams that he would receive a letter in the mail outlining the Boards decision.

Public Hearing @ 6:30 PM for a Site Plan Application for JORANCO, LLC – proposal is to change the use of the existing building from a stone quarry (mining operation) to a mixed-use commercial development. The existing pre-engineered steel building would become the primary business location for Pick N Go Property Waste Services, located at 26437 Keyser Road, tax parcel #54.00-3-5.3.

Chairperson Biondolillo asked the Board to review the Preliminary Site Plan Application for JORANCO, LLC. Mr. Comenole and Mr. Garlock were in attendance as the representatives and provided a brief presentation. Mr. Comenole explained that the property would serve as the primary location for Pick N Go Property Waste Services to conduct normal business operations, including storing trucks and empty dumpsters. He noted that their long-term plan included constructing a private transfer station.

Chairperson Biondolillo asked if any waste products that were collected by his company would be stored on-site. Mr. Comenole confirmed that no products of this type would be stored on site would be stored at the property.

Chairperson Biondolillo informed Mr. Comenole that the Petroleum Bulk Storage Facilities (PBS) on-site were still registered under Mr. Weller and that re-certification with the New York State Department of Environmental Conservation would be required. She then asked the Board if they had any comments or questions. The Board had none.

Chairperson Biondolillo opened the Public Hearing at 6:45 PM. Secretary Melançon read the Public Hearing Notice as published in the Watertown Daily Times on November 21, 2024. Chairperson Biondolillo asked if there were any comments from the audience.

Mr. Timerman asked about the long-term use of the property and whether trash or recyclables would ever be stored there. Mr. Comenole replied that in the future, they may pursue building a private transfer station to sort and temporarily sort and store the materials they pick up until they could be hauled away. Chairperson Biondolillo clarified that the Board was only reviewing the proposed office building that evening. She added that any future changes, such as constructing a transfer station, would require the applicant to submit a Site Plan Modification for review and approval.

Mr. Graves raised concerns about potential impacts on his nearby organic farm, particularly runoff from a future transfer station. He questioned how casual waste, water, and snow accumulating in the dumpsters would be managed. Mr. Garlock explained that dumpsters are emptied and scraped at the landfill as needed, with no issues at their current location. Mr. Graves also asked about runoff from the 20-30 trucks used for operations. Mr. Garlock stated that trucks would be stored in a garage with a concrete pad equipped with a water-oil separator.

Regarding traffic, Mr. Graves expressed concerns about increased activity affecting the rural character of the area. Mr. Garlock responded that traffic would remain minimal, and Chairperson Biondolillo noted that signage for trucks entering and exiting would be required.

Mr. Graves sought clarification on the term “personal use,” which Mr. Garlock confirmed referred to company use only. He reiterated concerns about future groundwater contamination. Mr. Garlock explained that transfer stations undergo regular testing, and materials would be sorted and managed within hours of arrival to mitigate environmental risks.

Fern Corp raised concerns about the right-of-way (ROW) access they shared with the property, specifically concerning the width of the drive and the ability for vehicles to pass each other. Mr. Garlock said the current width was sufficient but offered to look into widening the road if needed. He added that they use radios to coordinate truck movements, allowing vehicles to pull over if necessary.

A motion was made by Member Jefferds and seconded by Member Moran to close the Public Hearing at 6:59 PM. The vote went as follows:

Member Oatman:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent
Member Collette:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent
Member Meeks:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent
Member Moran:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent
Member Young:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent
Member Jefferds:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent
Chairperson Biondolillo:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent

The motion passed. The Board determined that the Preliminary Site Plan met all the requirements with no additional changes; therefore, a motion was made by Member Collette and seconded by Member Meeks to approve the Preliminary Site Plan Application. The vote went as follows:

Member Oatman:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent
Member Collette:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent
Member Meeks:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent
Member Moran:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent
Member Young:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent
Member Jefferds:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent
Chairperson Biondolillo:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent

