

**MEETING OF THE LOUISVILLE PLANNING BOARD
JANUARY 25, 2021
LOUISVILLE MUNICIPAL BUILDING 7:00 PM**

PLANNING BOARD MEMBERS PRESENT: CAROL PULLEY

DIANA CLARK

JEFF REYNOLDS

BERNARD LASHOMB

JAMES KENNEY

TOM WILLSON

BRIAN HURLBUT/CHAIRMAN

PUBLIC PRESENT:

ROYAL FORGUES

ANTHONY MCMANMAN/CEO

CLERK CAMERON & CLERK O'KEEFE

Chairman Hurlbut called the meeting to order at 7pm.

The meeting is being held to discuss a subdivision for the Girard property located on SH 131 and updates to the Land Use and Development Codebook.

Billboard size being added to the Land Use and Development Codebook in the C-G district was discussed. The code currently allows for signs only up to 32 square feet. The Board of Appeals has granted two area variances for bigger signs (billboards) in the C_G zone and has a third request. The SLC Planning Board has suggested that the Planning Board revise the codebook or state that no billboards should be allowed, so no more variances have to be considered.

The Clerks will request sign/billboard sample regulations from SLC Planning Office and email them to the Planning Board members so that they can be added in the current updates to the codebook.

The Board went on to discuss the Girard subdivision. The subdivision has been reviewed by the SLC Planning Board and returned for local action.

The Girard subdivision located in the R-A zone: Is one property being split into four. All of the new lots have road frontage and the lots are in excess of the current building code requirement (150X200).

CEO Anthony McManaman has no issues with the subdivision.

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Moved by James Kenney, seconded by Jeff Reynolds and duly carried to approve the Girard subdivision of tax map #8.004-1-37.11 into four parcels.

Moved by Carol Pulley, seconded by Jim Kenney and duly carried to adjourn the meeting at 7:32pm.

Respectfully Submitted

Joanne Cameron

Town Clerk

**MEETING OF THE LOUISVILLE PLANNING BOARD
FEBRUARY 22, 2021
LOUISVILLE MUNICIPAL BUILDING 7:00 PM**

PLANNING BOARD MEMBERS PRESENT: CAROL PULLEY
DIANA CLARK
JEFF REYNOLDS
BERNARD LASHOMB
JAMES KENNEY
TOM WILLSON
BRIAN HURLBUT/CHAIRMAN

TOWN BOARD MEMBER PRESENT: GAIL SCHNEIDER

Chairman Hurlbut called the meeting to order at 7pm.

The meeting is being held to discuss the updating of the Land Use and Development Codebook.

The following changes were discussed: brewery/winery definitions, billboard and sign regulations and definitions, solar regulations, fencing, and SLC recommended changes.

The Town Board public meeting/hearing for the update to the local law will be held on March 10, 2021 at 6:30pm.

Moved by Jeff Reynolds, seconded by Carol Pulley and duly carried to make the discussed corrections/amendments to the Land Use and Development Codebook and send it to the Town Board for approval at the March 10, 2021 meeting. The revision is attached.

Moved by Carol Pulley, seconded by Jim Kenney and duly carried to adjourn the meeting at 8:15pm.

Respectfully Submitted

Joanne Cameron

Town Clerk

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PLANNING BOARD MEMBERS PRESENT: CAROL PULLEY

DIANA CLARK

JEFF REYNOLDS

BERNARD LASHOMB

JAMES KENNEY

TOM WILLSON

BRIAN HURLBUT/CHAIRMAN

PUBLIC PRESENT:

ROBERT RUSHLOW

CLERK CAMERON & CLERK O'KEEFE

Chairman Hurlbut called the meeting to order at 7pm.

The meeting is being held to discuss a Special Use permit for Mr. Rushlow and to review the site plan submitted by Royal Forgues for a billboard on SH 56.

The Board began with discussion on the Special Use permit for Mr. Rushlow. The Special Use permit application has been reviewed by the SLC Planning Board and returned for local action with the comment "While Staff have determined that this project will not have countywide impact, it does raise some concerns about impacts on adjacent residential properties. Staff would encourage the Town ensure that all the home occupation standards listed in the Town Code are met, especially the buffering, and the 20% of gross floor area maximum usage requirements." Mr. Rushlow is asking for a Special Use permit to start a vehicle detailing business in his garage. His property is located in an R-1 zone on 268 Andrews Street. Mr. Rushlow was asked about his garage and plans. He stated his garage is 2½ stalls and he will be detailing 1 or 2 cars, trucks, and motorcycles on his days off from his full time job. Carol Pulley asked about vehicles being carried over from one day to the next. Mr. Rushlow responded that he wants vehicles in and out on the same day, no carry over. He said that he will be doing no auto body work and takes about 6 to 8 hours per vehicle. Brian Hurlbut asked if he had spoken to his neighbors and what they said. Mr. Rushlow said that he talked the neighbor on the other side of the hedge and

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they were okay with this. He also stated that he didn't know or speak with the neighbor on the other side of his property.

