

Planning Board
5 Route 31, P.O. Box 568
Jordan, NY 13080



Town of Elbridge
County of Onondaga
State of New York

Town of Elbridge Planning Board
August 12, 2025
Minutes

Members Present: Chairman Marc Macro, Co-Chairman John Stevenson
Members: Tim Sullivan, Steve Walburger, Wendie Smith, and
Sec/Alt Member Holly Austin

Members Absent:

Others Present: Doug Blumer, Amelia McLean-Robertson, Esq., Howard Tanner, Mary Jo
Davis, Pat and Bob Carberry, Anthony DeMarco, Barry Kennedy, Joe
Drumm

Old Business:

Revision to approved site plan

Applicant: **Munro House**

Property Address: Route 5

Tax Id. 039.-02-12.1

Applicant Pat Carberry stated that the paving work had been done. The Planning Board noted that striping has not been done yet, and applicant stated that the paved areas will be striped, but requested time to do the striping on the stone and oil sections since the striping company said the stones would move when driven on and would not work. The Planning Board ultimately agreed to extend the time to stripe the oil and stone areas to May 1, 2026.

The Planning Board noted that the lights are still not up and applicant acknowledged that.

The Planning Board noted that the updated drawings have not been received yet either, and that all the agreed upon changes have to be made before they can get a certificate of occupancy.

The Planning Board noted that there is supposed to be a light at the entrance at the intersection of the entryway and Route 5 because of traffic safety concerns, and consequent liability concerns. Applicant stated they do not own that part of the property, that it was carved out during the transfer process. The Board reviewed the drawings that did denote the carve out, and informed the applicant that they need an easement over that property. Doug Reith (sp?) is the person who

did the work for the Hourigans, and would likely have the easement language available, and would be able to revise the survey with the easement language attached. That easement language has to be submitted to the Planning Board.

The Planning Board suggested that the easiest way to get a light at the entrance is to utilize one of the existing utility poles, and request that NYSEG install a light there and bill the applicant for it, which they can do and which typically is not expensive. The Planning Board noted that NYSEG is not going to get a light up in time for the wedding that is planned in August, and therefore the Planning Board agreed to extend the applicant's time to get the light up until November 1, 2025, with the understanding that if the light cannot be installed by then because of delays by the utility, they need to come back to the Planning Board for further extensions.

They will be submitting a sign application at some point, but the Planning Board noted that that the need for a permit for the sign will not hold up opening, just building the sign.

The gate still needs to be constructed on Hamilton Road but they did have the pavement for that area completed to facilitate its installation.

The project revisions are approved with the following conditions:

- Updated site drawings are still required
- Easement language attached to the updated survey is required
- Striping of the oil and stone areas must be done by May 1, 2026
- The lighting at the entrance on Route 5 needs to be done by November 1, 2025
- All other requirements set forth in the plans must be completed prior to the issuance of a certificate of occupancy

Site Plan/Subdivision

Applicant: Anthony Demarco

Property Address: 1124 Route 5

Tax Id.

Applicant provided plans. He questioned the need for the subdivision, but Howard and the Planning Board explained that while the proposed uses are allowed in the zone, they are not allowed on the same lot.

The Planning Board noted that it does not like having the entrance through a restaurant parking lot and across another lot. It presented two alternate options: 1) get permission from the State DOT for a curb cut swap since the State was originally supposed to close a curb cut that is nearby, or 2) put the entrance on the side of the property where the bottle return building is, and do a lot line adjustment, because they don't need the full lot that they have, and that option would not require an additional curb cut. Applicant stated he will look into both options.

The proposed plan creates a lot that does not have road frontage, and that presents a problem as well.

The Planning Board stated that the Applicant will need to provide an engineering plan for drainage. He is providing for culverts on either side so that water won't sheet across the septic field except in a really heavy rainstorm. Applicant will need a catch basin.

A fire truck turnaround will need to be provided, and plans for that will be submitted to the fire department for approval.

The septic is designed for one-bedroom apartments, and applicant made some changes to the design of the dens to make them smaller and with glass enclosures so they are not just like the bedrooms.

New Business:

Site Plan

Applicant:	Belden Properties
Address:	1134 Route 5
Tax Id:	041.-03-39.0

Applicant provided a presentation regarding the proposed facility. It is a 10-bay building, with office space and restrooms in front, and garage space in the rear. There is a two-story office space on the east end. The rest are all one story. Three spaces are already claimed – one two-bay space for the applicant, and another renter who has claimed one on the other end, so 7 spaces will be available for rental. Some may be double bays, depending on demand – the walls won't go up right away. There will be one mailbox for the whole property.

The facade is gray and black, with gables with windows in them to break up the roofline. The Planning Board requested the applicant look into a stone façade for the lower portion of the building, and applicant stated he will do so. There are awnings over the entrances, with a concrete apron for each.

Epoxy flooring was discussed, to prevent diesel or other products from damaging the concrete floor, and the applicant said he was able to do epoxy.

The back of the building will open onto a gravel area that is fenced in, and access to that area will only be available through the gates on either end so that it is secure. It will be enclosed by a black vinyl chain link fence.

Each bay will have water and sewer and a bathroom, and he is working on the final design elements for the septic. They have done preliminary stormwater calculations, and it will be done according to DEC standards.

There is already a DOT road cut approved that they intend to clean up.

They intend to do a single stone sign listing all of the tenants.

There will have to be a discussion with codes when occupancy of a unit changes, because Codes needs to know what is stored in each bay chemical wise.

The Planning Board noted that this is at the entrance to the Village, so they do not want car repairs happening in front of the building.

We will need to know the location of the dumpsters.

The Planning Board also noted that no machining/fabrication will be allowed in the building because it is not allowed in that zone.

Minutes July 8, 2025

A motion to approve the July 8th meeting minutes was made by Steve Walburger, John Stevenson seconded the motion, and all voted in favor.

John Stevenson moved to adjourn, Steve Walburger seconded, all voted in favor. Meeting adjourned.