The motion passed. A motion was made by Member Oatman and seconded by Member Young to review the Final Site Plan. The vote went as follows:

Member Oatman:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent
Member Collette:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent
Member Meeks:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent
Member Moran:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent
Member Young:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent
Member Jefferds:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent
Chairperson Biondolillo:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent

The motion passed. A motion was made by Member Jefferds and seconded by Member Young to grant Site Plan Approval with Modifications, subject to the following condition:

- Submission of written notification from the New York State Department of Environmental Conservation (NYSDEC) confirming that the tanks on the property are properly registered.

The vote went as follows:

Member Oatman: Yes No Abstain Recuse Absent
Member Collette: Yes No Abstain Recuse Absent
Member Meeks: Yes No Abstain Recuse Absent
Member Moran: Yes No Abstain Recuse Absent
Member Young: Yes No Abstain Recuse Absent
Member Jefferds: Yes No Abstain Recuse Absent
Chairperson Biondolillo: Yes No Abstain Recuse Absent

The motion passed. Chairperson Biondolillo informed Mr. Comenole that he would receive a letter in the mail outlining the Boards decision.

Review of a Site Plan Modification Application for 7-Eleven, Inc. – proposal is to install parking bollards at the exterior of the existing building, located at 25744 US Route 11, tax parcel #65.17-1-24.2.

Chairperson Biondolillo asked the Board to review the Site Plan Modification for 7-Eleven, Inc. The project representative, Mr. Michael Hollingsworth, joined the meeting via telephone and gave a brief presentation. He explained that the bollards were being installed along the sidewalk at all 7-Eleven facilities as a safety measure following an accident at another location.

The Board determined that the Preliminary Site Plan Modification Application was complete. A motion to deem the application complete was made by Member Meeks and seconded by Member Moran. The vote went as follows:

Member Oatman: Yes No Abstain Recuse Absent
Member Collette: Yes No Abstain Recuse Absent
Member Meeks: Yes No Abstain Recuse Absent
Member Moran: Yes No Abstain Recuse Absent
Member Young: Yes No Abstain Recuse Absent
Member Jefferds: Yes No Abstain Recuse Absent
Chairperson Biondolillo: Yes No Abstain Recuse Absent

The motion passed. Both the environmental review and the Negative Declaration had been previously issued. Chairperson Biondolillo stated that under section 158-145 of the Town Code, the Planning Board could waive certain application or procedural requirements in consideration of the objectives in the section. The Board must determine whether the modification would result in potential significant impacts upon the following:

- a. traffic generation Yes No
- b. water consumption Yes No
- c. adversely affect pedestrian and traffic circulation Yes No
- d. eliminate or adversely affect parking Yes No
- e. necessitate the review of exterior facades Yes No
- f. other potential adverse effects to public health, safety, or welfare Yes No
- g. would otherwise meet existing requirements and standards as contained in the Zoning Code Yes No

Chairperson Biondolillo stated that the modification would not have significant impacts. A motion to waive the Site Plan review requirements for a Public Hearing and submittal for a 239-m review by the County was made by Member Oatman and seconded by Member Jefferds. The vote went as follows:

Member Oatman: Yes No Abstain Recuse Absent
Member Collette: Yes No Abstain Recuse Absent
Member Meeks: Yes No Abstain Recuse Absent
Member Moran: Yes No Abstain Recuse Absent
Member Young: Yes No Abstain Recuse Absent
Member Jefferds: Yes No Abstain Recuse Absent
Chairperson Biondolillo: Yes No Abstain Recuse Absent

The motion passed. A motion to grant Final Approval for the Modified Site Plan was made by Member Young and seconded by Member Moran. The vote went as follows:

Member Oatman: Yes No Abstain Recuse Absent
Member Collette: Yes No Abstain Recuse Absent
Member Meeks: Yes No Abstain Recuse Absent
Member Moran: Yes No Abstain Recuse Absent
Member Young: Yes No Abstain Recuse Absent
Member Jefferds: Yes No Abstain Recuse Absent
Chairperson Biondolillo: Yes No Abstain Recuse Absent

The motion passed. Chairperson Biondolillo informed Mr. Hollingsworth that he would receive a letter in the mail outlining the Boards decision.

