**TOWN OF CAMILLUS**
**PLANNING BOARD MINUTES**
**January 13, 2025 - 7:00 p.m.**

**PRESENT:**
Tracy Lauer, Chairperson
Scott Gasparini
Fred Hudson
Jason Mallore

**STAFF PRESENT:**
Chuck White, Planning Board Engineer
Paul J. Curtin, Jr., Attorney

**GUESTS AND MEMBERS OF THE PUBLIC**
Mary Luber, 1st Ward Councilor
Chris Cesta, 5th Ward Councilor
Approximately 11 other people

Chairperson Lauer called the meeting to order at 7:00 p.m. followed by the Pledge of Allegiance.

**NEW BUSINESS**

**Benderson Development Company, LLC** **TM #066.01-10.1**
**5241-5399 W. Genesee Street** **066.01-10.1/2**
***Amended Site Plan*** **066.01-10.1/3**
**066-01-10.1/4**

Matthew Oates with Benderson Development appeared with an amended site plan for Drakos Urgent Care, Mr. Oates is requesting a 198.75 square feet sign based upon the setback of the building from West Genesee Street and to keep the signage consistent with the signage for St. Joseph's Health and Empire Dermatology. Mr. Oates explained that he would also like to remove three existing directional signs and install six new directional signs within the shopping center. These signs will not be illuminated and will be 2' x 4 1/2" tall. Each proposed sign will be 6 square feet; the existing are 3 square feet. Mr. Oates added that these signs will help provide better direction for people entering the plaza.

Chairperson Lauer asked why the new black and white drawing doesn't say Pediatric Urgent Care since the colored drawing received a couple of months ago said Pediatric Urgent Care. Mr. Oates said he will investigate this and find out the reasoning for the sign change and added that he will also look at the other facilities in the area.

Mr. Hudson asked if there is any color scheme for the letters. Mr. Oates replied he believes the letters will all be the same color and will be internally illuminated.

Mr. Curtin shared a concern that an Urgent Care sign may be misleading to people in need of medical care if it is only for Pediatric Urgent Care being provided. Matt Oates advised that he would look into this.

Mr. Curtin stated that for the internal directional signage, more is better, and this will make more sense for internal vehicle movement.

Mr. Hudson moved to declare lead agency under SEQR. Mr. Mallore seconded the motion, and it was unanimously approved.

Mr. Hudson moved to declare this an unlisted action under SEQR. Mr. Mallore seconded the motion, and it was unanimously approved.

Mr. Mallore moved to make a negative declaration under SEQR. Mr. Hudson seconded the motion, and it was unanimously approved.

Mr. Hudson moved to approve the signage as shown for the storefront signage and the directional signage for the interior. Mr. Gasparini seconded the motion, and it was unanimously approved.

**First Ukrainian Pentecostal Church** **TM #015.-04-09.1**
**3875 Warners Road**
***Site Plan***

Larry Apgar of RSA Architects appeared to present the site plan for a new worship facility. Mr. Apgar shared that there are 24.2 acres of land on the site. The church has outgrown the existing facility and needs to build a new facility as the population continues to increase. The new building will be a little over 43,000 square feet with access all around the building. The property will be served by the existing driveway with a loop around the building. The new parking lots will increase impervious surfaces by approximately 130,000 square feet. The building will be located on a flat area, and they will have to slightly regrade to fit the parking lots. They are creating a total of 412 parking spaces on the site. The new building can accommodate 1280 people at one time at full occupancy. The sanctuary may seat 1000 individuals. There will be a lobby with a porte-cochere. There are 11 classrooms for youth religious education as well as a 300-seat fellowship hall that has a kitchen associated with it. There will also be offices and a choir room. The overall height of the building is 40' and will have a metal roof; the initial thought for the roof is a green patina look. The building will be cast stone with decorative bands. The upper panel will either be EIFS or flush metal panel. Mr. Apgar said that these details are not finalized at this point. There is a flat roof between the worship center and education/fellowship wing where the mechanical units will be. These are large air-handling units for cooling and heating. Mr. Apgar explained that due to the width of the building and the setback of the flat roof, these units will not be seen.

Rudy Zona of RZ Engineering explained that he has developed a stormwater management plan for this project. Mr. Zona stated that everything grades from one side of the site to the other; and comes down the hill to the ditch along Warners Road. Mr. Zona added that this will disturb more than one acre of land, so a SPDES permit is needed. Mr. Zona stated that they have prepared SWPPP for the project. Mr. Zona explained that all impervious services will go into a stormwater management facility and discharged downhill. This is a pond-type treatment facility, and the parking lots all sheet-flow off into the pond.

Mr. Apgar added that since the site was once a state school it is well served by utilities. There is an 8" sewer main on the site, stormwater catch basins along the existing

driveway, ample electric service, and a large water main (as the building will be fully sprinklered). The natural gas to the site should be adequate. Mr. Apgar stated that they will be working with utilities to verify all of this.

Mr. Mallore asked if the classrooms were being used Monday through Friday. Bogdan Pototsky, a representative of the church, explained they will just be used for Sunday School. Mr. Mallore noted that there is a hydrant on the east end and one on the west end; and asked if they can put one in front of the building. Mr. Apgar said they can add this. Mr. Mallore also noted that the private road is 20' and all the driving lanes are 24' inside the parking areas. Mr. Mallore asked if they can make the private road 24'; and Mr. Pototsky said they can widen the road to 24'. Mr. Mallore asked about snow management and Mr. Pototsky explained that they currently push snow to edges of parking lot. Chairperson Lauer advised to add this to the site plan.

Mr. Hudson stated that the grids in the EAF don't add up. He explained that he sees 3.5 acres of new impervious ground but doesn't see it on the grid. Mr. Apgar said that he has also noticed this and has updated the site plan with the correct information. Mr. Hudson asked if they would use the roadway going west from the sanctuary that goes down the hill thru starlight. Mr. Hudson said that he is concerned since this goes out onto a town road that is only 60' from a state highway. This may cause a traffic issue unless they direct more traffic onto Belle Isle Road.

Chairperson Lauer advised that the SWPPP needs to be updated as it references "Harpursville" CSD. Chairperson Lauer added that she would like to see crosswalks from the parking lot into the facility as well as a photometric plan for lighting and a colored elevation of the building.

Mr. White stated that traffic is a concern and asked if there is any plan to access the private road. Mr. Pototsky said that they have an easement to use this road and Mr. White said he would like to see this. Mr. White added that traffic will be a discussion point. Mr. White noted that OCWA has a main going through the site and asked about the location of the sanitary sewer. Mr. Apgar advised that he has updated the drawing and will send this to the board. Mr. White recommended that due to the age of the sewer system and that there are clay pipes, that they take a good hard look at the condition of the existing facilities.

Mr. Curtin asked Mr. White if it is possible to reline the clay pipes rather than replace them if necessary. Mr. White confirmed that there are options other than open trenching. Mr. Zona added that if there is a break or damage, chances are they can find and replace the one spot. Mr. Curtin advised that considering the age of the system, they don't know the condition if it so they need to take a look at. Mr. White advised Mr. Zona that he will need to obtain confirmation that capacity assurance is available for expansion on the site. Mr. White added that there is a strong chance of infiltration due to it being clay pipes as well as the age of the system.

Mr. Zona asked if he and Mr. White can communicate directly with each other. Chairperson Lauer confirmed that they can do so.

Mr. White asked about the anticipated timeline for construction. Mr. Apgar said they want to move ahead as soon as it's approved.

Mr. Curtin advised that the Planning Board has traditionally worked very closely with applicants for a project of this magnitude and has allowed for informal work sessions that allows the applicant to present the project's progress before it gets to the full Planning Board.

Mr. Curtin stated that the plans have not shown any pedestrian access/egress to get to and from the church from the parking lots. Mr. Curtin shared that he has some suggestions and has marked up his set of drawings. Mr. Curtin added that they may have to put in more sidewalk on the north side of facility. Mr. Curtin also advised that site lighting needs to be dark sky compliant. Mr. Curtin said that traffic is going to be an issue and added that he is glad the owner has agreed to widen the roadway to 24'. Mr. Curtin advised that the Planning Board reserves the right to have a public hearing on something like this which will address any public concerns. The biggest one may be the traffic impact on the Starlight portion of the community, as well as the visual impact. Mr. Curtin advised that they may want to create a plan that shows what the visual impact of this might be to the properties further down the hill.

Mr. Mallore moved to declare lead agency under SEQR. Mr. Hudson seconded the motion, and it was unanimously approved.

Mr. White advised that he anticipates this to be a Type 1 Action which will follow a coordinated review process.

**OLD BUSINESS**
**None**

**MINUTES**
Mr. Mallore moved to approve the minutes of December 9, 2024. Mr. Hudson seconded the motion, and it was unanimously approved.

**DISCUSSION**
Mr. Mallore moved to order a nameplate for new board member Scott Gasparini. Mr. Hudson seconded the motion, and it was unanimously approved.

**CORRESPONDENCE**
A voucher was received from Barton & Loguidice, DPC for $1,905.50, $1,505.50 of which is recoverable. Mr. Hudson moved to approve payment. Mr. Gasparini seconded the motion, and it was unanimously approved

A voucher was received from Curtin Law Firm for $1,200.00, none of which is recoverable. Mr. Mallore moved to approve payment. Mr. Hudson seconded the motion, and it was unanimously approved.

A voucher was received from Curtin Law Firm for $800.00, none of which is recoverable. Mr. Hudson moved to approve payment. Mr. Gasparini seconded the motion, and it was unanimously approved.

**COMMENTS OF TOWN OFFICIALS**

1st Ward Councilor Mary Luber congratulated Chairperson Lauer and welcomed new board member Scott Gasparini.

5th Ward Councilor Chris Cesta also congratulated Chairperson Lauer and welcomed new board member Scott Gasparini. Mr. Cesta added that the board did an excellent job and shared that he looks forward to working with the Ukrainian Church which is a strong spiritual force in the community.

**COMMENTS OF THE ATTORNEY**

Mr. Curtin advised there has been a request that the board provides something in writing to Abundant Solar that is required by NYSERDA identifying the fact that the plans that were approved on 6/19/24 were for a solar system size to be 3,257,280 W DC/2,250,000 W AC; and requires a signature. Mr. Mallore moved to amend the resolution from 6/19/24 to include the additional language and to authorize Planning Board Clerk Beth McDonough to sign on behalf of the board and email the amended resolution to Dennis Stainton at dennis.stainton@solarbankcorp.com. Mr. Hudson seconded the motion, and it was unanimously approved.

**COMMENTS OF THE ENGINEER**

Mr. White congratulated Chairperson Lauer.

**COMMENTS OF BOARD MEMBERS**

None

**ADJOURNMENT**

Mr. Mallore moved to adjourn the meeting at 7:54 p.m. Mr. Gasparini seconded the motion, and it was unanimously approved.

Respectfully submitted,

Beth McDonough
Planning Board Clerk

**TOWN OF CAMILLUS**
**PLANNING BOARD MINUTES**
**February 10, 2025 - 7:00 p.m.**

**PRESENT:**
Tracy Lauer, Chairperson
Scott Gasparini
Fred Hudson
Don Klaben
Jason Mallore

**STAFF PRESENT:**
Chuck White, Planning Board Engineer
Paul J. Curtin, Jr., Attorney

**GUESTS AND MEMBERS OF THE PUBLIC**
Mary Luber, 1st Ward Councilor
Chris Cesta, 5th Ward Councilor
Approximately 7 other people

Chairperson Lauer called the meeting to order at 7:00 p.m. followed by the Pledge of Allegiance.

**NEW BUSINESS**
**Mary's Meadow Lot C Re-Subdivision** **TM #020.-02-02.1**
**Newport Road**
***Preliminary Plat***

Surveyor John Legnetto explained that this is a subdivision between one tax parcel with lots on both the south side and the north side of Newport Road.

Chairperson Lauer asked if it is one tax parcel on both sides of the road. Mr. Legnetto confirmed this and added that it is currently Lot C and will be Lot C1 and Lot C2. Chairperson Lauer asked what the plan is for the subdivision and Mr. Legnetto replied he is not exactly sure, but he believes it is to sell to a neighbor.

Mr. Hudson advised that corrections need to be made on the plat submission. Mr. Hudson asked if the property is an operating farm now, to which Mr. Legnetto replied to no. Mr. Hudson also asked if this is being used for agricultural purposes now. Mr. Legnetto replied no and added that the lot that is being subdivided is brushland, but the southern parcel is being used for agricultural. Mr. Hudson stated that there is an operating farm on the property and that property received an agricultural exemption. Mr. Legnetto said he agrees with this statement and will send in a revised AG Data form.

Mr. Curtin advised that there are two forms to be corrected: the preliminary plat application (items 16 & 17) as well as the Agricultural Data Statement. Mr. Curtin stated that this is a minor subdivision, and the Planning Board can take lead agency action on this; and given the magnitude of it he would suggest an unlisted action. Mr. Curtin advised Mr. Legnetto to come back with a plan marked final. Mr. Curtin also recommended that the board waive a public hearing because this is for one tax parcel that is bifurcated already and is creating two separate tax parcels with no plan for improvements.

Mr. Hudson moved to declare lead agency under SEQR. Mr. Klaben seconded the motion, and it was unanimously approved.

Mr. Mallore moved to declare this an unlisted action under SEQR. Mr. Hudson seconded the motion, and it was unanimously approved.

**OLD BUSINESS**

**Mater Dei Academy** **TM #006.-02-34.0**
**2656 Warners Road**
***Site Plan***

Brian Peterson explained that this phase is for a new 30' x 60' pavilion, a 41' x 41' playground, and starting development of the cemetery.

Mr. Mallore asked how much land movement and regarding will be needed for the cemetery. Mr. Peterson replied that it will be very minimal and explained that they will start by mowing the area. They hope to be able to work with the lay of the land and they will slowly develop it over time. This is a simplified approach to get the project going.

Mr. Gasparini asked what they plan to do with vehicles coming and going from the plots if the road stops. Mr. Peterson said they haven't thought too much about this; maybe they will have a loop to accommodate this. Mr. Gasparini asked if it will be paved or crushed stone. Mr. Peterson replied to it will be crushed stone.

Mr. Klaben asked for confirmation that they are not adding connection into Canton Road. Mr. Peterson confirmed that this is correct.

Chairperson Lauer advised Mr. Peterson that they will need building permits for the pavilion and playground.

Mr. White said he disagrees with the grading plan; namely the areas within the northeast quadrant of the proposed cemetery where the proposed contours suggest as much as a 6' cut down to the proposed finished grades. Mr. White added that as you move west there is as much as one to two feet of fill. Mr. White stated that there is quite a bit of earth work involved, and he is confused by just mowing and filling it out; he believes there is more to it than that. Mr. White added that it is important to take a hard look at what the proposed grades are and where the limits of construction are. Mr. Peterson said they hope to work with the lay of the land that is there, and they would like to start moving to get a sense of how it works and see if they can work with it. Mr. Peterson added that there was a retaining wall shown initially that they aren't doing any more and the cemetery is smaller than what was shown. Mr. White stated that since the overall master plan is changing and grading is changing, he suggests an updated plan with the new intent be prepared for the Planning Board to review before these progresses further. Mr. White also noted that Terry Horst had requested a notice of termination for the stormwater permit and needs to understand what the impacts are from a disturbance standpoint on whether they are hitting permit thresholds (over 1 acre).

Mr. Curtin stated that since this is a decent change to the master plan that has been submitted and previously approved, he concurs with what Mr. White has recommended.

The applicant withdrew the portion of the application that affects the cemetery and will come with a separate application dealing with the issues that have been raised by the Planning Board Engineer.

Mr. Hudson moved to declare this an unlisted action under SEQR. Mr. Klaben seconded the motion, and it was unanimously approved.

Mr. Mallore moved to make a negative declaration under SEQR. Mr. Klaben seconded the motion, and it was unanimously approved.

Mr. Gasparini moved to approve the pavilion and playground. Mr. Mallore seconded the motion, and it was unanimously approved.

**First Ukrainian Pentecostal Church** **TM #015.-04-09.1**
**3875 Warners Road**
***Site Plan***

Larry Apgar of RSA Architects appeared to present the revisions to the original plans for the First Ukrainian Pentecostal Church. The main road has been widened to 24' and a third fire hydrant has been added on the loop road around the building just on the easterly side of the building. Snow pile areas have been added to the plan as well. Mr. Apgar added that the engineer will be resubmitting calculations for stormwater. Mr. Apgar also said that since the roof of the worship center is just under 40' high and the requirement for aerial fire apparatus is anything over 30' they will be widening the roads to be 26' to meet this requirement. Mr. Apgar added that they are currently working on sidewalk modifications.

Mr. Apgar showed color renderings of the new church from different vantage points.

Mr. Hudson asked what the height of the present church is. Mr. Apgar responded it is 24' high and the new church will be 40' high and added that the existing church is closer to Warners Road than the new church will be. Mr. Hudson noted that there are 6 handicapped spots at the new church and 10 handicapped spots at the old church. Mr. Hudson asked if 6 spots will be enough. Mr. Apgar said he will look at the number to make sure it meets NYS code. Mr. Hudson also noted that on C1, the direction of traffic on the north side of the church goes both ways, but C100 and C101 both show one-way traffic on the north side of the church. Mr. Hudson asked which is correct. Mr. Apgar responded it will be both ways and this will be reflected on the revised documents. Mr. Hudson asked how traffic will flow when church is over – namely will they have the north side of church exit to the west or can they go both ways; also, will there be a traffic jam at the east exit. Bogdan Pototsky advised that it is balanced now and believes it will stay that way. Mr. Hudson asked if there will be a sidewalk on the north side of the church. Mr. Apgar said yes, there will be a sidewalk there.

Mr. Mallore asked how long it takes for all vehicles to disperse after services. Mr. Pototsky replied that it takes approximately 30 minutes as some people like to gather afterwards.

Mr. White stated he will have to initiate an engineering review and that he will be working with Mr. Zona. Mr. White added that he would be interested in seeing the results of the sewer system inspection. Mr. Apgar advised that the overall condition is good and there are minor repairs needed at the manholes. Mr. Pototsky added that there is 2" of buildup on the bottom to be cleaned up which they can take care of themselves.

Mr. Apgar stated that OCWA will install the new hydrant and Mr. White advised that the new hydrant would become a town hydrant.

Mr. White noted that the lighting plan needs to be updated as some areas were left off. Mr. White added that the existing parking lot to the west has quite a bit of existing lighting around it and advised Mr. Apgar to take into consideration any existent lighting that is there and how it will work with any proposed lighting. A revised photometric plan may be required.

Mr. Curtin advised that the plan is incomplete at this time and will require engineering review. Mr. Curtin added that he will also need to see an easement agreement that ties into Starlight Estates.

Mr. Mallore moved to refer this to the County for a 239 review. Mr. Hudson seconded the motion, and it was unanimously approved.

Mr. Hudson moved to assess professional fees for $10,000.00. Mr. Gasparini seconded the motion, and it was unanimously approved.

Mr. Hudson moved to direct the Planning Board Clerk to circulate this to other interested agencies for a coordinated review. Mr. Mallore seconded the motion, and it was unanimously approved.

**MINUTES**

Mr. Mallore moved to approve the minutes of January 13, 2025. Mr. Hudson seconded the motion, and it was unanimously approved.

**DISCUSSION**

Chairperson Lauer advised anyone planning on going to the 36th Annual Planning Symposium to let Planning Board Clerk Beth McDonough know. Chairperson Lauer added that any board members not attending will have to do Continuing Ed online and send Beth McDonough their certificate. Mr. Hudson asked if the town would cover all expenses for any board members attending the symposium. Mr. Curtin responded that the town would cover this expense

**CORRESPONDENCE**

A voucher was received from Barton & Loguidice, DPC for $1,221.25, $971.25 of which is recoverable. Mr. Hudson moved to approve payment. Mr. Klaben seconded the motion, and it was unanimously approved.

A voucher was received from Curtin Law Firm for $1,920.00, $600.00 of which is recoverable. Mr. Mallore moved to approve payment. Mr. Hudson seconded the motion, and it was unanimously approved.

A voucher was received from Hummel's Office Supply for $43.80 for Mr. Gasparini's nameplate. Mr. Hudson moved to approve payment. Mr. Klaben seconded the motion, and it was unanimously approved

**COMMENTS OF TOWN OFFICIALS**

1st Ward Councilor Mary Luber said the Planning Symposium is very interesting and that she is looking forward to attending. Ms. Luber also advised that Holy Family is having another festival and asked if this will go to the Town Board or the Planning Board. Mr. Curtin said that the Town Board was supposed to amend the local law so it will go to the Planning Board. Mr. Curtin explained that last year the Town Board had original jurisdiction, and it was the Planning Board's recommendation that this becomes a Planning Board agenda item. Mr. Curtin advised Ms. Luber to bring this up at the Town Board meeting to see if anything was done in terms of making the necessary amendments.

5th Ward Councilor Chris Cesta commended the board on an outstanding job this evening.

**COMMENTS OF THE ATTORNEY**

Mr. Curtin commended Chairperson Lauer and said that he is happy with the Ukrainian Church application as it's going forward; they have been demonstrating that they want to be responsive to board comments and he is looking forward to seeing a robust and fully articulated site plan.

**COMMENTS OF THE ENGINEER**

None

**COMMENTS OF BOARD MEMBERS**

None

**ADJOURNMENT**

Mr. Mallore moved to adjourn the meeting at 7:47 p.m. Mr. Klaben seconded the motion, and it was unanimously approved.

Respectfully submitted,

Beth McDonough
Planning Board Clerk

**TOWN OF CAMILLUS**
**PLANNING BOARD MINUTES**
**February 24, 2025 - 7:00 p.m.**

**PRESENT:**
Tracy Lauer, Chairperson
Scott Gasparini
Fred Hudson
Don Klaben
Jason Mallore

**STAFF PRESENT:**
Chuck White, Planning Board Engineer
Paul J. Curtin, Jr., Attorney

**GUESTS AND MEMBERS OF THE PUBLIC**
John Fatcheric, Town Supervisor
Mary Luber, 1st Ward Councilor
Approximately 6 other people

Chairperson Lauer called the meeting to order at 7:00 p.m. followed by the Pledge of Allegiance.

**NEW BUSINESS**
**Thomas Kehoskie** **TM #007.1-03-09.1**
**113 Big Bend Way**
***Lot Line Realignment***

Thomas Kehoskie explained that his subdivision was approved a couple of years ago and he now wishes for a lot line realignment through the area where there is an existing easement for the sewers. He would like to attach this portion onto his Armstrong Road property and take it from Big Bend Way. This would be used by his children coming in and out of the neighborhood.

Chairman Lauer advised Mr. Kehoskie that this is a non-confirming lot, and it also creates an issue with setback.

Mr. Hudson asked how wide the side yard would be. Mr. Kehoskie responded that the requirement is 7 feet, and he would have 6.1 feet so he would ask for a 0.9-foot variance on the side yard setback.

Mr. Klaben asked if this will be built on or if it will just be a path for his children. Mr. Kehoskie said it would be just a path and added there will be no driving on it.

Mr. White asked if the fence was reinstalled after the sewers were installed. Mr. Kehoskie explained that the fence length was reduced, and he planted about 20 green giant arborvitaes on the line closer to the house on Big Bend Way (on the easement side). Mr. White asked if the existing fence will be an issue. Mr. Kehoskie said this wouldn't be an issue. Mr. White noted that the fence is on the property that wouldn't be owned by lot 19. Mr. Kehoskie advised that what is in the application is an old plan and the fence is on the line now.

Mr. Curtin asked where the fence line begins and where it ends. Mr. Kehoskie said the fence only goes about twelve feet and the rest is green giant arborvitaes. Mr. Curtin asked if the access to the sewer from Big Ben Way is still a public road. Mr. Kehoskie confirmed this. Mr.

Curtin asked if this would be a seasonal passageway. Mr. Kehoskie responded that it is not seasonal but will blend in as it's just a patch of grass.

Mr. White asked if the sewer lateral connection for the current house is going to be within this slice of property and added that Mr. Kehoskie needs to be sure that access is uninhibited. Mr. Kehoskie stated that nothing will be interrupted.

Mr. Curtin shared that he has an idea that would give Mr. Kehoskie what he wants without a modification to the lot line. Mr. Curtin recommended leaving lot 19 on Big Bend Way intact and consider creating a 10-foot pedestrian easement originating from lot 3A to Big Bend Way. Mr. Kehoskie shared that he did have the house originally with a right-of-way and had buyers who knew about it up front but ultimately backed out. Mr. Kehoskie added that he believes the lot line realignment is the best solution, so this doesn't happen again. Mr. Kehoskie explained that it is clearly defined for the next potential buyer, and he will maintain it.

Mr. Curtin advised that the Planning Board does not allow creation of nonconforming lots to this extent and added that this would require town approval and a variance. This would also set a poor precedent. Mr. Curtin again suggested reducing it to a 10-foot swath so that the impact on the house on Big Bend Way is limited. Mr. Curtin added that there are legal concerns, and he would not recommend this to the board. The geometry of what Mr. Kehoskie is proposing does not conform with the general rubrics of town code.

