

**TOWN OF PENDLETON  
PLANNING BOARD MEETING MINUTES  
JULY 20, 2021**

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

**Members Excused:** Nick Kwasniak

**Others Present:** Town Engineer Dave Britton

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

**2. Informal Business**

N/A

**3. June 15, 2021 Meeting Minutes**

A motion was made by Dan Vivian & seconded by Tony Dell’Isola to approve the Minutes of the June 15, 2021 Planning Board (PB) meeting. All agreed.

**4. Dunnigan Development LLC. New Building – 5990 Dunnigan Road**

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

**7:40PM Public Hearing**

A Public Hearing was opened for the construction of a new 9,250 Sq/Ft office/storage facility located at 5990 Dunnigan Road. The applicant was represented by Mr. Tim Arlington of Apex Consulting who briefed the proposed project which consists of a four-bay storage area & a front office. The entire project will be less than one acre (~0.95 acres) disturbance.

The property is zoned Light Industrial (LI) & the project is a permitted use.

Chairman McCaffrey then opened up the hearing for questions. There were no questions from the public.

On a motion by Dan Vivian & seconded by Dave Naus the Public Hearing was closed at 7:42PM.

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The project meets all Planning Board & Town Code requirements. In addition, a silt & construction fence must be added during the construction phase to ensure area disturbance remains under one acre.

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

**5. Jacus Eight-Lot Major Subdivision – Creekbend Drive**

The applicant was represented by Mr. Tim Arlington of Apex Consulting. Mr. Arlington briefed the sketch plan of the proposed eight-lot Major Subdivision to be constructed at the north end of Creekbend Drive.

The proposed subdivision will be on 10.9 acres of land and was granted a variance for a single non-conforming lot (97' vs. required 100' frontage) by the Zoning Board of Appeals in June 2021. Inputs from the Planning Board included:

- a. The four western lots must include a portion of the expanded pond.
- b. A truck route must be constructed on the Jacus property for fill vehicles. The fill vehicles will not be allowed to travel through the current subdivision.
- c. There are many concerns by local residents regarding fill requirements & drainage. The project will be reviewed by the Town Engineer & the Town Highway/Sewer Departments to ensure all standards are met.

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

N/A

**7. Adjourn**

On a motion by Dan Vivian and seconded by John Higgins the Meeting was adjourned at 8:50PM. All agreed.

Respectfully Submitted

John Higgins, Administrative Secretary  
Planning Board, Town of Pendleton

cc: *via email only*  
All Members of Planning Board

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Mr. Joel Maerten, Town Supervisor  
Mr. Claude Joerg, Town Attorney  
Mrs. Deborah Maurer, Town Clerk  
Mr. Jim Chisholm, Town Assessor  
Mr. Craig Walter, Highway & Water/Sewer Superintendent  
Mr. David Leible, Councilman  
Mr. Jason Evchich, Councilman  
Mr. David Fisher, Councilman  
Mr. Justin Graham, Councilman  
Mr. Theodore Joerg, Town Prosecutor  
Mr. John Sansone, Town Prosecutor  
Mr. David Britton, GHD Engineering  
Mr. Ronald Diedrich, Building Inspector/Code Enforcement Officer  
Mr. Joseph Follendorf, Building Inspector/Code Enforcement Officer  
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 17, 2021 PLANNING BOARD MEETING.