

**APPROVED
JOINT TOWN / VILLAGE OF CLAYTON
PLANNING BOARD MINUTES
March 7, 2013**

The meeting was opened at 7:04 p.m. with the following **members present:** Chairman Bud Baril, Duane Hazelton, Vice Chairman Larry Aubertine, Preston Lowe, Ron Duford, Alternate Doug Rogers (sitting in for Paul Heckmann), Alternate John Neuffer (sitting in for Brian Jones). Absent: Brian Jones, Paul Heckmann, Alternate John Kehoe.

Also Present: ZEO Henry LaClair, CEO Richard Ingerson, Recording Clerk Susan Kenney, Mayor Norma Zimmer, Town Supervisor Justin Taylor, Executive Director CLDC Kristi Dippel.

Townspople Present: See attached sign-up sheet in record.

The Board reviewed the minutes from the February 21, 2013 work session. No corrections were made. **MOTION** was made by Ron Duford, 2nd by Doug Rogers (acting for Paul Heckmann) to approve the minutes as presented. Motion was carried. The minutes from the regular February 7 meeting will be discussed at next week's March 14 meeting.

7:08 --- Village --- Clayton Harbor Hotel LLC, 200 Riverside Drive, Clayton, Tax Map # 20.39-1-8, in the Riverwalk C District. Site Plan Review and Special Use Permit.

The major presentation was made earlier, during the 5 o'clock open house, by David Hart (Hart Hotels), Charles Reinhart (the Krog Corporation), and Norbert Hausner (NH Architecture).

Chairman Baril made a call for any comments or questions from the public present. None were forthcoming, so at 7:09 **MOTION** was made by Larry Aubertine, 2nd by John Neuffer (acting for Brian Jones), to close the public hearing. Motion was carried.

The only letter or call received concerning this application was from the Jefferson County Planning Board. The County Planning Board is in full support of this project, and contains several recommendations.

Chairman Baril laid out the immediate steps now to be taken in this project, once it is approved, which include getting a zoning permit from ZEO LaClair and a building permit from CEO Ingerson. Projected start date is in April. There were several long steps to get to this point, which included the following: 10 years; 13 funding sources; 12 consultants and engineering firms; 9 studies; 16+ local, state, and federal agencies; and thousands of volunteer hours. Tonight, with approval of the project, will be the real kick-off.

Because this property is very near the waterfront, the LWRP must be used to assess coastal impact. Doug Rogers, one of the primary workers on the LWRP, briefly reviewed it as relating to this project and stated that the project is not in violation of any village law. The project maintains public access and scenic views and is a major economic development of the area. At

7:16 MOTION was made by Larry Aubertine, 2nd by Ron Duford, to declare the coastal assessment consistent with the LWRP.

Aye: Baril, Duford, Hazelton, Aubertine, Lowe, Neuffer (acting for Jones), Rogers (acting for Heckmann)
Nay: none Abstain: none Absent: Jones, Heckmann

The Board proceeded to go through each item for site plan review as relating to this project. It was noted that the planned docks and service areas will be on village property, not the hotel's; the municipality will own and maintain them.

Under Item B (see also Item H), concerning vehicular access, the question of fire truck access was brought up. Krog Corporation has given descriptions of the proposed turn-arounds to the local fire department, and the fire department has approved them. Also, the planned fire hydrant location was moved back to its proper distance of 1.5 times the height of the building. It was also noted that no traffic impact study had been done, in part because with a hotel, there will be no major surge in traffic, plus there will be no real way to mitigate any problems, given the locale. The corner problems on Webb St. are already being dealt with.

Under Item C, it has been determined that there are an adequate number of planned handicapped parking spaces. There are two openings into the parking lot, one primarily for ingress, the other primarily for egress.

Under Item D, the primary upheaval of village traffic will be during the construction period. The village will also be doing its own construction and renovation at the same time, so the time the streets will be torn up will be minimized as much as possible.

