

**City of Oneida  
Planning Commission Zoning Board of Appeals  
Meeting Minutes  
December 10, 2024**

The regular meeting of the Planning Commission Zoning Board of Appeals was held on Tuesday, December 10, 2024, at 6:00 p.m. in the Basement at, City Hall, 109 N. Main St. Oneida, NY.

The meeting was called to order at 6:02 pm by Chairman Perry Tooker.

**PRESENT:** Perry Tooker  
Todd Schaal  
Barbara Henderson  
Pat Thorpe  
Kipp Hicks  
Dave Scholl

**ALSO PRESENT:**

- Elizabeth Tooker, Acting Secretary
- Brian Burkle, Fire Marshal

**RESOLVED**, that the Tuesday, November 12, 2024, PCZBA meeting minutes are hereby approved with amendments.

**Moved by** Todd Schaal

**Seconded by** Pat Thorpe

**Aves:** 6

**Nays:** 0

**Comments:**

A few clerical errors were corrected on the November 12, 2024, meeting minutes.

**RESOLVED**, that the Tuesday, November 12, 2024, PCZBA meeting minutes are hereby approved with one additional amendment.

**Moved by** Todd Schaal

**Seconded by** Pat Thorpe

**Aves:** 6

**Nays:** 0

**Comments:**

An additional motion was made where Kipp Hicks noted that that the 3<sup>rd</sup> criteria for the area variance should read as “not” substantial

### **Motion Carried**

**Item #1– Site Plan Review** to expand the warehouse use for 3 additional store units, located at 648 Fitch Street, Tax Map Number 37.8-1-7, zoned M-I, by Patriot Holdings, file# 2024-013.

### **Curt Nichols was in attendance, representing the applicant.**

There was a discussion about the proposed additional storage containers. Mr. Nichols noted that they are moveable. They are proposed on an existing gravel lot.

The applicant noted the correspondence with the City Engineer. There was also a discussion about the accessibility of the fire truck and running the internal layout of the storage units. The Fire Marshall communicated his concerns, and the general strategy of the fire department to address fires that may occur within a storage unit. The Fire Marshall communicated that they have to plan for the worst-case scenario.

There was a discussion about a Knox Box for Fire Department accessibility that the property owner agreed to comply with.

The discussion went on to the landscaping of the property. Mr. Nichols explained that wooded areas would be maintained, and thinned out. Mr. Nichols spoke to the City Engineers concerns regarding building over a plastic sewer line. Mr. Nichols noted they shaded an area where they think it is, but they cannot find it. If it is found during construction they will reroute it.

There was a discussion regarding the SWPPP. Mr. Nichols stated that the stormwater will be handled by a series of swales, and that ultimately the stormwater management plan will expand the existing stormwater management system by 25%. The stormwater will ultimately be discharged into two storm sewer inverts.

Mr. Nichols explained there is a Deed Covenant and MS4 sign-off that will occur after board approval. The Chairman confirmed that the City Engineer will sign the necessary documentation upon Board approval and submission to the City.

Mr. Nichols was asked by Chairman Tooker about possible individual electrical receptacles. Mr. Nichols said there wasn't to his knowledge. The Fire Marhsall expressed concerns homeless living in storage units. It is something that the Fire Department has encountered in the past.

There was more discussion regarding the rise in homelessness. Mr. Nichols noted that his firm was retained originally to address the property line and build a fence.

**239 Review-** Not required.

**RESOLVED**, that the Planning Commission be declared Lead Agency and classifies the action as Unlisted.

**Moved by Pat Thorpe**

**Seconded by Barbara Henderson**

**Ayes: 6**

**Nays: 0**

**MOTION CARRIED**

**The PCZBA discussed and reviewed Part 1, Part 2, and Part 3 of the Short EAF, and made a determination.**

**RESOLVED**, that the PCZBA issues a Negative Declaration under SEQRA.

**Moved by Todd Schaal**

**Seconded by Pat Thorpe**

**Ayes: 6**

**Nays: 0**

**Motion Carried**

**Resolution Approving A Site Plan For A Storage Facility Located at 648 Fitch Street**

**WHEREAS**, the applicant, Patriot Holdings (hereinafter referred to as "the Applicant"), has submitted a site plan review application for a storage facility which will expand the previously established warehousing use (hereinafter referred to as "the Project"), located at 648 Fitch Street, Oneida, NY, to the City of Oneida (hereinafter referred to as "the City") Joint Zoning Board of Appeals/Planning Commission (hereinafter referred to as "the Planning Board"); and

**WHEREAS**, the Planning Board has carefully considered the New York State SEQR review, completed on December 10th, 2024, classified the proposed Action as an Unlisted Action and issued a Negative Declaration under SEQR based on the findings that no significant adverse environmental impacts are anticipated ; and

