

MINUTES
LEWIS COUNTY PLANNING BOARD
March 18, 2021

- (1) **Call to Order:** Chairman Petersen called the regular meeting of the Lewis County Planning Board to order at 2:30 PM via virtual Zoom meeting. Roll call was requested by Mr. Petersen.
- (2) **Roll Call:** Board Members Present: Tim Petersen, John Lehman, Donald Cook, Eric Virkler, Tim Hunt, and Jerry King. Staff Present: Casandra Buell, Director of Planning, Public Present: None
- (3) **Reading and Approval of Minutes:** The draft January 21, 2021 meeting minutes were received. Mr. Petersen motioned to approve the minutes; Mr. Cook seconded the motion, which carried unanimously.
- (4) **Correspondence and Communication:** Ms. Buell informed the Board about two Adirondack Park Agency (APA) notices for variance applications. The first application is for a variance to the APA Act shoreline restrictions in the Town of Greig near Red Pine Point Road. The area is designated as Moderate Intensity on the Adirondack Park Land Use and Development Plan Map. The applicant seeks to replace the pre-existing one-story single-family dwelling with a new two-story single-family dwelling. The building footprint will be unchanged but will have an eight foot increase in height. The other application is for a project proposed in the Town of Lyonsdale near Moose River Road in an area designated as Rural Use & Low Intensity. The project is described as a two lot subdivision of a 44.93-acre parcel creating a 2.93-acre parcel improved by an existing single-family and a 42-acre parcel improved by an accessory structure cabin. There were no comments from the Planning Board.
- (5) **Report of Officers:** None
- (6) **Report of Special Committees:**

239-M Review

Ms. Buell read the following review:

TOWN OF DENMARK PLANNING BOARD

Special Use Permit to construct 2 cabins within the property boundaries of Carlowden Country Club to be located at 4105 Carlowden Road in the Town of Denmark.

Tax Map Parcel: #125.00-01-13.300

Kevin Hughes, North Country Golf – Applicant

The applicant provided the following Project Documentation: 1) Site Plan Sketch; 2) SEQR Short Environmental Assessment Form; 3) Agricultural Data Statement; and 4) Tax Map.

▪ *Compatibility with Adjacent Uses:*

According to the submitted referral, the proposed project is located on 186 acres of land owned by the applicant. This area contains mixed uses including but not limited to Agriculture, Forest and Commercial. The property is located within NYS Ag District 6 and is in the AR-1 (Agriculture, Residential, Commercial) zone. The proposed action complies with the intent of

Article IV of the Town of Denmark Zoning Law Land Use Permit requirements under the defined use as motel/hotel.

Based on the submitted site plan drawing, it appears that the project is compliant with the required Town road frontage, Town road setbacks, side yard and rear yard setbacks detailed in Article IV, Section 410 (Nonresidential Use).

While the SEAF and Agricultural Data Statement, dated January 12, 2021, note the construction of 12-24 cabins, according to the March 2, 2021 Town of Denmark Planning Board minutes submitted with the referral; Mr. Hughes only plans on constructing two (2) cabins for the time being. Each cabin, roughly 20'x40', will be one (1) story with two (2) bedrooms. The applicant does plan on constructing approximately 20 cabins all together and will apply for a land use permit when ready to move forward with additional cabins.

▪ *Traffic Generation and Effect:*

The proposed action will use the existing driveway and parking lot for business egress/ingress. According to the submitted SEAF, the applicant has determined that the proposed action will not result in a substantial increase in traffic above present levels. Since the existing egress/ingress location is used for an existing business on site (golf course), the addition of two (2) cabins on-site should not increase traffic substantially

▪ *Protection of Community Character:*

In the submitted SEAF, the applicant notes that the project site is not a critical environmental area, archeological site, remediation site, on the national or state register of historic places or state eligible sites. As part of this review, an Environmental Assessment Form (EAF) report was produced and found that the project site does contain, or is substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Registrar of Historic Places or has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places. After further review and consultation with SHPO, it is opinion of the Office of Parks, Recreation and Historical Preservation that no properties listed or eligible for the NYS and National Registers of Historic Places will be impacted by this project. The proposed action appears to be consistent with the predominant character of the existing built or natural landscape.

According to the submitted SEAF, the Town of Denmark Planning Board has determined that the proposed project should not be any adverse impact to the environment (Negative Declaration on minutes dated 3/2/2021).

The proposed action is supported by Chapter 3, Policy Areas 1 & 2 of the Lewis County Comprehensive Plan specifically related to the need for more year-round lodging accommodations.

▪ *Signage:*

The referral did not include additional signage; however, there are existing signs already being used by the current use as a golf course. If signage is added by the applicant for this proposed use, compliance with Article IX is required.

- *Drainage:*

According to the submitted SEAF, the proposed action will disturb 2 acres and will not create stormwater runoff. While the applicant submitted an SEAF noting that the proposed action site did not contain wetlands, as part of this review an Environmental Resource Map and SEAF were created and found that the subject parcel does include a Palustrine; however, the proposed action will not encroach on the identified wetlands (see attached ERM Map).