Moved by Jeff Reynolds, seconded by James Kenney and duly carried to approve the Special Use permit for Robert Rushlow with the stipulations that no customer vehicles stay overnight in his driveway and that there is a limit of 3 customer vehicles on his property at any one time.

The Board then began to review the site plan submitted by Royal Forgues for a billboard on SH 56. The board discussed that his site plan shows the billboard will be located 20' back from the side property line and 35' back from the center line of the road. In a letter received from Mr. Forgues, he stated that he had verbal approval from Jim Dawson at the DOT in Watertown.

Moved by Tom Willson, seconded by Brian Hurlbut and duly carried to approve the Site Plan for the Billboard with the stipulation that all parts of the billboard are set back 20' from the side property line and 50' back from the center line of SH56.

Bernard Lashomb asked what happens if the code is not followed or these stipulations are not followed. Town Clerk Cameron responded that there would be a written complaint filed with the Code Enforcement officer and he would follow up with the land owner. Any fees incurred by the town would be relieved onto the county taxes for that parcel.

Moved by Brian Hurlbut, seconded by Jeff Reynolds and duly carried to adjourn the meeting at 7:52pm.

Respectfully Submitted

Terri O'Keefe

Code Clerk

MEETING OF THE LOUISVILLE PLANNING BOARD
APRIL 26, 2021
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MEETING OF THE LOUISVILLE PLANNING BOARD
October 26, 2021
LOUISVILLE MUNICIPAL BUILDING 7:00 PM

PLANNING BOARD MEMBERS PRESENT:	BRIAN HURLBUT/CHAIRMAN
	BERNARD LASHOMB
	CAROL PULLEY
	DIANA CLARK
	JEFF REYNOLDS
	JAMES KENNEY
	TOM WILLSON
TOWN BOARD MEMBERS PRESENT:	DAN O'KEEFE
	PAT CARROLL
	LARRY LEGAULT, SUPERVISOR
TOWN CLERK PRESENT:	JOANNE CAMERON
CODE CLERK PRESENT:	TERRI O'KEEFE

This meeting is available on Go To Meetings.

Chairman Hurlbut called the meeting to order at 7:08 pm.

The meeting is being held to discuss the possibilities of a Retail Dispensary and/or On-site Consumption of Cannabis business in the Town of Louisville. The Town Board has asked the Planning Board to review our zoning regulations and make a recommendation to the Board on the changes and additions that are needed if the Town opts-in on allowing these types of businesses in our town. The Town Board would also like the Planning Board's opinion on whether the Town should opt-in or opt-out.

The Board began with asking Town Board members present when a decision to opt-in or opt-out was needed and what they were thinking. Supervisor Legault responded that he was leaning towards opting – out but others were leaning toward opting –in and the Town must decide by December 31, 2021. If the Town opts-out they will receive no sales tax money from any cannabis sales within St. Lawrence County. Town Clerk Cameron added that the County Planning Board hasn't received any Towns' new zoning regulations pertaining to Retail Dispensary and/or On-site Consumption of Cannabis businesses.

The Planning Board members began with discussion about where they would allow a Retail Dispensary and/or On-site Consumption of Cannabis business in the Town of Louisville and what regulations that would have to develop. Carol Pulley said A Town Official's Official Guide to Cannabis from The Association of Towns states "...Neither a retail dispensary nor an on-site consumption establishment can be within 500 feet of a school or 200 feet of a house of worship." Jeff Reynolds said that he believes that the Town of Massena leaning towards the option to opt-out but the Village of Massena is leaning towards the option to opt-in to Retail Dispensaries but opt-out of On-site Consumption businesses. The Planning

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Board members stated that this is a tough decision and could develop into something bigger. Many said that they did not feel they had enough information from NYS or St. Lawrence County to make a decision and are unsure if it will produce enough revenue, in the form of sales tax, to justify all this extra work. They would like to know:

- Is it legal for the Town to opt-in to Retail Dispensaries but opt-out of On-site Consumption establishments?
- If the Town opts-out now and later on opts-in, will they get sales tax revenue starting at that point in time?
- What about Edibles that contain cannabis? Everything they are reading or hearing about is concerning smoking or vaping?
- What are the zoning regulations that other towns have developed who have allowed these types of businesses?

Moved by Chairman Hurlbut, seconded by James Kenney and duly carried to table all decisions until the Planning Board has more information.

Chairman Hurlbut asked Town Clerk Cameron and Code Clerk O'Keefe to get answers to their questions from the County Planning Board if available.

Moved by Chairman Hurlbut, seconded by Jeff Reynolds and duly carried to adjourn the meeting at 8:14pm.

Respectfully Submitted

Terri O'Keefe
Code Clerk

MEETING OF THE LOUISVILLE PLANNING BOARD
November 15, 2021
LOUISVILLE MUNICIPAL BUILDING 7:00 PM

PLANNING BOARD MEMBERS PRESENT:	TOM WILLSON
	BERNARD LASHOMB
	CAROL PULLEY
	DIANA CLARK
	JEFF REYNOLDS
	JAMES KENNEY
PLANNING BOARD MEMBER ABSENT:	BRIAN HURLBUT/CHAIRMAN
TOWN BOARD MEMBERS PRESENT:	PAT CARROLL
CODE CLERK PRESENT:	TERRI O'KEEFE
OTHERS PRESENT:	LORI CURRAN

This meeting is available on Go To Meetings.