**WHEREAS**, the GML 239 Referral was determined to not be required;

**WHEREAS**, the Planning Board finds that the proposed development by the Applicant, is in compliance with the applicable development and zoning regulations and is consistent with the goals and objectives of the City Comprehensive Plan; and

**WHEREAS**, the Planning Board has determined that the proposed development can be approved with certain conditions to ensure compliance with the site plan review regulations pursuant to §143 and to mitigate potential impacts; and

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF ONEIDA'S JOINT ZONING BOARD OF APPEALS/PLANNING COMMISSION, AS FOLLOWS:**

**Section 1: Approval of the Site Plan Review Application**

Having considered the standards set forth in §143 of the City of Oneida Site Plan Review Regulations, the Planning Board hereby approves the following site plan documents consisting of sheets C-101.0; C-102; C-201; C-301 prepared by Delta Engineers, Architects, & Surveyors, dated 5/14/24; prepared by the applicant, located at 648 Fitch St., Tax Map Number 37.8-1-7, zoned M-I, by Patriot Holdings.

**Section 2: Conditions of Approval**

1. The applicant shall obtain all required permits and approvals, including building and sign permits, from the Department of Code Enforcement before commencing any construction or signage installation.
2. Any dumpsters, trash, recycling, or other refuse receptacles associated with the development shall be appropriately screened and covered.
3. The "DECLARATION OF RESTRICTIVE COVENANT REGARDING MAINTENANCE OF STORMWATER CONTROL MEASURES" must be finalized, executed, and filed with the City Clerk prior to any permits being issued.
4. Construction shall be completed within 1 year from the date of this approval.
5. No permits shall be issued until a finalized SWPPP is submitted to the City that is deemed acceptable by the City Engineer.
6. Relocate Knox Box to outside of the gate.

**BE IT FURTHER RESOLVED** that the Planning Board authorizes the City Department of Planning and Development staff to work with the Applicant to ensure compliance with the approved conditions and to review and approve any minor modifications to the site plan that may arise during the implementation of the project.

**BE IT FURTHER RESOLVED** that the Director of Planning and Development is hereby directed to provide a copy of this resolution to the Applicant, and any other relevant agencies or departments involved in the review and approval process.

PASSED AND ADOPTED this 10th day of December, 2024.

O. Perry Tooker, IV

Chairperson, Planning Board

**Moved by:** Todd Schaal

**Seconded by:** Pat Thorpe

**Ayes:** 6

**Nays:** 0

Motion Carried/Denied

**Item #2 – Introduction of a subdivision** for a 3-lot minor subdivision at 2155 Upper Lenox Ave SBL#45.-2-14, zoned A, by Lorene J Stechyshyn Irrevocable Trust- file #2024-014.

**The applicant David Gleeson was in attendance.**

Brief discussion ensued. Mr. Gleeson was under the impression that the requested revisions to the subdivision plat were completed and re-submitted by his Surveyor. Mr. Gleeson acknowledged Chris Henry's email correspondence with him and plans to now follow up with his Surveyor. Chairman Tooker reiterated to the applicants that the revised subdivision needs to be submitted 19 days prior to the January meeting.

There was a discussion about the zoning if it will remain the same. The Chairman stated that any zoning change is not handled with the current subdivision. The applicant would have to comeback and apply for a zoning change.

**The PCZBA discussed and reviewed Part I, Part 2, and Part 3 of the Short EAF, and made a determination.**

**RESOLVED**, that the PCZBA issues a Negative Declaration under SEQRA.

**Moved by Pat Thorpe**

**Seconded by Barbara Henderson**

**Ayes:** 6

**Nays:** 0

**Motion Carried**

**RESOLVED**, that the Planning Commission be declared Lead Agency and classifies the action as Unlisted.

**Moved by Pat Thorpe**

**Seconded by David Scholl**

**Ayes: 6**

**Nays: 0**

**MOTION CARRIED**

**Resolved**, that the Planning Commission Schedules the public hearing for January 14, 2025, or soon thereafter,

**Moved by Kipp Hicks**

**Seconded by Pat Thorpe**

**Ayes: 6**

**Nays: 0**

**Motion Carried**

**Item #3 – Introduction of a subdivision** for a 2-lot minor subdivision at 1359 West Elm Street SBL#29.-2-39, zoned A, by Curtin Dairy- file #2024-015.

**The applicant was not in attendance.**

**Resolved**, that the Planning Commission Schedules the public hearing for January 14, 2025, or soon thereafter,

**Moved by Kipp Hicks**

**Seconded by Todd Schaal**

**Ayes: 6**

**Nays: 0**

**Motion Carried**

**RESOLVED**, that there being no further business to be brought before the PCZBA, the meeting is hereby adjourned.

**Moved by** Pat Thorpe

**Seconded by** Barbara Henderson

**Ayes:** 6

**Nays:** 0

**MOTION CARRIED**

**Adjourn at 6:58 pm**

Approved