

CITY OF ONEIDA

Planning Commission / Zoning Board of Appeals
Regular Meeting Minutes

Date: September 9, 2025

Time: 6:00 P.M.

Location: Common Council Chambers, City Hall, 109 N. Main Street, Oneida, NY

Call to Order

Chairperson Perry Tooker called the meeting to order at 6:00 P.M.

Roll Call

Present: Perry Tooker (Chair), Barbara Henderson, Dave Scholl, Gregg Myers, Pat Thorpe

Absent: Todd Schaal, Kipp Hicks

Also Present:

- Rebecca Lennon, PCZBA Secretary/City Assessor (arrived 6:05 PM)
- Steve Vonderwedt, Director of Planning
- Andrew Bennett, Fire Marshall

Quorum: Achieved.

Item #1 – Site Plan Modification – Walmart Supercenter #2444 (2024 Genesee Street)

Applicant: Walmart Stores, Inc. (Representative: Karlen/Carlin Alvarado)

Tax Parcel: 37.-1-28.131 | Zoning: C – Commercial

Request:

Site Plan Modification for a 5,144 sq. ft. building expansion on the southwest/west side of the store to support online grocery pickup operations, with circulation, striping, lighting, drainage, utility relocation, canopy, and pickup parking revisions (increase from 10 to 29 pickup spaces; overall site spaces 949).

Discussion:

- Underdrain system around expansion; roof/canopy drainage to proposed manhole connecting to existing storm system.

- Curb realignment for circulation; waterline relocation and easement tie-in coordination with water authority (width unchanged).
- Pickup canopy relocation ~60 feet west; added bay signage/wayfinding and lighting improvements.
- Parking standard: 1 space / 300 sq ft retail. Building 138,429 sq ft → 462 required; 949 provided (code compliant).
- Madison County GML §239 referral returned for local determination.

SEQRA:

- RESOLVED, the action is Unlisted; PCZBA declares Lead Agency.
Motion: Pat Thorpe / Second: Gregg Myers — Ayes: 5, Nays: 0 — Motion Carried
- RESOLVED, Negative Declaration issued (no significant adverse environmental impacts).
Motion: Dave Scholl / Second: Gregg Myers — Ayes: 5, Nays: 0 — Motion Carried

Action:

RESOLVED, Site Plan Modification APPROVED in accordance with plans titled “PROPOSED OPD EXPANSION WALMART SUPERCENTER #02444-277,” dated June 13, 2025 (Colliers), including sheets C000, SSM-1, SECP-1, C053, C080, C100, C110, C120, C160, SECP-SSM Details 1–2, OPD Details, C500–C504, CSS-1–CSS-2, subject to conditions:

- 1) Obtain all required permits/approvals (incl. building & sign) before construction/sign installation.
- 2) Screen/cover dumpsters, trash, and recycling.
- 3) Complete construction within one (1) year of this approval.
- 4) Secure City Water Dept. approvals incl. backflow prevention device.
- 5) Comply with erosion & sediment control requirements per approved plans/City Engineer.
- 6) Site lighting per plan (Sheet C160) with no glare/trespass to adjacent properties/roadways.
- 7) Signage must conform to Zoning Ordinance unless variance granted by ZBA.

Motion: Pat Thorpe / Second: Barbara Henderson — Ayes: 5, Nays: 0 — Motion Carried

File #: 2025-008

Item #2 – Conditional Use Permit & Site Plan Modification – The Blend Coffee Shop (264 Genesee Street)

Applicant: Kara Hatch

Tax Parcel: 38.56-1-35 | Zoning: C – Commercial

Request:

Conditional Use Permit and Site Plan Modification to convert 264 Genesee Street to a take-out coffee shop with drive-through.

Discussion:

- Interior fit-out; service window; resurfacing/restriping.
- Any signage in State ROW requires NYSDOT review; separate highway work permit for ROW activity.
- Traffic impacts/queuing discussed; engineered site plan required at permit stage.
- County GML §239 referral returned for local determination; NYSDOT indicated no objection subject to permits.

SEQRA:

- RESOLVED, Unlisted Action; PCZBA declares Lead Agency.
Motion: Pat Thorpe / Second: Gregg Myers — Ayes: 5, Nays: 0 — Motion Carried
- RESOLVED, Negative Declaration issued.
Motion: Barbara Henderson / Second: Pat Thorpe — Ayes: 5, Nays: 0 — Motion Carried

Public Hearing:

Opened at 6:52 PM — Motion: Pat Thorpe / Second: Gregg Myers — Ayes: 5, Nays: 0

Comment: Delos Burdick — “Great.”