James Kenney made a motion to call the meeting to order and Carol Pulley seconded the motion. The meeting was called to order at 7:00 pm.

The meeting is being held to discuss a subdivision of property located at 59 River Dr. Wilson Hill for Patrick & Lori Curran and to review additional information received regarding Retail Dispensaries and/or On-site Consumption of Cannabis businesses in the Town of Louisville.

The Board began with a discussion about the subdivision of property for Patrick & Lori Curran. The subdivision was reviewed by the St. Lawrence County Planning Board and returned for local action pursuant to the memorandum of understanding. The Board asked Lori Curran to explain what they are asking the Board to approve. Lori Curran explained that they would like to be able to split their 6.20 acre property located at 59 River Dr., tax map #8.055-2-41.1 into 3 separate parcels. They are then intending to sell two of the parcels to an interested third party. They will be keeping one of the parcels for themselves. Members of the board then discussed the maps included in the subdivision request to better understand where they are located and how the subdivision will be laid out. James Kenney asked Lori to show them on the maps for clarification. The Board reviewed the Land Use & Development Code Zoning Regulations book and agreed that these new parcels will all be buildable lots with an appropriate amount of road frontage. Jeff Reynolds made a motion to accept the subdivision as requested; Diana Clark seconded the motion and duly carried to approve the subdivision.

The Board then moved on to continue to discuss the possibilities of a Retail Dispensary and/or On-site Consumption of Cannabis business in the Town of Louisville. The Town Board has asked the Planning Board to review our zoning regulations and make a recommendation to the Board on the changes and additions that are needed if the Town opts-in on allowing these types of businesses in our town. The

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Town Board would also like the Planning Board's opinion on whether the Town should opt-in or opt-out. Jeff Reynolds said after reading what Massena did, he thinks that we should opt-in to Retail Dispensaries but opt-out of On-site Consumption businesses. The County Planning Board forward information from the Office of Cannabis Management (OCM) that answered some of the questions the members had from the previous meeting. They read the fact sheet from OCM website which says that Towns can opt-in to Retail Dispensaries but opt-out of On-site Consumption establishments; it also included information about edibles being included under these regulations. They agree that there will be more information becoming available from the OCM as the state moves forward. The Board agreed that they need more information to develop the changes to the Land Use and Development Zoning Regulations.

Moved by Bernie LaShomb, seconded by Tom Willson, and duly carried to recommend opting-in on allowing Retail Dispensaries and opt-out on On-site Consumption establishments within the Louisville to the Town Board.

Planning Board members stated that they didn't feel they needed a moratorium at this time in regards to cannabis establishments within the town due to the lack of regulations still from the OCM. They asked to have another meeting scheduled when the information from the State becomes available.

Moved by Carol Pulley, seconded by Jeff Reynolds and duly carried to adjourn the meeting at 7:20pm.

Respectfully Submitted

Terri O'Keefe
Code Clerk

MEETING OF THE LOUISVILLE BOARD OF APPEALS & PLANNING BOARD ~ FEBRUARY 8, 2022 LOUISVILLE MUNICIPAL BUILDING 6:30 PM

BOARD OF APPEALS MEMBERS PRESENT: WILLIAM HELMER/CHAIRMAN
JEFF LABA
CARL BENDER
HERBERT DUCOLON
SCOTT LASHOMB

ABSENT BOARD MEMBERS: DAN CASEY
TYLER MONTONDO

PLANNING BOARD MEMBERS PRESENT: BRIAN HURLBUT/CHAIRMAN
BERNARD LASHOMB
CAROL PULLEY
DIANA CLARK
TOM WILLSON

PLANNING BOARD MEMBER ABSENT: JEFF REYNOLDS
JAMES KENNEY

CLERK TO BOTH BOARDS PRESENT: TERRI O'KEEFE

TOWN CLERK PRESENT: JOANNE CAMERON

PUBLIC PRESENT: MEMBERS OF THE SHIRLEY FAMILY
CHARLIE MCGRATH
IN-LAW BREWERY OWNERS
OTHER INTERESTED COMMUNITY
MEMBERS

This meeting is available on Go To Meetings.

William Helmer called the meeting to order at 6:39 pm.

The first order of business at this meeting was to discuss the request for a use variance by Myron Shirley to reestablish the garage on his property into an auto repair shop. This property is located at 152 Kingsley Road, tax map number 9.003-2-13, in the Town of Louisville and is zoned R1 –Residential District. The original auto repair business was established before our Land Use and Development Code law created zoning regulations within the Town. After a business is closed for a year, the property reverts to current zoning.

St. Lawrence County Planning Board disapproved the use variance. St. Lawrence County explanation of the decision and its impact on the Town of Louisville Planning Boards actions is as follows: The County Planning Board voted to disapprove the requested use variance for the following reasons: limited information was provided to address the four legal tests and community character could be compromised as a result of this project. Due to the County Planning Board's disapproval, the Board of Appeals will need a majority plus one of the full membership to approve this use variance.