Chairperson Lauer noted that Mr. Kehoskie seems opposed to an easement for pedestrians which is really the correct way. Chairperson Lauer told Mr. Kehoskie that he is asking the Planning Board to form a nonconforming lot which the Planning Board and Council is not comfortable with. Chairperson Lauer advised Mr. Kehoskie she could poll the board if he'd like her to.

Mr. White advised that Mr. Kehoskie is creating a nonconforming lot because he is looking at a 20-foot width. Mr. White gave a possible solution of changing it to a 10-foot width as this would not be creating a nonconforming lot.

Mr. Curtin stated that Mr. Kehoskie needs to create a conforming lot and suggested amending the application moving the interior line from 20 feet to 10 feet and coming back to the board. Mr. Curtin repeated that the Planning Board cannot and will not create nonconforming lots. Mr. Curtin added that Mr. Kehoskie doesn't need 20 feet for pedestrian access.

Chairperson Lauer added that there is a minimum lot requirement which would result in two ZBA referrals; one for the lot size and one for the setback.

Mr. Kehoskie asked Chairperson Lauer to poll the board regarding the plan as presented.

AYES: None
NOS : Mr. Klaben, Mr. Hudson, Mr. Mallore, Mr. Gasparini and Chairperson Lauer

**Scott Harrington** **TM #064.-09-05.0**
**206 Claremont Drive**
***ZBA – Special Use Permit***

Scott Harrington stated that he is applying for his federal firearms license. Mr. Harrington explained that when someone purchases a firearm it must be run through a federal firearms licensee. Mr. Harrington will be doing the paperwork, making sure everything is legit, performing a background check and making the transfer.

Mr. Klaben asked for a rough estimate of how many transfers would be done in a month. Mr. Harrington said he would be happy if it was one per day but doesn't believe it will be that much. Mr. Klaben asked if there would be gun repairs or just transfers. Mr. Harrington replied to it only be transfers but is hoping in the future that people can order firearms through him.

Mr. Hudson asked if this is more of an incidental business with no set hours. Mr. Harrington confirmed this to be correct.

Mr. Gasparini asked if there is an intent to stock inventory. Mr. Harrington replied to no.

Mr. Mallore asked Mr. Harrington if he has investigated the distance from a school he has to be. Mr. Harrington said he hasn't investigated the specifics but is certain he is far enough away.

Chairperson Lauer asked how many can park at his residence. Mr. Harrington said 6 or more. Chairperson Lauer also asked if there will be any signage or lighting changes, to which Mr. Harrington responded no. Chairperson Lauer asked Mr. Harrington if he will hire any employees and Mr. Harrington said no. Chairperson Lauer then asked if this will be appointment only and Mr. Harrington confirmed it will be.

Chairperson Lauer asked Mr. Harrington if he does cater from his home. Mr. Harrington explained that he used to own a barbeque trailer but doesn't own it anymore. Chairperson Lauer advised that the ZBA may bring this up.

Mr. Hudson moved to send this to the ZBA. Mr. Klaben seconded the motion, and it was unanimously approved.

Mr. Klaben moved to direct Mr. Curtin to make a positive recommendation to the ZBA advising that the Planning Board has found no site-specific issues. Mr. Gasparini seconded the motion, and it was unanimously approved.

**Rocklyn West, LLC** **TM #057.-01-05.1**
**4801-4805 West Genesee Street**
***ZBA – Special Use Permit***

Art Kanerviko explained that the Ukrainian Federal Credit Union will be put in at 4801 West Genesee Street in front of the Tumblerock apartments.

Mr. Hudson asked if any special signage is going up. Mr. Kanerviko explained that signage was previously approved and is a flat board sign similar to the other existing signs. Mr. Kanerviko added that gooseneck lighting was previously approved, but they may not do that because the credit union isn't open at night. Mr. Hudson asked if this is a walk-in service bank and Mr. Kanerviko confirmed this. Mr. Hudson asked if there is enough parking and Mr. Kanerviko said there is more than enough parking.

Chairperson Lauer said that this is a good use for the property.

Mr. Mallore moved to send this to the ZBA. Mr. Hudson seconded the motion, and it was unanimously approved.

Mr. Hudson moved to direct Mr. Curtin to make a positive recommendation to the ZBA advising that the Planning Board has found no site-specific issues. Mr. Mallore seconded the motion, and it was unanimously approved.

**Mary's Meadow Lot C Re-Subdivision** **TM #020.-02-02.1**
**Newport Road**
***Final Plat***

John Legnetto explained that he has updated the plan to say final and he updated the Agricultural Data Statement as well.

Mr. Klaben moved to assess parkland fees for 2 lots. Mr. Gasparini seconded the motion, and it was unanimously approved.

Mr. Hudson moved to waive a public hearing. Mr. Klaben seconded the motion, and it was unanimously approved.

Mr. Hudson moved to declare this an unlisted action under SEQR. Mr. Mallore seconded the motion, and it was unanimously approved.

Mr. Hudson moved to make a negative declaration under SEQR. Mr. Gasparini seconded the motion, and it was unanimously approved.

Mr. Curtin noted that the applicant has made all the necessary revisions that the Planning Board has requested and required.

Mr. Mallore moved to approve Mary's Meadow Lot C Re-Subdivision into Lots C1 and C2. Mr. Gasparini seconded the motion, and it was unanimously approved.

**OLD BUSINESS**
None

FEBRUARY 24, 2025 PLANNING BOARD MEETING

**MINUTES**
None

**DISCUSSION**
None

**CORRESPONDENCE**
None

**COMMENTS OF TOWN OFFICIALS**
Town Supervisor John Fatcheric said he misses land planning and added that the Planning Board is doing a good job.

**COMMENTS OF THE ATTORNEY**
None

**COMMENTS OF THE ENGINEER**
None

**COMMENTS OF BOARD MEMBERS**
None

**ADJOURNMENT**
Mr. Mallore moved to adjourn the meeting at 7:45 p.m. Mr. Gasparini seconded the motion, and it was unanimously approved.

Respectfully submitted,

Beth McDonough
Planning Board Clerk

**TOWN OF CAMILLUS**
**PLANNING BOARD MINUTES**
**March 10, 2025 - 7:00 p.m.**

**PRESENT:**
Tracy Lauer, Chairperson
Scott Gasparini
Fred Hudson
Don Klaben

**STAFF PRESENT:**
Chuck White, Planning Board Engineer
Mark Levy, Attorney

**GUESTS AND MEMBERS OF THE PUBLIC**
Joy Flood, 3rd Ward Councilor
Approximately 8 other people

Chairperson Lauer called the meeting to order at 7:00 p.m. followed by the Pledge of Allegiance.

**NEW BUSINESS**

**Robin Base / Barfield Tract** **TM #010.1-03-15.1 &**
**3669 and 3683 Armstrong Road** **#010.1-03-16.0**
***Lot Line Realignment***

Timothy Barfield of 3683 Armstrong Road explained that the line on his property goes behind his son's property. He just wants to make the line straight and add a little property to his son's property which is 3669 Armstrong Road.

Mr. White asked if the two lots are owned by two different owners. Mr. Barfield confirmed this.

Mr. Levy advised that this is an unlisted action, and the board can take lead. Mr. Levy added that if approved, the board will need a copy of the deed conveyance and a copy of the final plot plan.

Mr. Hudson moved to declare lead agency under SEQR. Mr. Klaben seconded the motion, and it was unanimously approved

Mr. Klaben moved to declare this an unlisted action under SEQR. Mr. Hudson seconded the motion, and it was unanimously approved.

Mr. Klaben moved to approve the lot line realignment with the receipt of the deed conveyance and a plan marked final plat. Mr. Hudson seconded the motion, and it was unanimously approved.

**Thomas Kehoskie** **TM #007.1-03-09.1**
**113 Big Bend Way**
***Lot Line Realignment***

Thomas Kehoskie explained he made an adjustment to his previous request from the February 24, 2025, meeting and was hoping the Planning Board would consider him shaving 10 feet off which would take care of any issues with zoning.

Mr. Klaben stated that as discussed in the pre-meeting, he has a concern with creating a lot of shape that he's never seen before.

Mr. Hudson said that it is easier to do an easement rather than create another lot and added that he is not in favor of what Mr. Kehoskie is proposing to do.

Chairperson Lauer advised Mr. Kehoskie that the Planning Board is not going to approve this, but she appreciates Mr. Kehoskie's change going from 20 feet to 10 feet.

Mr. Kehoskie asked if Mr. Curtin made any recommendations regarding the new application. Chairperson Lauer advised that she has spoken to Mr. Curtin who said that the way to handle this is through an easement.

Mr. Hudson moved to declare lead agency under SEQR. Mr. Klaben seconded the motion, and it was unanimously approved

Mr. Hudson moved to declare this an unlisted action under SEQR. Mr. Klaben seconded the motion, and it was unanimously approved.

No motion was made to approve the lot line realignment for 113 Big Bend Way. No-one was in favor, and everyone was opposed and the application was denied.

**OLD BUSINESS**

**Christian Michalkow** **TM #010.1-03-05.0**
**3775 Armstrong Road**
***Amended Final Plat***

Christian Michalkow explained that the County has accepted the septic designs for both lots. Mr. Michalkow added that at the prior meeting in August 2024 he made the lots bigger and was just waiting for County approval.

Mr. White acknowledged that there is an approved septic design for each of the two subdivided lots.

Mr. Hudson moved to declare lead agency under SEQR. Mr. Gasparini seconded the motion, and it was unanimously approved

Mr. Klaben moved to declare this an unlisted action under SEQR. Mr. Hudson seconded the motion, and it was unanimously approved.

Mr. Klaben moved to approve the subdivision with the approved septic for 3775 Armstrong Road contingent on the receipt of final plat. Mr. Hudson seconded the motion, and it was unanimously approved.

MARCH 10, 2025 PLANNING BOARD MEETING

**MINUTES**
Mr. Hudson moved to approve the minutes of February 10, 2025, and February 24, 2025. Mr. Klaben seconded the motion, and it was unanimously approved.

**DISCUSSION**
None

**CORRESPONDENCE**
A voucher was received from Barton & Loguidice, DPC for $1,884.00, $1,634.00 of which is recoverable. Mr. Klaben moved to approve payment. Mr. Hudson seconded the motion, and it was unanimously approved

**COMMENTS OF TOWN OFFICIALS**
None

**COMMENTS OF THE ATTORNEY**
None

**COMMENTS OF THE ENGINEER**
None

**COMMENTS OF BOARD MEMBERS**
None

**ADJOURNMENT**
Mr. Hudson moved to adjourn the meeting at 7:14 p.m. Mr. Klaben seconded the motion, and it was unanimously approved.

Respectfully submitted,

Beth McDonough
Planning Board Clerk

**TOWN OF CAMILLUS**
**PLANNING BOARD MINUTES**
**March 24, 2025 - 7:00 p.m.**

**PRESENT:**
Don Klaben, Vice Chairman
Scott Gasparini
Fred Hudson
Jason Mallore

**STAFF PRESENT:**
Paul J. Curtin Jr., Attorney

**GUESTS AND MEMBERS OF THE PUBLIC**
Mary Luber, 1st Ward Councilor
Chris Cesta, 5th Ward Councilor
1 other person

Vice Chairman Klaben called the meeting to order at 7:00 p.m. followed by the Pledge of Allegiance.

**NEW BUSINESS**
**Charlee's Ice Cream/Maine Lobster Truck** **TM #065.-04-13.1**
**112 Kasson Road**
***Temporary Site Plan***

Applicant did not appear for the meeting.

Mr. Curtin advised we cannot approve or deny this plan because the plan itself doesn't show the parking spaces they might want to occupy and how pedestrians will be dealt with. Mr. Curtin added that this is a very constricted site and from a public safety standpoint this location is not appropriate for this type of use.

**OLD BUSINESS**
None

**MINUTES**
Mr. Hudson moved to approve the minutes of March 10, 2025. Mr. Mallore seconded the motion, and it was unanimously approved.

**DISCUSSION**
None

**CORRESPONDENCE**
A voucher was received from Curtin Law Firm for $3,080.00, $960.00 of which is recoverable. Mr. Mallore moved to approve payment. Mr. Hudson seconded the motion, and it was unanimously approved.

**COMMENTS OF TOWN OFFICIALS**
5th Ward Councilor Chris Cesta stated that it was wise for the Planning Board to let Charlee's Ice Cream/Maine Lobster Truck know that their site plan isn't going to work. Mr. Cesta added that in the past the Planning Board has put similar applications through a site examination to make sure everything would work and said that this site isn't adequate.

**COMMENTS OF THE ATTORNEY**
None

**COMMENTS OF THE ENGINEER**
None

**COMMENTS OF BOARD MEMBERS**
None

**ADJOURNMENT**
Mr. Mallore moved to adjourn the meeting at 7:08 p.m. Mr. Hudson seconded the motion, and it was unanimously approved.

Respectfully submitted,

Beth McDonough
Planning Board Clerk

**TOWN OF CAMILLUS**
**PLANNING BOARD MINUTES**
**April 14, 2025 - 7:00 p.m.**

**PRESENT:**
Tracy Lauer, Chairperson
Scott Gasparini
Fred Hudson
Don Klaben

**STAFF PRESENT:**
Paul J. Curtin Jr., Attorney

**GUESTS AND MEMBERS OF THE PUBLIC**
Mary Luber, 1st Ward Councilor
1 other person

Chairperson Lauer called the meeting to order at 7:00 p.m. followed by the Pledge of Allegiance.

**NEW BUSINESS**

**New Cingular Wireless PCS, LLC** **TM #061.02-01.0**
**515 Oak Ridge Drive**
***Site Plan***

Tiffany Adams Myers of Airosmith Development explained that AT&T is looking to upgrade its equipment on their water tank. Ms. Myers advised that nothing new is being added as far as additional equipment. They are just swapping out equipment; anything new is replacing something existing that is being removed.

Ms. Lauer asked if it is going in the same housing as where it is now, and Ms. Myers confirmed that it is.

Mr. Hudson asked how long it will take to complete. Ms. Myers replied that it will take approximately 2-3 weeks depending on the weather.

Ms. Lauer advised that the Planning Board Engineer has looked at this and he is satisfied with the structural calculations and design plans.

Mr. Curtin asked if this would enhance the coverage area and Ms. Myers confirmed that it will. Mr. Curtin asked if additional antennas are being added. Ms. Myers explained that they are replacing everything that is existing and that everything will go in the same spot. Ms. Myers added that if an existing antenna needs to be replaced, it will be removed and replaced with a new unit. Mr. Curtin asked if the new units are units smaller or larger. Ms. Myers replied that they are slightly larger. Mr. Curtin asked if this would help with the ability to serve a broader area. Ms. Myers reconfirmed this. Mr. Curtin also asked if there will be any changes to the area on the ground where the equipment is located. Ms. Myers explained that the converters will be swapped out as well in order to support the electrical components of the new equipment; but they will be contained within the existing shelter. Mr. Curtin asked if service will still be available from the site during the term of the rebuild, and Ms. Myers confirmed that service will still be available.

Mr. Klaben moved to declare lead agency under SEQR. Mr. Hudson seconded the motion, and it was unanimously approved.

Mr. Hudson moved to declare this an unlisted action under SEQR. Mr. Klaben seconded the motion, and it was unanimously approved.

Mr. Klaben moved to make a negative declaration under SEQR. Mr. Hudson seconded the motion and it was unanimously approved.

Mr. Hudson moved to approve the plans as submitted for equipment upgrades on Sheets T01, GN01, A01 through A09 and G01. Mr. Klaben seconded the motion, and it was unanimously approved.

**OLD BUSINESS**
None

**MINUTES**
Mr. Hudson moved to approve the minutes of March 24, 2025. Mr. Klaben seconded the motion, and it was unanimously approved.

**DISCUSSION**
None

**CORRESPONDENCE**
A voucher was received from Barton & Loguidice, DPC for $3,505.00, $3,005.00 of which is recoverable. Mr. Klaben moved to approve payment. Mr. Hudson seconded the motion, and it was unanimously approved.

A voucher was received from Curtin Law Firm for $2,640.00, none of which is recoverable. Mr. Hudson moved to approve payment. Mr. Klaben seconded the motion, and it was unanimously approved.

**COMMENTS OF TOWN OFFICIALS**
None

**COMMENTS OF THE ATTORNEY**
None

**COMMENTS OF THE ENGINEER**
None

**COMMENTS OF BOARD MEMBERS**
None

**ADJOURNMENT**

Mr. Gasparini moved to adjourn the meeting at 7:06 p.m. Mr. Hudson seconded the motion, and it was unanimously approved.

Respectfully submitted,

Beth McDonough
Planning Board Clerk

**TOWN OF CAMILLUS**
**PLANNING BOARD MINUTES**
**April 28, 2025 - 7:00 p.m.**

**PRESENT:**
Tracy Lauer, Chairperson
Scott Gasparini
Fred Hudson
Don Klaben
Jason Mallore

**STAFF PRESENT:**
Chuck White, Planning Board Engineer
Paul J. Curtin, Jr., Attorney

**GUESTS AND MEMBERS OF THE PUBLIC**
Mary Luber, 1st Ward Councilor
Approximately 5 other people

Chairperson Lauer called the meeting to order at 7:00 p.m. followed by the Pledge of Allegiance.

**NEW BUSINESS**
**Little Lukes Daycare** **TM #027.2-01-04.0**
**2555 Hambletonian Way**
***Amended Site Plan***

Abby Weaver of Little Lukes Preschool explained that they purchased the World of Wonder daycare center. Ms. Weaver added that their program has speech, PT and OT in the building. Ms. Weaver said that they have state approval for 5 preschool classrooms throughout the building, and with their program they also need state approval from OCFS (daycare agency) and the State Education System. In order to get this approval, they are required to have three fire drills per month which involves taking all of the children out the emergency exit which is at the back of the building and move everyone around to the front of the building. Ms. Weaver explained that Little Lukes would like to extend the existing fence 10 or 20 feet and go all the way down to the existing gate which will allow two classrooms of 18 children to exit in an emergency and move safely to the safe area in front of the building. The extended fence will be the exact same as the existing fence. Ms. Weaver added that they plan to plant flowers along the side of the fence and will have the children plant along the fence as well. Ms. Weaver added that they would like to put signs on the ends of the building with the Little Lukes logo and street address on them, and they also plan to cover the existing World of Wonder sign on the monument with their logo.

Mr. Klaben asked for confirmation that the extended fencing will not be used as a play area. Ms. Weaver confirmed this and explained that it will be used as a walkway for safety.

Mr. Mallore asked how they will maintain access in the winter. Ms. Weaver replied that there is someone who takes care of the driveways in the neighborhood as well as the Westar Bank next door; and he has been shoveling the emergency exits for the last 10 years. Little Lukes has a contract with him to clear the emergency exits of both snow and ice. Mr. Mallore asked if they have spoken to the fire department on which location they want them to evacuate, and Ms. Weaver responded yes. Mr. Mallore also asked what the gate locks are going to be like. Ms. Weaver explained that it is an upgrade to what is currently there; an adult can press a button on

the top. Ms. Weaver added that they use this type of lock on all of their sites, and it is approved by New York State. Ms. Weaver said that there are two alarms on each exit door as well.

Mr. Gasparini asked if the signage on the building will have any lighting. Ms. Weaver said there won't be any lighting.

Mr. Curtin asked if the signs lie flat on the building. Ms. Weaver confirmed this and explained that they are pieces of plastic with vinyl letters that stick to the side of building. Mr. Curtin asked what the dimensions of the signs are. Ms. Weaver stated that she believes the building signs are 3 x3, and the monument sign will just cover the existing World of Wonder sign. Mr. Curtin stated that this does not overwhelm the building. Mr. Curtin asked if the colors on the plans are accurate and Ms. Weaver confirmed that the colors are blue and yellow.

Mr. Mallore moved to declare lead agency under SEQR. Mr. Hudson seconded the motion, and it was unanimously approved.

Mr. Hudson moved to declare this an unlisted action under SEQR. Mr. Gasparini seconded the motion, and it was unanimously approved.

Mr. Hudson moved to make a negative declaration under SEQR. Mr. Klaben seconded the motion and it was unanimously approved.

Mr. Mallore moved to approve the plan as submitted for the expanded fence and signage consistent with drawings submitted by the applicant with the specification that the fencing materials to be employed are going to duplicate the existing fencing with the exception of the locks which are to be modified and changed on the fencing. The signage is to be approved by Code Enforcement Office Gregg Humphrey. Mr. Hudson seconded the motion, and it was unanimously approved.

**OLD BUSINESS**

**Mater Dei Academy** **TM #006.-02-34.0**
**2656 Warners Road**
***Site Plan***

Brian Peterson and Terry Horst appeared with the next phase of Mater Dei's master plan which is the cemetery. Mr. Peterson explained that they want to develop one-quarter of the cemetery at this time. Mr. Peterson added that they have the beginning of an access road and will continue that in order to make the connection. There will be minimal grading, and they will need to fill in a low spot for a more consistent grade. Mr. Peterson stated that Ms. Horst has put in some infiltration trenches which drive most of the runoff to a catch basin.

Mr. Mallore asked how wide the roadway is going in. Mr. Peterson said it will be very minimal and only about 8' wide. Mr. White asked where exactly the road is 8' wide. Mr. Peterson responded it is in the cemetery which is typical. Ms. Horst said that the stretch

from the accessible parking up to the future parking is 24' wide and all paths in the cemetery are 10' wide stone paths. Mr. Mallore asked if people can drive around the cemetery and Ms. Horst confirmed this. Mr. Mallore also asked if vehicles will get blocked up during a funeral. Ms. Horst explained that they will just line up and circle out. Mr. Curtin asked if they have figured out stacking. Mr. Mallore shared his concern that too many cars will become a safety issue. Ms. Horst said that there are no parking standards for cemeteries and added that the funeral homes can organize traffic. Ms. Horst also said they don't anticipate a high level of cars.

Mr. White said that the parking requirement is 9' x 18' and noted that the parking stalls are 9' wide, but the aisle between each plot is half of that. Ms. Horst explained that people won't drive vehicles here. Mr. White asked how someone will get in with a backhoe to dig grave sites and added that they have to consider how to get in and maintain the cemetery as these are essentially walking paths. Mr. White added that the road narrows down from 24' to 10' which will create a logjam with no way to get out and said there needs to be a wider road than 10' for two-way traffic. Mr. White stated that he doesn't feel comfortable suggesting that anyone directing traffic will solve this problem. They need to consider how to get vehicles in and out. On the grading side, Mr. White said he was clear that there are portions where there are more than 2 feet of fill that needs to be brought in. There is a grading plan for the entirety of site, but they are looking for approval for just this phase. Mr. White asked how they are going to tie those grades into the remaining grades where they are not planning to fill. Mr. White explained that they need a phase-specific grading plan that ties into existing grades. Mr. White added that the plan for this phase should be more detailed, the road width shown and the actual limits of grading are clear. Mr. White stated that it is key to define how they are tying this all into the work that has been done on the east with the fields as well as how to tie into the existing grades that are in the vicinity of the 3 other quadrants of the future cemetery area. Mr. White suggested that when dealing with phased projects they do a little bit of work that might not end up being totally permanent but will get them through the interim to the next few phases; then they may have to adjust drainage to fit the final plan. They just need to make sure it works in the interim. Mr. White asked that enlarged grading and site plans be provided. Mr. White stated that since there was a notice of termination for the stormwater permit for athletic fields, they don't have an active SPDES permit; therefore, they will have to go through the process again. Ms. Horst asked if for the next notice of intent, they should do one for the whole property since some items will not happen for more than 5 years. Mr. White replied that there are two approaches; to do one for the whole property, or the other way is to keep the permit open.

Mr. Peterson wanted to add that Phase 3 will be next; hopefully by fall and added that they are working on zoning for the building now. Mr. White suggested that they take a hard look at the grading between phases and said they may want to choose "rough grading" which may help tie phases together.

Mr. Gasparino asked if there are any plans for lighting for the cemetery. Mr. Peterson replied to no.

Ms. Horst asked how to approach SEQR since it was already done for the entire site. Mr. White explained that it needs to be restated by the board. It was addressed for the early phases and master plan. The Planning Board will take a fresh look to see if there has been any project change (something of significance). Mr. White added that the Planning Board needs to ensure

that what we are looking at is consistent with what was presented previously and wouldn't constitute a significant change. It will be documented that this look has been taken.

**MINUTES**

Mr. Hudson moved to approve the minutes of April 14, 2025. Mr. Klaben seconded the motion, and it was unanimously approved.

**DISCUSSION**

Chairperson Lauer brought up the Parkland Fees for Mary's Meadow Lot C Re-Subdivision and said that it is not clear whether Parkland Fees should be assessed per lot or for just the additional lot; and looking at assessments made previously, she found that the fees have only been assessed for the new lot and added that Supervisor Fatcheric's recollection is the same. Chairperson Lauer noted that the Town of Dewitt spells it out and says it is only for the new lot. Mary's Meadow was assessed two parkland fees for splitting one single lot. The board members all agree that this should not be the case. Mr. Curtin confirmed that the practice has been that only the new lot gets assessed and suggested a motion be made to amend the prior resolution for the imposition of fees on that particular project from two to one.

Mr. Klaben moved to amend the prior resolution for Parkland Fees for Mary's Meadow from two to one. Mr. Mallore seconded the motion, and it was unanimously approved.

