

# Town of LeRay

## Planning Board - Minutes

January 2, 2025

### Call to Order

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On January 2, 2025, 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

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In attendance: Deborah Biondolillo – Chairperson, 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, Michael Lundy, Stephen Gracey, Donna Drake, and Timothy Drake were in attendance. Member Clarke Oatman was absent.

### Acceptance of Minutes

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The minutes from the regular meeting on December 5, 2024, were reviewed by the Board members. A motion to accept the minutes as drafted was made by Member Young and seconded by Member Moran. The vote went as follows:

Member Oatman:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input checked="" 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.

### Correspondence and Communication

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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 stated there was. Correspondence had been received from adjacent landowners Diane Kistler, David Kistler, and Johnathan Kistler regarding the Luke Martin Subdivision application.

**Public Hearing @ 6:30 PM 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 Preliminary 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 on the project. The Board had none.

Chairperson Biondolillo opened the Public Hearing at 6:34 PM and Secretary Melançon read the Public Hearing Notice as published in the Watertown Daily Times on December 23, 2024. Chairperson Biondolillo asked if there were any comments from the audience. Hearing none, A motion to enter the correspondence from Diane Kistler, David Kistler, and Johnathan Kistler into the official record was made by Member Moran and seconded by Member Collette. 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 stated that a response letter would be sent to the Kistler's informing them that the Board did not have the authority to consider factors such as buyer motivations, alternative offers, or speculative future developments unrelated to the current proposal. Rather, the Board's role was to evaluate applications strictly based on their compliance with the Town's Subdivision Code, Zoning Code, and applicable New York State regulations.

**Attachment A** - Diane Kistler Letter

**Attachment B** - David Kistler Letter

**Attachment C** - Johnathan Kistler Letter

A motion was made by Member Young and seconded by Member Jefferds to close the Public Hearing at 6:36 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. A motion was made by Member Moran and seconded by Member Collette to approve the Preliminary 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. A motion was made by Member Moran and seconded by Member Meeks 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 Collette and seconded by Member Meeks 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.

**Sketch Review of a 3-Lot Subdivision Application for Timothy Drake** – proposal is to subdivide an existing 357.50-acre parcel into 3 lots: Lot 1 = 6.55 acres, Lot 2 = 4.80 acres, and the remaining Lot 3 = 346.15-acres, located at 34178 Drake Road, tax parcel #44.00-3-7.1.

Chairperson Biondolillo asked the Board to review the Sketch Subdivision Application for Timothy Drake. Mr. Drake was in attendance as the representative and provided a brief presentation. Mr. Drake explained that both lots are intended for his sons to build a residential home, and the existing 50-foot access drive would remain on Lot 2 to provide continued access to the back lots.

Chairperson Biondolillo noted that during the completion of Part 1 of the Short Environmental Assessment Form (SEAF), a 100-year floodplain had been identified on the property near the creek by Lot 1. Mr. Gracey clarified that the floodplain designation was specific to the larger parent parcel and did not impact the usability of Lots 1 and 2, which were located outside of the floodplain.

The Board determined that the Plat Map met all the requirements for preliminary review. A motion was made by Member Young and seconded by Member Jefferds 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 Collette and seconded by Member Moran to act as the 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 February 6, 2025 meeting at 6:30 PM was made by Member Jefferds 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. Drake that he would receive a letter in the mail outlining the upcoming Public Hearing details.

**Sketch Review of a 3-Lot Subdivision Application for Michael Lundy** – proposal is to subdivide an existing 25.45-acre parcel into 3 lots: Lot 1 = 4.92 acres, Lot 2 = 2.97 acres, and the remaining Lot 3 = 17.56-acres, located at 25991 US Route 11, tax parcel #64.20-1-43.

Chairperson Biondolillo asked the Board to review the Sketch Subdivision Application for Michael Lundy. Mr. Lundy, who was in attendance as the representative, provided a brief presentation. He explained that due to unforeseen circumstances with their previous subdivision plans, the development strategy had been revised. Instead of pursuing a multi-lot subdivision as initially proposed, Mr. Lundy planned to retain the remaining land as one parcel and subdivide further as needed in the future. Lot 1 would be developed as the site for the proposed Tractor Supply store.