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Discussion followed:

William Helmer stated the purpose of the meeting, St. Lawrence County Planning Board's decision, the need for a super majority to approve, and that he understands there are community members with concerns. Mr. Helmer then asked the Shirley family members present if they would like to say anything. Donald Shirley stated that his father built and started an auto repair garage at this location in 1969-1970, in 2015 the sons took over when the father passed away, and in 2020 they ceased operations due to his health issues. He said that they did not know that they would lose the ability to reopen or sell the property as an auto repair garage when they closed the business. He and his family are asking for the variance so that they may sell the property as a commercial property. He doesn't feel this will change the nature of the community because there had been an auto repair garage there in the past.

Mr. Helmer reminded everyone that a variance stays with the property forever, not with the current owners. Then he asked if anyone else wanted to speak on this issue.

Charlie McGrath stated that his property neighbors this property on 3 sides and he is very concerned about this variance. He went on to say the Town developed Zoning Regulations to prevent non-conforming uses in residential neighbors and a few years ago, another resident on Kingsley Road wanted to open a used car dealership and was denied because neighbors objected and it was not a permitted use in a R1 Residential zone. Mr. McGrath pointed out that this doesn't meet the 4 tests (standards) for the county or benefit the Town and he recommends the Board of Appeals deny this request. He also stated that the Town Zoning Regulations do have commercial zones where auto repair shops are allowed without impacting residential neighborhoods.

Having been told that she may respond to Mr. McGrath, Mrs. Shirley asked him why he is opposed to this now when he knew the garage was there as a business when he purchased his property years ago. Mr. McGrath reminded her that the neighborhood has changed greatly over the past 50 years and although he had no issues with the garage as it was run in the past, he is concerned about any potential buyer. He stated that he feels the current potential buyer could spread out like he has at another location that he operates on State Hwy 56.

Mr. Helmer stated that the Board of Appeals takes into consideration the opinions of adjoining neighbors and have been reluctant to issue any variance neighbors have objected to historically. The Board also takes into consideration the decision of the County Planning Board. He asked if anyone had anything to add.

MEETING OF THE LOUISVILLE BOARD OF APPEALS & PLANNING BOARD ~ FEBRUARY 8, 2022 LOUISVILLE MUNICIPAL BUILDING 6:30 PM

Mr. Shirley asked at what point has their business become non-commercial; it's still taxed as a commercial property; what determines that we weren't doing business there, sales tax?

Town Clerk Cameron recalled chatting with both members of the Shirley family and potential buyers concerning the business being closed over a year and how this affects their ability to sell the property as a commercial property.

Mr. Helmer asked that we look into at what point the business is declared no longer operational, as this impacts whether the current zoning regulations are enforceable or if the business is grandfathered in and allowable. He told the Shirley family at this point we are at an impasse and will table the variance request for now, if they feel this wasn't filed properly they were welcome to refile the request or present more evidence.

Mr. Shirley stated he thinks this is a shame, 50 years in business – 1 year closed and you cannot reopen the business or sell as a commercial property, it is like the 50 years were just thrown away.

Mr. Helmer reiterated the request that Town Clerk Cameron and Code Clerk O'Keefe find out at what point a business is declared closed and the current zoning regulations go into effect. He advised to seek advice from the Code Enforcement officer and the Town Attorney if necessary.

William Helmer moved to table for now and reschedule a meeting if new information is presented. Herbie Ducolon seconded the motion. The motion passed unanimously.

Moved by Mr. Helmer, seconded by Mr. Ducolon and duly carried to adjourn this portion of the meeting at 7:15 pm.

Brian Hurlbut, Planning Board Chairman and William Helmer, Board of Appeals Chairman called the joint meeting into session at 7:15 pm.

The second order of business is for the Planning Board and the Board of Appeals to discuss the meanings of Breweries in the Land Use and Development Code law.

Town Clerk Cameron informed both boards that In-Law Brewery has submitted an application for a variance for the old parish hall on CR 39 that we have forwarded to the St. Lawrence County Planning office. The SLC Planning office has reached out for clarification of some parts of Land Use and Development Code book. In Article VI – Supplementary Regulations, B 14 reads "Breweries", was this intended to be just breweries or include craft-breweries, micro-breweries, micro-winery, and micro-distillery?

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There was much discussion between members of both boards as to what the Planning Board meant and to how the Board of Appeals interprets what is written with regards to any and all breweries mentioned throughout the Land Use and Development Zoning Regulations book.

Brent Bishop from In-Law Brewery mentioned that throughout the definitions of various types of brewery establishments production limitations are all measured in barrels except Brew Pubs that is listed in gallons. He is wondering if this is a typo or if that is what was intended. He also mentioned that in all the NYS regulations they must follow limitations are always measured in barrels produced.

More discussion followed between the boards and In-law Brewery owners.

Brian Hurlbut moved to append the misprint in the Land Use and Development Zoning Regulations in the definition of brew pubs to read 10,000 barrels not 10,000 gallons. Carol Pulley seconded the motion. The motion passes unanimously.

