

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
February 10, 2026
Minutes**

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

Members Absent: Co-Chairman John Stevenson

Others Present: Amelia McLean-Robertson, Esq., Howard Tanner, Shannon Reeves, Mary Jo Davis, Ed Reid, Janette Richardson, Vern Richardson, Dean Cummins, Tim Fey, Paul Sheneman, Dominic Giacona, Esq., Mikhail Koltakov, Tim Filkins

Public Hearing:

Minor Subdivision:

Applicant: Margaret Pawlyk
Address: 5387 Hamilton Road
Tax Id: 040.-04-27.1

In Favor: Dominic Giaconna, Esq. spoke in favor just offering to answer any questions
Opposed: No one spoke

Public hearing closed.

Old Business:

Minor Subdivision:

Applicant: Margaret Pawlyk
Address: 5387 Hamilton Road
Tax Id: 040.-04-27.1

Dominic Giaconna, Esq. appeared on behalf of the applicant.

The Planning Board reviewed the SEQRA short form questions individually and answered “no” to each question. Steve Walburger moved to issue a negative declaration under SEQRA, Wendie Smith seconded, and all voted in favor.

The Planning Board did not have questions or comments on the proposed project. Wendie Smith moved to approve the subdivision as proposed and as represented in the maps dated November 28, 2025, Steve Walburger seconded, and all voted in favor.

Site Plan Approval

Applicant: Timothy Fey
Address: Route 5 E
Tax Id.: 041.-03-40.1

Applicant appeared and requested feedback from Ed Reid. Drainage to the west was a concern for Ed, but there's an existing waterway there. Infiltration tests were provided and should be sufficient. Silt fences need to be maintained. There's an existing curb cut and it does not appear there is any adverse impact to the ROW.

Applicant wants to just continue filling the site to the contours shown on the plans.

How will it be left once filling is complete? They intend to "make it look pretty" and sell it. The Planning Board asked whether it will be seeded? Applicant wants to make the top run and crush. December 2025 plans show banks that are 22' to 16' and we don't want them left soil. Those will be 3/1 grade with vegetation on top to stabilize those banks to prevent runoff, scouring and rilling. Ed noted that anything over 2 on 1 will require stabilization.

The Planning Board requested something in writing stating that it will be seeded and stabilized.

The curbs that are on the property now will be hauled away according to the applicant. The curbs are valuable according to the applicant so they will be removed.

The Planning Board noted it is not comfortable approving the application with conditions – they want an agreed-upon plan in place prior to approval. The plan has to include final stabilization and removal of the curbs.

Howard wants a timeframe in the approval, so they have to come back to get extensions like Norbut Solar has done.

Howard suggested we hold the escrow for engineering review until the project is completed.

Site Plan Approval

Applicant: Shannon Reeves
Address: 201 Route 5
Tax Id: 040.06-05.0

Applicant did not appear but the property owner did appear. He provided new maps for review by the Planning Board. The trees have been cut and the property cleaned up substantially. The owner wants to do something with the property, and inquired whether there was a need to return to the Planning Board if there is some other commercial use that he wants to implement. If he

sells the property, then the buyer would have to come in. Owner asked whether he could bury the cut trees on the property, and the Planning Board replied that he can, so long as he isn't hauling materials onto the property.

The Planning Board let the owner know that he could combine the parcels but that would require Planning Board approval.

New Business:

Subdivision

Applicant: Vernon and Janette Richardson
Address: Kester Road
Tax Id: 036.-01-07

Applicant is proposing a subdivision. The original parcel was 44.56 acres and he has surveyed off 25 acres that would be woods, wetland, and part of a pond. Applicant doesn't hunt anymore and he has received interest in hunting that property so he wants to parcel it off and sell it. There is a farmland parcel as well that he will likely also sell.

Applicant's house is already in a separate lot.

The Planning Board will do a public hearing next month and Holly Austin will notice it.

Site Plan Approval

Applicant: Mikhail Koltakov
Address: 1495 Route 5
Tax Id.:

Applicant wants to build a pole barn to store the stone slabs inside so they are not damaged by UV rays.

The 50' setback has to be 75'. The back setback is just 5' or whatever the Planning Board is comfortable with. The paving shown on the plan is already present. It will be metal siding and metal roof and a concrete floor. He is unsure if there will be electricity. There will not be plumbing or heating inside it.

A building permit will be required, and Howard can verify the 75' change at that point. We need an elevation to show what the building will look like. Applicant is going to use a pole barn company, so he can get those drawings from the company. It needs to show dimensions and color.

It will be an unlisted action under SEQRA.

Minutes from January 13, 2026: Steve Walburger made a motion to approve the minutes, Tim Sullivan seconded, and all voted in favor.

Tim Sullivan made a motion to close the meeting, Wendie Smith seconded, and all voted in favor. The meeting concluded at 7:41 pm.

Marc Macro signed the engagement letter for Harris Beach.