Mr. White said he agrees that the code is ambiguous. Mr. Curtin suggested the Planning Board recommend to the Town Board to amend that section to make it clear.

Chairperson Lauer also brought up Parkland Fees for apartment complexes. Mr. Curtin said Codes can reach out to other towns to see what their fees are for this. Mary Luber agreed that the Town of Camillus should find out what other towns are doing.

Mr. Curtin said that the three things that are coming out of this discussion are that the Planning Board has amended the resolution, so it is consistent with past resolutions; the Board has also identified a defect in the existing legislation that needs clarification to eliminate ambiguity; and Parkland Fees need to be re-evaluated.

Mr. Hudson moved to rescind the $500.00 Parkland Fee for Mary's Meadow. Mr. Klaben seconded the motion, and it was unanimously approved.

Mr. Curtin recommended that the Planning Board request that Gregg Humphrey research the issue of Parkland Fees in and about the town of Camillus and other jurisdictions inclusive but not limited to Van Buren, Onondaga, Lysander, Clay, Cicero, Dewitt and Manlius in order to provide additional information to the Planning Board in order to develop recommendations to the Town Board for any modifications to the existing code. Mr. Mallore moved, and Mr. Klaben seconded the motion and it was unanimously approved.

**CORRESPONDENCE**
None

**COMMENTS OF TOWN OFFICIALS**
Mary Luber asked if there was SEQR training. Ms. Lauer explained that it already happened. Ms. Luber asked for the Town Board to be invited to any future training.

**COMMENTS OF THE ATTORNEY**
None

**COMMENTS OF THE ENGINEER**
None

**COMMENTS OF BOARD MEMBERS**
None

**ADJOURNMENT**
Mr. Mallore moved to adjourn the meeting at 8:00 p.m. Mr. Klaben seconded the motion, and it was unanimously approved.

Respectfully submitted,

Beth McDonough
Planning Board Clerk

**TOWN OF CAMILLUS**
**PLANNING BOARD MINUTES**
**May 12, 2025 - 7:00 p.m.**

**PRESENT:**
Tracy Lauer, Chairperson
Scott Gasparini
Don Klaben
Jason Mallore

**STAFF PRESENT:**
Chuck White, Planning Board Engineer
Paul J. Curtin, Jr., Attorney
Gregg Humphrey, Code Enforcement Officer

**GUESTS AND MEMBERS OF THE PUBLIC**
Mary Luber, 1st Ward Councilor
Steve James, 4th Ward Councilor
Chris Cesta, 5th Ward Councilor
Approximately 11 other people

Chairperson Lauer called the meeting to order at 7:00 p.m. followed by the Pledge of Allegiance.

**NEW BUSINESS**

**John Szczech** — **TM #020.1-01-01.0**
**Rolling Meadows Section 1**
***Amended Final Plat***

**John Szczech** — **TM #020.1-01-01, #023.-01-09.1, & #023.02-04-01.1**
**Rolling Meadows Section 2**
***Amended Final Plat***

**John Szczech** — **TM #020.1-01-01, #023.-01-09.1, & #023.02-04-01.1**
**Rolling Meadows Section 3**
***Amended Final Plat***

**John Szczech** — **TM #020.1-01-01.1, #023.-01-09.1**
**Rolling Meadows Section 4**
***Amended Final Plat***

John Szczech explained that there is a 12-acre lot behind sections 1-4 and the owners of the houses in these sections have approached him to buy portions of this lot. Mr. Szczech stated that Mr. Curtin advised him to amend the final plats rather than do lot line realignments for each. Mr. Szczech added that the board has asked him for short form SEQRs for each one which he will do, and he will supply contract forms that have been signed by the homeowners.

Mr. Curtin confirmed that they asked Mr. Szczech for short form SEQRs for all the sections that are being amended as well as written consent from all contiguous neighbors who are accepting the additional parcels and incorporating them into their primary residences.

**John Szczech** **TM #021.03-8.1**
**Rolling Meadows Section 7**
***Final Plat***

Mr. Szczech advised that all sewers and storms are in, OCWA is also in, and the road has been stoned. Mr. Szczech added that nothing has changed since the preliminary plat approval.

Mr. White brought up the timeline for getting the sewer extension formalized. Mr. White advised that he knows it is installed, but there is still a process for this that hasn't happened yet and that this is a town board action. Mr. Szczech replied that the sewer needs to be in the ground for 30 days before it can be inspected and certified. Mr. White noted that it has been in the ground for this long. Mr. Szczech explained that his engineer has been away but is planning on inspecting and certifying the sewer so that the proper documentation will be forwarded. Mr. White said that he believes this should go hand-in-hand with final plat approval. Mr. White acknowledged that Mr. Szczech has provided construction drawings, however the system has not been tested or certified which needs to happen as multiple properties are impacted.

Mr. Curtin advised that it is recommended by the Planning Board engineer (who is also the town engineer) that the necessary documents be circulated at the same time that the board considers approving for final and he is in agreement.

**Inn Between Event Center** **TM #023.-02-18.1**
**2290 West Genesee Turnpike**
***Amended Site Plan***

Minh Lam, architect with MT Plus Studio appeared to present the amended site plan for the Inn Between Event Center. Mr. Lam shared that they aim to repurpose the building into a venue for weddings, meetings and special events. For the interior, they plan to open an interior wall to create an open seating area and add an accessible bathroom. For the exterior, on the east side of building they will add a covered porch. Adjacent to the porch to the north side there will be a deck that will connect the existing porch and the new covered porch. They will add a ramp on the south side to create accessible access to the building. On the east side, they will take out existing store shed, fence and old patio and rebuild a new patio. The porch will match the existing architectural style.

Mr. Gasparini asked if there are any plans for the second story. Mr. Lam said they just plan on painting. Mr. Gasparini asked if there will be food service on this floor. Mr. Lam responded no and added that a portion of the upstairs will be offices, and the other portion will be space for brides and grooms to get ready for their event.

Mr. Mallore asked what the occupancy will be. Mr. Lam said it will be less than 100 people. Gregg Humphrey confirmed that there is enough parking for this number of occupants.

Mr. Curtin asked if the materials being used for the new porches and patios will be compatible with the existing structure. Mr. Lam explained that the roof material will be architectural shingle which will match the existing roofing, and the trim will match the existing porch in front. Mr. Lam added that the column will have a historic cover over the post and the railing will match the existing. Mr. Curtin asked if they will be fiberglass and Mr. Lam said yes, it will be PVC. Mr. Curtin asked what the decks will be made of and Mr. Lam said Trex. Mr. Curtin asked if they plan on doing anything to the exterior other than adding the new porches and patios. Mr. Lam said they will repaint the exterior white. Mr. Curtin noted that the entrance from the parking lot into the building has steps and asked if they are they changing that. Mr. Lam said this will stay the same and handicap access will be achieved by the ramp they are putting in. Mr. Curtin asked if the ramp will be maintained year-round and Mr. Lam confirmed it will be.

Chairperson Lauer asked if they are adding any additional lighting to new porches and decks. Mr. Lam said there will be recessed ceiling mounted lighting under the porch. Chairperson Lauer advised Mr. Lam to provide cut sheets for the lighting.

Mr. Mallore moved to declare lead agency under SEQR. Mr. Gasparini seconded the motion, and it was unanimously approved.

Mr. Klaben moved to declare this an unlisted action under SEQR. Mr. Mallore seconded the motion, and it was unanimously approved.

Mr. Klaben moved to make a negative declaration under SEQR. Mr. Gasparini seconded the motion and it was unanimously approved.

Mr. Mallore moved to approve the plans as provided (Sheets S101, A102, A201, A202 and A203) with the addition of cut sheets for the lighting. Mr. Klaben seconded the motion, and it was unanimously approved.

**Charlee's Ice Cream/Maine Lobster Truck** **TM #065.-04-13.1**
**112 Kasson Road**
***Temporary Site Plan***

Ben Hussong, co-owner of Charlee's Ice Cream explained they want to put a food truck in the parking lot at 112 Kasson Road on Sunday June 8th from 2 pm -8 pm.

Mr. Klaben noted there are other businesses in the building and asked if they will all be open on a Sunday afternoon. Mr. Hussong replied that the only ones that will be open are them, the Chinese restaurant and Cam's, and added that Cam's doesn't open until 4:00 on Sundays. Mr. Klaben asked how many spots are used on a typical Sunday. Mr. Hussong said that prior to 7:00 pm, less than ¼ are used, and ½ to 2/3 are used after that time. Mr. Klaben asked how much business the food truck expects, and Mr. Husson said they aren't sure. Mr. Klaben asked where the queuing line will be. Mr. Husson explained that the property next door is a post office which will be closed, and the food truck will take up 4 spots and can partially park on the grass.

Mr. Mallore asked if the truck will take up the entire parking space from front to back. Mr. Hussing said no and added that it will be parked perpendicular to the spaces and will take up 3 spaces. Mr. Mallore asked if the queuing line will be in the driving lane. Mr. Hussong said it will be, and they can mark it off. Chairperson Lauer said the queuing space will need to be at least 4' since cars will be driving through.

Chairperson Lauer said she has concerns with the queuing line and asked Mr. Hussong if they have considered blocking the parking lot so people cannot fully circulate around the building. Mr. Hussing said that he is open to any suggestions. Chairperson Lauer advised that the board needs to see something where people aren't queuing in the driving lane and cars are not going to drive by the food truck. Chairperson Lauer noted that she seen this lobster truck, and it is very busy and will have a lot of customers.

Chairperson Lauer suggested moving the truck to the back near the dumpster and closing the drive-thru, so cars aren't circulating around the building.

Mr. Klaben suggested using wooden barricades rather than cones.

Mr. Hussong said they will put up a sign that says No Thru Traffic and can block it off totally. Mr. Humphrey said he likes this idea as long as emergency vehicles can get back there. This creates a safe space for people to go from the food truck to the ice cream shop.

Mr. Curtin asked where the service window is located on the food truck. Mr. Hussong said it is on the passenger side rear of the vehicle. This is the order window and there is another window at the other end where people pick up their food. Mr. Curtin asked if this is for pedestrians to walk up and not drive up. Mr. Hussong confirmed it is for pedestrians only.

Mr. Klaben asked if they will allow people to come into the ice cream store with their food. Mr. Hussong replied yes. Mr. Curtin asked if they will be providing any seating for people to consume purchases on site. Mr. Hussong said there will not be a designated outdoor seating area.

Mr. Curtin asked for confirmation that they are proposing to move the food truck towards the dumpster, isolate that area so cars cannot come through during the hours of operation and restrict traffic moving from the entrance in a westerly direction to the ice cream side of the building. Mr. Hussong confirmed this. Mr. Curtin asked if there is a designated date and Mr. Hussong said it will be Sunday June 8th. Mr. Curtin asked Mr. Hussing if he is prepared to incorporate the changes on the plan, and Mr. Hussong said he will do so.

Mr. Humphrey asked if there are plans to have any future food trucks this year and Mr. Hussong replied no.

Mr. Curtin suggested that the Planning Board move to approve the food truck subject to a modified plan being submitted to Mr. Humphrey for his review and approval. If it doesn't meet his approval they have to come back in two weeks.

Mr. Mallore moved to declare lead agency under SEQR. Mr. Gasparini seconded the motion, and it was unanimously approved.

Mr. Klaben moved to declare this an unlisted action under SEQR. Mr. Gasparini seconded the motion, and it was unanimously approved.

Mr. Mallore moved to make a negative declaration under SEQR. Mr. Klaben seconded the motion and it was unanimously approved.

Mr. Klaben moved to approve a modified plan subject to Mr. Humphrey's review and approval a redesigned plan as discussed. If not approved they will need to come back. Mr. Mallore seconded the motion, and it was unanimously approved.

**Starlight Estates** **TM #015.1-02-01.0**
**5848 Stellium Drive** **#015.1-02-02.0**
***Site Plan***

Ben Harrell with CHA Consulting explained that Starlight Estates had a PUD modification in 2024 and was approved to change from commercial to residential for build-to-rent single family homes. There will be 19 homes and a rental garage with an ingress/egress easement for the church. Mr. Harrell added that they submitted a SWPPP which reviewed stormwater with minor modifications to the pond. A new sewer will be installed to serve all of the single-family homes.

Mr. Gasparini asked how far the storage building will be built off of the existing asphalt for the service road to the church. Mr. Harrel said it will be15' off the edge of the existing driveway. Mr. Gasparini asked if this will be a private road. Mr. Harrell replied yes.

Mr. Mallore asked if there is 11' between the houses. Mr. Harrell said yes, there will be a minimum of 11'. Mr. Mallore asked if there are any plans to sell houses individually if the rentals don't work out. Bob Rocco, owner of Starlight Estates said no.

Mr. Klaben asked there is 15' from the rental to the road? Mr. Harrell said yes. Mr. Klaben asked if they widen the road, will it remain 15'? Mr. Harrell confirmed it will. Mr. Klaben asked if there is storm drainage and Mr. Harrell advised they have submitted a revised SWPPP for the town engineer to review.

Chairperson Lauer asked if this is a private road in the neighborhood and Mr. Harrell said it is a private road.

Mr. White advised that he has not reviewed SWPPP. Mr. White asked Mr. Rocco that since the road is private if he plans to build it to meet town standards. Mr. Rocco replied that it is not part of the plan. Mr. White noted that if the road is not built to town standards there will be no

opportunity to turn it back to the town and it will always remain as private. Mr. White asked Mr. Rocco if all the stormwater infrastructure be HOA maintained. Mr. Rocco replied yes. Mr. White asked if they are looking for the sewer to be public in easement to the town? Mr. Rocco responded yes. Mr. Harrell advised that they have not submitted to WEP. Mr. White advised that this needs to happen which can be a challenge and a timeline issue. Mr. White asked if the plan for water is to extend OCWA facilities, and Mr. Rocco said yes. Mr. White asked if this will be an easement and not private. Mr. Rocco responded yes. Mr. White advised that stormwater and grading will be a concern as 11' between houses is tight and they want to make sure it is adequately graded and drained between structures. Mr. White added he has a general concern of what the plan is for the east side where there is a slope coming down into the site and how drainage will be managed. Mr. white asked if there will be garages incorporated into the homes. Mr. Rocco said the houses will have 2-car garages.

Mr. Humphrey asked if there will be basements or slab. Mr. Rocco responded slab. Mr. White said that slabs help from a drainage standpoint. Mr. White asked if the rental units will be identical type structures. Mr. Rocco explained that there are 5 different designs. Mr. White said he will get the engineering review underway.

Mr. Curtin asked if this is in a separate LLC since it's a rental property. Mr. Rocco confirmed this. Mr. Curtin advised that they may need an amendment to the application.

Mr. Curtin asked if the rental garages are for storage. Mr. Rocco replied yes and added they are for anyone. Mr. Curtin advised that the Planning Board will need building elevations for the storage unit inclusive of color and roof type, and the Planning Board would like to see elevations for the 5 models for the rental houses as well as the materials to be employed. Mr. Curtin added that the Planning Board would also like to see landscaping plans. Mr. Curtin said he agrees that putting the houses on slabs is helpful.

Mr. Mallore moved to declare lead agency under SEQR. Mr. Gasparini seconded the motion, and it was unanimously approved.

**Holy Family Church** **TM #056.-04-01.1**
**121, 124, 127, 130 Chapel Road** **056.-03-01.1**
***Temporary Site Plan***

Anne Sierotnik explained they are looking to repeat last year's festival following the same criteria guidelines that were used last year.

Mr. Klaben asked if there are any specific changes this year. Ms. Sierotnik explained that there are minimal things; they plan to change out a couple of bounce houses and will sell bottled water this year. Ms. Sierotnik added that they will work again with Captain Nightingale, Chief Schreyer and the fire department, and WAVES will be on site again. They are covering everything the same as last year as far as safety and security go.

Mr. Gasparini asked how many people they anticipate. Ms. Sierotnik said they hope to have 1000 each night. Mr. Gasparini asked if the 2 restroom trailers are sufficient and Ms. Sierotnik said yes.

Chairperson Lauer asked if there were any issues last year that they wanted to change. Ms. Sierotnik said no; just minimal things that don't affect the security or overall layout. Ms. Sierotnik added that they had no noise complaints last year, and people came back the second night and said it was such an enjoyable family-oriented event which is exactly what they wanted.

Gregg Humphrey shared that he has a letter from Chief Schreyer outlining what their requirements are which is the same as last year. They have barricades they want to use and set up instead of snow fence. Ms. Sierotnik said they have also obtained the concrete barriers they used last year.

Mr. Curtin noted that in the packet it shows a parking spot allotment of 436 spots and most of them are outside the scope of Holy Family Church. Mr. Curtin asked if they have consent for these spots. Ms. Sierotnik explained that they will get the consents as soon as they receive approval from the Planning Board and she does not anticipate this being a problem. Mr. Curtin asked if they had the consents last year and Ms. Sierotnik said they did. Mr. Curtin asked Ms. Sierotnik to provide a copy to of the consents to the Planning Board Clerk for the record.

Mr. Gasparini moved to declare lead agency under SEQR. Mr. Mallore seconded the motion, and it was unanimously approved.

Mr. Mallore moved to declare this an unlisted action under SEQR. Mr. Klaben seconded the motion, and it was unanimously approved.

Mr. Klaben moved to make a negative declaration under SEQR. Mr. Mallore seconded the motion and it was unanimously approved.

Mr. Mallore moved to approve the temporary site plan as contained in the package and providing the consents for parking. Mr. Gasparini seconded the motion, and it was unanimously approved.

**OLD BUSINESS**
None

**MINUTES**
None

**DISCUSSION**
None

**CORRESPONDENCE**

A voucher was received from Barton & Loguidice, DPC for $2,135.00, $2,135.00 of which is recoverable. Mr. Klaben moved to approve payment. Mr. Gasparini seconded the motion, and it was unanimously approved

A voucher was received from Curtin Law Firm for $2,200.00, $500.00 of which is recoverable. Mr. Mallore moved to approve payment. Mr. Klaben seconded the motion, and it was unanimously approved.

**COMMENTS OF TOWN OFFICIALS**

Chris Cesta said the Board did a very nice job.

Steve James thanked the Board and Gregg Humphrey for approving Holy Family's festival. He went last year, and it was wonderful.

**COMMENTS OF THE ATTORNEY**

None

**COMMENTS OF THE ENGINEER**

None

**COMMENTS OF BOARD MEMBERS**

None

**ADJOURNMENT**

Mr. Mallore moved to adjourn the meeting at 8:02 p.m. Mr. Klaben seconded the motion, and it was unanimously approved.

Respectfully submitted,

Beth McDonough
Planning Board Clerk

**TOWN OF CAMILLUS**
**PLANNING BOARD MINUTES**
**May 28, 2025 - 7:00 p.m.**

**PRESENT:**
Tracy Lauer, Chairperson
Scott Gasparini
Fred Hudson
Don Klaben
Jason Mallore

**STAFF PRESENT:**
Chuck White, Planning Board Engineer
Paul J. Curtin, Jr., Attorney

**GUESTS AND MEMBERS OF THE PUBLIC**
Approximately 7 people

Chairperson Lauer called the meeting to order at 7:00 p.m. followed by the Pledge of Allegiance.

**NEW BUSINESS**

**Holy Family Church** **TM #056.-04-01.1**
**121, 124, 127, 130 Chapel Road** **056.-03-01.1**
***Temporary Site Plan***

Dave Callahan, parish business administrator, explained that Holy Family is applying for a 3-year temporary site plan permit providing a place for various charitable organizations to use Doug's Fish Fry food trailer and pick-up truck. Mr. Callahan stated that they are going to move the location over to the front of the church away from the drive lane per Gregg Humphrey's suggestion. Mr. Callahan added that this works better since they can cone the area off so nobody can get into that section of the parking lot. Mr. Callahan advised that the food trucks generally go from 11:00 am – 7:00 pm; although the one planned for 5/29 will be from 1:00 pm – 7:00 pm.

Chairperson Lauer asked how many events they have per year. Mr. Callahan replied that they typically sponsor 10-12 per year and added that everything works well due to the access from both Chapel Drive and West Genesee Street. Chairperson Lauer advised that the Planning Board has not been issuing 3-year permits consistently and said that a one-year permit is better as things can change from year to year, and this gives the Planning Board the ability to look at everything annually.

Mr. Mallore asked if they expect to have more than 10-12 events if they are granted the one-year permit. Mr. Callahan responded no.

Mr. Klaben said that the new layout is good and added that he likes sectioning off the pathway to keep cars away.

Mr. Hudson stated that he has no concerns as long as everything is done exactly the same each time.

Mr. Curtin noted that this is the first time the Planning Board has seen this in an official capacity. Mr. Curtin added that he feels the one-year permit is best as it gives the board the ability to

make sure everything is going well; and it also gives codes the opportunity to weigh in and make any recommendations for public safety purposes.

Mr. Mallore moved to declare lead agency under SEQR. Mr. Hudson seconded the motion, and it was unanimously approved.

Mr. Mallore moved to declare this an unlisted action under SEQR. Mr. Gasparini seconded the motion, and it was unanimously approved.

Mr. Hudson moved to make a negative declaration under SEQR. Mr. Klaben seconded the motion and it was unanimously approved.

Mr. Gasparini moved to approve the aerial as shown with parking and preferred set-up area for a period of one year. Mr. Mallore seconded the motion, and it was unanimously approved.

**OLD BUSINESS**

**Mater Dei Academy** **TM #006.-02-34.0**
**2656 Warners Road**
***Site Plan***

Brian Peterson and Terry Horst appeared to discuss changes made to the next phase of Mater Dei's master plan which is the cemetery. Ms. Horst advised they have made modifications to the master plan proposing an overhead sign at the cemetery entryway. Ms. Horst explained that funeral services will take place at the church which is now in the school building which is approximately 600 feet away. People will park here for the funeral service and then walk to the cemetery. Ms. Horst added that when the future assembly hall will be built it will have a small parking lot as well and they are proposing a 20' wide drive that will narrow down to 10' through the cemetery. Each plot is 3' 4" x 8' which is standard and there will be 10' grass aisles. Ms. Horst that for grading, they are trying to keep it close to what the existing grade is. They plan to smooth it out and add directional swale over on the side as well as an infiltration trench.

Mr. Hudson asked if the swales go to a holding pond. Ms. Horst explained that this is an offsite swale which is directing it to the side. The water from the cemetery and driveway is directed to the trench. Mr. Hudson asked if the swale goes toward the athletic fields, and Ms. Horst responded yes and added that it already does. Mr. Hudson asked if this impacts the dampness of the athletic fields and Ms. Horst replied that it does not. Ms. Horst added that the trench drain connects to the future pipe system for the parking lot which will discharge underneath into the basin that was built with the athletic fields.

Mr. Klaben shared that he has concerns with building the southeast portion of the cemetery before the rest of the cemetery as there is a potential for bottleneck. Mr. Klaben added that when the rest of the cemetery is open there will be multiple ways to get around and exit. Ms. Horst explained that cars will stay by the school building and people will walk into the cemetery. Also, the funeral director/undertaker will direct traffic and organize the event.

Mr. Mallore stated that there should be no parking on the road since it is only 10' if there is an emergency. Ms. Horst said that the intent is that no one will park on the 10' road. Mr. Peterson stated that Greenlawn Cemetery has 10' driveways all throughout and people pull off to the side on the grass and can get by each other. Mr. Mallore noted there are several ways to get around Greenlawn Cemetery; but with having only one section open there is only one way in and out and recommends the road be 20' wide to the first section of the cemetery. Mr. White advised that the plan is not showing there is any room to pass; the contours are hitting the edge and abruptly changing by putting the swale or infiltration trench right at the edge of the road. There is no way out if there is an emergency. Mr. White suggested making sure it is graded at a decent level and have a wider area that people can pull off onto and get past which allows safety concerns to be addressed (have a 10' gravel road and a 10' uniformly graded area beyond the gravel road). Mr. White also suggested that the width be provided and graded around the entire perimeter. This will provide adequate space for people to pull off and will give the ability to circulate vehicles through. If there is a clear area beyond the 10' gravel path it creates a much better situation. Mr. White advised that the grading and contours on the plan don't depict this. Mr. White asked when they anticipate submitting a new SWPPP to get permit coverage. Ms. Horst replied that it is forthcoming. Mr. White advised they can set it up so it's phased, and they can still design under the 2015 guidance.

Mr. Curtin said that he concurs with Mr. White's comments and recommendations and added that as long as the applicant is willing to make the grade changes this will resolve the safety issue.

Chairperson Lauer asked about the overhead sign. Mr. Peterson explained he had a conversation with Gregg Humphrey who advised him to put the sign on the site plan. Chairperson Lauer explained that the Planning Board doesn't have to approve the sign; it would be Gregg Humphrey as long as the sign has clearance for firetrucks which Mr. Mallore has confirmed.

**MINUTES**

Mr. Mallore moved to approve the minutes of April 28, 2025 and May 12, 2025. Mr. Gasparini seconded the motion, and it was unanimously approved.