- *Parking:*

According to the site plan drawing submitted by the applicant, the proposed action will include a 20' wide road to a loop of cabins. There are no defined parking areas shown on the sketched site plan. According to Article VIII § 870 (M), there are 1.25 spaces required for each dwelling unit or sleeping room plus 1 space for each employee. Being that the existing use of the proposed project parcel is as a golf course, the additional employee space may be unnecessary; however, to comply with the Town of Denmark Zoning Law, the applicant should include a 450 sq ft area to the side or back of each cabin for parking.

- *Community Facilities:*

According to the submitted minutes, the applicant already has an engineered septic system and drilled well for each cabin so the proposed action will not require public water/sewer.

- *Lighting:*

The applicant did not detail lighting plans in the referral received.

- *Landscaping and Screening:*

The proposed action does not include additional landscaping; however, the existing vegetation will act as a natural buffer to the new use.

Recommendation: Approve with the following conditions

1. To comply with Article VIII § 870 (M) of the Town of Denmark Zoning Law, the applicant should include a 450 sq ft area to the side or back of each cabin for parking.
2. The referral did not include additional signage; however, there are existing signs already being used by the current use as a golf course. If signage is added by the applicant for this proposed use, compliance with Article IX is required.
3. Compliance with all Local, State and Federal regulatory requirements for this type of facility and the products stored.

Ms. Buell highlighted that the proposed project is located in the center of the property, thus meeting the setback requirements. Ms. Buell mentioned that the Town of Denmark Planning Board meeting notes indicate that the applicant is planning a phase two of the project after the completion of the first two cabins. The second phase would include a loop road and 12-24 cabins. According to the submitted Town of Denmark Planning Board meeting minutes, the applicant will apply for a special use permit when ready to construct more cabins.

Ms. Buell mentioned that the site plan does not clearly show where parking will be for the cabins. According to zoning and estimated gross floor space, the project would require 2.5 parking spots per cabin.

Mr. Petersen raised concern about increased traffic traveling through the parking lot to the cabins. Mr. Cook echoed the need for a designated passageway through the parking lot to the

cabin sites. Ms. Buell suggested that the recommendation be made to consider traffic flow for the second phase of development.

Mr. King inquired if the existing septic could accommodate development. Ms. Buell stated that the submission noted an existing engineered septic system and that this would need to be reviewed again for phase two construction.

Ms. Buell stated that she verified that the project site was cleared of having historical significance as determined by SHPO. The Town of Denmark has determined that the proposed project would not have any adverse environmental impacts. The proposed action is supported by Chapter 3 of the Lewis County Comprehensive Plan, which emphasizes the need for year-round lodging and accommodations.

Ms. Buell mentioned that the referral did not mention signage. Changes to existing signs or new signs should comply with local zoning regulations in case they are already maximized.

Mr. Cook asked why lighting was not included in the proposal. Ms. Buell said that she believed the existing garage has a light, and it is not a stated requirement in the local zoning. Mr. Cook suggested the applicant consider incorporating a streetlight or lighting on each cabin for safety and security.

With no further questions or comments, Mr. Petersen made a motion to approve with the above conditions and the recommendations that outdoor safety lighting be included if not already installed and that future expansions consider the passage through the parking lot. Mr. King seconded the motion, which carried unanimously.

(7) Report of County Planner:

- Response from municipalities regarding previously submitted/reviewed projects:
 - Zoning Text Amendment Re: Temporary Zoning Permits – Village of Lowville – Approved
 - Special Use Permit/Site Plan Review (North Site) – NSG Fund 1 – Town of Denmark Planning Board – Approved w/conditions
 - Special Use Permit/Site Plan Review (South Site) – NSG Fund 1 – Town of Denmark Planning Board – Approved w/conditions
 - Zoning Text Amendment Re: Seasonal Use Classification – Town of Martinsburg – Approved
 - Solar Energy Systems Law – Town of New Bremen – Approved
 - Special Use Permit – Patricia Smith – Town of Denmark Planning Board – Approved w/conditions
 - Zoning Text Amendment Re: Installation of Driveways – Town of West Turin – Approved w/conditions
 - Zoning Text Amendment Re: Seasonal Dwellings, Solar Energy, Storage Containers – Town of West Turin – Approved w/conditions
 - Site Plan Review – ClearPath Energy (Farney Site) – Town of New Bremen – Approved w/conditions
 - Site Plan Review – ClearPath Energy (Zehr Site) – Town of New Bremen – Approved w/conditions
 - Zoning Text Amendment Re: Village Center (VC) Zone – Village of Lowville – Approved
 - Special Use Permit – NY Solar One – Town of Martinsburg Planning Board – Approved w/conditions

- (8) **Unfinished Business:** None
- (9) **New Business:** None
- (10) **Adjournment:** There being no other business, a motion to adjourn the meeting was made by Mr. Lehman, seconded by Mr. Cook, which carried unanimously. Ms. Buell adjourned the meeting at 2:53 PM.

Respectfully submitted,



Casandra Buell
Director of Planning