Sketch Review for a 2-Lot Subdivision Application for Luke Martin – proposal is to subdivide an existing 414.40-acre parcel into 2 lots: Lot 1 = 20.37 acres, and the remaining Lot 2 = 394.03 acres, located at 32693 Schell Road, tax parcel #44.00-3-23.

Chairperson Biondolillo asked the Board to review the Sketch Subdivision Plat Map for Luke Martin. Mr. Gracey was in attendance as the representative and gave a brief presentation. Chairperson Biondolillo asked the Board if they had any comments or questions. The Board had none.

The Board determined that the Plat Map met all the requirements for preliminary review. A motion was made by Member Moran and seconded by Member Collette to deem the Preliminary Subdivision Application as complete. The vote went as follows:

Member Oatman: Yes No Abstain Recuse Absent
Member Collette: Yes No Abstain Recuse Absent
Member Meeks: Yes No Abstain Recuse Absent
Member Moran: Yes No Abstain Recuse Absent
Member Young: Yes No Abstain Recuse Absent
Member Jefferds: Yes No Abstain Recuse Absent
Chairperson Biondolillo: Yes No Abstain Recuse Absent

The motion passed. Chairperson Biondolillo had prepared Part 2 of the Short Environmental Assessment Form for the Boards review. A motion was made by Member Meeks and seconded by Member Jefferds to act as Lead Agency to conduct the environmental review for the Unlisted Action. The vote went as follows:

Member Oatman: Yes No Abstain Recuse Absent
Member Collette: Yes No Abstain Recuse Absent
Member Meeks: Yes No Abstain Recuse Absent
Member Moran: Yes No Abstain Recuse Absent
Member Young: Yes No Abstain Recuse Absent
Member Jefferds: Yes No Abstain Recuse Absent
Chairperson Biondolillo: Yes No Abstain Recuse Absent

The motion passed. Based on a review of the information and analysis, the Board determined that the proposed action would not result in any significant adverse environmental impacts. A motion to declare a Negative Declaration was made by Member Young and seconded by Member Meeks. The vote went as follows:

Member Oatman: Yes No Abstain Recuse Absent
Member Collette: Yes No Abstain Recuse Absent
Member Meeks: Yes No Abstain Recuse Absent
Member Moran: Yes No Abstain Recuse Absent
Member Young: Yes No Abstain Recuse Absent
Member Jefferds: Yes No Abstain Recuse Absent
Chairperson Biondolillo: Yes No Abstain Recuse Absent

The motion passed. A motion to set a Public Hearing for the January 2, 2025, meeting at 6:30 PM was made by Member Collette and seconded by Member Oatman. The vote went as follows:

Member Oatman: Yes No Abstain Recuse Absent
Member Collette: Yes No Abstain Recuse Absent
Member Meeks: Yes No Abstain Recuse Absent
Member Moran: Yes No Abstain Recuse Absent
Member Young: Yes No Abstain Recuse Absent
Member Jefferds: Yes No Abstain Recuse Absent
Chairperson Biondolillo: Yes No Abstain Recuse Absent

The motion passed. Chairperson Biondolillo informed Mr. Gracey that he would receive a letter in the mail outlining the upcoming Public Hearing details.

Review for a Site Plan Application for the Calcium Fire Department – proposal is to construct a 13,650 SF Fire Department building and associated site improvements including asphalt perimeter access drive and parking areas, concrete walks, grading, site lighting and landscaping, located at 24882 Stalder Road, tax parcel #74.12-1-19.

