

**TOWN OF NEW HARTFORD
PLANNING BOARD MINUTES
MONDAY, AUGUST 11, 2025
TOWN OF NEW HARTFORD MUNICIPAL OFFICES
8635 CLINTON STREET, NEW HARTFORD, NEW YORK**

The Planning Board meeting was called to order by Chair Heather Mowat at 5:30 P.M. at which time the Pledge of Allegiance was recited. In attendance were Planning Board Members Julius Fuks, Jr., Rocco Arcuri, Lisa Britt, James Decker, Manzur Sikder and Wilmar Sifre. Also in attendance were Town Attorney Herbert Cully, Esq., Town Engineer John Dunkle, Councilmen James Messa and David Tehan, Codes Enforcement Officer George Farley, and secretary Dory Shaw. Absent: Highway Superintendent Richard Sherman.

Minutes of the Joint Planning Board/Zoning Board of Appeals on July 14, 2025 were approved (with a correction indicated by Board Member Lisa Britt and a discussion by Board Members) by Board Member James Decker; seconded by Board Member Rocco Arcuri. Board Members Julius Fuks, Jr. and Wilmar Sifre abstained as they were not in attendance for this meeting.

APPLICATION WITHDRAWN: Mr. Jim Brown for EV Solar USA; proposed storage container to be located just inside the fence at the access point in and out. Amendment to Final. Tax Map #338.000-3-33.1; Zoning: Agriculture.

Mr. Michael White, 41 Clinton Road, New Hartford, New York. Preliminary/Final Site Plan Review of a proposed construction for a 6,000 sf equipment storage building. Tax Map #328.016-2-56.1; Zoning: C2 Commercial Retail Business; front; MDR Medium Density Residential Rear. Mr. Donald Ehre, PE and Mr. White were in attendance.

Mr. Ehre presented drawings of the proposed project. Two parcels combined into one. Front portion is paved up to asphalt and shoulder; proposing to remove asphalt in the right of way and plant grass in accordance with the Town's Ordinance; one driveway shown as requested by NYSDOT. The Board Members received a copy of NYSDOT's comments, which were addressed and is a part of the file. He explained the driveway for access and turning movements, water service, sanitary, utilities, no increase in impervious area, etc. This building is for inside storage and there is no showroom. The public will not be in and out of this building.

Reference was made to the proposed 6' chain link fence and plantings (which the plantings cannot be more than 3 ½' tall) and height of the proposed building. Discussion ensued regarding open asphalt, and parked vehicles outside. Mr. White explained the parking of trailers, etc. He may have 6 or 8 vehicles parked around the back which can't be seen from the road. There will be no tandem trailers.

Discussion ensued regarding the vinyl fence. The fence is to also protect his property. Mr. White stated that if the Board wants something changed, he will do so. Further discussion ensued regarding the proposed fence shown on the plans and whether Mr. White will opt out of having the fence on the plans at this time and wait to be addressed at another time.

Town Attorney Cully addressed a Special Use Permit requirement for a fence as this is in a commercial area and which would require a completed application and a Public Hearing. Mr. Ehre referred to NH Code 118-81 explaining requirements for a fence. Mr. White wants to move along with this application without the proposed fence at this time. Further discussion ensued regarding parking of vehicles, visibility from the road, etc.

Motion made by Board Member Wilmar Sifre to approve the Preliminary & Final Site Plan for the project for Mr. Michael White, 41 Clinton Road, New Hartford, New York noting that there was, in the original plan, the fence which would require a Special Use Permit. The applicant opted to remove the fence from this application/plans at this time until such time as he determines that a fence is necessary; and to limit the vehicles to 8 on the site at the outside. No bigger trailers or huge equipment to be placed where seen from the road. Seconded by Board Member Rocco Arcuri. All members in favor. Motion **approved** by a vote of 7 – 0.

*The fence proposal will be removed from the plans.

Preliminary Site Plan Review for **Mr. Anthony Vennero, Potentia Management, Middle Settlement Road, New Hartford, New York**. Updated parking plan. Amendment to final. Tax Map #316.000-2-42.5; Zoning: C1 General Commercial. Mr. Donald Ehre, P.E. appeared before the Board for Mr. Vennero.

Mr. Ehre explained the existing conditions of this property, the driveway into the site coming off Woods Park Drive. There is another driveway off Middle Settlement Road. He explained the easement. He is seeking an expansion of existing parking lot and curb cut apron. Mr. Vennero is using 2700 sf for office space in the existing building. There is another 2000 sf of space to lease for retail or office (retail vs office). Some storage will be moved to the basement area. The applicant is seeking expansion of existing parking to provide 19 parking spaces including one handicap. Also to pave the secondary driveway from Middle Settlement Road to existing entrance onto Woods Park Drive. Also, the addition of a catch basin and stormwater detention basin. New sidewalks will be installed and also a retaining wall. They removed all asphalt between the building and Woods Park Drive. Sidewalks that were there they want to align with new parking – Mr. Ehre addressed turning lanes and radius one way only. He addressed a standard storm water detention basin and explained how it works.

Board Member Fuks doesn't see any plans for one way in, etc. Mr. Ehre said he has signs that can be displayed that say DO NOT ENTER where necessary to address any concerns in this area. Only Potentia would use this road.

Chair Mowat asked about fire truck accessibility. Mr. Ehre explained the access but would be willing to contact the Fire Department for their input. Chair Mowat also addressed the concerns Highway Supt. Rich Sherman had regarding this site and the County's input regarding Middle Settlement Road. Town

Town of New Hartford
Planning Board Meeting
August 11, 2025
Page 3

Engineer John Dunkle would also like the Fire Department's input and the County officially endorse what is being proposed at this site.

Chair Mowat would like to address this further and get clarification from the County, NYSDOT, Fire Department and also Highway Supt. Sherman.

Mr. Ehre will forward information to the Fire Department.

This application was tabled by motion of Board Member Lisa Britt; seconded by Board Member Manzur Sikder. All in favor.

Chair Mowat addressed the reapplication of Verizon Wireless for the proposed cell tower on the Yahnundasis property, i.e. tower to now be 100' and also meet the required setback of 30'. If the Board agrees, another Public Hearing can be scheduled for the September 8, 2025 Planning Board meeting. The Zoning Board of Appeals will not be involved as no variance is needed. Discussion ensued regarding the service to all people/properties in this area. Residents within 1000' will be notified. Town Councilman Tehan was given the new application packet.

Motion was made by Board Member James Decker to have the Special Use Permit Public Hearing for Verizon (proposed cell tower) at the September 8, 2025 Planning Board meeting; seconded by Board Member Wilmar Sifre. All in favor.

Another matter was addressed regarding a subdivision on Jordan Road. Chair Mowat explained the previous discussions held and where this project stands at this time.

Board Member Britt referred to the Mobile Home display project on Seneca Turnpike and the comments that came in from NYSDOT regarding two driveways to one. Is there anything this Board has to do regarding this – Chair Mowat said no.

FYI: BW Solar asked to be placed on the September 8, 2025 Planning Board agenda.

Motion to close this meeting was made by Board Member James Decker; seconded by Board Member Manzur Sikder at approximately 6:35 P.M. All in favor.

Respectfully submitted,

Dolores Shaw, Secretary
Planning Board

dbS