

# Town of Constantia Planning Board

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## Meeting Minutes – October 25, 2022

### Attendees

Voting members in attendance included:

- Chairman James Peck
- Dave Antos
- Martin Godzwon
- Dan Poné
- Sandra Retajczyk
- Sandra Williams

Guests in attendance included: Frank Tomaino (Town Supervisor), Ronald Chapman (Town Councilman), Paul Baxter, Matt Johnson, and Amy Connolly (Secretary).

Members not in attendance included: Sandra Tuori-Bell

### Work Session- Comprehensive Plan

Chairman Peck opened the work session meeting at 6:02pm.

### Comprehensive Plan Update

Chairman Peck and Matt Johnson, of the Tug Hill Commission, discussed the upcoming next steps for the Comprehensive Plan document once completed. These steps include presenting the document to the Town Board for review and approval, two public hearings for input from the public, and presenting to the County Planning Department for final approval.

Board members discussed how the members of the public will be able to view the Comprehensive Plan document. A hard copy is required to be kept at the Town Clerk's office, a digital copy can also be made available on the Town website.

Public notices will be published in the newspaper as is required as well as posted around town. Members discuss the possibility of a Facebook post but the Town does not have an official page.

Changes to the document since the September meeting were then discussed. New census data had been added. Minor changes were made to ensure the consistency of wording between text and chart labeling. Background information was added regarding the Cleveland Wastewater system. Mr. Johnson stated that he is in the process of a thorough read through of the document and making small changes for consistency, typos, and accuracy.

Discussion on minor edits to be made throughout the document by all present. Chairman Peck asked for opinions on including photos in the text document, where to put them, and what they should be of. Mr. Poné stated that his preference would be to see them throughout the document as long as it is relatively simple to do so. If scattering throughout is not feasible, he recommended a central section of photos rather than at the beginning or end of the document. Other board members agree.

Picture discussion is set aside for the time being until the text is complete. Chairman Peck asks members if they are satisfied with the status of the document, members answer in the affirmative.

Members are reminded that the maps that have been provided for review will all be present in the document as an appendix.

Chairman Peck called for a brief recess at 7:02pm

## **Call to Order**

Chairman Peck opened the meeting at 7:08pm

Guests who arrived for the regular meeting included Matthew Sulock, Michaela Simmons, Mike Blake, and three other members of the public.

## **Approval of Minutes**

A motion to approve the minutes of the previous September 28, 2022 meeting was made by Dan Poné and seconded by Sandra Retajczyk. Motion passed unanimously.

## **Doris Park Parcels- Blake**

Mr. Blake attended meeting in hopes of having his request approved for adjusting a property line. Chairman Peck was not in possession of an application. Mr. Blake states that he did file the application and fee and has retained copies. Mr. Blake will provide copies to the chair for review at next meeting. Chariman apologized to Mr. Blake for the time wasted and inconvenience. Mr. Tomaino states that the Town Clerk notified him that the hired surveyor should be in possession of the application.

## **Boat Buddy**

Mr. Sulock is present regarding his business venture, Boat Buddy. He provides mobile service for boats but would like to store boats on his property and run the business out of his home before eventually expanding and constructing a new building.

Mr. Sulock has been in contact with Chairman Peck and Code Enforcement has been to the property on more than one occasion. Chairman Peck explains that undertaking this project could involve things such as a retention pond, fences, buildings, etc and that a professional engineer will need to be involved to make sure that all of the requirements are met before moving forward. Mr. Sulock asks what he needs to do to proceed and what will be needed to meet requirements.

Chairman Peck states that in order for the business to open and operate on site, a site plan review is required and lists some of the requirements and decisions to be made. Chairman Peck reiterates that a professional engineer or licensed surveyor will need to be employed for the process. Further details about the application process were discussed.

## **Miscellaneous Business**

Ms. Simmons inquired about a subdivision which was to be reviewed by the Board. Board had reviewed and approved the application at the September meeting.

Discussions around a parcel of land that may be looking at a large scale solar farm. Codes is aware and an application may be submitted in the future.

A potential subdivision may also be forthcoming in the Kibbie Lake area.

Adam Dorn, PE, has sent preliminary drawings for a structure on a property near Panther Lake. No official application has been submitted yet. Mr. Poné asks if this is under the purview of the Planning Board as a residential project. Members discuss and do not believe that this application is relevant to the Planning Board. Because the lot is non-conforming, they believe that the Board of Appeals should be involved.

## **Tug Hill Commission**

Paul Baxter noted that there is a workshop coming up on floodplains and watershed management at Tailwater Lodge.

A recording of the webinar regarding signs and free speech is expected to be available on the website soon.

## **Adjournment**

Martin Godzwon moved that the meeting be adjourned, seconded by Dan Poné. Members voted unanimously to adjourn at 7:57pm

Amy Connolly

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Secretary

Town of Constantia Planning Board

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Date of Approval