

**TOWN OF PENDLETON**  
**PLANNING BOARD MEETING MINUTES**  
**December 19, 2023**

**MEMBERS PRESENT:** Joe McCaffrey, John Higgins, Dan Vivian, Mike Zimmerman, Nick Kwasniak, Anthony Dell'Isola

**Members Excused:** Dave Naus

**Others Present:** Town Engineer Dave Britton

**1. Meeting called to order by the Chairman at 7:30 PM.**

**2. Informal Business**

N/A

**3. November 14, 2023 Meeting Minutes**

A motion was made by Dan Vivian & seconded by Nick Kwasniak to approve the Minutes of the November 14, 2023 Planning Board (PB) meetings. All agreed.

**4. Bowden Two Lot Minor Subdivision – 5832 Donner Road**

**SEQR:** The Planning Board initiated an extensive review of the Short Environmental Assessment Form. On a motion by John Higgins & seconded by Mike Zimmerman a Negative Declaration was issued. All agreed. The Planning Board Chairman was then authorized to sign the SEQR form at that time.

**7:40 Public Hearing**

A public Hearing was opened for the proposed project.

Ms. Bowden briefed the project. The proposed split subdivides the 2.9 acre parcel into two lots. One lot will be 1.9 acres & the other will be 1.0 acres.

A variance was granted for the project for lot depth.

The project meets all other Planning Board & Town Code requirements.

The property is zoned R-2 Residential.

**TOWN OF PENDLETON**  
**PLANNING BOARD MEETING MINUTES**  
**December 19, 2023**

On a motion by Nick Kwasniak & seconded by John Higgins the Public Hearing was closed at 7:42 PM.

On a motion by Dan Vivian & seconded by John Higgins the project was recommended for approval. The measure was passed unanimously by the Planning Board.

**5. West Herr Access Road – 6120 & 6200 Transit Road**

Mr. Pidanick represented West Herr & briefed the project

The proposed Site Sketch for the construction of a private access road between the West Herr car dealerships on Transit Road was reviewed by the Planning Board. The access road will be behind the dealerships & will significantly reduce the number of vehicles from the dealership on Transit Road.

**SEQRA:** The Planning Board initiated an extensive review of the Short Environmental Assessment Form. On a motion by Dan Vivian & seconded by Nick Kwasniak a Negative Declaration was issued. All agreed. The Planning Board Chairman was then authorized to sign the SEQRA form at that time.

The project meets all Planning Board & Town Code requirements.

The property is zoned Medium Commercial.

On a motion by John Higgins & seconded by Mike Zimmerman the project was recommended for conditional approval pending NYSDEC approval. The project was passed unanimously by the Planning Board.

**8. Public/Press Comments and Questions**

N/A

**9. Adjourn**

On a motion by John Higgins and seconded by Dan Vivian the Meeting was adjourned at 8:06PM. All agreed.

Respectfully Submitted

**TOWN OF PENDLETON**  
**PLANNING BOARD MEETING MINUTES**  
**December 19, 2023**

John Higgins, Administrative Secretary  
Planning Board, Town of Pendleton

cc: *via email only*  
All Members of Planning Board  
Mr. Joel Maerten, Town Supervisor  
Mr. Claude Joerg, Town Attorney  
Mrs. Deborah Maurer, Town Clerk  
Mr. Thomas Valentine, Assessor  
Mr. David Fisher, Highway & Water/Sewer Superintendent  
Mr. David Leible, Councilman  
Mr. Joseph Hickman, Councilman  
Mr. Scott Lombardo, Councilman  
Mr. Wolfgang Buechler, Councilman  
Mr. Theodore Joerg, Town Prosecutor  
Mr. John Sansone, Town Prosecutor  
Mr. David Britton, Town Engineer  
Mr. Ronald Diedrich, Building Inspector  
Superintendent, Starpoint Schools  
Board of Appeals  
Conservation Advisory Council  
NYS DEC

NOTE: THE ABOVE PLANNING BOARD MINUTES ARE INFORMATIONAL AND FORMAL APPROVAL ACTION WILL NOT TAKE PLACE UNTIL THE JANUARY 16, 2024 PLANNING BOARD MEETING.