Chairperson Biondolillo stated that the Public Hearing for the Calcium Fire Department’s Site Plan Application remained open from the November 7, 2024 meeting. No further action on the project,

including the environmental review, would happen until the Developer Agreement was signed and the bond was paid. Once those items were complete, the coordinated review letters would be sent to the involved agencies.

Review of Battery Energy Storage System Moratorium

Chairperson Biondolillo stated that the Town’s renewable energy facilities moratorium was set to expire on February 14, 2025. The Board had been provided with a copy of the draft legislation from the Town Attorney for their review. She explained that the Board was still waiting on additional guidance and updates from New York State. State agencies, including NYSEDA and the DEC, continued to release new recommendations, safety protocols, and model ordinances for Battery Energy Storage Systems, particularly regarding fire safety, emergency response, and zoning regulations. Chairperson Biondolillo emphasized that the ongoing release of state information was critical to ensuring the Town’s regulations were both comprehensive and up to date. The Board agreed that extending the moratorium was necessary to allow time to incorporate the evolving state standards and recommendations, ensuring that any local law adopted reflected the best available practices for the safety and well-being of the community.

A motion was made by Member Jefferds and seconded by Member Young to send the Planning Boards recommendations to the Town Board to extend the moratorium for all Renewable Energy Facilities for six (6) months, based on the reasons stated above. The vote went as follows:

- Member Oatman: Yes No Abstain Recuse Absent
- Member Collette: Yes No Abstain Recuse Absent
- Member Meeks: Yes No Abstain Recuse Absent
- Member Moran: Yes No Abstain Recuse Absent
- Member Young: Yes No Abstain Recuse Absent
- Member Jefferds: Yes No Abstain Recuse Absent
- Chairperson Biondolillo: Yes No Abstain Recuse Absent

The motion passed.

Report from the Zoning Enforcement Officer

Mr. Shimel reported that the court case for the Wewer Holdings project was scheduled for the following week and noted that there were three additional court cases pending for zoning violations.

He informed the Board that the Watertown Auto Repair shop had been sold. The new owner intended to appear before the Board, likely sometime in 2025, to propose establishing car sales at the site.

Mr. Shimel said he had received a call from a solar developer interested in putting a solar farm off US Route 283. He was informed that the location was in a Mixed Use (MU) District and was not permitted.

Last, Mr. Shimel said he had received another inquiry from a solar developer who had expressed interest in developing a solar farm off NYS Route 283. He informed the developer that the proposed location was within a Mixed Use (MU) District and solar farms was not a permitted use.

Report from the Planning Board Chairperson

Chairperson Biondolillo reported that Valvoline Oil was proposing to develop the parcel adjacent to Taco Bell. Upon reviewing the originally approved Site Plan for Taco Bell, she noted that the driveway—intended to provide cross-access between Taco Bell and the neighboring parcel through a reciprocal agreement—had not been constructed to extend the full length of both properties as originally approved. She informed the Board that the project representatives had been made aware that revisions would be necessary to address this.

Chairperson Biondolillo also noted that a meeting was scheduled for Monday, December 9, 2024, to discuss the wellhead and recharge zones that could impact the project. She mentioned that Valvoline had a solid plan for oil storage, including containment measures in a basement area. However, she emphasized that the wellhead recharge areas had not been updated on the Town’s zoning maps, raising concerns about the need to ensure the protection of all wells. She encouraged the Board to carefully consider the Town’s water resources when reviewing projects moving forward.

Adjournment

A motion was made by Member Young and seconded by Member Meeks to adjourn the meeting at 7:37 PM. The vote went as follows:

Member Oatman:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent
Member Collette:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent
Member Meeks:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent
Member Moran:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent
Member Young:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent
Member Jefferds:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent
Chairperson Biondolillo:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent

The motion passed.

Respectfully submitted,

Morgan R. Melançon

Morgan R. Melançon,
Secretary to Planning and Zoning
December 5, 2024