Under Item E, Andy Gowen, engineer, was called on to explain the planned drainage facilities. Because the St. Lawrence is classified as a fifth-order stream, attenuation basins are no longer required, but other details of the drainage system will be the same. The water will be piped directly into the River via two pipes, one 24" in diameter, the other 18" in diameter, coming out of the bank just above flood stage. To maintain a better appearance, the pipes will be cut back into the bank and mitered. To keep out children and animals, there are plans to have the pipe-ends covered; detailed plans will be forwarded back to the Board.

Under Item G, concerning fencing: There are about nine properties immediately bordering the hotel property, some of which are separated by chain link fence. This will be taken out and replaced with 6-foot white vinyl fence, finished on both sides, with a 2-foot buffer space to facilitate maintenance. None of the neighbors contacted to this point have expressed any problems or concerns with this planned fencing.

The plans include landscaping. The proposed tulip trees to go around the perimeter of the property, along the Riverwalk, will not be overly odoriferous, and as stated in the earlier presentation, will bloom in the springtime, reminiscent of the cherry blossoms of Washington, DC.

Under Item H, in regards to fire lanes, etc., there are letters on file from the fire department, the police department, and TIERS asserting that the planned fire lanes are adequate.

Under Item L, in the Riverwalk C District, a building's height is limited to 72 feet to the ridgeline, disregarding cupolas, vents, etc.; the hotel's height to the ridgeline is about 48 feet.

The Board then went through each item for the Special Use Permit. There is no conflict in this application with Clayton's "Master Plan" (Item #4).

Under Items #5 and #6, it was noted that during construction there will be production of significant dust, noise, etc., but as noted in the SEQR, this will be **only** during construction. During the construction phase, there will need to be special considerations for village residents, especially along Webb St. Krog Corporation is strongly urged to educate their work crews regarding hours of work, village speed limits, the presence of school bus stops and crossings, playgrounds and other areas of high usage. (See also specific conditions at end.) Mr. Reinhart asserted that there would be a supervisor on the construction site at all times to ensure that safety is maintained.

It was noted that for the future development of the proposed townhouses, or any major changes to the site plan, Krog will have to come back to the Planning Board.

At 7:56, MOTION was made by Larry Aubertine, 2nd by Preston Lowe, to approve the site plan and special use permit with the following conditions:

The Krog Corporation is to work with all contractors during the construction period to ensure that all have been trained and informed of safety and tranquility of residents regarding:

- a. General hours of construction will be between 7:00 AM and 5:30 PM. When necessary to work outside these hours you must contact the Village Office at (315) 686-5552 between the hours of 8:00 AM & 4:30 PM Monday through Friday.**
- b. Safe speed of motor vehicles on all Village Streets and in particular the recommended route for workers, shipments and deliveries on Webb Street and the East side of Hugunin Street must be maintained. The intersection of Webb Street and Route 12 is a school crossing area as well as the entrance area for Lions Field and Lions parking area which is widely used.**
- c. Engine brakes and jake brakes on trucks will be discouraged on Village Streets.**
- d. The Developer, CLDC, Village and Town will work as partners to try and keep as much of the Riverwalk open as possible during the construction process and to ensure the safety of the public in closed areas when necessary.**
- e. The Developer must return back to the Planning Board for review and approval of future development of townhouses or any other changes to the approved site Plan.**

f. The Developer is to identify a responsible person, ie: safety officer or project engineer/manager that will be on site to contact the Town, Village and/or CLDC with any issues that may arise during the construction process.

g. The Developer/Operator is to interface with Fire, Police and Thousand Islands Emergency Rescue Service (TIERS) prior to grand opening to make them familiar with the operation, circulation and safety concerns in the hotel and related areas.

A roll call vote was taken: Aubertine – aye; Lowe – aye; Duford – aye; Hazelton – aye; Neuffer (for Jones) – aye; Rogers (for Heckmann) – aye; Baril – aye. Motion was approved.

At 7:58 MOTION was made by Larry Aubertine, 2nd by Preston Lowe, to adjourn the meeting. Motion was carried.

*Respectfully submitted,
Susan Kenney, Recording Clerk*