

Town of LeRay

Planning Board - Minutes

November 2, 2023

Call to Order

On November 2, 2023, 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

Board members in attendance: Deborah Biondolillo – Chairperson, Tom Moran – Member, Kerry Young – Member, Brian Jefferds – Member, Pat Collette – Member, William Albrecht – Member, Clarke Oatman – Member, Jessica Jenack – Community Development Coordinator, Morgan Melancon – Secretary to Planning and Zoning, and Lee Shimel – Zoning Enforcement Officer. Additionally, Denice Palmer, June Palmer, and Stephen Gracey were in attendance. Jamie Bracy joined the meeting via telephone at 6:40 PM.

Acceptance of Minutes – October 5, 2023

The minutes from the regular meeting on October 5, 2023, were reviewed by the Board members. A motion to accept the minutes as drafted was made by Member Young and seconded by Member Collette. The vote went as follows:

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

The motion passed.

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 Ms. Melancon if there was any correspondence to which she replied there was none.

Public Hearing @ 6:30 PM for a 6-Lot Major Subdivision Application for William Jesmore II – proposal is to subdivide an existing 84.38-acre parcel into 6 lots: Lot 1 = 47.66 acres, Lot 2 = 23.58 acres, Lot 3 = 3.80 acres, Lot 4 = 2.74 acres, Lot 5 = 3.11 acres, and the remaining Lot 6 will be 3.49 acres, located at 30765 Farrell Road, tax parcel #54.00-3-8.1.

Chairperson Biondolillo asked the Board to review the Preliminary Subdivision Plat Map for William Jesmore II. Mr. Gracey was in attendance as the representative and gave a brief presentation.

Chairperson Biondolillo opened the Public Hearing at 6:33 PM and Ms. Melancon read the hearing notice as published in the Watertown Daily Times on October 19, 2023. Chairperson Biondolillo asked if there were any comments from the audience. Denice Palmer, an adjacent landowner, addressed the Board. Mrs. Palmer asked if the new residential lots would have an effect on the value of her property, being in an agricultural district. Mr. Gracey said the residential homes would not change the district from agricultural.

She then expressed concerns regarding a culvert that ran through the abandoned road, stating that it played a significant role in preventing water accumulation and potential flooding in their fields. Chairperson Biondolillo said, in the final approval letter to Mr. Jesmore, she would request that he be aware of the culvert and that any activities on their property would not inadvertently obstruct or alter its function.

A motion was made by Member Oatman and seconded by Member Albrecht to close the Public Hearing at 6:41 PM. The vote went as follows:

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

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

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

The motion passed. Chairperson Biondolillo asked if the Board had any other comments or questions regarding the Minor Subdivision, to which the Board had none. The plat map met all the requirements with no additional changes, therefore a motion was made by Member Moran and seconded by Member Albrecht to approve the Preliminary Subdivision Plat Map. The vote went as follows:

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

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

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

The motion passed. Since there were no changes to the Final Subdivision Plat Map, a motion was made by Member Albrecht and seconded by Member Moran to approve the Final Subdivision Plat Map. The vote went as follows:

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

The motion passed. Chairperson Biondolillo informed Mr. Gracey that he would receive an approval letter in the mail.

Public Hearing @ 6:30 PM for a 2-Lot Minor Subdivision Application for Justin Davis – proposal is to subdivide an existing 4-acre parcel into 2 lots: Lot 1 = 1.73 acres and the remaining Lot 2 will be 2.27 acres, located along Rockbrook Estates Road, tax parcel #56.00-2-5.131.

Chairperson Biondolillo asked the Board to review the Revised Preliminary Subdivision Plat Map for Justin Davis. Mr. Gracey was in attendance as the representative and gave a brief presentation. Mr. Gracey stated that the deed reference had been updated and there was already a Road Maintenance Agreement in place.

Chairperson Biondolillo opened the Public Hearing at 6:44 PM and Ms. Melancon read the hearing notice as published in the Watertown Daily Times on October 19, 2023. Chairperson Biondolillo asked if there were any comments from the audience. Hearing none, a motion was made by Member Young and seconded by Member Oatman to close the Public Hearing at 6:45 PM. The vote went as follows:

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

The motion passed. A motion was made by Member Collette and seconded by Member Jefferds to review and discuss the Revised Preliminary Subdivision Plat Map. The vote went as follows:

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

The motion passed. Chairperson Biondolillo asked if the Board had any other comments or questions regarding the Minor Subdivision, to which the Board had none. The plat map met all the requirements with no additional changes, therefore a motion was made by Member Oatman and seconded by Member Moran to approve the Revised Preliminary Subdivision Plat Map. The vote went as follows:

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

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

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

The motion passed. Since there were no changes to the Final Subdivision Plat Map, a motion was made by Member Moran and seconded by Member Young to approve the Final Subdivision Plat Map. The vote went as follows:

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

The motion passed. Chairperson Biondolillo informed Mr. Gracey that he would receive an approval letter in the mail and reminded him that, for any other projects being submitted, the submittal date for the December meeting would be on November 20, 2023 due to the holiday.

Review of a Site Plan Modification Application for Splash Pad Car Wash – proposal is to review an existing installed free-standing sign with an illuminated logo, LED display, and electronic message center, located at 26424 Johnson Road, tax parcel #64.20-1-35.

Chairperson Biondolillo asked the Board to review the Site Plan Modification for Splash Pad Car Wash. Jamie Bracy was in attendance via telephone as the representative and gave a brief presentation. Chairperson Biondolillo informed Mr. Bracy that the Board had discussed the project during their Work Session Meeting and had discussed the dwell time. She stated that she and the Board would be further reviewing the code regarding electronic message centers in the Town and hoped to reach a decision by the January meeting. Mr. Bracy mentioned applying for a variance with the Zoning Board of Appeals (ZBA) in the meantime.

Chairperson Biondolillo stated that both the environmental review and the Negative Declaration had been previously issued and asked the Board if, upon the review of the application, they had any comments. The Board had none.

Chairperson Biondolillo said under section 158-145 of the General Municipal Law, 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:

- | | | |
|--|---|--|
| traffic generation | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| water consumption | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| adversely affect pedestrian and traffic circulation | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| eliminate or adversely affect parking | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| necessitate the review of exterior facades | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| other potential adverse effects to public health, safety, or welfare | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| would otherwise meet existing requirements and standards as contained in the Zoning Code | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |

Chairperson Biondolillo stated that the modification would not have significant impacts and asked the Board if they had any further comments or questions. The Board had none.

A motion to waive the Site Plan review requirements for a Public Hearing and submittal for a 239-L and M review by the County was made by Member Collette and seconded by Member Moran. The vote went as follows:

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

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

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

The motion passed. Chairperson Biondolillo informed Mr. Bracy that he would receive an approval letter in the mail.

Ms. Melancon informed the Board that John Hallett would be stepping down from the Zoning Board of Appeals (ZBA) at the end of December. If anyone was aware of someone who may be interested in filling the position, they should let the ZBA Chairperson, Jan Oatman, or Mr. Shimel know.

Adjournment

A motion was made by Member Young and seconded by Member Jefferds to adjourn the meeting at 6:58 PM. The vote went as follows:

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

The motion passed.