**DISCUSSION**

None

**CORRESPONDENCE**

None

**COMMENTS OF TOWN OFFICIALS**

None

**COMMENTS OF THE ATTORNEY**

None

**COMMENTS OF THE ENGINEER**
None

**COMMENTS OF BOARD MEMBERS**
None

**ADJOURNMENT**
Mr. Mallore moved to adjourn the meeting at 7:26 p.m. Mr. Klaben seconded the motion, and it was unanimously approved.

Respectfully submitted,

Beth McDonough
Planning Board Clerk

**TOWN OF CAMILLUS**
**PLANNING BOARD MINUTES**
**June 9, 2025 - 7:00 p.m.**

**PRESENT:**
Tracy Lauer, Chairperson
Scott Gasparini
Fred Hudson
Jason Mallore

**STAFF PRESENT:**
Chuck White, Planning Board Engineer
Paul J. Curtin, Jr., Attorney

**GUESTS AND MEMBERS OF THE PUBLIC**
Chris Cesta, 5th Ward Councilor
Approximately 3 other people

Chairperson Lauer called the meeting to order at 7:00 p.m. followed by the Pledge of Allegiance.

**NEW BUSINESS**
**American Promotional Events dba TNT Fireworks** **TM # 017.-04-02.1**
**3724 Milton Avenue**
***Temporary Site Plan***

Chairperson Lauer recused herself from this application.

Amanda Gump, area manager for TNT Fireworks, explained that they are looking to set up a temporary fireworks tent. This will have a storage container that will be available for the safety and security of the product. There will be fire extinguishers on site and training for the operators to ensure safety and security.

Mr. Hudson asked about the hours of operation and security. Ms. Gump stated that the hours will be 9:00 am – 9:00 pm or 9:00 am – 10:00 pm; they will keep it open later as it gets closer to July 4th. Ms. Gump added that security is provided by operators and at night, they will lock the items into a storage container unit that is secured with multiple locks.

Mr. Curtin asked about the multiple locks; how big they are, where they are located, and if they can be compromised. Ms. Gump explained that there is a round disc lock on the main door, and there is a security box on the front of the container. Inside this box is another lock that is inaccessible from the outside. Ms. Gump added that they have upgraded the security on the locks. Mr. Curtin asked if they have ever been compromised. Ms. Gump said there were some attempts at another location in Syracuse, and when this happened, they increased security and no longer run that location because of it being in an unsafe area.

Mr. Gasparini moved to declare lead agency under SEQR. Mr. Hudson seconded the motion, and it was unanimously approved.

Mr. Hudson moved to declare this an unlisted action under SEQR. Mr. Gasparini seconded the motion, and it was unanimously approved.

Mr. Hudson moved to make a negative declaration under SEQR. Mr. Gasparini seconded the motion and it was unanimously approved.

Mr. Hudson moved to approve American Promotional Events DBA TNT Fireworks at 3724 Milton Avenue. Mr. Gasparini seconded the motion, and it was unanimously approved.

**American Promotional Events dba TNT Fireworks** **TM # 066.-01-10.1**
**5241 West Genesee Street**
***Temporary Site Plan***

Amanda Gump explained that it is the same situation at this location. They have the same storage container and the size of the tent at this location is a little larger. All security measures are the same.

Chairperson Lauer asked if they moved the tent over to the west from last year's location. Ms. Gump replied that she wasn't sure, but if so, it is just one row over from where it was last year.

Chairperson Lauer asked if they had any problems last year. Ms. Gump responded no and added that they have never had an issue with either location.

Mr. Hudson asked what the start date and end dates are. Ms. Gump said it will run from June 20th through July 5th.

Mr. Gasparini asked if it is the same operator as the Milton Avenue location. Ms. Gump said no and added that this operator has been with the company for the last 10 years.

Mr. Mallore moved to declare lead agency under SEQR. Mr. Hudson seconded the motion, and it was unanimously approved.

Mr. Gasparini moved to declare this an unlisted action under SEQR. Mr. Hudson seconded the motion, and it was unanimously approved.

Mr. Hudson moved to make a negative declaration under SEQR. Mr. Mallore seconded the motion and it was unanimously approved.

Mr. Gasparini moved to approve American Promotional Events DBA TNT Fireworks at 5241 West Genesee Street. Mr. Mallore seconded the motion, and it was unanimously approved.

**OLD BUSINESS**
**John Szczech** **TM #021.03-8.1**
**Rolling Meadows Section 7**
***Final Plat***

John Szczech explained that Section 7 Rolling Meadows is 24 lots. They have the sanitary sewer installed, the storm sewer installed, OCWA has put water lines in, the earth work is done, the stone base is down, and they are starting to top soil everything back up so it can get mulched and seeded.

Mr. White advised that Mr. Szczech has addressed the concerns that were brought up at the last meeting.

Mr. Curtin said that he will defer to Mr. White on this.

Mr. Hudson moved to make a negative declaration under SEQR. Mr. Mallore seconded the motion and it was unanimously approved.

Mr. Hudson moved to approve the Final Plat dated December 10, 2024, prepared by Ianuzi & Romans Land Surveying, P.C. and entitled Rolling Meadows Section 7 subject to Parkland Fees, Covenants and Subdivision Security Agreement to be signed by the Town Board as well as the developer. Mr. Mallore seconded the motion, and it was unanimously approved.

**Mater Dei Academy** **TM #006.-02-34.0**
**2656 Warners Road**
***Site Plan***

Brian Peterson came in with an updated site plan and SWPPP plan.

Mr. Hudson asked if the 10' driveway and 10' grade goes around the cemetery. Mr. Peterson said it does not go around the cemetery and added that when they grade the area, the intent is to grade it to the lay of the land as much as possible so when everything is done, it will essentially be at grade with the driveway going around the cemetery. Mr. Hudson stated that he thought there would be a 10' grade around the entire cemetery.

Mr. White said that the discussion at the last meeting was that the 10' grade was to follow the perimeter all the way around and the inner crossroads will remain at the narrow 10'. Mr. White advised that the current drawing does not depict this and added that the Board is not asking for this to be paved or gravel; just an area that can be pulled off onto that would allow another vehicle through.

Chairperson Lauer advised Mr. Peterson to show a 10' grading that is continuous around the cemetery.

Mr. Peterson asked about the SWPPP. Mr. White advised that his review has not been completed, but this shouldn't hold up approval.

**MINUTES**
Mr. Hudson moved to approve the minutes of May 28, 2025. Mr. Gasparini seconded the motion, and it was unanimously approved.

**DISCUSSION**
None

JUNE 9, 2025 PLANNING BOARD MEETING

**CORRESPONDENCE**
A voucher was received from Barton & Loguidice, DPC for $4,669.25, $4,169.25 of which is recoverable. Mr. Hudson moved to approve payment. Mr. Mallore seconded the motion, and it was unanimously approved

**COMMENTS OF TOWN OFFICIALS**
Chris Cesta said the Board did a very nice job.

**COMMENTS OF THE ATTORNEY**
None

**COMMENTS OF THE ENGINEER**
None

**COMMENTS OF BOARD MEMBERS**
None

**ADJOURNMENT**
Mr. Mallore moved to adjourn the meeting at 7:18 p.m. Mr. Gasparini seconded the motion, and it was unanimously approved.

Respectfully submitted,

Beth McDonough
Planning Board Clerk

**TOWN OF CAMILLUS**
**PLANNING BOARD MINUTES**
**June 23, 2025 - 7:00 p.m.**

**PRESENT:**
Tracy Lauer, Chairperson
Scott Gasparini
Fred Hudson
Don Klaben
Jason Mallore

**STAFF PRESENT:**
Chuck White, Planning Board Engineer
Paul J. Curtin, Jr., Attorney

**GUESTS AND MEMBERS OF THE PUBLIC**
Chris Cesta, 5th Ward Councilor
Approximately 9 other people

Chairperson Lauer called the meeting to order at 7:00 p.m. followed by the Pledge of Allegiance.

**NEW BUSINESS**
**None**

**OLD BUSINESS**
**Mater Dei Academy** **TM #006.-02-34.0**
**2656 Warners Road**
***Site Plan***

Brian Peterson explained that the updated plan shows the roadway now has the 10' grade all the way around the cemetery.

Mr. White advised that he has reviewed the SWPPP and has minor comments and concerns which can be straightened out pretty quickly and added that once these have been addressed everything will be all set. He will discuss these with the applicants.

Mr. Mallore moved to declare this an unlisted action under SEQR. Mr. Gasparini seconded the motion, and it was unanimously approved.

Mr. Klaben moved to make a negative declaration under SEQR. Mr. Hudson seconded the motion and it was unanimously approved.

Mr. Klaben moved to approve the plan with the additional 10' grade to the edge of the pavement as shown on drawing L1.0 prepared by Terry Horst Landscaping Architects PC dated 05/31/2025. This approval will be subject to the additional items noted by Mr. White. Mr. Hudson seconded the motion and it was unanimously approved.

**First Ukrainian Pentecostal Church** **TM #015.-04-09.1**
**3875 Warners Road**
***Site Plan***

Architect Larry Apgar and civil engineer Rudy Zona appeared with their site plan. Mr. Apgar explained that they have been working through items with the town engineer and believes they are close to resolution and would like to answer any questions the board may have.

Mr. Hudson asked for a summary of the major changes in the site plan from the previous one from February 2025. Mr. Apgar said the size of the building hasn't changed, but it has moved a little bit to the north in order to get clearance for fire department trucks. There is also an OCWA water easement right at the front of the building and they can't build over that. Since they need a portico for elderly members, moving the building can achieve this as well. Mr. Apgar explained that they have run into some budgetary restraints. They originally had a roadway in front of the parking lot but have removed this from the project. The existing roads have been widened to 25' per the Town Engineer's request. They put a swale along the southern part of the existing parking lot which works its way into the swale and water basin that the civil engineers designed. The road curves all have a 24' radius. Mr. Hudson asked if the impervious area has increased since the February site plan. Mr. Apgar confirmed that it has increased. Mr. Hudson also asked if it is a 2-way road on the north side of the sanctuary and Mr. Apgar confirmed it is. Mr. Hudson noted that the new sanctuary has 6 handicapped spots, and the old sanctuary had 10 spots and wondered if 6 is enough. Mr. Apgar said the total number of parking spaces is 380. Mr. White advised that up to 400 requires 8 on site per ADA, and since the number is under 400, they are abiding with the code. Mr. Hudson asked if there is still a sidewalk on the north side if the sanctuary and Mr. Apgar confirmed there is.

Mr. Curtin said the applicant has addressed the site plan issues adequately and will defer to Mr. White for any engineering questions.

Mr. White agreed that the site plan requests have been addressed and added that they are still running into challenges with the SWPPP. One driving factor is the runoff reduction volumes and how they are being calculated and presented. Mr. White stated he doesn't believe they are being calculated correctly, which is resulting in a projected number that is much smaller than what is actually required. Mr. White advised that he has had discussions with Mr. Zona and his team and there has been significant progress, but he is still not quite able to recommend that the SWPPP is fully compliant. Mr. White recommends circling back with Mr. Zona and going through everything.

Chairperson Lauer advised that the Planning Board is good with the site plan, and suggested Mr. Zona set up a work session with Mr. White.

Mr. Zona asked if they could get approval pending engineering. Chairperson Lauer said she is more comfortable with more progress being made before a conditional approval.

Mr. Apgar asked if it is possible to put the construction documentations application in while finalizing the engineering. Chairperson Lauer said they can bring this to the Codes office to look at. They can't approve it but can start looking at it.

Mr. Curtin said that he agrees with Chairperson Lauer that even though there has been progress made on the engineering side there is still enough work to be done that he would not recommend the board go through with a conditional approval.

**CORRESPONDENCE**

A voucher was received from Curtin Law Firm for $3,100.00, $200.00 of which is recoverable. Mr. Mallore moved to approve payment. Mr. Gasparini seconded the motion, and it was unanimously approved

**COMMENTS OF TOWN OFFICIALS**

Chris Cesta wanted to congratulate the board on their suggestions with Benderson at the Adelita's site; the landscape is beautiful. Mr. Cesta added that they are well underway with the beginning of scoping the new comprehensive plan for the town and village. A survey is going out to the general public, and he will send an email out as there will be some engagement meetings and would like the planning board to be aware of what's developing so they can comment and weigh in. Mr. Cesta asked if the western egress was addressed on the site plan for the First Ukrainian Pentecostal Church. Mr. Curtin confirmed that it was addressed.

**COMMENTS OF THE ATTORNEY**

None

**COMMENTS OF THE ENGINEER**

None

**COMMENTS OF BOARD MEMBERS**

None

**ADJOURNMENT**

Mr. Mallore moved to adjourn the meeting at 7:19 p.m. Mr. Klaben seconded the motion, and it was unanimously approved.

Respectfully submitted,

Beth McDonough
Planning Board Clerk

**TOWN OF CAMILLUS**
**PLANNING BOARD MINUTES**
**July 14, 2025 - 7:00 p.m.**

**PRESENT:**
Tracy Lauer, Chairperson
Scott Gasparini
Fred Hudson

**ABSENT:**
Don Klaben
Jason Mallore

**STAFF PRESENT:**
Chuck White, Planning Board Engineer
Paul J. Curtin, Jr., Attorney

**GUESTS AND MEMBERS OF THE PUBLIC**
Chris Cesta, 5th Ward Councilor
Mary Luber, 1st Ward Councilor
Approximately 7 others

Chairperson Lauer called the meeting to order at 7:00 p.m. followed by the Pledge of Allegiance.

**NEW BUSINESS**

**C.J. Marley Construction, Inc.** **TM #: 006.-03-01.0**
**6539 Herman Road**
**Amended Site Plan**

Chris Farnett of C.J. Marley Construction appeared to present his application. He explained that they wish to construct a freestanding storage building behind their existing building, which will have overhead doors on the front and back to facilitate drive through and unload capability.

Ms. Lauer inquired whether the gravel drive lanes would surround the building as that isn't depicted on the plan. Mr. Farnett confirmed that they do, and that the gravel apron extends a few hundred feet behind the proposed building. He noted that the front parking lot is paved with additional gravel area, which may also be paved in the future.

Mr. Gasparini inquired whether there would be any plumbing run to the building and questioned the vegetation shown on the aerial view. Mr. Farnett stated that because the building would be exclusively used for storage, only electricity would be run to it, and that the vegetation shown on the ariel view was debris left by the former owner and had been removed.

Mr. Hudson confirmed that the color will match the existing buildings.

Ms. Lauer inquired about the stone and metal fence with a gate mentioned on the application. Mr. Farnett explained that the original guardrail fence was replaced with this, so it currently exists but is being depicted on this plan because it wasn't depicted on their prior site plan.

Mr. White asked the basis for the number of parking spaces. Mr. Farnett stated his assumption is that his engineer would have calculated based on the municipal code requirements.

Mr. Hudson moved to declare lead agency. Mr. Gasparini seconded the motion, and it was unanimously approved.

Mr. Hudson moved to declare this project an unlisted action under SEQR. Mr. Gasparini seconded the motion, and it was unanimously approved.

Mr. Gasparini moved to make a negative declaration under SEQR. Mr. Hudson seconded the motion, and it was unanimously approved.

Mr. Hudson moved to approve the plan as shown on renderings and site plan prepared by St. Germain & Aupperle, dated 6/24/25. Mr. Gasparini seconded the motion, and it was unanimously approved.

**Walmart Store #2581** **TM #: 066.-01-10.1/3**
**5399 West Genesee Street**
**Amended Site Plan**

Mr. Justin Latier, of Colliers Engineering and Design, appeared on behalf of Walmart to present their application for a 5,700 square foot expansion to the existing store for the purpose of enhancing the grocery pickup operations. The intent is to add more spaces to fill the orders before they are dispersed to customers, convert parking spots in that area to new pick-up spots for future expansion of that program, as well as general improvements including restripe of the lot, expanding crosswalks, and adding stop signs.

He explained that, while they are reducing the overall number of parking spaces, the remaining quantity still falls within the requirements of the municipal code. He noted that one light pole is being added and there will be minor modifications to the storm system to accommodate the building, otherwise no changes to drainage patterns or impervious cover except for one 400 sf island being removed.

Ms. Lauer asked the applicant to provide an elevation rendering of the new addition.

Mr. Hudson inquired how pickup operations will be accommodated during the renovations and what the expected timeframe for completion would be. Mr. Latier explained that a temporary pickup location will be utilized during construction and, while there is no specific timeline for this project, he noted that similar projects generally take approximately six months, with the interior store construction performed first and the exterior construction typically performed during the final month.

Mr. White stated that the Utility Plan references modification to the sewer laterals and there is note of a hydrant being removed; he requested details of those two items be submitted for review. He also noted that the photometric plan doesn't depict the property line and, due to concerns about spillage to the adjacent residential properties, he requested that they submit depictions that extend to the property line and show the calculations to zero.

Mr. Curtin concurred with Mr. White's concerns about light spillage, stating that more information on the new light pole must be provided, and requested elevation plans for the building be provided as well.

He also inquired about the purpose of the void between the building and the new expansion space and how it will be maintained. Mr. Latier explained that the separation is non-functional, but necessary to create space between the new expansion and the existing compressor house, noting that it would be a paved area and suggested it could be gated. Mr. Curtin recommended they do so as it will keep the area protected and prevent debris accumulation.

Mr. White agreed that a gate would be advisable. He noted that truck traffic currently comes from the east and utilizes the truck circulation area to turn and exit back to the east. He asked for confirmation that there is no intent to run trucks on the west side of the building and inquired about pedestrian access to the accessible van spaces depicted. Mr. Latier stated they can include a truck circulation path on their plans and noted that the van spaces are for pickup only, so there would be no need for a pedestrian path.

Ms. Lauer recapped that the following items are required from the applicant: letter of intent, signature on application, photometrics, building elevations, MEPs, and hydrant information.

Mr. Gasparini moved to declare lead agency. Mr. Hudson seconded the motion, and it was unanimously approved.

**Nine Mile Creek/Honeywell International, Inc.** **TM #s: 011.-01-07.1**
**Airport Road/Armstrong Road** **011.-01-21.1**
**Sketch Plan** **011.-01-26.6**

Heather Lamendola, Esq. and Dan Krzykowski, Esq. of Barclay Damon, representing Honeywell International, Inc., appeared to present the application for sketch plan review.

Ms. Lamendola explained they wish to take three existing parcels and reconfigure them into one new lot, with the intention of conveying that land to the Wetland Trust for preservation as part of the requirements of the Consent Decree relating to the cleanup of Onondaga Lake and fulfilling the environmental goals of the Onondaga Lake Restoration Plan.

Mr. Gasparini inquired who is currently maintaining the property and whether it is all wooded and wetland. Mr. Krzykowski stated that it is all undeveloped and maintained by Honeywell International, Inc.

Mr. Hudson inquired whether the Wetland Trust has any development plans, whether the Town of Geddes has provided comment, and who maintains the fishing easement on Armstrong Road. Ms. Lamendola stated that there are restrictions that run with the deed, requiring that it be preserved in perpetuity no matter who owns it and noted that the Town of Geddes Town Board has reviewed the plan and referred it to its Planning Board. Mr. Krzykowski stated that the NYS DEC maintains the fishing easement.

Mr. Curtin stated his belief that this plan is well advised.

Mr. Gasparini moved to declare lead agency. Mr. Hudson seconded the motion, and it was unanimously approved.

**MINUTES**
Mr. Hudson moved to accept the minutes of the June 9, 2025, and June 23, 2025 meetings. Mr. Gasparini seconded the motion, and it was unanimously approved.

**CORRESPONDENCE**
A voucher was received from Curtin Law Firm for $1,300.00, none of which is recoverable. Mr. Hudson moved to approve payment. Mr. Gasparini seconded the motion, and it was unanimously approved.

A voucher was received from Barton & Loguidice, P.C. in the amount of $7.496.75, $6,996.75 of which is recoverable. Mr. Hudson moved to approve payment. Mr. Gasparini seconded the motion, and it was unanimously approved.

**COMMENTS OF TOWN OFFICIALS**
Chris Cesta provided a reminder that the Community Visioning Workshop related to updating the Comprehensive Plan will be held on July 17, 2025, from 5:00 p.m. to 7:00 p.m. at the Camillus Fire Department.

**COMMENTS OF THE ATTORNEY**
None

**COMMENTS OF THE ENGINEER**
None

**COMMENTS OF BOARD MEMBERS**
None

**ADJOURNMENT**
Mr. Gasparini moved to adjourn the meeting at 7:40 p.m. Mr. Hudson seconded the motion, and it was unanimously approved.

Respectfully submitted,

Martha Dickson-McMahon
Interim Planning Board Clerk

**TOWN OF CAMILLUS**
**PLANNING BOARD MINUTES**
**July 28, 2025 - 7:00 p.m.**

**PRESENT:**
Tracy Lauer, Chairperson
Scott Gasparini
Fred Hudson
Jason Mallore

**STAFF PRESENT:**
Paul J. Curtin, Jr., Attorney

**GUESTS AND MEMBERS OF THE PUBLIC**
Chris Cesta, 5th Ward Councilor
Joy Flood, 3rd Ward Councilor
Approximately 15 other people

Chairperson Lauer called the meeting to order at 7:00 p.m. followed by the Pledge of Allegiance.

**NEW BUSINESS**
**Frank and Laura Totino** **TM #018.-04-28.0**
**110 Heathwood Road**
***ZBA – Special Use Permit***

Frank Totino explained that he is a licensed massage therapist and that he is looking to move his already established office from 5100 West Genesee Street to his personal residence at 110 Heathwood Road. He is not looking to expand; he just wants to move his business to his own home.

Mr. Hudson asked what the hours of operation are. Mr. Totino replied Tuesday – Friday from 10:00 am to 7:00 pm, and Saturday from 10:00 am – 4:00 pm. Mr. Hudson asked if Mr. Totino has talked to his neighbors about this and Mr. Totino said he has only spoken to one neighbor. Mr. Totino added that he is not looking to put out any signage or advertise and added that any signage would just be on his door. He has an established client base and is not looking to expand.

Mr. Mallore asked if anyone will be waiting while Mr. Totino is with a client. Mr. Totino replied no; there will be 30-minute breaks between clients. Mr. Totino added that he has an infra-red sauna that he offers clients; so, there may be a client coming in to use the sauna while another client is in with him. Mr. Totino said that this doesn't happen often as very few clients use the sauna. Mr. Mallore asked if he has enough parking, and Mr. Totino said he has a 6-car driveway and may have to widen it a little bit more if necessary

Mr. Curtin asked what kind of site lighting Mr. Totino has. He responded that he has a ring camera spotlight; any time there is motion in the driveway a spotlight comes on. He also has a light on the step and a light at the side door. Mr. Totino added that he will put another light in if necessary. Mr. Curtin asked if the signage will be on the face of the house and Mr. Totino replied yes. Mr. Curtin asked how big the sign will be, and Mr. Totino said it will only be as big as the door window and will just be a stick-on decal. Mr. Curtin asked if the sign will be illuminated and Mr. Totino said no. Mr. Curtin advised Mr. Totino that he will need to check with codes for the sign.

Mr. Mallore moved to declare lead agency under SEQR. Mr. Hudson seconded the motion, and it was unanimously approved.

Mr. Gasparini moved to declare this an unlisted action under SEQR. Mr. Hudson seconded the motion, and it was unanimously approved.

Mr. Hudson moved to make a negative declaration under SEQR. Mr. Mallore seconded the motion and it was unanimously approved.

Mr. Hudson moved to approve the special use permit subject to codes looking at the sign. Mr. Mallore seconded the motion, and it was unanimously approved.

Mr. Mallore moved to have Mr. Curtin communicate to the ZBA relative to the disposition of this application. Mr. Hudson seconded the motion, and it was unanimously approved.

**Still Waters Tattoo** **TM #042-04-11.0**
**4300 West Genesee Street**
***Amended Site Plan***

Jeremy Schad explained that he and his friend currently work at two tattoo shops and are looking to open their own. Mr. Schad said that he has rented a space from Dorina Armani at 4300 West Genesee Street. The space already exists, and they are not changing anything; a tenant left, and they are simply taking over the room. Chairperson Lauer asked who the previous tenant was. Mr. Schad said it was Black Stag Industries which was a videographer/photographer.

Mr. Gasparini asked how many tattoo artists there will be. Mr. Schad said there will only be two artists. Mr. Gasparini asked how many clients they will have at a time and Mr. Schad said just one client each. Mr. Gasparini asked what the hours will be, and Mr. Schad replied 9:00 am – 7:00 pm.

Mr. Hudson asked if they have decided on signage. Mr. Schad said not yet and added that they wanted to make sure they could operate the shop first. Mr. Hudson asked if the shop is on the second floor above the basement. Ms. Armani explained it is actually on the first floor, but it looks like the second floor from the outside.

Chairperson Lauer asked Ms. Armani to explain the additional parking. Ms. Armani said that by deed they have a permanent easement for 10 spaces at Kinney Drugs, and there is a public lot at the corner of Germania Avenue. Ms. Armani added that there are also 9 or 10 spaces on the back and side of the building, but they are not striped. Chairperson Lauer asked if there are any plans to stripe. Ms. Armani said that it is pretty damaged so if they stripe, they may need to redo the whole thing which is very expensive. Chairperson Lauer suggested to look into just painting the striping. Chairperson Lauer asked who the other tenants of the building are. Ms. Armani said there is a barber, her office which is currently unused, a comic store, a cell phone repair place and a law office.