Carol Pulley moved to correct an omission in the Land Use and Development Zoning Regulations in Article VI – Supplementary Regulations, B.14. where it should read Breweries, Craft Breweries, Micro-Breweries, Micro-Winery, and Micro-Distillery. Diana Clark seconded the motion. The motion passes unanimously.

Carol Pulley moved to correct an omission in the Land Use and Development Zoning Regulations in Article IV – Establishment of Districts, B.5.c.viii. where it should read Breweries, Craft Breweries, Micro-Breweries, Micro-Winery, and Micro-Distillery. Diana Clark seconded the motion. The motion passes unanimously.

Moved by Carol Pulley, seconded by Brian Hurlbut and duly carried to adjourn the Planning Board meeting at 8:00 pm.

Moved by Herbie Ducolon, seconded by William Helmer and duly carried to adjourn the Board of Appeals meeting at 8:00 pm.

Respectfully submitted,

Terri O’Keefe – Code Clerk

MEETING OF THE LOUISVILLE PLANNING BOARD
MARCH 8, 2022
LOUISVILLE MUNICIPAL BUILDING 6:30 PM

PLANNING BOARD MEMBERS PRESENT:	BRIAN HURLBUT/CHAIRMAN
	BERNARD LASHOMB
	CAROL PULLEY
	DIANA CLARK
	JEFF REYNOLDS
	JAMES KENNEY
	TOM WILLSON
CODE CLERK PRESENT:	TERRI O'KEEFE
OTHERS PRESENT:	TRISTEN HARVEY
	JEFF LASHOMB

Brian Hurlbut called the meeting to order at 6:32 pm.

The meeting is being held to discuss a subdivision of property located at 10182 State Highway 56 for Thomas Gramuglia & Jeff LaShomb, a subdivision of property located on the Wallace Road for Tristen Harvey & Robert Harvey, and to discuss the need to update the Land Use & Development Code law regarding Cannabis businesses in the Town of Louisville.

The Board began with a discussion about the subdivision of property for Thomas Gramuglia & Jeff LaShomb. The subdivision was reviewed by the St. Lawrence County Planning Board and returned for local action pursuant to the memorandum of understanding. The Board asked Jeff LaShomb for clarification on what they are asking the Board to approve. Jeff LaShomb explained that they would like to split the property located at 10182 State Highway 56, tax map #9.003-5-20 into 2 separate parcels. Mr. LaShomb will be deeded the 0.64 acre portion that includes the pre-existing building and road frontage and Mr. Gramuglia will deeded the 1.27 acre portion in the back of the current parcel. Planning board members asked questions regarding the water, septic and how Mr. Gramuglia will access his portion that will be landlocked. Mr. LaShomb stated that the existing building is on Town water and the septic system is all on his portion. He also explained that Mr. Gramuglia owns the adjacent parcel to his portion of this subdivision. Jeff Reynolds moved to allow the subdivision of tax map #9.003-5-20 into two parcels as stated in the description and on the map prepared by Matthew Carson Constance from RamsHorn Land Surveying, PLLC. No 051067. James Kenney seconded the motion. The motion passes unanimously.

The Board continued with a discussion about the subdivision of property for Tristen Harvey & Robert Harvey. The subdivision was reviewed by the St. Lawrence County Planning Board and returned for local action pursuant to the memorandum of understanding. The Board asked Tristen Harvey for clarification

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on what they are asking the Board to approve. Tristen Harvey explained that they would like to split the property located on Wallace Rd., tax map #15.002-2-15.1 into 2 separate parcels. Tristen Harvey will be deeded a 2.82 acre portion that includes 150' road frontage and Robert Harvey will keep the remaining surrounding property. Planning board members asked questions regarding the how Tristen Harvey intends to use his portion and if he plans on having farm animals. Tristen Harvey stated that he intends to build a single family dwelling with Town water and the septic system all on his portion and no farm animals. Tristen Harvey also gave the Planning Board a surveyor's map and description that he had recently completed. The Board reviewed the Land Use & Development Code Zoning Regulations book and agreed that these new parcels are buildable lots with an appropriate amount of road frontage.

Tom Willson moved to allow the subdivision of tax map #15.002-2-15.1 into two parcels as stated in the description and on the map prepared by Ronald E. Towne, L.S. from WCT Surveyors, P.C. No 050331. Carol Pulley seconded the motion. The motion passes unanimously.

The Board then moved on to discuss the need to update the Land Use & Development Code law regarding Cannabis businesses in the Town. Brian Hurlbut said he would like to wait for regulations from Office of Cannabis Management (OCM) before establishing our Codes. The other members of the board agreed with Mr. Hurlbut. Moved by Brian Hurlbut, seconded by Tom Willson, and duly carried to recommend to establishing a moratorium on Retail Dispensaries and On-site Consumption establishments within the Louisville to the Town Board.

Moved by Carol Pulley, seconded by Jeff Reynolds and duly carried to adjourn the meeting at 7:05pm.

