

TOWN OF PENDLETON
PLANNING BOARD MEETING MINUTES
July 15, 2025

MEMBERS PRESENT: Joe McCaffrey, John Higgins, Dan Vivian, Mike Zimmerman, Anthony Dell’Isola, Dave Naus

Members Excused: Nick Kwasniak

Others Present: N/A

1. Meeting called to order by the Chairman at 7:32PM.

2. **Informal Business**

N/A

3. **May 20, 2025 Meeting Minutes**

A motion was made by Dan Vivian & seconded by Dave Naus to approve the Minutes of the May 25, 2025 Planning Board (PB) meetings. All agreed. Note. June meeting was canceled.

4. **Phillips Two Lot Minor Subdivision – 4629 Meyer Road**

SEQR: The Planning Board initiated an extensive review of the Short Environmental Assessment Form. On a motion by John Higgins & seconded by Dan Vivian 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.

Mr. Bratek briefed the minor subdivision. The proposed split subdivides the 1.65-acre parcel into two lots. One lot will be ~1.0 acres & the other will be 0.65 acres.

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

The property is zoned R-2 Residential.

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On a motion by Dan Vivian & seconded by Tony Dell'Isola the Public Hearing was closed at 7:42PM.

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

5. Public/Press Comments and Questions

N/A

6. Adjourn

On a motion by John Higgins and seconded by Dan Vivian the Meeting was adjourned at 8:15PM. All agreed.

Respectfully Submitted

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. Miranda Freiert, Town 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

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Mr. Troy Barnes, 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 AUGUST 19, 2025 PLANNING BOARD MEETING.