Ms. Armani stated that she is not sure why this application is in front of the Planning Board. Chairperson Lauer explained when there is a change in use, the Planning Board is in charge of public health and safety. The board needs to make sure there is enough parking, and it is safe for pedestrians. Mr. Curtin added that the board is trying to establish that the building can function and take care of the clientele that will be visiting and not creating an adverse situation. Ms. Armani said that for the record she wanted to add that she disagrees that there is a change of use. Chairperson Lauer advised Ms. Armani that she will have to come back with any changes (new tenants etc.) as this will be a change in the number of people coming in each day. Mr. Curtin added that this includes the number of parking spaces, the intensity of use, and the condition of the property. The board is charged with health, safety and general welfare.

Mr. Curtin said it would be helpful to stripe the parking lot and advised Ms. Armani to check with codes who will tell her exactly what size the parking stalls should be.

Mr. Curtin advised that the recommendation of the board is that this is the best time to contemplate striping the parking lot. Mr. Curtin also added that the 10 spaces at Kinney Drugs is more than adequate.

Ms. Armani explained that a stop sign was moved and there is still a stump of metal from the old stop sign that is a trip hazard and asked if this can be fixed. Mr. Curtin said the board can make a referral to the highway department as this is in their jurisdiction. Chairperson Lauer told Ms. Armani she can also talk to Joy Flood who is her councilor.

Mr. Gasparini moved to have Mr. Curtin write a letter to the highway department. Mr. Hudson seconded the motion, and it was unanimously approved.

Mr. Mallore moved to declare lead agency under SEQR. Mr. Hudson seconded the motion, and it was unanimously approved.

Mr. Hudson moved to declare this an unlisted action under SEQR. Mr. Gasparini seconded the motion, and it was unanimously approved.

Mr. Hudson moved to make a negative declaration under SEQR. Mr. Mallore seconded the motion and it was unanimously approved.

Mr. Mallore moved to approve the addition of Still Waters Tattoo at 4300 West Genesee Street. Mr. Gasparini seconded the motion, and it was unanimously approved.

**Mater Dei Academy** **TM #006.-02-34.0**
**2656 Warners Road**
***Site Plan***

Brian Peterson and Dan Fay appeared for the next phase (Phase 3) of the project which is the church assembly building. Mr. Peterson explained that there were some changes to the original plan. They moved the building 140 feet to the north and increased the building size from 40' x 100' to 52' x 114' which is an increase from 4,000 square feet to approximately 6,000 square feet. Mr. Peterson said that the building was originally presented as a two-story dormitory which



will be an assembly hall at this point. It is a two-story structure with a choir loft on one end and a sacristy at the other end. There is sanctuary seating and a narthex which is an area where people gather before going to their seats. There will be lighting at each entry point.

Chairperson Lauer asked what the height of the building is. Mr. Fay responded that the eave is 21'4" high, the peak is 40' high and the average is 32' high. Chairperson Lauer asked Mr.Mallore if there are any issues with the height and Mr. Mallore responded that the height won't matter.

Mr. Mallore asked if the building will be a dorm. Mr. Peterson said yes, it will be a dorm after the main church is built. Mr. Peterson added that the building has been designed as such so all loads that are being calculated have been considered for dormitory use and said that the Department of Health has agreed. Mr. Mallore asked about the roadway. Mr. Peterson advised that he has spoken with the fire chief who has looked at the plan and is in agreement with it. Mr. Mallore asked what the distance is between the edge of the parking lot and the building. Mr. Peterson replied 73 feet.

Mr. Gasparini asked what the timeline is for building the final church. Mr. Peterson replied to it will be around 2030. Mr. Gasparini asked if they will convert the building to a dormitory at that time, and Mr. Peterson replied yes.

Mr. Hudson asked if the color scheme on the elevations is correct. Mr. Peterson said the color is very close and will be a beige color. Mr. Hudson noted that they are adding 83 spaces to the parking lot and asked if there are any additional handicapped spaces included with this. Mr. Peterson said they are adding 4 handicapped spaces and 2 are existing so there will be a total of 6 handicapped spaces. Mr. Hudson asked if there is going to be a parking lot light pole added to the 83 additional spaces. Mr. Peterson said yes, there will be two lights. Mr. Hudson asked if they would sit on a foundation that's above the parking lot. Mr. Peterson explained that the light poles are 22' and will sit on 3' bollards for a total height of 25'. Mr. Hudson asked if there will be sprinklers in the building and Mr. Peterson said absolutely.

Mr. Curtin asked the applicant to describe the building elevation materials and colors. Mr. Fay said the roof will be metal and a charcoal color; the exterior will be a stone pebble

finish in the beige family harmonious with the existing school building. They will also pick up on the limestone accents on the existing school building and are trying to match the brick to what is on the existing building. The windows are replicas with the windows on the existing building and will be a clay color. Mr. Curtin asked about landscaping. Mr. Fay said there will be vegetation growth. Mr. Curtin advised that this needs to be culled out and the board will also need a photometric plan for lighting as site lighting will be an issue. Mr. Curtin asked for clarification that when the building is converted into a dormitory there doesn't appear to be any requirement for a permit as the structural components are designed to withstand additional loads. Mr. Fay confirmed that this is an accurate assessment and added that they designed the entire building as a two-story dormitory for future loads. Mr. Curtin asked if the building will be fully sprinkled at that time and Mr. Fay responded yes. Mr. Curtin advised that this will be a code issue and not a planning board issue.

Mr. Curtin advised that both lighting and landscaping need to be addressed.

Chairperson Lauer advised to provide the building color details as separate exhibits

Chairperson Lauer also advised that there is no feedback from engineering yet.

Mr. Fay stated that they have received DEC, DOH, and Utility approvals.

Mr. Hudson moved to declare lead agency under SEQR. Mr. Mallore seconded the motion, and it was unanimously approved.

**Kings Gate West** **TM #038.-02-32.0**
**8 Kings Ct**
***Lot Line Realignment***

**Kings Gate West** **TM #038.-02-32.0**
**8 Kings Ct**
***Site Plan***

Kyle Volz with QPK Design and Robyn Johannssen of Kings Gate appeared to present their plan for a new clubhouse and pool. Mr. Volz explained that they plan to remove and replace the existing clubhouse and associated pool area at Kings Gate which will enhance the experience of the tenants as well as provide offices and leasing for Kings Gate staff. There will be a new building and new parking area as well as a porte-cochere and an ADA parking spot. The lot line realignment will clean everything up which will encompass the storm system and the transformer within the parcel boundary. There will be over an acre of disturbance so a full SWPPP will be needed, and there is an increase in impervious area. There will be an enclosure fence, and the pool will be smaller and shallower than the current pool (4.5 feet deep and 1600 square feet). There will also be a concrete deck area around the pool and a covered patio space with outdoor grills and outdoor fireplace. It will be a single-story building. Mr. Volz said there is a significant grade drop to the west and a small mechanical room will be there and this is where all utilities will come in. The building is interior to the project, so there is no public facing area. It will be bricking façade with architectural shingles and fiber cement. There will be windows and a porte-cochere.

Mr. Volz noted that they still need to provide photometrics, SWPPP calculations and landscaping.

Mr. Gasparini said it is a nice building and asked what their timeline is. Mr. Volz said that they hope to start demolition of the existing structure in September/October 2025 and will submit a separate demolition permit for that. They hope to start construction in Spring 2026. Ms. Johannssen added that the pool hasn't been open this year and won't be open next year but will open in 2027.

Mr. Mallore said that this is a nice project.

Mr. Curtin agreed that this is a very attractive plan. Mr. Curtin asked about the occupancy/capacity of the building and asked what they anticipate the community area being used for. Mr. Curtin also asked if it will be primarily for people walking to the facility. Ms. Johannssen explained that the goal is strictly for community members for events like birthday parties and bingo nights. Mr. Curtin asked about the current experience with the utilization of the clubhouse. Ms. Johannssen explained that there is very minimal usage as they are not allowed to bring in resident activities. Mr. Curtin said this is a case of first impression and Ms. Johannssen agreed with this statement.

Mr. Curtin noted that there are 19 parking spaces. Mr. Volz confirmed this and added that this includes one ADA spot which he believes is adequate.

Mr. Curtin advised he will look at the code and he is sure that Mr. White will too; since this is a multipurpose building, he is trying to figure out the maximum capacity. Mr. Volz said he will look into this as well.

Chairperson Lauer suggested to maybe find an area to expand parking if it is needed at a later date.

Mr. Mallore moved to declare lead agency for both applications under SEQR. Mr. Gasparini seconded the motion, and it was unanimously approved.

**Nine Mile Creek** **TM #011.-01-07.1**
**Airport Road/Armstrong Road** **#011.01-21.1**
***Final Plat*** **#011.-01-26.6**

Heather Lamendola of Barclay Damon appeared with her final plat and explained that the proposal of Honeywell is to take a portion of two properties and an entire third property and combine those into one new lot for conveyance to the Wetland Trust. This was triggered by the consent to clean up Onondaga Lake and fulfill the environmental restoration goals of the Onondaga Lake Natural Resource Damage Assessment Restoration Plan. Ms. Lamendola added that when the property is conveyed to the Wetland Trust it will remain forever wild and there will be no development on the property.

Mr. Curtin suggested the board move to close sketch and consider a motion to waive a public hearing and then move to approve the plan as submitted.

Mr. Mallore moved to close sketch. Mr. Hudson seconded the motion, and it was unanimously approved.

Mr. Hudson moved to waive a public hearing. Mr. Gasparini seconded the motion, and it was unanimously approved.

Mr. Gasparini moved to declare this an unlisted action under SEQR. Mr. Mallore seconded the motion, and it was unanimously approved.

Mr. Mallore moved to make a negative declaration under SEQR. Mr. Hudson seconded the motion and it was unanimously approved.

Mr. Hudson moved to approve final plat as submitted. Mr. Mallore seconded the motion, and it was unanimously approved.

Mr. Curtin advised that he has received a referral from the Town of Geddes on their portion of this application. Mr. Hudson moved for Mr. Curtin to write a letter back to the Town of Geddes advising them that the Planning Board has approved this matter and to thank them for the referral. Mr. Gasparini seconded the motion, and it was unanimously approved.

**MINUTES**

Mr. Gasparini moved to accept the minutes of the July 14, 2025, meeting. Mr. Mallore seconded the motion, and it was unanimously approved.

**CORRESPONDENCE**

None

**COMMENTS OF TOWN OFFICIALS**

Joy Flood said that two of tonight's applications are in her ward. For Still Waters Tattoo, she doesn't believe she needs any future conversation with Ms. Armani and added that Ms. Armani knows what she needs to do, and Ms. Flood added that she has already told her she should stripe the parking lot. Ms. Flood said that Kings Gate maintains their property very well and this will be a big improvement to the complex and will be a good addition to the community.

Chris Cesta advised that the comprehensive plan public comment survey has closed, and the data will be analyzed. Mr. Cesta suggested that Planning Board Clerk Beth McDonough distribute the results to the board for their review as this will keep them updated.

**COMMENTS OF THE ATTORNEY**

None

**COMMENTS OF THE ENGINEER**

None

**COMMENTS OF BOARD MEMBERS**

None

**ADJOURNMENT**

Mr. Mallore moved to adjourn the meeting at 8:06 p.m. Mr. Gasparini seconded the motion, and it was unanimously approved.

Respectfully submitted,

Beth McDonough
Planning Board Clerk

**TOWN OF CAMILLUS**
**PLANNING BOARD MINUTES**
**August 11, 2025 - 7:00 p.m.**

**PRESENT:**
Tracy Lauer, Chairperson
Scott Gasparini
Fred Hudson
Don Klaben
Jason Mallore

**STAFF PRESENT:**
Paul J. Curtin, Jr., Attorney

**GUESTS AND MEMBERS OF THE PUBLIC**
Joy Flood, 3rd Ward Councilor
Mary Luber, 1st Ward Councilor
Approximately 9 other people

Chairperson Lauer called the meeting to order at 7:00 p.m. followed by the Pledge of Allegiance.

**NEW BUSINESS**
**Local 315 Brewing Company** **TM #007.05-09.1**
**3160 Warners Road**
***Site Plan***

Dan Mathews, representative and managing member of Local 315 Brewing Company explained that the building size on the site plan is wrong; it is 60' x 80' on the plan but will actually be 60' x 100'. Mr. Mathews said that he knows they will need a SWPPP as it will be close to an acre and added that they won't apply for the SWPPP until they have final approval and layout of where the building should be. They have septic designs and have added parking and traffic flow to the plan. They have also met with National Grid regarding utilities and believe it will be off the existing pole and there will be a transformer, but they are not sure where it will be located. They have a meter pit and think OCWA will come off of that, and they anticipate needing a sprinkler so they will have to get a bigger water line.

Chairperson Lauer said the plan was difficult to read and asked Mr. Mathews to send one electronically.

Mr. Gasparini asked if there are any plans to pave the existing parking lot that is labeled gravel on the plan. Mr. Mathews said that if the town requires this, they will pave it. Mr. Gasparini asked what the width is of the existing drive entry from Warners Road. Mr. Mathews explained that off the blacktop there are stone aprons on each side which are 6'. Mr. Gasparini asked if the road is 24' wide. Mr. Mathews said no it isn't and added that he isn't sure of the exact width of the road but stated that it fits two cars. Mr. Gasparini also asked if there are any proposed sidewalks, patios, and landscaping around the pavilion. Mr. Mathews said they don't plan on adding the pavilion until later, and it will be 66' from the building with a beer garden in between.

Mr. Mallore advised that the existing parking lot has to be paved. Mr. Mallore noted that the driveway looks like it's going through some light posts on the plan. Mr. Mathews said they can move the driveway. Mr. Mallore asked what the occupancy will be, and Mr. Mathews replied 120.

Mr. Hudson said the board would like to see building elevations and colors. Mr. Mathews said the building will be red with a black roof and black wainscoting on the bottom. Mr. Hudson

advised that the plan will need to show that. Mr. Hudson asked when they plan on building the pavilion. Mr. Mathews replied they plan on adding this a year after the initial building. Mr. Hudson noted that on the application it says 50' x 100' and on the plan it says 42' x 62'. Mr. Mathews replied that 50' x 100' is more accurate; he thinks it is 50' x 80'. Mr. Hudson advised that the plan needs to be updated. Mr. Hudson also asked what direction the septic is going to be located in. Mr. Mathews explained they will be using a dosing system for high occupancy hours which will pump into a tank and will then pump into the leech field during nonpeak hours.

Mr. Klaben noted that the new cut-through road is listed as 24' and asked if this is correct. Mr. Mathews said it is 24'. Mr. Klaben said it will be good to see a plan on how laying out the new parking and the drive will work from Warners Road to the top.

Chairperson Lauer advised that the site plan will need all details including new parking and existing to see how the traffic flow works and added that on the application not all items were filled out and the application needs to be filled out in full.

Mr. White stated that the board needs to understand parking and traffic flow and added that they need to have all lots striped on the plan. Mr. White noted that there are 8 existing lights and 2 are in the middle of the access drive. Mr. White asked if there is any lighting proposed for the upper lot. Mr. Mathews replied not at this time. Mr. White advised that they need this which should show proposed fixtures and photometrics. Mr. White also asked if the pavilion would have vehicular access with additional parking or if it will just be for pedestrian circulation. Mr. Mathews said it will just be for pedestrians. Mr. White said he will need to see how pedestrians will get there as well as the ADA parking compliant spaces; they need to show the path from the ADA parking to the facility. Mr. White also advised that the updated site plan needs to include proposed grading; the board needs to see the intent for drainage coming off the site. Mr. White added that the septic design needs to be approved by the county. Mr. White asked what the total acreage is for the property. Mr. Mathews responded it is 150 acres.

Mr. Curtin advised that the planning board needs to see landscaping and lighting for the building as well as site lighting with photometrics. Mr. Curtin asked if the pavilion will be integrated into this application. Mr. Mathews confirmed it will be. Mr. Curtin advised that the board will need better elevation plans and lighting for the pavilion as well and explained that the Planning Board will take a look at this as a comprehensive subdivision.

Chairperson Lauer stated that the applicant will have to come back with a full application, a detailed site plan with all parking (existing and new), utility plan, lighting plan with photometrics, color renderings, septic with county approval and calculations, and the detailed site plan needs to show sidewalks and accessibility, grading plan, landscaping and more detail for the pavilion.

**OLD BUSINESS**

**First Ukrainian Pentecostal Church** **TM #015.-04-09.1**
**3875 Warners Road**
***Site Plan***

Chuck White shared that there are no additional engineering comments. He has asked Rudy Zona's team to provide an MS4 acceptance form which was the last contingency. This has been completed and everything has been satisfied.

Mr. Mallore moved to declare this an unlisted action under SEQR. Mr. Klaben seconded the motion, and it was unanimously approved.

Mr. Klaben moved to make a negative declaration under SEQR. Mr. Hudson seconded the motion and it was unanimously approved.

Mr. Gasparini moved to approve the site plan as prepared and submitted by the applicant in accordance with plans prepared by RSA Architects for First Ukrainian Pentecostal Church, 3875 Warners Road, Camillus NY, Revised Planning Board Submission dated 07/17/25, sheets SR-1, C-1, C-2, C-3, CD100, CD101, C100, C101, C102, C103, C104, C105, C110, C111, and L1. Mr. Mallore seconded the motion, and it was unanimously approved.

**Walmart Store #2581** **TM #066.-01-10.1/3**
**5399 West Genesee Street**
***Amended Site Plan***

Justin Lattierrre from Colliers Engineering & Design advised that they have submitted a revised set of plans and have addressed the comments from the previous meeting he attended. The start date for the project is February 2026 with a completion date of July 2026. They provided architectural sheets showing paint colors and signage changes and have added truck circulation to the plans to show that trucks enter from the east side around the back and don't conflict with the pick-up area. They also provided a revised lighting plan to fill up the gaps in photometrics. They have talked with Walmart who agreed to add a gate in-between the building expansion and existing compressor housing to keep debris and trash from blowing in the back area. They have also provided building plans for relocation of the sanitary lines under the expansion.

Mr. White stated that he has questions on the photometric plan. He asked why the photometrics were stopped where they were relocating the pole on the southern part of the lot and added that he expected to see those continue down to either the next pole or to the edge of the site and stated that he is trying to understand where the numbers are coming from on the bottom. Mr. Lattierre explained that the black readings are 5' up from the top of retaining wall and they didn't extend lighting down past that because there are no changes down that way. They are only focusing on the areas that are changing. Mr. White stated that he believes there are changes further south and said this seems to be incomplete. Mr. Lattierre said that he will review this with the lighting vendor and resubmit.

Mr. Curtin asked what the source of the light is for the black numbers. Mr. Lattierre replied that it is all part of the proposed analysis and said he will check with the vendor. Mr. Lattierre added that once they are outside of the area where they are putting the pick-up stalls, they don't measure this. Mr. Lattierre advised that he can have the vendor extend their analysis up and down.

Mr. White advised that all other questions have been answered.

Mr. Curtin advised that he would like to see a fully articulated photometric plan that goes beyond what is shown so the board can have a better understanding of the impact of lighting on the surrounding area.

Mr. Lattierre advised that the architecture team can't start their design until they have site plan approval.

Chuck White stated that he would like to see up to at least the next existing unimpacted fixture that is remaining in both north and south directions.

Mr. Curtin said from a site plan perspective he could recommend the board consider approving the site plan subject to the photometric being revised and submitted to Mr. White and added that the applicant won't be able to pull a building permit until Mr. White has completed his review and has approved the plan.

Mr. Mallore moved to declare this an unlisted action under SEQR. Mr. Gasparini seconded the motion, and it was unanimously approved.

Mr. Hudson moved to make a negative declaration under SEQR. Mr. Klaben seconded the motion and it was unanimously approved.

Mr. Hudson moved to approve the site plan as prepared and submitted by applicant for Walmart Supercenter #02581-252 located at 5399 West Genesee Street Camillus NY 13031in accordance with plans prepared by Colliers Engineering & Design dated 5/27/25 with a revision date of 8/5/25; pages C000, SSM-1, SECP-1, C053, C080, C100, C110, C120, SECP-SSM, OPD, C500-C504, CSS-1, CSS-2, A1, A2, A2.1, P1, P1.1, P2, P3, MAC1, MAC2, M1, M1.1, M2, M3, BAS1 and BAS2. This is a conditional approval conditioned upon the applicant preparing and submitting a revised photometric plan (page C160) for Mr. White's review and he will report out to the board separately. The applicant will not be entitled to a building permit until this occurs. Mr. Klaben seconded the motion, and it was unanimously approved.

**Mater Dei Academy** **TM #006.-02-34.0**
**2656 Warners Road**
***Site Plan***

Brian Peterson and Dan Fay advised they have provided the landscaping plan, photometrics and color swaths for the exterior colors of the building.

Chairperson Lauer advised that the board hasn't had a chance to review the photometrics plan because it wasn't submitted prior to the cutoff of the Tuesday before the meeting. Chairperson Lauer also asked if they have prepared a SWPPP. Mr. Peterson replied he believes that the intent was that the SWPPP from the cemetery would incorporate this portion of the project.

Mr. White advised that the SWPPP needs to be revised as it was just authorized for Phase 2B and this phase is a very significant change. Mr. White added that he hasn't seen any drainage design or calculations; rather just a generic submittal of the intent to use underground storage chambers under the parking lot. Mr. White stated he will start his review and give comments.

Mr. Fay said that since they had the master plan approval for the entire complex, he thought that this being part of it would have been covered.

Mr. White explained that even though the master plan for the general concept of the overall intention to develop the site has been approved, each phase as it is developed and designed needs to come back in for individual site plan approval.

Mr. White added that if they are expanding the existing septic field, this requires design approval as well. Mr. Peterson said they have approval from the Department of Health for using the existing system. Mr. White advised that if the county has signed off on it he needs to see the letter from the county.

**MINUTES**

Mr. Mallore moved to accept the minutes of the July 28, 2025 meeting. Mr. Gasparini seconded the motion, and it was unanimously approved.

**CORRESPONDENCE**

A voucher was received from Barton & Loguidice, P.C. in the amount of $9,011.50, $8,511.50 of which is recoverable. Mr. Hudson moved to approve payment. Mr. Klaben seconded the motion, and it was unanimously approved.

A voucher was received from Curtin Law Firm in the amount of $4,700.00, $2,600.00 of which is recoverable. Mr. Hudson moved to approve payment. Mr. Gasparini seconded the motion, and it was unanimously approved

**COMMENTS OF TOWN OFFICIALS**
None

**COMMENTS OF THE ATTORNEY**
None

**COMMENTS OF THE ENGINEER**
None

**COMMENTS OF BOARD MEMBERS**
None

**ADJOURNMENT**
Mr. Mallore moved to adjourn the meeting at 7:49 p.m. Mr. Klaben seconded the motion, and it was unanimously approved.

AUGUST 11, 2025 PLANNING BOARD

Respectfully submitted,

Beth McDonough
Planning Board Clerk

**TOWN OF CAMILLUS**
**PLANNING BOARD MINUTES**
**August 25, 2025 - 7:00 p.m.**

**PRESENT:**
Tracy Lauer, Chairperson
Scott Gasparini
Fred Hudson
Don Klaben
Jason Mallore

**STAFF PRESENT:**
Chuck White, Planning Board Engineer
Paul J. Curtin, Jr., Attorney

**GUESTS AND MEMBERS OF THE PUBLIC**
Mary Luber, 1st Ward Councilor
Chris Cesta, 5th Ward Councilor
Approximately 5 other people

Chairperson Lauer called the meeting to order at 7:00 p.m. followed by the Pledge of Allegiance.

**NEW BUSINESS**
**Wing Stop** **TM #047.-04-12.0**
**3528 West Genesee Street #110**
***Amended Site Plan***

Nick Fenlon, District Manager with Wing Stop appeared with his amended site plan for 3528 West Genesee Street #110.

Chairperson Lauer recused herself from this application.

Mr. Fenlon explained that Wing Stop is a quick service restaurant with locations across the country. The typical menu is simple and straight forward which includes chicken wings, boneless wings, chicken tenders, chicken sandwiches, fries and corn.

Mr. Hudson asked what the amount of frontage is facing the road. Mr. Fenlon advised it is in the plans and Mr. Hudson confirmed it is 24' of frontage. Mr. Hudson asked about signage. Mr. Fenlon said there will be a sign on the front of the building and also on the pylon in the front and is not sure of the exact size of each sign. Mr. Hudson advised that any signage needs to meet code requirements. Mr. Fenlon said he believes that their architect has already submitted the signage to codes and advised he will check on this.

Mr. Mallore inquired about normal foot traffic and their normal busy time. Mr. Fenlon explained that Wing Stop is predominately take-out and there are only 3 four-top tables with a total of 12 seats. They are open from 10:30 am – midnight 7 days a week and are busier on weekends and in fall during football season. There aren't a lot of people coming and eating; most orders are to-go. Mr. Mallore asked how they receive their product. Mr. Fenlon said that tractor trailers deliver their product and are typically overnight drops twice a week. The latest they will come is 9:00 am per their agreement, however most times they come between 3:00 am - 4:00 am which won't cause an issue with parking.