Respectfully Submitted

Terri O'Keefe
Code Clerk

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PLANNING BOARD MEMBERS PRESENT:	BRIAN HURLBUT/CHAIRMAN
	BERNARD LASHOMB
	JAMES KENNEY
	TOM WILLSON
	JEFF REYNOLDS
PLANNING BOARD MEMBERS ABSENT:	CAROL PULLEY
	DIANA CLARK
CODE CLERK PRESENT:	TERRI O'KEEFE
OTHERS PRESENT:	PAT CURRAN

Brian Hurlbut called the meeting to order at 6:30 pm.

The meeting is being held to discuss a subdivision of property located at 45 Kingsley Road owned by Glen & Jane Nichols and to discuss updates to the Land Use & Development Code law.

The Board began with a discussion about the subdivision of property owned by Glen & Jane Nichols. This subdivision would divide tax map #9.062-2-4, a 10.20 acre parcel, into 3 separate parcels with 2 of those parcels, a 3.4 acre parcel and 2.4 acre parcel, being sold to Pat Curran. The remaining 4.3 acres will stay with Glen & Jane Nichols. The subdivision was reviewed by the St. Lawrence County Planning Board and returned for local action pursuant to the memorandum of understanding. The Board reviewed the Land Use & Development Code Zoning Regulations book and agreed that these new parcels are buildable lots with an appropriate amount of road frontage. The Board asked about plans for these parcels and Mr. Curran stated that right now he has no plans. James Kenney moved to allow the subdivision of tax map #9.062-2-4 into three parcels as stated in the description and on the map prepared by Alan J. Hughes, L.S. from Hughes Land Surveying. Jeff Reynolds seconded the motion. The motion passed unanimously.

Code Clerk O'Keefe then informed the Board that the Town Board did pass a Moratorium on Cannabis businesses in the Town that they had recommended at their meeting on March 8, 2022. Code Clerk O'Keefe then asked the Board about some typographical errors that were found in the Land Use & Development Code law and their opinions on correcting them. Moved by Brian Hurlbut, seconded by Tom Willson, and duly carried to allow Clerk O'Keefe to make minor clerical corrections to the Land Use & Development Code Law.

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Moved by Jeff Reynolds, seconded by Tom Willson and duly carried to adjourn the meeting at 6:48pm.

Respectfully Submitted,

Terri O'Keefe
Code Clerk

MEETING OF THE LOUISVILLE PLANNING BOARD
JUNE 14, 2022
LOUISVILLE MUNICIPAL BUILDING 6:30 PM

PLANNING BOARD MEMBERS PRESENT:	BRIAN HURLBUT/CHAIRMAN
	CHRISTINE AMO
	JAMES KENNEY
	TOM WILLSON
PLANNING BOARD MEMBERS ABSENT:	JEFF REYNOLDS
	CAROL PULLEY
	DIANA CLARK
CODE CLERK PRESENT:	TERRI O'KEEFE
TOWN BOARD MEMBER PRESENT:	GAIL SCHNEIDER
OTHERS PRESENT:	ROYAL FORGUES
	REBECCA CASSELMAN

Brian Hurlbut called the meeting to order at 7:04 pm.

The first order of business is to review the site plan for Royal Forgues to build a 12' X 48' 2-sided stationary billboard on a parcel owned by Jeffrey Dishaw, located at 9676 SH 56 with tax map #16.003-1-11.1. This parcel is in a CG – General Commercial district and the Board of Appeals approved an area variance regarding the size at their meeting that was held on May 31, 2022.

The Board began by asking Code Clerk O'Keefe to read the Board of Appeals meeting minutes with regard to Mr. Forgues's proposed billboard. Then, Chairman Hurlbut asked Mr. Forgues if he would explain his plan for this new billboard. The Board members looked at photos of similar billboards to better understand what Mr. Forgues is proposing, the Board confirmed with Mr. Forgues the site location and that the billboard will be back 50' from the center line. They also asked Mr. Forgues about lights on the billboard. Mr. Forgues stated there would be lights that are pointed at the billboard and back into the field on both sides, away from the road. Tom Willson moved to accept the site plan as laid out for the 12' X 48' 2-sided stationary billboard on a parcel of land owned by Jeffrey Dishaw, located at 9676 SH 56 with tax map #16.003-1-11.1. Christine Amo seconded the motion. The motion passed unanimously.

The next order of business is to discuss the use of vegetation as a fence or barrier.

Chairman Hurlbut asked Code Clerk O'Keefe if we have had any inquiries about this. Code Clerk O'Keefe stated we received a question on the website from Rebecca Casselman with regards to hedges/hedge rows on Wilson Hill. Mr. McManaman, Code Enforcement Officer, sent an email stating "I have just incorporated into the Waddington development code a section that states any vegetation used as a fence or barrier must have Planning Board approval. How fast does it grow, how wide it gets, how thick does it

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grow and can only be allowed to get 6 feet tall.” Ms. Casselman said that she has a neighbor who has 10 foot cedars that block the side of her house. The Board responded that if they adjust the Code book to regulate vegetation used as a fence or barrier it would not impact her issue with her neighbor because those cedars are grandfathered in. Chairman Hurlbut asked the other board members their opinions on adding anything to the code book for future regulations. Mr. Kenney stated that he believes that we should and Mr. Willson added to at least prevent neighbors from blocking water views moving forward. The Board discussed updating Article VI – Supplementary Regulations H. Fencing Regulations to the following:

H. Fencing Regulations: Fencing (list by category below) dividing the property from the neighbors must be at least two feet from the property line with the more finished part of the fencing to face the neighbors. This set back is allowed for maintenance to the fencing. Fencing must not block the view of waterfront or cause adverse impact for vehicular traffic in the area.