Chairperson Biondolillo inquired whether Mr. Lundy would serve as the developer for the Tractor Supply project or if another party would be involved. Mr. Lundy confirmed that he would be responsible for obtaining all necessary approvals and making the site shovel-ready for Tractor Supply.

Chairperson Biondolillo asked Mr. Lundy if he still intended to dedicate the proposed road to the Town. Mr. Lundy confirmed that he did, stating that plans for site access would remain consistent with previous proposals, and an updated traffic study would be conducted. The Board discussed the need for the realignment of Freedom Drive and the relocation of a transformer at the intersection of US Route 11 and Freedom Drive. Chairperson Biondolillo clarified that the construction of the proposed future Town road would not be required to be completed at this stage. The existing water and sewer infrastructure along US Route 11 would adequately service the development. Tractor Supply would be responsible for extending the infrastructure to the lot from US Route 11.

Chairperson Biondolillo noted that the submitted SEAF Part 1 did not include information about endangered bat habitats or the site's designation as an archaeologically sensitive area. Mr. Lundy stated that prior clearance had been obtained for tree clearing during a previous project at that location, which addressed those concerns at the time. It was noted that any new site plan or subdivision proposal should rely on current information for the site as part of the State Environmental Quality Review (SEQR) process, ensuring that environmental assessments reflected the most up-to-date conditions. Chairperson Biondolillo asked if the Board had any comments or questions. The Board had none.

**Sketch Review of a Site Plan Application for Tractor Supply** – proposal is to create a shovel ready site and construct a new Tractor Supply Retail store, located at 25991 US Route 11, tax parcel TBD (part of current tax parcel #64.20-1-43).

Chairperson Biondolillo asked the Board to review the Sketch Site Plan Application for Michael Lundy, who was in attendance as the representative and provided a brief presentation.

Mr. Lundy discussed the landscaping plan, which included plantings along the three-sided road and around the stormwater basin. Chairperson Biondolillo suggested modifying the landscaping plan to allow for additional snow storage space, noting that some reductions in the landscaping would be acceptable given the volume already proposed.

The Board reviewed the proposed location of the parking lot in front of the building, noting it did not comply with Town Code. Mr. Lundy explained that the layout was standard for Tractor Supply stores due to security concerns. The Board discussed the trailer display area located in front of the parking lot. Mr. Lundy confirmed this was also a typical feature for Tractor Supply stores. It was noted that the parcel would be set back from US Route 11 at a higher elevation, reducing the visual impact of the parking lot. The Board agreed the elevation mitigated potential visual concerns and indicated they were open to waiving the parking requirements to allow the parking lot as proposed.

Mr. Lundy stated that Tractor Supply was considering obtaining an Area Variance to install a 16-foot fence, as the current Zoning Code allowed for a maximum of six feet. Regarding lighting, Mr. Lundy indicated that light poles had been included in the plan, but final details regarding siting and lumens were still being worked out by a photometric consultant.

Mr. Lundy presented two options for the building's exterior: a standard prototype with painted concrete blocks and an alternate design with a masonry veneer. The Board expressed their preference for the masonry veneer option, agreeing that it aligned better with the overall aesthetic goals for the area and would serve as a precedent for any future developments

The submittal deadline for the upcoming Planning Board meeting was January 24, 2025 at noon. Chairperson Biondolillo asked if the Board had any comments or questions. The Board had none.

**Continuation of Public Hearing 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, which remained open from the November 7, 2024, meeting, was still in progress. She informed the Board that the Developer Agreement had been finalized and that an internal meeting would be scheduled with the Fire Department to ensure alignment on the project. She also noted that the environmental review process would continue.

## Adjournment

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A motion was made by Member Collette and seconded by Member Young to adjourn the meeting at 7:14 PM. The vote went as follows:

Member Oatman:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input checked="" 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  
January 2, 2025