Mr. Hudson asked where the trash receptacles are located. Mr. Fenlon said they are behind the building and added that most of their stores have pickups twice per week. Mr. Hudson

asked for a diagram of where the dumpsters are located and how they are going to be enclosed. Mr. Fenlon said he will ask his architect for this information. Mr. Gasparini noted that the current dumpsters are not enclosed and are just sitting in parking spots.

Mr. White said he is interested in traffic coming in and out as well as parking; namely if there is adequate parking to support the change in use. Mr. Fenlon said there are currently 30 parking spaces. The majority of Wing Stop's customers come and go; they do not stay. Mr. Fenlon added that food delivery drivers (such as Uber Eats, Grub Hub etc.) will pick up multiple orders at a time. Mr. White noted that there are more than 30 spaces on the site and added that he doesn't want to see an issue where there is no parking available.

Mr. Curtin asked how many employees there will be. Mr. Fenlon explained there will be a total 15 - 20 employees with 3 – 7 there at a time; however during the first 2-3 weeks of operation there will be more than 7. Mr. Curtin said that since this is an adaptive reuse of an existing facility, he would like to see a fully articulated elevation plan showing colors, materials and lighting. Mr. Curtin asked if they have requested designated parking spots for delivery vehicles. Mr. Fenlon said he believes this was discussed with landlord and doesn't think there are designated spots and added that he will check on this. Mr. Curtin asked if there will be any advertising on the windows. Mr. Fenlon responded yes, they typically have two posters up at a time. Mr. Curtin advised that the board would like to see what these posters will look like since this is typically not something they like to see.

Mr. Fenlon stated that Corporate Wing Stop has approved this plan.

Mr. White noted that he sees a grease trap has been proposed on the north side of the building but wasn't able to find a plan other than a line diagram of exactly where it is on the site. Mr. White said he needs to know where the sewer line is outside the building where it is connected and added that he didn't see a utility designated drawing.

Mr. Hudson moved to declare lead agency under SEQR. Mr. Gasparini seconded the motion, and it was unanimously approved.

Mr. Hudson moved to declare this an unlisted action under SEQR. Mr. Mallore seconded the motion, and it was unanimously approved.

Chairperson Lauer summarized that the board would like to see elevations and all signage including colors, the posters that will go in the windows, grease trap details and dumpster details.

**Seneca Savings Bank** **TM #065.04-05.1**
**West Genesee Street/Knowell Road**
***Site Plan***

Randy Bebout from Bohler Engineering and Zach Rosen from NES group appeared on behalf of Seneca Savings Bank. Mr. Bebout explained that the site is sitting in front of

Crouse Medical Center at 5417 West Genesee Street. The site is currently undeveloped and they are proposing to construct an approximately 2500 square foot Seneca Savings Bank facility. They are proposing circulation around the entire building and 18 parking spaces which is one space more than the code requires. Access would be through the signalized intersection and they are proposing a right-in only on West Genesee Street. The parcel has rights to the signal through an easement agreement. The main entrance is on the street side of building. There is a right-turn only for people coming east-bound from West Genesee Street, and west-bound traffic enters through the signal. The site meets all setbacks and also meets parking requirements. This is currently zoned as LBO which will need a special use permit from the ZBA. The site includes stormwater which is shown on the west of the site and will be designed later. They will have landscaping around the building. Water is on the north side of West Genesee Street, and the sewer is on the south side. They anticipate having to directionally drill 1 ½" – 2" for water service as this is low usage. The dumpster enclosure is shown and they will provide more details later. They will not build an enclosure if it isn't needed. The hours of operation will be 8:30 am – 4:00 pm Monday-Thursday, 8:30 am – 5:00 pm on Friday and 9:00 am – 12:00 pm on Saturday, and there will be six employees. They will have building signage and a monument sign as there is over 200' of frontage. Zach Rosen advised they haven't fully developed the site yet, but the building will be a mixture of different types of Hardie plank siding and cultured stone. It will be similar to their new location in Manlius, NY. Mr. Bebout added that they will have building-mounted and pole-mounted lighting that will be LED and dark-sky compliant.

Mr. Bebout advised that they will come back with a full package that would include site grading, lighting, landscaping, signage and preliminary architecture.

Chairperson Lauer advised that they will need to go to the Zoning Board but the Planning Board can take lead agency on the site plan approval.

Mr. Gasparini noted that the intersection currently has a crosswalk with sidewalks in each corner of the driveway that goes to the medical group and asked if there is a proposed sidewalk to continue this in front of the new property. Mr. Bebout said this hasn't been proposed yet but they are open to the board's comments on this. Mr. Gasparini asked what the timeline for construction is. Mr. Rosen said they hope to start in April 2026, finishing by the end of August 2026.

Mr. Mallore asked if the curbing will be granite. Mr. Bebout asked if this is a town requirement, and Mr. Curtin advised it is a planning board requirement. Mr. Bebout said this is not a problem. Mr. Mallore advised to show snow storage on the plan.

Mr. Hudson advised that the signage goes with the frontage on the building and not the lot which is 75'. Mr. Hudson also asked for a copy of the easement on the entrance road.

Mr. Klaben agrees with the granite curbing and added that it is good to see signage, landscaping and stormwater. Mr. Klaben added that this is a great use.

Mr. White said he agrees with the recommendation for pedestrian connectivity and granite curbing. Mr. White added that from a traffic standpoint final approvals will fall through County

DOT and he expects to see traffic impacts. Mr. White advised that this under an acre so a full SWPPP is not needed. He will require a drainage report and documentation that identifies the plan. Mr. White added that he likes to see No Trespass Beyond Property Line signs. Mr. White concluded that this is just a concept plan and he looks forward to seeing the fully developed plan.

Mr. Curtin advised that the board needs to see the location of the closest hydrant to the facility and asked about the turning radius for fire equipment. Mr. Mallore advised that 24' should be plenty of room for any fire equipment. Mr. Curtin asked about the status of the application to the ZBA. Mr. Bebout explained that they have not submitted the application yet as they are waiting for the ALTA survey. Mr. Curtin advised that they will need to submit a separate application for the special use permit.

Mr. Hudson moved to declare lead agency under SEQR. Mr. Klaben seconded the motion, and it was unanimously approved.

Chairperson Lauer advised that a long form EAF will need to be filled out.

**OLD BUSINESS**
None

**MINUTES**
Mr. Mallore moved to accept the minutes of the August 11, 2025, meeting. Mr. Gasparini seconded the motion and it was unanimously approved.

**DISCUSSION**
None

**CORRESPONDENCE**
None

**COMMENTS OF TOWN OFFICIALS**
Chris Cesta stated that the bank will be a welcome addition to the 5th ward.

**COMMENTS OF THE ATTORNEY**

None

**COMMENTS OF THE ENGINEER**
None

**COMMENTS OF BOARD MEMBERS**
Mr. Hudson asked if Mr. White has received any follow-up regarding the lighting for Walmart. Mr. White said he has not yet received anything.

**ADJOURNMENT**
Mr. Mallore moved to adjourn the meeting at 7:40 p.m. Mr. Hudson seconded the motion, and it was unanimously approved.

Respectfully submitted,

Beth McDonough
Planning Board Clerk

**TOWN OF CAMILLUS**
**PLANNING BOARD MINUTES**
**September 8, 2025 - 7:00 p.m.**

**PRESENT:**
Tracy Lauer, Chairperson
Scott Gasparini
Fred Hudson
Don Klaben

**STAFF PRESENT:**
Chuck White, Planning Board Engineer
Paul J. Curtin, Jr., Attorney

**GUESTS AND MEMBERS OF THE PUBLIC**
Mary Luber, 1st Ward Councilor
Joy Flood, 3rd Ward Councilor
Approximately 10 other people

Chairperson Lauer called the meeting to order at 7:00 p.m. followed by the Pledge of Allegiance.

**NEW BUSINESS**
**Benderson Development** **TM #048.-01-01.1 & #036.-01-01.1**
**3501-3597 West Genesee Street**
***Amended Site Plan***

Matthew Oates of Benderson Development explained that Benderson is requesting landscape modifications for the Fairmount Fair property. Mr. Oates apologized that some trees have already been taken down prematurely. Mr. Oates said that the landscaping plan will open up visibility for the shopping center and bring in additional color. It will be the same as the entrance to Camillus Commons where they removed old trees and brought in new trees and landscaping. Mr. Oates advised that they are just modifying both sides of the entrance and are using the same landscape architect they used for Camillus Commons.

Mr. Curtin asked if they plan to take out all of the existing trees that border West Genesee Street. Mr. Oates explained they are not removing all of the trees; they will take out approximately 10 trees on the west side of the entrance and 12 trees on the east side of the entrance and the smaller row inside. They will bring in some new trees and low lying shrubs, grasses and seasonal flowers. They are adding more landscaping along the road. Mr. Curtin noted that the current trees are blocking the view. Mr. Oates agreed and added that removing some of the trees will help the businesses due to more visibility. Mr. Curtin asked about the timeline for this project. Mr. Oates said they would like to start this fall as it is the perfect growing season.

Chairperson Lauer said that the board appreciates the reinvestment that Benderson keeps putting back into their shopping centers.

Mr. Klaben moved to declare lead agency under SEQR. Mr. Hudson seconded the motion, and it was unanimously approved.

Mr. Hudson moved to declare this an unlisted action under SEQR. Mr. Klaben seconded the motion, and it was unanimously approved.

Mr. Gasparini moved to make a negative declaration under SEQR. Mr. Klaben seconded the motion and it was unanimously approved.

Mr. Hudson moved to approve the new landscaping plan as presented. Mr. Klaben seconded the motion, and it was unanimously approved.

**Cameron Hinsdale, LLC** **TM #017.-04-48.1, #017.-04-08.1,**
**Warners Road** **#017.-04-09.0 & #017.-04-10.0**
***Sketch Plan***

**Cameron Hinsdale, LLC** **TM #017.-04-48.1, #017.-04-08.1,**
**Warners Road** **#017.-04-09.0 & #017.-04-10.0**
***Preliminary Plat***

Joe Goethe of Cameron Hinsdale LLC appeared to discuss the property that is across the street from Township 5. Mr. Goethe explained that this idea started when John Fatcheric was talking about being a pro-housing community. Mr. Goethe identified this property and started talking with Christ Community Church about potentially being able to develop the property. Mr. Goethe said that they agreed on a purchase and sale agreement for approximately 20 acres which is everything east of the property line behind the 3 houses that they own on Hinsdale Road. Mr. Goethe added that this land is currently undeveloped. It will be a mixed use development and is currently in front of the Town Board for a PUD zone change. Mr. Goethe stated that the town is going to have a public hearing in two weeks for the PUD. Mr. Goethe also said that the county (OCIDA) is taking lead agency status under SEQRA. There will be five town home structures with 6 single story units each, one town home that is 4 units at the entrance off of Warners Road and eleven 12-unit buildings and one 6-unit building. There will also be a building that will be a rec center on the lower level and the upper level will be apartments. They are getting rid of the pork-chop entrance /exit on the east side of Township 5 (the right, right out access from Township 5) so there will be full access and they have talked to the Town Board about a town road connecting Warners Road and Hinsdale Road. There are commercial buildings as well but they are not sure of who the tenants will be. They will be mixed use; medical, LBO, restaurants and typical retailers.

Mr. Klaben said it is a good use of the property but he questions the vicinity to the highway and how that would work with residential.

Mr. Hudson also said it is a good use for the property and added that having another access from Warners Road is a great idea. Mr. Hudson said he would like to see what OCIDA says and what the traffic study results are.

Mr. Gasparini said that from a traffic standpoint it would be a good idea to put a light at the intersection of Costco and the new public road. Mr. Gasparini asked if this will all be built at once or phased. Mr. Goethe said it will probably be all at once and added that the intention is to start with residential and then move out to commercial. Mr. Gasparini asked Mr. Goethe if they had any tenants lined up and Mr. Goethe said no, not yet.

Chairperson Lauer asked if they are developing the housing or are they bringing in a partner. Mr. Goethe responded that they, Cameron Hinsdale, LLC, are developing the housing.

Mr. White said he has a lot of engineering questions but there will be time for that later.

Mr. Curtin asked if the three parcels on Hinsdale Road part of the PUD. Mr. Goethe confirmed they are part of the PUD. Mr. Curtin stated that a traffic light would calm traffic exiting and entering into the Township 5 property. Mr. Goethe advised that they are looking into this.

Mr. Curtin advised Mr. Goethe that he is before the Planning Board to solicit a recommendation to the Town Board. Mr. Curtin said that he can draft a resolution that would be more robust than normal due to the magnitude of this project. This recommendation will be back in two weeks and if the Planning Board accepts it, then the Town Board will have it.

Mr. Hudson moved for Mr. Curtin to draft a resolution for the Planning Board to review. Mr. Klaben seconded the motion, and it was unanimously approved.

**OLD BUSINESS**

**Kings Gate West** **TM #038.-02-32.0**
**8 Kings Ct**
***Site Plan***

Kyle Volz with QPK Design explained that they have added some additional information to their previous site plan. There is an existing leasing center that Kings Gate is looking to improve and they have a failing pool that they are looking to replace. The location is completely interior to the site so there is no public view of this project. Mr. Volz added that they sent over the SWPPP and calculations to support stormwater management that is at the rear of the project. They took a look at the parking and added supplemental potential overflow parking. There are currently 19 parking stalls. Since there are only 2 permanent staff members in the building and most people will walk to the facility, Mr. Volz said he feels the 19 stalls is adequate. There may be cars for people coming to a birthday party or people coming to the leasing office. Mr. Volz also submitted photometrics and a landscaping plan. The light fixtures out in the parking lot are dark sky compliant. Since it isn't intended to be used after dusk, there will be no lighting out by the pool except what is required by code.

Mr. Hudson asked if the pool is gated. Mr. Volz replied it will be fully fenced in with a lock and added that it meets all municipal enclosure requirements for pools.

Mr. White stated that he hasn't fully completed his review of the SWPPP. Mr. White shared that he has a few concerns and will document these in a written letter. Mr. White did note that they are creating a new outfall and is curious as to what is receiving this outfall. Mr. White added that there is a good bit of the site that isn't being captured in the stormwater system. The whole north side of the parking lot and anything beyond that is not being captured nor treated with stormwater. Mr. White explained that this is in an enhanced phosphorus watershed which is not accounted for. The water quality volume will more than double. Mr. White advised that he will

summarize all comments in more detail and give the applicant the opportunity to respond from a stormwater standpoint. Mr. White noted that the lighting is compliant.

Mr. Curtin recommended to allow Mr. White to provide a comment letter to the applicant because it is integral to the site plan. Mr. Curtin also recommended that the Planning Board not do anything until the applicant can respond to Mr. White's engineering comments; then the board will have a comprehensive plan to consider approval of.

Chairperson Lauer stated that everything else is in order.

**Kings Gate West** **TM #038.-02-32.0**
**8 Kings Ct**
***Lot Line Realignment***

Kyle Volz with QPK Design explained that Kings Gate owns 2 contiguous parcels and they are looking to re-subdivide in order to comply with setbacks and they are also cleaning up things so the utilities are on one single parcel.

Mr. Gasparini moved to declare this an unlisted action under SEQR. Mr. Klaben seconded the motion, and it was unanimously approved.

Mr. Hudson moved to make a negative declaration under SEQR. Mr. Klaben seconded the motion and it was unanimously approved.

Mr. Hudson moved to approve the lot line realignment for Kings Gate West. Mr. Klaben seconded the motion, and it was unanimously approved.

**Wing Stop** **TM #047.-04-12.0**
**3528 West Genesee Street #110**
***Amended Site Plan***

Chairperson Lauer recused herself from this application.

Nick Fenlon, District Manager with Wing Stop explained there is no change to the exterior of the building except for signage and they have been working with codes regarding this. Mr. Fenlon provided pictures of the marketing posters that will be in the windows and explained that they are standard professional posters. Mr. Fenlon stated that the trash removal will be shared with other tenants in the plaza. Mr. Fenlon added that they have been in contact with Onondaga County Plumbing Control regarding the grease trap and they are working on plans with them. Mr. Fenlon said he believes that the grease trap will be on the exterior of the building, but this is still being figured out.

Mr. Hudson advised that the Codes Officer will need to finalize the signage.

Mr. Gasparini asked if they are going to share community dumpsters with the other tenants. Mr. Fenlon confirmed they are sharing dumpsters.

Mr. White said he is happy to hear that they are coordinating with plumbing control and recommended that once the plan is identified, some record of what is being installed is provided to the Planning Board or Codes Office.

Mr. Curtin advised that the application is complete. Mr. Curtin noted that the facility cannot operate without a grease pit being established, and Codes will not them to open until that is resolved. Mr. Curtin added that Codes has already responded to the interior signage. All questions and concerns raised by the Planning Board have been addressed.

Mr. Hudson moved to make a negative declaration under SEQR. Mr. Gasparini seconded the motion and it was unanimously approved.

Mr. Gasparini moved to approve the Wing Stop application. Mr. Hudson seconded the motion, and it was unanimously approved.

**MINUTES**

Mr. Klaben moved to accept the minutes of the August 25, 2025, meeting. Mr. Hudson seconded the motion and it was unanimously approved.

**DISCUSSION**

None

**CORRESPONDENCE**

A voucher was received from Barton & Loguidice, P.C. in the amount of $3,302.50, $3,052.50 of which is recoverable. Mr. Hudson moved to approve payment. Mr. Klaben seconded the motion, and it was unanimously approved.

**COMMENTS OF TOWN OFFICIALS**

Joy Flood said the Cameron Hinsdale, LLC project is a good project and she is glad to see it moving forward.

**COMMENTS OF THE ATTORNEY**

None

**COMMENTS OF THE ENGINEER**

None

**COMMENTS OF BOARD MEMBERS**

None

**ADJOURNMENT**

Mr. Klaben to adjourn the meeting at 7:35 p.m. Mr. Gasparini seconded the motion, and it was unanimously approved.

Respectfully submitted,
Beth McDonough
Planning Board Clerk

**TOWN OF CAMILLUS**
**PLANNING BOARD MINUTES**
**September 22, 2025 - 7:00 p.m.**

**PRESENT:**
Tracy Lauer, Chairperson
Scott Gasparini
Fred Hudson
Don Klaben
Jason Mallore

**STAFF PRESENT:**
Chuck White, Planning Board Engineer
Paul J. Curtin, Jr., Attorney

**GUESTS AND MEMBERS OF THE PUBLIC**
Mary Luber, 1st Ward Councilor
Joy Flood, 3rd Ward Councilor
Approximately 9 other people

Chairperson Lauer called the meeting to order at 7:00 p.m. followed by the Pledge of Allegiance.

**NEW BUSINESS**
**Mastec Network Solutions** **TM #038.-02-33.2**
**3747 Milton Avenue**
***Amended Site Plan***

Geoffrey McIntyre of Mastec Network Solutions explained his plan to install EV charging stations at Aldi which will consist of a transformer pad for National Grid, two power cabinets and two dispensers with four plugs.

Mr. Klaben noted that the property isn't heavily landscaped, and the one tree that was there was already removed. Mr. Klaben asked what the intent is for this and Mr. McIntyre advised this is a question for Aldi. Mr. Klaben also noted that there is a step down from where the transformers will go and asked if there will be a barrier to stop cars from bumping into them. Mr. McIntyre advised that they will put bollards around everything they install. Mr. Klaben asked if this will include the upper side, and Mr. McIntyre said that if it is required on both sides they will put them all around. Mr. Klaben asked if the equipment will limit the length of the parking spaces. Mr. McIntyre replied that it will reduce the spaces by approximately 1' to 1 ½'; therefore the 20' spots will become 18'. Mr. White disagreed with this statement saying that the spots are currently 18' deep which will bring them down to 16.5', which is not compliant. Mr. White also noted that the width on the plan is 9' and should be 10'. Mr. White stated that the equipment eats up space within the required area for parking and advised to take a look at how to maintain and meet code which is 10' x 18' minimum. The bollards and charging dispensers need to be outside of this space.

Mr. Gasparini said there should be more bollards around the power cabinets. Mr. McIntyre said there will be four in front, four in back, four on the side next to pole and they will continue down the front face and back face with more bollards. Mr. Gasparini said that all of these bollards should be in the design. Mr. Gasparini asked if there will be any additional lighting. Mr. McIntyre responded no.

Mr. Mallore asked if they are going to have any ADA compliant units. Mr. McIntyre said that they are required to have one spot and will mark it on the drawings if needed. Mr. McIntyre

added that it will probably be the furthest spot to give them space. Mr. McIntyre advised that Aldi will be doing their own striping. Mr. Curtin advised that they will need more space than the plan shows to have an ADA compliant space available.

Chairperson Lauer asked if there will be trash at each stall. Mr. McIntyre replied no.

Chairperson Lauer asked if Aldi is hiring Mastec to put in EV charging stations or is Mastec leasing space from Aldi to put the charging stations in. Mr. McIntyre explained that they are just the contractor putting equipment in for Aldi; they will own it. Chairperson Lauer advised Mr. McIntyre to get with Aldi in order to obtain a whole application showing striping, landscaping, if there will be trash and who will maintain it.

Mr. White advised that they need buffers and added that there are recommendations for width. Also, if they have an ADA compliant station they will also need to identify the route from the ADA charging station. Mr. White noted that there is a ramp to the left of the service pole and said they will need to make sure there is an ADA compliant pathway from the parking stall to the ramp. Mr. White asked if they plan to cut into the asphalt and put the concrete pad for National Grid's transformer there or will the area be curbed. Mr. McIntyre said that in Pulaski, they took up the asphalt, put pads and conduits into the ground and put stones over it and bollards around it. Mr. White advised that the Planning Board needs to see what the plan is for this. Mr. White also noted that the drive aisle in the parking lot is 30'. The minimum requirement is 24' so they have some room to work with.

Mr. Curtin asked about landscaping. Chairperson Lauer advised that the Planning Board wants to see from Aldi what the landscaping will be. Mr. Curtin asked who removed the tree. Mr. McIntyre said he wasn't sure. Mr. Curtin advised that when they get with Aldi to find out because that was part of the landscaping plan that was approved by the Planning Board and an alternative to that should be presented.

Mr. Hudson moved to declare lead agency under SEQR. Mr. Klaben seconded the motion, and it was unanimously approved. The application will be continued on the Planning Board agenda.

**Calvin Kenyon** **TM #020.1-02-01.0**
**2854 Rolling Hills Road**
***ZBA – Special Use Permit***

Calvin Kenyon explained that he is seeking a special use permit to spray cerakote on various products in his garage. Mr. Kenyon further explained his process is to take a product, degrease it, sandblast it, then spray it with cerakote which is a sprayable ceramic and then heat it in an oven. Chairperson Lauer asked if this is for decorative purposes. Mr. Kenyon replied that the main focus is for anti-rust. Chairperson Lauer asked if the product is generally handguns. Mr. Kenyon said cerakote is used on firearms, fitness equipment, electric equipment (tumblers) – anything that needs to be protected from rust.

Mr. Gasparini asked if any clients will come to the property. Mr. Kenyon said yes, but just briefly to drop off the product. Mr. Gasparini asked how many clients per day, and Mr. Kenyon said there aren't many clients; probably only ten per month. Mr. Gasparini asked if there will be any changes to lighting and Mr. Kenyon said no. Mr. Gasparini also asked if there will be any signage. Mr. Kenyon said there will not be any at the road, but maybe a sign on the door. Mr. Gasparini asked what the hours of operation are and Mr. Kenyon said 9:00 am – 5:00 pm.

Mr. Mallore asked Mr. Kenyon if he is utilizing the entire garage for this. Mr. Kenyon replied no, he is just using the bottom floor. Mr. Curtin asked what the dimensions of the garage are. Mr. Kenyon replied it is 24' x 31'; approximately 740 square feet. Mr. Curtin asked if this is per floor and Mr. Kenyon said it is just for the bottom floor; the top floor is smaller. Mr. Mallore advised Mr. Kenyon that he will need an area variance for anything over 500 square feet of usage.

Chairperson Lauer asked Mr. Kenyon if he is planning to utilize the whole bottom floor. Mr. Kenyon said he will probably only ¾ of the bottom floor. Mr. Curtin advised Mr. Kenyon that he will need to show something dimensionally; if it is anticipated that 228 square feet or more will be used for other purposes and will be segregated, he needs to show this on the plan so he is in compliance. Mr. Curtin added that the current drawing is not helpful as dimensions aren't shown and added that the calculation of the square area being used for this purpose should be shown.

Mr. Hudson asked how many gallons of cerakote he will have. Mr. Kenyon replied it will be less than 10 gallons.

Chairperson Lauer asked if there any waste product. Mr. Kenyon explained that the degreaser will have to be disposed of as well as the plastic paint cans. Ms. Lauer asked how this will be handled. Mr. Kenyon said he will rinse with acetone and put with the degreaser and the plastic cans will go in the recyclables.

Chairperson Lauer advised Mr. Kenyon that he will need a new plan with dimensions unless he wants a size variance. Chairperson Lauer advised that the Planning Board can refer this to the Zoning Board if he asks for a variance on the size. If he doesn't want to ask for an area variance he will need come back to the Planning Board with a plan that shows 500 square feet.