1. **SOLID FENCES:** Except where otherwise required for visibility at street intersections, solid fences are allowed in required side or rear yards in all districts in which residences are allowed standard for solid fences are:
 - a. The height shall not exceed four feet without zoning board approval. The height shall not exceed four feet in the front. See Article IV Section B for side & rear requirements on each district.
 - b. Solid fencing shall not be located on or within two feet of any lot line.
 - c. A finished side must face the adjacent lot if the fence is within the yard required in the district.
2. **Open Fences:** open lattice, picket, rail, or wire fences are allowed, provided that the following standards are met and maintained.
 - a. The height shall not exceed four feet without zoning board approval. The height shall not exceed four feet in the front. See Article IV Section B for side & rear requirements on each district.
 - b. Open fencing shall not be located on or within two feet of any lot line.
 - c. Open fencing shall contain no openings of less than one inch in the least dimension and no solid members greater than three inches, exclusive of structural posts and rails.
 - d. Open fencing may be erected in any required yard as long as there is provision for maintenance from the owner’s lot.
 - e. Barbed wire and /or electric fences are prohibited, except to condition livestock.
3. **Vegetation:** when used as a fence or barrier
 - a. The height shall not exceed four feet without zoning board approval. The height shall not exceed four feet in the front. See Article IV Section B for side & rear requirements on each district.

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- b. Vegetation barriers must have a 2 foot clearance from its mature growth size to the property line.
- c. Vegetation must be kept neat and trimmed on at least the neighbor's side.

Board members discussed whether they needed to define "barrier". Chairman Hurlbut asked Code Clerk O'Keefe to type up the changes discussed and bring them to the next meeting to be discussed further.

The last order of business was to review the proposed Local Law #2 – 2022 Community Arbor Development for the Town Board.

Chairman Hurlbut asked Councilwoman Schneider what the purpose of this proposed law is; why we need this law within our Town. Councilwoman Schneider responded that an Arbor Committee has been formed to apply for grants to buy trees and decide where trees could/should be planted within the Town. Councilwoman Schneider asked the Planning Board members to mark any sections of the proposed law that they were concerned about. The Board Members discussed the various sections of the proposed law and made changes as they saw appropriate. Chairman Hurlbut asked Code Clerk O'Keefe to have the proposed law revised and then to bring it back to them to discuss further.

Moved by Tom Willson, seconded by James Kenney and duly carried to adjourn the meeting at 8:04pm.

Respectfully Submitted,

Terri O'Keefe
Code Clerk

**MEETING OF THE LOUISVILLE PLANNING BOARD
OCTOBER 4, 2022
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PLANNING BOARD MEMBERS PRESENT:	TOM WILLSON
	CHRISTINE AMO
	JAMES KENNEY
	CAROL PULLEY
	DIANA CLARK
PLANNING BOARD MEMBERS ABSENT:	BRIAN HURLBUT/CHAIRMAN
	JEFF REYNOLDS
CODE CLERK PRESENT:	TERRI O'KEEFE
TOWN BOARD MEMBER PRESENT:	GAIL SCHNEIDER
OTHERS PRESENT:	DYLAN TYO

Tom Willson called the meeting to order at 6:30 pm.

The first order of business is to review the site plan for a 3600 square foot, two-story, two-bay service garage to be built at 12 State Highway 37B, tax map #9.003-2-84.12. This parcel is zoned CG-General Commercial and auto services are a permitted use. Tyo Companies Massena LLC, owned by Dylan Tyo will be purchasing this parcel from Shawn Burke and will be operating a Krown Rust Protection business.

The Board began by asking Mr. Tyo to confirm that he is indeed purchasing this parcel that he is requesting the site plan approval for. Carol Pulley asked Mr. Tyo how the Krown Rust Protection is applied and what hazards it contains for the environment. Mr. Tyo responded that yes, he will be purchasing the property from Mr. Burke. Mr. Tyo also stated the Krown Rust protectant is a compressed air application that is eco-friendly and contains no solvents. This type of garage is treated like a car-wash where the vehicles are sprayed from underneath. He said the biggest environmental concern is what falls off the vehicles and he will have an oil-separator installed. The oil-separator will be cleaned out every few months by a company licensed to complete that type of work. Ms. Pulley asked Mr. Tyo how many cars can he work on in one day and about parking. Mr. Tyo said that he can work on up to 10 vehicles per day and clients will wait for their vehicles as they are being sprayed in a waiting room with a handicap accessible restroom. He said the process takes about one hour. For now, Mr. Tyo plans to park in the second bay since he has no employees, if and when he expands, then he will need to add a parking lot on one side of the building. Mr. Willson pointed out that he has plenty of room. Mr. Willson then asked about signage and lights to which Mr. Tyo responded that he will have a sign on the side of the building and lights on the building for security purposes. James Kenney moved to accept the site plan as laid out for the 3600 square foot

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service garage to be located at 12 SH 37B with tax map #9.003-2-84.12. Carol Pully seconded the motion. The motion passed unanimously.

