

**TOWN OF PENDLETON  
PLANNING BOARD MEETING MINUTES  
July 18, 2023**

**MEMBERS PRESENT:** Joe McCaffrey, John Higgins, Dave Naus, Dan Vivian, Mike Zimmerman, Nick Kwasniak

**Members Excused:** Anthony Dell'Isola

**Others Present:** Town Engineer Dave Britton

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

2. **Informal Business**

N/A

3. **May, 2023 Meeting Minutes**

A motion was made by Dan Vivian & seconded by Dave Naus to approve the Minutes of the May 16, 2023 Planning Board (PB) meetings. All agreed.

4. **Mr. Castellani Accessory Structure – 6102 Campbell Blvd**

**SEQR:** The Planning Board initiated an extensive review of the Short Environmental Assessment Form. On a motion by John Higgins & seconded by Nick Kwasniak 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. Castellani briefed the 2,560SF accessory structure project. A variance was granted for the project for the structure size.

The project meets all Planning Board & Town Code requirements.

The property is zoned R-2 Residential.

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. **Mr. Raymond Ruhlmann III -Two Lot Minor Subdivision – SBL 151.00-2-27**

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

**7:50 Public Hearing**

A public Hearing was opened for the proposed project.

Kelli Coughlin, the applicant's agent, briefed the project which would subdivide the 36.1 acre lot into two lots of 4.0 acres & 32.1 acres.

The project meets all Planning Board & Town Code requirements.

The property is zoned Light Industrial, Medium Commercial, & R-2 Residential.

On a motion by John Higgins & seconded by Nick Kwasniak the Public Hearing was closed at 7:52 PM.

On a motion by John Higgins & seconded by Mike Zimmerman the project was recommended for approval. The measure 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 8:00 PM. 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

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Mrs. Deborah Maurer, Town Clerk  
Mr. Thomas Valentine, 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  
Mr. Ronald Diedrich, 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 15, 2023 PLANNING BOARD MEETING.