Mr. Kenyon asked if the separation needs to be physical (like a wall). Mr. Curtin replied yes. Mr. Kenyon advised that he will opt for the area variance.

Chairperson Lauer asked Mr. Curtin if Mr. Kenyon needs to come back. Mr. Curtin said no, not if he is going to use the whole 728 square feet. Mr. Curtin advised that the board will note that this exceeds what the code will allow him to use and he'll need an area variance on top of the use variance.

Mr. Curtin said he was unclear on the degreasing and disposal and asked Mr. Kenyon how he is going to dispose of the liquid degreasing product. Mr. Kenyon said he will look into where to

dispose of it; he believes there is some sort of chemical waste facility. Mr. Curtin said there is a concern of disposal on the property and advised Mr. Kenyon that he needs to have a disposal plan that is in place that meets all requirements as this is not part of the application. Mr. Curtin said this would be part of the referral back to the ZBA.

Mr. Mallore moved for Mr. Curtin to make a referral to the ZBA with the qualifications discussed: the area variance and disposal of acetone and degreaser. Mr. Gasparini seconded the motion and it was unanimously approved.

**OLD BUSINESS**

**Cameron Hinsdale, LLC** **TM #017.-04-48.1, #017.-04-08.1,**
**Warners Road** **#017.-04-09.0 & #017.-04-10.0**
***PUD Referral Resolution***

Chairperson Lauer advised Joe Goethe that Mr. Curtin has drafted a resolution regarding the PUD.

Mr. Mallore moved to make a positive resolution for the benefit of the Town Board. Mr. Gasparini seconded the motion and it was unanimously approved.

Planning Board Clerk polled the board members to declare whether the resolution is adopted :

-Chairperson Lauer : YES
-Mr. Hudson : YES
-Mr. Klaben : YES
-Mr. Gasparini : YES
-Mr. Mallore : YES

Chairperson Lauer advised that the resolution is adopted and the Planning Board will make the referral to the Town Board for the PUD.

**MINUTES**

Mr. Gasparini moved to accept the minutes of the September 8, 2025, meeting. Mr. Hudson seconded the motion and it was unanimously approved.

**DISCUSSION**

None

**CORRESPONDENCE**

A voucher was received from Curtin Law Firm for $4,200.00, $1,000.00 of which is recoverable. Mr. Mallore moved to approve payment. Mr. Hudson seconded the motion, and it was unanimously approved

**COMMENTS OF TOWN OFFICIALS**
None

**COMMENTS OF THE ATTORNEY**
None

**COMMENTS OF THE ENGINEER**
None

**COMMENTS OF BOARD MEMBERS**
None

**ADJOURNMENT**
Mr. Mallore moved to adjourn the meeting at 7:26 p.m. Mr. Klaben seconded the motion and it was unanimously approved.

Respectfully submitted,

Beth McDonough
Planning Board Clerk

**TOWN OF CAMILLUS**
**PLANNING BOARD MINUTES**
**October 15, 2025 - 7:00 p.m.**

**PRESENT:**
Tracy Lauer, Chairperson
Scott Gasparini
Fred Hudson
Don Klaben
Jason Mallore

**STAFF PRESENT:**
Chuck White, Planning Board Engineer
Paul J. Curtin, Jr., Attorney

**GUESTS AND MEMBERS OF THE PUBLIC**
Mary Luber, 1st Ward Councilor
Chris Cesta, 5th Ward Councilor
Approximately 14 other people

Chairperson Lauer called the meeting to order at 7:00 p.m. followed by the Pledge of Allegiance.

**NEW BUSINESS**

**Arnold Schmidt** **TM #010.-04-08.1**
**6687 Beach Road**
***Sketch Plan***

Arnold Schmidt explained that he would like to sell a portion of his land (5.623 acres) to his neighbor.

Mr. Curtin asked who the neighbor is that he would like to sell the land to. Mr. Schmidt said it is his neighbor across the street. Mr. Curtin asked if this will be a building lot. Mr. Schmidt said it will not be a building lot. Mr. Curtin asked if there is a flood plain that affects the parcel. Mr. Schmidt advised there is a 100-year flood plain. Mr. Curtin asked if anybody is using the land for any particular purpose and Mr. Schmidt replied no. Mr. Curtin asked what the ground conditions are. Mr. Schmidt explained that in the springtime it gets wet down in the corner. Mr. Curtin asked if there is a curb cut and Mr. Schmidt said there will not be a curb cut. Mr. Curtin also asked if there is an existing culvert. Mr. Schmidt said there is not an existing culvert but he's not going to build on it. Mr. Curtin asked if the access will be from Beach Road. Mr. Schmidt responded yes. Mr. Gasparini noted that the plan says there is a proposed driveway onto Beach Road. Mr. Schmidt said he wasn't sure why the land surveyor put that in.

Mr. Hudson moved to declare lead agency under SEQR. Mr. Gasparini seconded the motion, and it was unanimously approved.

**Walmart Store** **TM #066.-01-10.1**
**5399 West Genesee Street**
***Amended Site Plan***

Brittany Fernandez with HFA explained that Walmart is updating all of their signage to their new prototypical signage. The number of signs will increase from 17 to 28, however the signs are small. Currently for the pharmacy drive-thru there is one Enter and Exit sign, but there are two lanes so they want two Enter and Exit signs. They also want to add a Recycle sign to the front

of the store and a Pharmacy Drive-Thru sign with an arrow so people know which side of the store to go to. They also want to add Auto Center signs on the back of the store as well as numerals for each bay. The overall sign square footage is actually getting reduced from 965.10 square feet to 915.67 square feet. This is because the Walmart "spark" is being removed.

Chairperson Lauer asked if they are painting the building. Ms. Fernandez said they are just painting the part that is currently painted; not the quick brick.

Mr. Mallore moved to declare lead agency under SEQR. Mr. Hudson seconded the motion, and it was unanimously approved.

Mr. Klaben moved to declare this an unlisted action under SEQR. Mr. Hudson seconded the motion, and it was unanimously approved.

Mr. Hudson moved to make a negative declaration under SEQR. Mr. Klaben seconded the motion and it was unanimously approved.

Mr. Mallore moved to approve the amended site plan as presented with elevation drawing A2 and exterior signage drawing A2.1. Mr. Gasparini seconded the motion, and it was unanimously approved.

**Tuscarora Golf Club** **TM #025.-03-24-1**
**2901 Howlett Hill Road**
***Amended Site Plan***

Otey Marshall explained they would like to add a pergola on top of an existing deck and a storage room adjacent to the existing kitchen within the fenced-in courtyard area. The purpose of the pergola is for shading. The storage room will have a gable roof that will mimic what is currently on the building.

Mr. Hudson asked what the size of the addition is. Mr. Marshall said it is roughly 14' wide and will extend out 18' from the existing exterior wall. Mr. Hudson asked what will be stored in this space. Mr. Marshall said carts and kitchen accessories. The exterior will be identical to what exists now; vinyl cedar shake siding with white trim and will be the same color. Mr. Hudson asked that since the size of the fenced-in area is decreasing if this will be an issue for dumpsters. Mr. Marshall explained that right now there are small dumpsters that are moved around inside the area. It will follow the same process; they will relocate the dumpsters.

Mr. Klaben asked if there is going to be an entry to the storage room from the outside, and Mr. Marshall replied no. Mr. Klaben asked if there will be any additional lighting. Mr. Marshall replied no, but they can add lighting if the Planning Board requires it. Mr. Klaben asked what the material will be for the pergola. Mr. Marshall said it will be white aluminum.

Mr. Klaben moved to declare lead agency under SEQR. Mr. Hudson seconded the motion, and it was unanimously approved.

Mr. Hudson moved to declare this an unlisted action under SEQR. Mr. Klaben seconded the motion, and it was unanimously approved.

Mr. Gasparini moved to make a negative declaration under SEQR. Mr. Mallore seconded the motion and it was unanimously approved.

Mr. Klaben moved to approve the amended site plan as presented with drawings and elevations. Mr. Hudson seconded the motion, and it was unanimously approved.

**Seneca Savings Bank** **TM #065.04-05.1**
**West Genesee Street/Knowell Road**
***ZBA-Special Use Permit/Site Plan***

Hayden Woods explained the plan for a 2,500 square feet Seneca Savings Bank on the southwest corner of West Genesee Street and Knowell Road. Mr. Woods advised they have put together a full site development package. They are proposing 18 parking stalls, 1 of which is ADA accessible. There is a canopy for drive-up ATM and teller services. The site will have landscaping that will match the neighborhood feel consisting of mulch beds, ornamental shrubs and grasses with some trees. There will be a bypass lane for smooth traffic circulation throughout the site; two entrances: one on West Genesee Street (right in only) and one full access onto the shared drive with the Crouse Medical Building. There won't be any dumpster enclosure, there will just be rolling totes. The lighting will be a mixture of light poles and wall packs all of which will be dark-sky compliant. Mr. Woods explained that for stormwater management since the existing topography slopes gently to the Crouse Medical facility, they are trying to mimic the existing conditions with two infiltration basins located on either side to attenuate up to the 100-year storm. There will be a freestanding sign at the corner of West Genesee Street as well as building signage on each side of the building. Mr. Woods advised that they have been in front of ZBA and they have scheduled a public hearing for November 6, 2025. They have coordinated with DOT who have approved the driveway and have coordinated with the utility providers who have approved the tap. They are currently working with sewer for capacity review as well as getting gas and electricity to the site.

Mr. Mallore noted that they still have concrete curbing on the plan. Since the Planning Board requested granite this will need to be updated. Mr. Mallore asked how big the sign is by the roadway. Mr. Woods replied he is not sure yet as they are in the preliminary stages of signage but it will be designed to be code compliant. Mr. Mallore asked where the rolling totes are stored. Mr. Woods showed where they will be stored and added that they are providing a section of board-on-board to screen these from West Genesee Street.

Mr. Hudson asked what goes in the rolling totes. Mr. Woods replied general garbage. Mr. Hudson asked if any legal documents would go in the rolling totes. Mr. Woods said that legal documents are not put in the regular garbage; they are shredded. Mr. Hudson asked if there is a deed saying that the access easement is useable by Seneca Savings Bank. Mr. Woods advised he will provide this.

Mr. Klaben asked when the trash pick-up is for the rolling totes. Mr. Woods said it will be outside of normal business hours. Mr. Klaben noted that for the 4-way curb that comes in from West Genesse from Knowell, the Planning Board had asked to find a way to connect this in with the property. Mr. Woods said that it is not easiest to connect into with the existing pole and other utilities but they will look into it.

Mr. White confirmed that there is a utility pole and advised Mr. Woods that they will have to study this back to pedestrian connectivity with the signal and crosswalks as it is very important to have pedestrian connectivity.

Mr. White noted that granite curbing is a town requirement.

Mr. White advised that SWPPP is not required since this under an acre, however the board will need to see demonstrated by a drainage report how it will mitigate the change in impervious area on the site. Mr. White also noted that for stormwater retention, no documentation of adequate infiltration has been provided. The board will need to see infiltration tests and design. Mr. White advised that for the sanitary sewer, the sewer coming from the private access drive is a private sewer which will likely preclude the availability to connect to the private sewer and they may need to take the sewer north to the public sewer on the south side of West Genesee Street. This is in the town jurisdiction, so when the main is tapped, it will need to be coordinated through Codes and Mr. White for inspection and approval. For the property line of the building, the plumbing is in the county jurisdiction. Mr. White also advised that they will need to look into how to manage the sewer on site. Since this is metro, it is flow restricted and a one-one offset will be required and they will need an offset plan. Mr. White also noted that the photometric plan indicates light spillage on both the north and south sides of the property which needs to be looked at since there can't be any spillage. Mr. White advised they will need written approval from the county for the one-way in driveway. Mr. White also recommended a traffic assessment be done to satisfy that there will not be an impact to the signal and the existing operations of the signal going onto West Genesee Street.

Mr. Curtin asked if there are elevation plans. Mr. Woods stated that they haven't been developed yet and they will be provided at the next meeting. Mr. Curtin stated that the Planning Board requires monument signs per the code and will also need to see the size, height, location, landscaping, and lighting for the sign.

Mr. White asked Mr. Curtin if a coordinated review is necessary. Mr. Curtin said no as this is consistent with everything else in that neighborhood.

**Prime Time Business Solutions** **TM #015.04-06.1**
**450 Horan Road**
***Amended Site Plan***

Chad Mutter, owner of Prime Time Business Solutions explained that they plan to install two charging stations at the upper lot of Rotella's Body Shop and three charging stations on the lower lot. Mr. Mutter explained that Rotella's works on a lot of electric vehicles for

Amazon and need electric charging stations. Mr. Mutter said that the power goes to a three-phase telephone pole. There is an H-Frame 10 feet from the pole and they will run all five chargers to the H-Frame.

Chairperson Lauer advised that the board was struggling to understand everything from what the site plan is showing and advised that the board needs an aerial view and a full site plan.

Mr. Gasparini noted for the lower lot charging stations that one looks like it's in the grass. Mr. Mutter explained that they will all be in the lawn. Mr. Gasparini asked if people will be parking in the lawn or if they are expanding the parking lot to accommodate these. Mr. Mutter said there will be asphalt and a strip of grass which is where the cars will park. Mr. Gasparini noted that the plan shows one on the lawn and two in the parking lot. Mr. Gasparini asked if there will be a transformer in the upper parking lot. Mr. Mutter replied that there won't be a transformer; all power will be coming from the pole.

Mr. Mallore asked if the upper lot is where the sign is. Mr. Mutter replied yes.

Mr. Hudson asked if the two charging stations in the upper lot are dual charges. Mr. Mutter responded yes, there will be 4 parking spots. Mr. Hudson noted there are currently 6 spots in the upper lot. Mr. Mutter advised they will leave two regular spots. Mr. Hudson stated it would help to see the lines. Mr. Hudson asked if there will be any bollards. Mr. Mutter said yes, they are in front of every station. Mr. Hudson noted that the board will need to see that. Mr. Hudson advised that the parking spots need to be 18' deep and the board needs to see the site plan with all of the stripes and width of the parking spots.

Mr. Klaben also noted that the board needs to see a full site plan.

Mr. White stated that the clarity of the site plan is lacking and needs to be updated. Mr. White also advised that they need to provide details indicating what the equipment is, bollard details and where they are going to be located.

Mr. Curtin asked if the charging stations will be exclusive to Rotella's or open to the public. Mr. Mutter said they will be open to the public. Mr. Curtin advised that since the public is going to be able to use these a full articulated site plan is important. The board will want to see what the circulation of traffic may be and if there are any conflicts.

Chairperson Lauer asked if any of the spots will be ADA compliant. Mr. Mutter said it wasn't required by NYSERDA. Chairperson Lauer advised if they have one the board will need to see the width and extra space of the spot and added if there are five spots, it makes sense for one of them to be ADA compliant.

Chairperson Lauer explained that the board needs a full-blown site plan with dimensions of the parking spaces; and the spaces need to be 10' x 18' unless they are ADA compliant. The board also needs an aerial view.

Mr. Klaben moved to declare lead agency under SEQR. Mr. Hudson seconded the motion, and it was unanimously approved.

**OLD BUSINESS**

**Mater Dei Academy** **TM #006.-02-34.0**
**2656 Warners Road**
***Site Plan***

Brian Peterson said they received Mr. White's engineering comments and stated that he has some questions for clarification.

Mr. White advised that he submitted his engineering review letter which has a number of comments and questions. Mr. White suggested that Mr. Peterson coordinate with his design team and identify appropriate responses and provide revised drawings and a comment response letter.

Mr. Peterson said he wanted to make sure the board has everything they need for the septic, lighting and architectural plans. Mr. White said he believes he has everything from an engineering perspective. Mr. White noted that he sees some discrepancies between the prior master plan that was submitted and what is on the current plan. For example, the church facility shows a capacity of 750 and the prior plan indicated a capacity of 500 which is a significant change. Mr. White also noted that a building has moved and advised that when things get shifted around or moved the board needs to be kept apprised of the changes to the master plan as they move along.

Mr. White suggested that Mr. Peterson schedule an engineering meeting with him to review any questions he has regarding Mr. White's comments in detail.

Chairperson Lauer advised Mr. Peterson that when there are changes on the master plan to please update the master plan in real time.

**MINUTES**

Mr. Hudson moved to accept the minutes of the September 22, 2025 meeting. Mr. Klaben seconded the motion and it was unanimously approved.

**DISCUSSION**

None

**CORRESPONDENCE**

A voucher was received from Curtin Law Firm for $3,650.00, $850.00 of which is recoverable. Mr. Mallore moved to approve payment. Mr. Hudson seconded the motion, and it was unanimously approved.

A voucher was received from Barton & Loguidice, P.C. in the amount of $5,892.05, $5,392.05 of which is recoverable. Mr. Gasparini moved to approve payment. Mr. Hudson seconded the motion, and it was unanimously approved.

**COMMENTS OF TOWN OFFICIALS**
None

**COMMENTS OF THE ATTORNEY**
None

**COMMENTS OF THE ENGINEER**
None

**COMMENTS OF BOARD MEMBERS**
None

**ADJOURNMENT**
Mr. Mallore moved to adjourn the meeting at 7:55 p.m. Mr. Hudson seconded the motion and it was unanimously approved.

Respectfully submitted,

Beth McDonough
Planning Board Clerk

**TOWN OF CAMILLUS**
**PLANNING BOARD MINUTES**
**October 27, 2025 - 7:00 p.m.**

**PRESENT:**
Tracy Lauer, Chairperson
Scott Gasparini
Don Klaben
Jason Mallore

**STAFF PRESENT:**
Chuck White, Planning Board Engineer
Paul J. Curtin, Jr., Attorney

**GUESTS AND MEMBERS OF THE PUBLIC**
Mary Luber, 1st Ward Councilor
Joy Flood, 3rd Ward Councilor
Approximately 9 other people

Chairperson Lauer called the meeting to order at 7:00 p.m. followed by the Pledge of Allegiance.

**NEW BUSINESS**

**Arnold Schmidt** **TM #010.-04-08.1**
**6687 Beach Road**
***Preliminary and Final Plat***

Arnold Schmidt appeared with a preliminary and final plat to subdivide 5.623 acres from his 32 acres.

Mr. Klaben moved to waive a public hearing. Mr. Klaben seconded the motion and it was unanimously approved.

Mr. Klaben moved to set parkland fees for one additional lot. Mr. Gasparini seconded the motion and it was unanimously approved.

Mr. Gasparini moved to declare this an unlisted action under SEQR. Mr. Mallore seconded the motion and it was unanimously approved.

Mr. Klaben moved to make a negative declaration under SEQR. Mr. Mallore seconded the motion and it was unanimously approved.

Mr. Mallore moved to approve the preliminary and final plat for one-lot subdivision of 5.623 acres per Preliminary Plat A. Schmidt Subdivision prepared by CNY Land Surveying dated 09/18/25. Mr. Gasparini seconded the motion and it was unanimously approved.

**Cameron Group LLC** **TM #017.-04-48.1, #017.-04-08.1,**
**Warners Road** **#017.-04-09.0 & #017.-04-10.0**
***Town Board PUD Referral***

Joe Goethe with Cameron Group LLC explained they are under contract with two parcels along Hinsdale Road just south of the properties that they currently own. These additional parcels will

primarily be used for drainage. Mr. Goethe said that the addition of the parcels is an amendment to the PUD previously approved.

Mr. Curtin advised that the resolution that the board undertook before needs to be amended.

Mr. Mallore moved to direct Mr. Curtin to send an amended resolution to the town board adding the two extra tax parcels and increasing the amount of acreage. Mr. Klaben seconded the motion and it was unanimously approved.

Planning Board Clerk polled the board members to affirm the resolution:

-Chairperson Lauer : Approved
-Mr. Hudson : Absent
-Mr. Klaben : Approved
-Mr. Gasparini : Approved
-Mr. Mallore : Approved

Chairperson Lauer advised Mr. Goethe that the resolution will come to the Town Board at their Tuesday October 28th meeting.

**OLD BUSINESS**

**Kings Gate West** **TM #038.-02-32.0**
**8 Kings Ct**
***Site Plan***

Kyle Volz with QPK Design explained that he has had discussions with Mr. White and his team regarding stormwater and SWPPP questions. Mr. Volz advised that the only noticeable change to the drawings besides updates to storm system as requested is the addition of a cabana in the back area by the pool for additional seating space.

Mr. White acknowledged that he met with QPK Design and went through the engineering comments and discussed resolutions. Mr. White added that the applicant has submitted comment responses as well as a revised SWPPP. Mr. White advised that he has no further comments and finds the SWPPP as resubmitted acceptable. Mr. White advised Mr. Volz that he can coordinate with him for MS4 acceptance.

Mr. Gasparini moved to declare this an unlisted action under SEQR. Mr. Mallore seconded the motion and it was unanimously approved.

Mr. Mallore moved to make a negative declaration under SEQR. Mr. Klaben seconded the motion and it was unanimously approved.
Mr. Klaben moved to approve the site plan pursuant to plans submitted by QPK Design entitled Kings Gate Proposed Club House dated 10/08/2025 - Sheets D101, D201, D202, L001, L002, LD101, LD102, L100, L101, L102, L102.1, L103, L104, L501, L502, L503,

and MEP101; the applicant having properly addressed all engineering comments as previously noted. Mr. Mallore seconded the motion and it was unanimously approved.

**Mastec Network Solutions** **TM #038.-02-33.2**
**3747 Milton Avenue**
***Amended Site Plan***

Tod Znuj of Mastec Network Solutions advised that the questions, concerns and design changes for the electric charging stations from the previous board meeting have all been addressed. The stations will be located on the Aldi site.

Chairperson Lauer advised that the board had asked for dimensions of parking spaces, bollard locations, an ADA compliant charging station, landscaping plan and detail on the pad installation.

Mr. Klaben told Mr. Znuj that Mastec did a good job of addressing the questions and concerns of the board.

Mr. White noted that Mastec made the stalls 21' deep which addresses the offset issue to provide the full space. Since this leaves a remainder of a small space, Mr. White suggested to stripe this off as a no parking area as it is a non-standard width.

Mr. Klaben moved to declare this an unlisted action under SEQR. Mr. Mallore seconded the motion and it was unanimously approved.

Mr. Mallore moved to make a negative declaration under SEQR. Mr. Gasparini seconded the motion and it was unanimously approved.

Mr. Klaben moved to approve the site plan titled Aldi #5 EV Station Project dated 10/14/2025 – Sheets T1, N1, A1, A2, A3, A4, A5, A6, A7, E1, E2, E3, E4, E5, and G1; all prepared by Tim Alexander, Licensed Professional Engineer. Mr. Mallore seconded the motion and it was unanimously approved.

**MINUTES**
Mr. Mallore moved to accept the minutes of the October 15, 2025 meeting. Mr. Gasparini seconded the motion and it was unanimously approved.

**DISCUSSION**
None

**CORRESPONDENCE**
None

**COMMENTS OF TOWN OFFICIALS**
None

**COMMENTS OF THE ATTORNEY**
None

**COMMENTS OF THE ENGINEER**
None

**COMMENTS OF BOARD MEMBERS**
None

**ADJOURNMENT**
Mr. Mallore moved to adjourn the meeting at 7:18 p.m. Mr. Gasparini seconded the motion and it was unanimously approved.

Respectfully submitted,

Beth McDonough
Planning Board Clerk

**TOWN OF CAMILLUS**
**PLANNING BOARD MINUTES**
**November 10, 2025 - 7:00 p.m.**

**PRESENT:**
Don Klaben, Vice Chairman
Fred Hudson
Scott Gasparini

**STAFF PRESENT:**
Mark Levy, Attorney

**GUESTS AND MEMBERS OF THE PUBLIC**
John Fatcheric, Town Supervisor
Mary Luber, 1st Ward Councilor
Approximately 6 other people

Vice Chairman Klaben called the meeting to order at 7:00 p.m. followed by the Pledge of Allegiance.

**NEW BUSINESS**

**John Benson** **TM #019.-01-09.2**
**Devoe Road**
***Sketch Plan***

John Benson explained that he is the owner of a large parcel of land and wants to subdivide 5.5 acres in order to build a house.

Mr. Gasparini asked if the land is currently leased to a farmer and what the land is currently used for. Mr. Benson said he has an ag exemption on the property that is used for agriculture. Mr. Gasparini asked if the land that is getting subdivided will still be under the ag exemption. Mr. Benson replied that the larger parcel will still be under the ag exemption but the 5.5 acres will not be. Mr. Gasparini asked who Caroline and Richard Dudden are. Mr. Benson said they own the parcel on the other side of the road and are 25% owners of the property which is why he included a support letter from them. He will be the sole property owner of the 5.5 acre piece.

Mr. Hudson asked where the driveway will go. Mr. Benson said he is not sure and added that Paul Dudden recommended he put it on the north side due to drifting snow. Mr. Hudson asked where the house will be located on the property. Mr. Benson said it will be somewhere in the middle. Mr. Hudson asked if the house would preclude any view for the neighbors to the south. Mr. Benson replied that he isn't sure; they have a two-story house and his will be a one-story house.

Vice Chairman Klaben asked if there is a tree line that abuts the neighboring property. Mr. Benson replied yes.

Vice Chairman Klaben advised that the planning board engineer did not have questions but wanted to remind him of Parkland Fees.