Closed at 6:54 PM — Motion: Pat Thorpe / Second: Dave Scholl — Ayes: 5, Nays: 0

Actions:

RESOLVED, Conditional Use Permit APPROVED for a take-out restaurant use (Coffee Shop) at 264 Genesee Street, subject to:

- 1) Construction completed within one (1) year of this approval.
- 2) Applicant to file approval with Madison County within sixty-two (62) days; proof to Planning within thirty (30) days.

Motion: Pat Thorpe / Second: Barbara Henderson — Ayes: 5, Nays: 0 — Motion Carried

RESOLVED, Site Plan Modification APPROVED for 264 Genesee Street, subject to:

- 1) Obtain all required permits (incl. building/sign).
- 2) Screen/cover refuse areas.
- 3) Construction completed within one (1) year.
- 4) City Water Dept. approvals incl. backflow prevention device.
- 5) Install Knox Box per Fire Department requirements.
- 6) All signage to conform to Zoning Code unless variance granted.

Motion: Pat Thorpe / Second: Gregg Myers — Ayes: 5, Nays: 0 — Motion Carried

File #: 2025-009

Item #3 – Site Plan Modification – Grocery Store (121 Madison Street)

Applicant: Keith D. Simpson

Tax Parcel: 30.72-1-33 | Zoning: DC – Downtown Commercial

Request:

Site Plan Modification for a change of use from retail furniture sales to retail grocery store (no exterior structural modifications).

Discussion:

- Walkable downtown location; reliance on on-street parking and nearby public lots.
- Bicycle parking recommended; refuse to be handled indoors or screened if added later.
- County GML §239-m referral returned for local determination.

SEQRA:

• RESOLVED, Unlisted Action; PCZBA declares Lead Agency and issues a Negative Declaration.

Motion: Pat Thorpe / Second: Dave Scholl — Ayes: 5, Nays: 0 — Motion Carried

Action:

RESOLVED, Site Plan Modification APPROVED for 121 Madison Street, subject to:

- 1) Obtain all required permits (incl. building/sign) prior to construction.
- 2) Screen/cover any dumpsters/refuse.
- 3) Construction completed within one (1) year.
- 4) City Water Dept. approvals incl. backflow prevention device.
- 5) Install Knox Box per Fire Department requirements.
- 6) Signage must conform to Zoning Code unless variance granted.

Motion: Pat Thorpe / Second: Dave Scholl — Ayes: 5, Nays: 0 — Motion Carried

File #: 2025-010

Item #4 – Area Variance – 350 Earl Avenue

Applicant: Delos J. Burdick

Request: Area Variance for a 4.5'-5.5' side yard setback from the eastern property line to replace an existing garage with a 12'x24' shed on similar footprint.

Tax Parcel: 38.31-1-30 | Zoning: R-2 Residential

239 Review: Not required.

SEQRA: Type II Action — No further review required.

Public Hearing:

Opened at 7:29 PM — Motion: Pat Thorpe / Second: Gregg Myers — Ayes: 5, Nays: 0

No public comments.

Closed at 7:30 PM — Motion: Pat Thorpe / Second: Dave Scholl — Ayes: 5, Nays: 0

Five-Factor Findings (each motion carried 5–0):

1) No undesirable change/detriment (Moved: Pat Thorpe / Second: Gregg Myers).

2) Benefit not achievable by other feasible method (Moved: Dave Scholl / Second: Pat Thorpe).

3) Variance not substantial (4.5') (Moved: Barbara Henderson / Second: Pat Thorpe).

4) No adverse physical/environmental impact (Moved: Pat Thorpe / Second: Barbara Henderson).

5) Difficulty self-created but not determinative (Moved: Gregg Myers / Second: Pat Thorpe).

Action:

RESOLVED, Area Variance APPROVED for a 4.5' side yard setback from the eastern property line at 350 Earl Avenue, subject to:

1) Obtain all necessary building permits prior to construction.

Motion: Pat Thorpe / Second: Barbara Henderson — Ayes: 5, Nays: 0 — Motion Carried

File #: 2025-011

Item #5 – Recommendation – Local Law Amendment (Wind Energy)

RESOLVED, that the PCZBA recommends the Common Council approve the local law amending §190-26.2(E) (Wind Energy) to reduce maximum wind turbine height to 200 feet and require geotechnical analysis for future applications.

Motion: Pat Thorpe / Second: Barbara Henderson — Ayes: 5, Nays: 0 — Motion Carried

Adjournment

RESOLVED, there being no further business, the meeting is adjourned.

Motion: Pat Thorpe / Second: Dave Scholl — Ayes: 5, Nays: 0

Adjourned at 7:18 PM.

Submitted by:

Steve Vonderwedt, Director of Planning

City of Oneida Planning Commission / Zoning Board of Appeals