

**TOWN OF NEW HARTFORD
PLANNING BOARD MINUTES
MONDAY, FEBRUARY 10, 2025
TOWN OF NEW HARTFORD MUNICIPAL OFFICES
8635 CLINTON STREET, NEW HARTFORD, NEW YORK**

The Regular 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 Board Members Julius Fuks, Jr., Lisa Britt, James Decker, Manzur Sikder and Rocco Arcuri. Absent: Wilmar Sifre. Also in attendance, Town Attorney Herbert Cully, Highway Superintendent Richard Sherman, Codes Enforcement Officer George Farley, and secretary Dory Shaw.

Minutes of December 9, 2024 Planning Board meeting were addressed. Minutes were modified where highlighted and motion was made by Board Member Lisa Britt to approve these minutes as modified; seconded by Board Member James Decker. All in favor.

Seneca Mobile Manor, 8120 Seneca Turnpike, Clinton, New York (Town of New Hartford). Tax Map #328.000-2-16; Zoning: Mobile Home. Final Site Plan Review. Close SEQR with a negative declaration and grant final approval. Mr. Joseph Bono appeared before the Board.

Chair Mowat stated SEQR was sent out for comments and received – no major issues. Mention was made regarding water service being across the street, however, Fire Chief Tom Bolanowski did not have an issue with this. Board Member Fuks mentioned the Oneida County Water Quality comments/SWPPP and their concerns. Chair Mowat read those comments from them and addressed Highway Superintendent Richard Sherman for his input as he spoke with Karl Schrantz, PE/Commissioner (see attached). #1 Mr. Sherman has no issues with this; #2 Mr. Sherman does not see a problem; #3 Subject to requirements of Oneida County Sewer District, etc.; #4 Mr. Sherman is fine with this. He attended a meeting with the County and there is a lot of work being done there and a camera. The park owners will need to take corrective measures if necessary.

Board Member Rocco Arcuri asked about the room for expansion. The history of this park was explained to him and it was approved years ago for expansion.

Board Member Fuks also asked about wetlands – it was stated there are no concerns – they will be delineated.

At this time, motion was made by Board Member Rocco Arcuri to close SEQR with a negative declaration; seconded by Board Member Manzur Sikder. Discussion ensued regarding sewer maintenance and a manhole recommendation.

Town Engineer John Dunkle referred to this manhole discussion – there isn't one there now. They should have a manhole and clean out. Mr. Bono explained they are putting in a manhole. Highway Superintendent Sherman said those are our lines and he feels there is enough capacity to handle this. Discussion ensued regarding the manhole. In the letter of January 8, 2025 from Mr. Schrantz, he recommended that a manhole be installed where the private sewer serving mobile homes 312-318 connect to the Town sanitary sewer. This will provide access for sewer maintenance as well an inspection access point. Highway Superintendent Sherman and Codes Officer George Farley will work together and talk with the County to look at plans to make sure it needs to go in or not. The County will make the decision.

Motion to grant Final Approval was made by Board Member Rocco Arcuri conditioned upon satisfying the guide lines set forth in the report dated January 8, 2025 received from Oneida County Department of Water Quality and Water Pollution Control (particularly C-106) and the review/determination of Highway Superintendent Richard Sherman and Codes Officer George Farley; seconded by Board Member Manzur Sikder. Vote taken:

Chair Heather Mowat – yes	Board Member Rocco Arcuri - yes
Board Member Julius Fuks, Jr. – yes	Board Member Manzur Sikder – yes
Board Member Lisa Britt – yes	Board Member James Decker – yes

Motion **approved** by a vote of 6 – 0.

Mr. Bono stated that National Grid needs documentation of this Board's approval. Mr. Bono will forward information regarding this request to Town staff.

Mr. Frank Cristiano, 9270 Kellogg Road, New Hartford, New York. Tax Map #339.016-1-69; Zoning: C2 Commercial Retail Business. Mr. Antonio Cristiano, Mr. Frank Cristiano and Mr. John Stratton III of Stratton Surveying PLLC appeared before the Board.

Town Attorney Herb Cully explained the factors on this property, i.e. the long narrow buildings, two buildings on a separate parcel from the pizzeria. What the applicant wants to do is on that one parcel that has the two buildings do a lot line adjustment, and he explained the side yard setback as it is now. They then would have 20' side yard setback, as it is now, they only have 10'. These are non-conforming lots now and he explained where the smaller building is 3' off the property line which affects the side yard setback. He further explained setbacks and frontage requirements. There are easements and access, one off Kellogg Road and the other is on the Tony's Pizzeria driveway – they have provided cross easements for ingress and egress. They want to add 5' to one parcel and divide the 150' parcel into two parcels. There is no change to the buildings. Both of these buildings were constructed with permits from the Town of New Hartford. Square footage appears to be property in terms of size of the lots.

Mr. Frank Cristiano explained there is a physical therapist who is interested in the property. Mr. Cristiano spoke with Codes Officer George Farley and explained the maximum clients would be 8. He also stated he will provide easements for this. There are 25 parking spaces for this new owner (one more than what is required for this parcel). There is open parking on the entire property. As stated, Town Attorney Cully has been provided with cross easements for parking. This will be incorporated into the deed. Town

Attorney Cully also has the deed descriptions as well. Parking has always been wide open – general access. He also referred to Section 104.12 which addressed practical difficulty – we can grant a deviation.

Board Member Britt asked is there is an entrance on both ends of the property. There is an entrance on Oneida Street side, entrance on the side of the building and a rear dock and entrance. She also asked if this is handicap accessible – yes.

Highway Superintendent Richard Sherman and Codes Officer George Farley have no concerns as they reviewed the maps on the property.

Town Engineer John Dunkle referred to Town Attorney Cully's comments regarding lot sizes, building coverage, setbacks, etc. as Mr. Cully has reviewed this Section 104.12. He feels there are no physical changes to the ground and this is more of an administrative review – he has no issues.

Chair Mowat stated these are non-conforming so if anyone wants to come in or expand or change, they must come back before this Board. It is a grandfather clause for the life of the property.

Motion was made by Board Member Rocco Arcuri to approve this minor subdivision with the statements of the variances as noted by Town Attorney Cully; parking needs to be provided/filed as well as access and cross easements; seconded by Board Member James Decker. Vote taken:

Chair Heather Mowat – yes	Board Member Rocco Arcuri - yes
Board Member Julius Fuks, Jr. – yes	Board Member Manzur Sikder – yes
Board Member Lisa Britt – yes	Board Member James Decker – yes

Motion **approved** by a vote of 6 – 0.

Chair Mowat informed the Board Members of an upcoming solar project and discussion which the Town Board will be addressing at their meeting on February 12, 2025 at 6:00 PM. She also referred to several projects in the Town with updates and the process.

Chair Mowat also addressed the appointment of alternates to the Planning Board and explained the procedures.

Their being no further business, the meeting adjourned at approximately 6:30 P.M. by motion of Board Member James Decker; seconded by Board Member Manzur Sikder. All in favor.

Respectfully submitted,

Dolores Shaw, Secretary
Planning Board

dbb