Mr. Hudson moved to waive a public hearing. Mr. Gasparini seconded the motion and it was unanimously approved.

Mr. Hudson moved to declare lead agency under SEQR. Mr. Gasparini seconded the motion and it was unanimously approved.

Mr. Gasparini moved to declare this an unlisted action under SEQR. Mr. Hudson seconded the motion and it was unanimously approved.

Mr. Gasparini moved to approve the sketch plan. Mr. Hudson seconded the motion and it was unanimously approved.

**Omar Obadi** **TM #046.-04-02.0**
**3329 Milton Avenue**
***Amended Site Plan***

Omar Obadi explained that over the summer, the overhang of the building caught on fire. As a result, it became loose, so they took it off, raised it and coated the front of the wall. They thought they had a building permit that was active until next year and started the work but didn't know they also needed a permit to change the look of the building. They are looking for approval to finish the job. They have already taken all of the overhang out and re-bolted it to the building. Zyad, the person doing the work on the building explained that they have put in plywood, waterproofed it, and then applied a 2" foam. They still need to stucco over the foam and are looking for permission to finish the job.

Mr. Hudson asked if they have a picture of what the building will look like in the end and explained that the board will need one for their files showing the colors and schematics. Zyad explained that the building will be two different colors; dark cream on the top and off-white on the bottom. Mr. Hudson asked if there will be any outside lighting. Zyad advised there will be no lighting changes than from how it was before. Mr. Hudson noted that the SEQR form doesn't appear to be filled out correctly and suggested they go through the form again and check the things that apply and don't apply. Mr. Hudson also asked if there are there any handicapped spaces. Zyad said they don't have anything to do with that; they are just working on the face of the building. Vice Chairman Klaben noted that he sees a sign where there is a spot all the way to the left. Zyad advised that all of the signs that were taken off of the building will be put back where they were before.

Mr. Gasparini asked if there will be any changes to the aluminum glass store fronts. Zyad responded no, everything will be the same as it was before. Mr. Gasparini asked if the signs are illuminated and Zyad responded no. Mr. Gasparini asked if they plan to stucco the whole thing, and Zyad confirmed they will. Mr. Gasparini asked if their permit expired and Zyad said no; they had a construction permit but didn't know they needed a permit to change the look of the building. Mr. Gasparini explained that the board typically has a rendering of what the building will look like when it's completed.

Vice Chairman Klaben asked if they are putting any awnings over the doors. Zyad said they are not. Vice Chairman Klaben advised that the board needs to see some sort of

rendering with a description of the colors and what the end product will be and also advised to make sure the handicap spot is up to code.

Mr. Gasparini moved to declare lead agency under SEQR. Mr. Hudson seconded the motion and it was unanimously approved.

**Stephen Frank** **TM #042.-03-12.0**
**4400 West Genesee Street**
***Site Plan***

Stephen Frank with Park Outdoor Advertising explained they are proposing to build a back-to-back 12' x 24' digital billboard. Mr. Frank added that the billboard won't interfere with the existing parking lot; it will be located in the green area and won't hinder any future development in the parking lot. Mr. Frank also stated that they plan on matching the column of the billboard to the existing lamp posts. The column will be a replica to aesthetically match what is there.

Mr. Gasparini noted that the rendering doesn't show the billboard anywhere close to scale of what it will actually be. The rendering shows it being lower than the street light poles that probably sit 15-20' in the air; the top of the billboard will actually be 30' above the roadway. Mr. Frank said he will have the rendering redone. Mr. Gasparini asked if the sign will be electric with a rotating message. Mr. Frank confirmed it will be electric and the message will change every 8 seconds. Mr. Gasparini asked it will be on 24 hours a day. Mr. Frank said yes. Mr. Gasparini asked if there will be a brightness dimmer. Mr. Frank explained that there is an automatic light sensor that will dim the sign in the evening and increase power during the day when it is brighter out. Mr. Gasparini said he wasn't sure if a variance is required for a sign this size or if there is a size restriction in the town. Mr. Frank advised that the size restriction is 450 square feet and this sign is 300 square feet.

Mr. Hudson said he has a personal concern that this sign will be a distraction to people watching the sign rather than the stop lights. Mr. Frank said he feels there are more distractions inside a person's vehicle and shared that there are proven studies that show that a digital billboard is no more distracting than a regular billboard.

Vice Chairman Klaben advised that the planning board engineer would like to see a photometric plan that shows light bleed-off on the property. Mr. Frank said he will get this from the manufacturer and added that there are louvres on the sign that are intended to target the audience on the roadway.

Vice Chairman Klaben advised Mr. Frank to provide updated renderings showing the billboard to scale and the photometric plan. Vice Chairman Klaben asked if they are doing anything with the existing telephone pole, and Mr. Frank said no.

Vice Chairman Klaben explained that the planning board engineer thinks that Onondaga County DOT should be consulted. Mr. Levy said that the board would do a referral to Onondaga County DOT and will verify this with Mr. Curtin. Vice Chairman Klaben added that it would be good to have the study where it shows that digital billboards are a minimal distraction to drivers.

Vice Chairman Klaben advised that Mr. Frank come back when the renderings are done and the board gets a referral back from the county.

Mr. Hudson moved to declare lead agency under SEQR. Mr. Gasparini seconded the motion and it was unanimously approved.

**MINUTES**

Mr. Gasparini moved to accept the minutes of the October 27, 2025 meeting. Mr. Hudson seconded the motion and it was unanimously approved.

**DISCUSSION**

None

**CORRESPONDENCE**

A voucher was received from Barton & Loguidice, P.C. in the amount of $5,000.00, $4,500.00 of which is recoverable. Mr. Hudson moved to approve payment. Mr. Gasparini seconded the motion, and it was unanimously approved.

**COMMENTS OF TOWN OFFICIALS**

None

**COMMENTS OF THE ATTORNEY**

None

**COMMENTS OF THE ENGINEER**

None

**COMMENTS OF BOARD MEMBERS**

None

**ADJOURNMENT**

Mr. Gasparini moved to adjourn the meeting at 7:29 p.m. Mr. Hudson seconded the motion and it was unanimously approved.

Respectfully submitted,

Beth McDonough
Planning Board Clerk

**TOWN OF CAMILLUS**
**PLANNING BOARD MINUTES**
**November 24, 2025 - 7:00 p.m.**

**PRESENT:**
Tracy Lauer, Chairperson
Scott Gasparini
Fred Hudson

**STAFF PRESENT:**
Chuck White, Planning Board Engineer
Paul J. Curtin, Jr., Attorney

**GUESTS AND MEMBERS OF THE PUBLIC**
Approximately 13 people

Chairperson Lauer called the meeting to order at 7:00 p.m. followed by the Pledge of Allegiance.

**NEW BUSINESS**

**John Benson** **TM #019.-01-09.2**
**Devoe Road**
***Preliminary Plat/Final Plat***

John Benson appeared with a preliminary and final plat to subdivide 5.5 acres from his 90 acres to build a house.

Mr. White noted for the record that he and Mr. Benson are colleagues at Barton & Loguidice and added that he has no comments on the application but what he has seen appears to be in order.

Mr. Curtin stated that Mr. Benson is creating a conforming lot from a zoning standpoint, the site line looks appropriate and the lot size is more than adequate.

Mr. Hudson moved to declare this an unlisted action under SEQR. Mr. Gasparini seconded the motion and it was unanimously approved.

Mr. Gasparini moved to waive a public hearing. Mr. Hudson seconded the motion and it was unanimously approved.

Mr. Hudson moved to set parkland fees for one additional lot. Mr. Gasparini seconded the motion and it was unanimously approved.

Mr. Curtin shared that the applicant has submitted a Short Environmental Assessment report which he has reviewed. This report has been completed and signed by Mr. Benson on 10/20/25. Mr. Curtin recommended the Planning Board to consider issuing a negative declaration.

Mr. Hudson moved to make a negative declaration under SEQR. Mr. Gasparini seconded the motion and it was unanimously approved.

Mr. Gasparini moved to approve the preliminary and final plat for one-lot subdivision as submitted. Mr. Hudson seconded the motion and it was unanimously approved.

**OLD BUSINESS**

**Omar Obadi** **TM #046.-04-02.0**
**3329 Milton Avenue**
***Amended Site Plan***

Marwan Mohssen explained that they are redoing the front of the subject building. Mr. Mohssen presented a rendering and explained that they are using the same stucco and coloring as shown on the drawing.

Chairperson Lauer advised Mr. Mohssen that they will need to work with Codes on a couple of items. The fence is in disrepair and the ADA parking is not the right size; it needs to be van accessible, and the parking will need to be re-striped.

Mr. Hudson moved to declare lead agency under SEQR. Mr. Gasparini seconded the motion and it was unanimously approved.

Mr. Gasparini moved to declare this an unlisted action under SEQR. Mr. Hudson seconded the motion and it was unanimously approved.

Mr. Hudson moved to make a negative declaration under SEQR. Mr. Gasparini seconded the motion and it was unanimously approved.

Mr. Gasparini moved to approve the renderings and updates to the building facade. Mr. Hudson seconded the motion and it was unanimously approved.

**Stephen Frank** **TM #042.-03-12.0**
**4400 West Genesee Street**
***Site Plan***

Stephen Frank advised he has supplied traffic safety studies, improved renderings and a light study per the board's request from the previous meeting.

Mr. Gasparini noted that the bottom of the sign will be 18' from the ground and the sign itself will be 12' tall for a total of 30' height. However, on the new renderings it shows that the bottom of the sign is lower to the ground than the light pole which is 15' tall; therefore the new drawing doesn't dictate how the sign will actually look.

Mr. White shared his concerns for brightness, light control and safety of traffic. Mr. White noted that he hasn't been able to review the light study documents as they were just submitted. Mr. White suggested some type of mechanism to allow the town to communicate with the sign operator if issues arise.

Mr. Curtin said that given the proximity of the sign to West Genesee Street, the concern is public safety. Mr. Curtin recommended that the Planning Board reserve jurisdiction to keep this on the docket for a period of at least one year so that Codes can work with the

applicant and the Planning Board in the event that the apparatus generates excess light. This will allow open communication on an ongoing basis.

Mr. White noted from a safety standpoint that this is a fixed object and asked that if this sign was hit by a vehicle of there is any type of breakaway base. Mr. Frank said no but explained that it is overengineered.

Mr. Curtin asked Mr. Frank if he would consider placing two bollards on either side of the sign, and Mr. Frank replied yes. Mr. White noted that bollards can be considered a fixed object as well. Mr. White also noted that since the sign is outside of the right of way, it may be well outside the clear zone and there would not be an issue as there are other fixed objects in the right of way such as light poles.

Mr. Gasparini moved to refer this to the County for review. Mr. Hudson seconded the motion and it was unanimously approved

Mr. Hudson moved to declare lead agency under SEQR. Mr. Gasparini seconded the motion and it was unanimously approved.

Mr. Hudson moved to declare this an unlisted action under SEQR. Mr. Gasparini seconded the motion and it was unanimously approved.

Mr. Gasparini moved to make a negative declaration under SEQR. Mr. Hudson seconded the motion and it was unanimously approved.

Mr. Curtin advised that the board will need to wait for County Planning to respond to the referral.

**Prime Time Business Solutions** **TM #015.04-06.1**
**450 Horan Road**
***Amended Site Plan***

Chad Mutter explained they are installing five dual-port charging stations at Rotella's Body Shop. There will be three on the lower parking lot and two on the top parking lot. They have also added an ADA parking spot.

Mr. Gasparini noted that the survey and plans don't seem to match up with what is there. The power source looks like it will be in the right of way of the road. Mr. Mutter showed where the pole will be located as well as the H-Frame and trench line. Mr. Mutter stated that the power will be landed directly center by the Rotella's sign. Chairperson Lauer asked if what is shown going parallel to Horan Road is on the property or the right of way. Mr. Mutter said it is on the property. Chairperson Lauer stated that it doesn't appear to be on the property. Mr. White noted that according to drawing, the pole is in the public right of way and added that the underground infrastructure should be on the property and not the public right of way. Mr. Mutter advised that this is a mistake on the drawing as everything will be on the property.

Mr. Hudson noted that he sees the parking spaces are 20' wide and asked how deep they are. He advised they need to be 10' x 18' by town standards, and this needs to be shown on the

map. Mr. Mutter advised they will restripe to the town standards and restripe the ADA spot to be in compliance. Mr. Hudson also noted that the drawings show on the lower lot, there are three charging units that can service six cars. However, in another spot there seem to be parking spaces behind the charging unit and there are no bollards on this side. The drawing shows two rows of parking spaces on the plan on either side of the charging station. Mr. White showed Mr. Mutter where this is shown on the plan and noted that there is something shown on the drawings that isn't adding up and is offering confusion to the board members. Mr. White advised Mr. Mutter to clean up the drawing and remove any line work that's not proposed in order to eliminate confusion.

Chairperson Lauer noted that the plan still shows what looks like parking spots in the grass and advised Mr. Mutter to go through the drawing and take out things that aren't supposed to be there and show the electrical lines in the landlord's property; not in the right of way. Chairperson Lauer said the board needs to see what is actually going to be there. Mr. White advised the applicant to give him a call if needed.

**Mater Dei Academy** **TM #006.-02-34.0**
**2656 Warners Road**
***Site Plan***

Mr. White stated there is some confusion in that he issued a comment response that focused mainly on stormwater pollution prevention plan and the SWPPP that was submitted is the same one that was submitted in September. Since there isn't an updated document, there was nothing for him to provide any additional comments on. Mr. White added that it would be helpful if a memo is prepared documenting responses to his engineering comments. Mr. White noted that on the septic side, he received an updated document and has spoken with engineer Rudy Zona. The County Health Department has signed off on the septic plan so everything is all set with that. Mr. White advised that according to the photometric plan, there appears to be light spillage on the north side across the northern property line which is not permitted. Also, the photometric plan appears to only study areas within the proposed parking and does not indicate light spillage beyond the physical limit of the parking lot; it does not show how far the light is broadcast. It is also unclear if full cutoff shields are being proposed.

Chairperson Lauer asked Mr. Peterson if they've had a chance to schedule a time to discuss their questions with Mr. White. Mr. Peterson said they tried to but weren't able to figure out a time.

Mr. Curtin shared that the Planning Board Clerk has advised him that she sent the wrong SWPPP out accidentally and will send the correct revised SWPPP. Mr. Curtin noted there are additional concerns that Mr. White has, relative to the photometric plan.

Mr. White advised that he received an engineering comment letter but hasn't gone through everything since he didn't have the updated SWPPP at the time. His primary concerns are over stormwater and the SWPPP which is a permitting issue. The photometric plan shows light spillage which needs to be reviewed.

Mr. Hudson noted that the town law has the number of parking spaces at 186 and the plan proposes 269 spaces and asked why they are putting in 80 more parking spaces. Mr. Peterson replied that there are a minimum of 186 spaces per town law and wasn't aware that he couldn't go over that number. Mr. Peterson explained they went over the minimum because if there are two masses this will cover any overlap. Mr. Curtin advised that the minimum standard has been met and the applicant voluntarily can exceed this as long as site coverage is not exceeded and it does not adversely affect stormwater discharge or collection.

**Seneca Savings Bank** **TM #065.04-05.1**
**West Genesee Street/Knowell Road**
***ZBA-Special Use Permit/Site Plan***

Randy Bebout from Bohler Engineering advised that they are on the agenda for the Zoning Board meeting next week for a special use permit. Mr. Bebout added that they sent a submittal addressing the town engineering comments. Mr. White advised that he has reviewed the responses and has no additional comments. Mr. White shared that everything is satisfactory but advised that the one-to-one offset infrastructure is in the town of Camillus; therefore the Town of Camillus needs to be part of the discussion as to where the one-to-one offset goes.

Mr. Curtin noted that he prepared a letter and sent it to the ZBA Chairman advising that this board recommended that the special use permit be issued and that this is an appropriate use within this particular zoning district. Mr. Curtin advised Mr. Bebout to make an appearance in front of the ZBA and the Planning Board will be advised if the special use permit is issued. If it has been issued the final site plan can be reviewed and formally approved subject to any comments that Mr. White has. Mr. Curtin stated that the plan is in good condition and the elevation plan is similar to what was constructed in Manlius which is an attractive facility. Mr. Curtin advised the applicant conform with all representations on the plans such as landscaping and granite curbing.

**MINUTES**
Mr. Gasparini moved to accept the minutes of the November 10, 2025 meeting. Mr. Hudson seconded the motion and it was unanimously approved.

**DISCUSSION**
None

**CORRESPONDENCE**

A voucher was received from Curtin Law Firm in the amount of $4,000.00, $2,100.00 of which is recoverable. Mr. Hudson moved to approve payment. Mr. Gasparini seconded the motion, and it was unanimously approved.

**COMMENTS OF TOWN OFFICIALS**
None

**COMMENTS OF THE ATTORNEY**
None

**COMMENTS OF THE ENGINEER**
None

**COMMENTS OF BOARD MEMBERS**
Chairperson Lauer advised that there won't be a quorum for the December 8th meeting so this will need to be rescheduled or cancelled. Mr. Curtin advised to reschedule a special meeting on December 15th.

**ADJOURNMENT**
Mr. Gasparini moved to adjourn the meeting at 7:55 p.m. Mr. Hudson seconded the motion and it was unanimously approved.

Respectfully submitted,

Beth McDonough
Planning Board Clerk

**TOWN OF CAMILLUS**
**PLANNING BOARD MINUTES**
**December 15, 2025 - 7:00 p.m.**

**PRESENT:**
Tracy Lauer, Chairperson
Scott Gasparini
Fred Hudson
Don Klaben

**STAFF PRESENT:**
Chuck White, Planning Board Engineer
Paul J. Curtin, Jr., Attorney

**GUESTS AND MEMBERS OF THE PUBLIC**
Mary Luber, 1st Ward Councilor
Approximately 7 other people

Chairperson Lauer called the meeting to order at 7:00 p.m. followed by the Pledge of Allegiance.

**NEW BUSINESS**

**John Szczech** **TM #021-03-08.1**
**Section 8**
***Construction Drawing Approval***

Mr. White shared that he has reviewed the drawings and stormwater pollution prevention plan and has issued a letter last week acknowledging the review and advised that there are no additional engineering comments. Mr. White added that he has issued the MS4 acceptance form.

Mr. Curtin advised Mr. Szczech to have Mr. Petosa send the proposed protective covenants to him.

Mr. White wanted to note that there is one other item in the letter regarding district formation that Mr. Szczech is aware of which will happen at the Town Board specific to extending the lighting district and drainage district to encompass Section 8.

Mr. Klaben moved to declare lead agency under SEQR. Mr. Hudson seconded the motion and it was unanimously approved.

Mr. Hudson moved to declare this an unlisted action under SEQR. Mr. Gasparini seconded the motion and it was unanimously approved.

Mr. Gasparini moved to make a negative declaration under SEQR. Mr. Hudson seconded the motion and it was unanimously approved.

Mr. Klaben moved to approve the construction drawings as prepared by LJR Engineering last dated 11/7/2025; Sheets 1-15. Mr. Gasparini seconded the motion and it was unanimously approved.

**OLD BUSINESS**

**Mater Dei Academy** **TM #006.-02-34.0**
**2656 Warners Road**
***Site Plan***

Mr. White advised that he and the applicants have accomplished a lot in the past week regarding the lighting, stormwater and sewer issues. The county has approved the septic plan for the site as it is currently proposed and has verified that there is no longer a conflict between the proposed storm sewers and the septic system. Mr. White added that he has worked directly with the lighting designer and the new lighting plan is compliant with town requirements and the light spillage has been reduced to zero. Mr. White has also communicated with Ms. Horst regarding revisions to the stormwater design and they have verbally discussed the revisions to be made. Mr. White stated that everything looks to be lined up but he still needs final documents for verification. Mr. White wanted to note that he does have final lighting, sewer information and county approval.

Mr. Curtin advised the applicant that the next Planning Board meeting is January 12th and asked if they can get the required revised documents back to the board for that meeting. Ms. Horst said that she can get the drawings done this week.

The applicant proposed a conditional approval, and Mr. Curtin said no. Mr. Peterson advised that there is a new building code in 2026 and added that they are hoping to have a permit in place to stay within this year. He has talked with Code Officials Dave Weber and Gregg Humphrey who advised that if they have a foundation permit by the end of the year, they are in this year's current building code. Dave Weber and Gregg Humphrey are on board with this foundation permit.

Mr. Curtin advised Mr. Peterson that if the board considers this request then they are proceeding at their own risk since the board can't approve anything right now. Mr. Curtin said that he has no objection to a foundation permit being applied for. Mr. Curtin asked if it is the same footprint and same location. Mr. Peterson responded yes.

Mr. Curtin noted that the Planning Board was informally polled and there are no objections to the applicant proceeding to get a permit through the Codes Office for a foundation permit only recognizing that they are proceeding at their own risk and the applicant will be on the agenda for the January 12, 2026 meeting for final approval.

**Seneca Savings Bank** **TM #065.04-05.1**
**West Genesee Street/Knowell Road**
***Site Plan***

Randy Bebout from Bohler Engineering advised that they have received ZBA approval of their special use permit and have addressed all comments from the town engineer. Mr. Bebout added that they are still waiting for a response from Onondaga County regarding the sewer and asked if this can be part of a condition of approval.

Mr. White acknowledged that all engineering issues have been resolved except for Onondaga County WEP's response and asked that the board consider this as a condition.

Mr. Curtin asked if there will be any signage, and Mr. Bebout advised that LBO zoning district allows for a 36 square foot monument sign and directional signs. Joe Vitale with Seneca Bank advised they will meet with Gregg Humphrey regarding building signage. Mr. Curtin stated that the customer has prepared a full environmental assessment form that he has reviewed. The form was completed and signed dated October 3, 2025, and predicated on the questions posed and answered stated, there is nothing of any adverse environmental significance and recommends that the board entertain a motion for a negative declaration.

Chairperson Lauer shared that Mr. White noted that the traffic assumption was for heavier use and there is no significant impact on traffic.

Mr. Gasparini moved to declare a negative declaration under SEQR. Mr. Hudson seconded the motion and it was unanimously approved.

Mr. Hudson moved to approve the site plan as stated with the condition that the applicant receive signoff of a one-to-one mitigation program from Onondaga County WEP. Mr. Klaben seconded the motion and it was unanimously approved.

## MINUTES

Mr. Hudson moved to accept the minutes of the November 24, 2025 meeting. Mr. Gasparini seconded the motion and it was unanimously approved.

## DISCUSSION

### 2026 Organizational

Fred Hudson moved to nominate Beth McDonough as Planning Board Clerk for 2026. Mr. Klaben seconded the motion and it was unanimously approved.

Mr. Klaben moved to nominate Tracy Lauer as Planning Board Chair for 2026. Mr. Hudson seconded the motion and it was unanimously approved.

Mr. Hudson moved to hold meetings on the second and fourth Mondays of the month at 7:00 p.m., except for holiday weeks which will have the meetings on the Wednesday immediately following certain holidays. Mr. Klaben seconded the motion and it was unanimously approved.

Mr. Klaben moved to approve the Post Standard as the advertising venue to post Public Hearings. Mr. Hudson seconded the motion and it was unanimously approved.

Mr. Gasparini moved to nominate Barton & Loguidice P.C., represented by Mr. White, as Planning Board Engineering firm. Mr. Hudson seconded the motion and it was unanimously approved.

Mr. Klaben moved to nominate the Curtin Law Firm, represented by Mr. Curtin or any of his associates, as Planning Board Legal Counsel. Mr. Hudson seconded the motion and it was unanimously approved.

Mr. Gasparini moved to nominate Mr. Klaben as Planning Board Vice Chairman. Mr. Hudson seconded the motion and it was unanimously approved.

**CORRESPONDENCE**

A voucher was received from Curtin Law Firm for $2,700.00, $1,400.00 of which is recoverable. Mr. Hudson moved to approve payment. Mr. Klaben seconded the motion and it was unanimously approved

A voucher was received from Barton & Loguidice, DPC for $722.50, $472.50 of which is recoverable. Mr. Hudson moved to approve payment. Mr. Klaben seconded the motion, and it was unanimously approved.

**COMMENTS OF TOWN OFFICIALS**

Mary Luber wished everyone a Merry Christmas and Happy New Year.

**COMMENTS OF THE ATTORNEY**

Mr. Curtin thanked the board for their confidence in him and his firm and said it's a pleasure to serve the town. They've done some great things together and he looks forward to 2026. Mr. Curtin wished everyone a Merry Christmas and Happy New Year.

**COMMENTS OF THE ENGINEER**

Mr. White thanked the board for their continued confidence in him and Barton & Loguidice. He looks forward to 2026 and wished everyone happy holidays.

**COMMENTS OF BOARD MEMBERS**

Mr. Klaben wished everyone a Merry Christmas and Happy New Year.

Mr. Hudson said it has been great working with his colleagues and wished everyone a great Christmas and holiday season.

Chairperson Lauer thanked Mr. Hudson for his time.

**ADJOURNMENT**

Mr. Gasparini moved to adjourn the meeting at 7:25 p.m. Mr. Klaben seconded the motion and it was unanimously approved.

Respectfully submitted,

Beth McDonough
Planning Board Clerk

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