The next order of business is to discuss a subdivision request from Phil & Diane Brown. This subdivision would divide tax map #9.003-2-16.3, a 31.8-acre parcel, into 2 separate parcels with 1 of those parcels, a 21.17-acre parcel being sold to Shawn & Amy Hartford and the remaining portion staying with Phil & Diane Brown. The subdivision was reviewed by the St. Lawrence County Planning Board and returned for local action pursuant to the memorandum of understanding. The Board discussed the fact that the portion being sold to Shawn & Amy Hartford will be landlocked but that they have a written agreement that this will be combined with their current parcel. James Kenney moved to allow the subdivision of tax map #9.003-2-16.3 into 2 parcels as stated in the description and on the map prepared by Stickney Land Surveying, PC. with the stipulation that the new parcel being purchased by Shawn & Amy Hartford be combined with their current adjoining parcel into a single parcel within six months of purchase. Christine Amo seconded the motion. The motion passed unanimously.

The last order of business was to review the proposed Local Law #6 – 2022 Administration and Enforcement of the NYS Uniform Fire Prevention and Building Code for the Town Board. The Board Members discussed the various sections of the proposed law and asked Councilwoman Schneider and Code Clerk O’Keefe what the purpose of this proposed law is; why we need this law within our Town. Councilwoman Schneider responded that this is an update to Local Law #4-2009. Code Clerk O’Keefe added that these are updates that have been sent from NYS to be added before the end of 2022. The Board members and Councilwoman Schneider agreed that this law needs to be reformatted to make it easier to read and understand. The Board asked Code Clerk O’Keefe if she could reformat the proposed law and then send it back to them to review at another meeting. The Planning Board members agreed to table this discussion until a future meeting.

Moved by James Kenney, seconded by Carol Pulley and duly carried to adjourn the meeting at 7:20pm.

Respectfully Submitted,

Terri O’Keefe
Code Clerk

**MEETING OF THE LOUISVILLE PLANNING BOARD
OCTOBER 26, 2022
LOUISVILLE MUNICIPAL BUILDING 6:30 PM**

PLANNING BOARD MEMBERS PRESENT:	BRIAN HURLBUT/CHAIRMAN
	CHRISTINE AMO
	TOM WILLSON
	CAROL PULLEY
	DIANA CLARK
	JEFF REYNOLDS
PLANNING BOARD MEMBERS ABSENT:	JAMES KENNEY
CODE CLERK PRESENT:	TERRI O'KEEFE

Chairman Hurlbut called the meeting to order at 6:33 pm.

The first order of business is to review the proposed Local Law #6 – 2022 Administration and Enforcement of the NYS Uniform Fire Prevention and Building Code for the Town Board. The Board Members discussed the various sections of the proposed law and asked Code Clerk O'Keefe what the purpose of this proposed law is; why we need this law within our Town. Code Clerk O'Keefe responded that this is an update to Local Law #4-2009 and that these are updates that have been sent from NYS to be added before the end of 2022. Diana Clark moved to acknowledge that the Planning Board has read the updates to Local Law #4-2009 as required by NYS and that this will become Local Law #6-2022. Carol Pulley seconded the motion. The motion passed unanimously. Code Clerk O'Keefe will send it back to the Town Board.

The next order of business is to discuss a subdivision request from Eric Gladding. This subdivision would divide tax map #8.002-1-40.121, a 51.9-acre parcel, into 3 or 4 separate parcels with 3 of those parcels being sold to Lindsey & Crystal Gladding and the remaining portion staying with Eric Gladding. The subdivision was reviewed by the St. Lawrence County Planning Board and returned for local action pursuant to the memorandum of understanding. The Board discussed the fact that there are 3 portions being sold and 1 staying with the current owner, but they were only sent 3 descriptions and the map of the property cuts off the portion staying with Eric Gladding. Also, the 3 portions that Lindsey & Crystal Gladding are purchasing are all landlocked although they do share a border with a parcel currently owned by Lindsey & Crystal Gladding. After much discussion the Planning Board members agreed that they do not feel that access is the issue but were concerned that the descriptions don't add up to the total current parcel. They would like to see complete descriptions for each of the pieces, including a map, as the current owner would like it subdivided. Jeff Reynolds moved to table a decision on this subdivision request until the applicants provide more information. Christine Amo seconded the motion. The motion passed unanimously. Code Clerk O'Keefe will let all interested parties know and reschedule when more information is sent.

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Moved by Jeff Reynolds, seconded by Carol Pulley and duly carried to adjourn the meeting at 7:05pm.

Respectfully Submitted,

Terri O'Keefe
Code Clerk