

Town of New Baltimore Planning Board

Monthly Meeting Minutes

3809 County Route 51 Hannacroix, NY 12087

September 11, 2025

7:16 PM

Present: Josh Boehlke, Ann Marie Vadney, Bob Court, Frank Orlando, Charles Irving

Absent: Rob VanEtten, William MacDonald

Pledge of Allegiance

Kasselman Solar/Lynn Brockett Special Use Permit and Site Plan Application

Motion to accept the Kasselman Solar/ Lynn Brockett Site Plan Map

Made by Bob Court, Seconded by Frank Orlando

Aye: 5 Nay: Abstain: Absent: 2

Motion Carried

Board member Vadney then read aloud the resolution.

Motion to approve the Kasselman Solar/Lynn Brockett Special Use Permit and Site Plan Application

Made by Bob Court, Seconded by Josh Boehlke

Aye: 5 Nay: Abstain: Absent: 2

Motion Carried

Board member Vadney then stamped, signed and dated the approved site plan map. A copy was provided to homeowner Lynn Brockett.

Kevin Rounds/Francis Ahrens Lot Line Adjustment Application Board member Vadney updated the other board members on a change in the proposed action concerning the Francis Ahrens property. She reported that after discussions with both the property owner and Mr. Rounds, the surveyor, all parties agreed to proceed with a minor subdivision, rather than a lot line adjustment. This will also include a consolidation of the smaller lot into a larger lot. The proposed subdivision will create a 2-acre parcel that will meet the minimum lot size required under the town code. Vadney noted that Mr. Rounds will be submitting a minor subdivision application, along with the revised maps to reflect the new proposal. Once the necessary materials are received, the board anticipates issuing a denial letter to forward the matter to the zoning board of appeals. This is due to a shared driveway easement being proposed for more than two parcels. Board member Court inquired about the availability of the original subdivision maps related to this property. The clerk stated she would research the matter and report back. The board also discussed discrepancies between the tax map and the submitted survey map and expressed interest in reviewing the original subdivision documentation. The clerk reviewed and corrected the Tax Map ID numbers and the board proceeded to review the draft denial letter. Board member Vadney signed the letter and returned it to the clerk.

Gleda Baldini/Ronald Klein Lot Line Adjustment Application Board member Vadney invited Gleda Baldini to present the proposed lot line adjustments involving 2 parcels she owns. Ms. Baldini presented maps and explained that both properties contain a significant pond. The smaller parcel property line currently abuts the pond leaving no room to walk around it. She proposed shifting approximately one tenth of an acre from the large parcel (just over 33 acres) to the smaller parcel (approximately 5 acres) to allow full access around the pond for any future buyer. The board reviewed the application and associated maps to verify that the acreage adjustments were consistent across documents. Board member Orlando clarified that the review pertained only to the specific area of the proposed lot line adjustment, not the entire properties. He questioned whether full surveys of both properties would be required. Board member Vadney suggested referencing the town code, noting it may not require full property surveys. Gleda Baldini stated that surveying both entire properties would be expensive, estimated costs at around 7 to 10,000 dollars. Board member Court noted that subdivision regulations also do not require full surveys for small adjustments under certain acreage. The clerk confirmed that the deed descriptions showing the proposed conveyance had already been provided.

Motion to accept the maps and application for the Gleda Baldini/Ronald Klein lot line adjustment

Made by Bob Court, Seconded by Josh Boehlke

Aye: 5 Nay: Abstain: Absent: 2

Motion Carried

Board member Court asked whether new deeds had been drafted. The Clerk responded that the deed descriptions showing the conveyance were submitted. Gleda Baldini explained that the full deeds had not been written yet, pending board approval. The clerk stated that typically the deed description would suffice for initial review. Board member Orlando read from the town code to clarify requirements. The clerk and the board agreed to confirm whether final deeds are needed before approval. Board member Vadney added that final deeds are not usually required at the initial meeting stage. The board then reviewed the short environmental assessment form. Minor corrections were made and initialed by Ms. Baldini. Board member Vadney then read aloud and completed Part 2 of the short environmental assessment form.

Motion to accept the SEAF Part 2 with a negative declaration for the purposes of SEQRA

Made by Charles Irving, Seconded by Josh Boehlke

Aye: 5 Nay: Abstain: Absent: 2

Motion Carried

Board member Court stated that under the town code a public hearing is not required for this type of lot line adjustment.

Motion to waive the Public Hearing for the Gleda Baldini/Ronald Klein lot line adjustment

Made by Bob Court, Seconded by Frank Orlando

Aye: 5 Nay: Abstain: Absent: 2

Motion Carried

JB Car Services Special Use Permit Renewal Yeivgny Sandal was present on behalf of JB car services for the renewal of their special use permit. Board member Vadney informed Mr. Sandal that the planning board typically requires a property inspection prior to the renewal of the special use permit. She noted that the board would aim to expedite the inspection process. Board member Orlando inquired whether the site visit had been completed. Vadney responded that upon seeing the item on the agenda she contacted the clerk to determine what was needed for the renewal. Orlando then questioned who is responsible for ensuring the renewal process is initiated, whether it is the Planning Board or Code Enforcement. The clerk stated that she had received a call from the Planning Board Chairman the prior week, at which point it was realized the renewal had not yet occurred. Chairman VanEtten had requested it be placed on the agenda for the current meeting. Board member Orlando suggested that the Planning Board should initiate future renewals. Vadney stated in the past site visits were completed before the matter came before the board. However, since Mr. Sandal had already been contacted and was present at this meeting she opted to keep the item on the agenda, explaining that the board would approve the resolution contingent upon a satisfactory site visit. Code Enforcement had intentions to complete the visit the following week. Vadney stated that the inspector will review the same conditions they have in prior years. The Board discussed original conditions tied to the permit from the resolution passed in 1989 and questioned their current applicability. The clerk noted that when the businesses changed ownership in 2014 the resolution at the time reaffirmed that all original conditions would continue to apply. Board member Orlando asked whether those conditions may have only applied during the construction phase. The Clerk was unsure. Board member Vadney then read aloud the proposed resolution for the renewal of the special use permit.

Motion to approve the Renewal of the JB Car Services Special Use Permit Contingent upon a satisfactory site visit and continued compliance with all prior conditions

Made by Bob Court, Seconded by Josh Boehlke

Aye: 5 Nay: Abstain: Absent: 2

Motion Carried

Board member Court asked Mr. Sandal whether he recalled any previous inspections. Mr. Sandal replied that during his last renewal, they had been asked to move a few vehicles. Court referenced a prior issue where the previous owner had been cited for stacking

materials beyond allowable height and asked Mr. Sandal if he knew the maximum height permitted for vehicles or scrap piles. Board member Vadney noted that she did not believe the town code specified a stacking height limit. The board briefly reviewed a list of items that code enforcement would be checking during their inspection. Following the site visit, a report will be submitted to the Planning Board. If no violations are found the clerk will contact Mr. Sandal to collect the renewal payment. Should any compliance issues arise they must be corrected as a condition of the renewal. Board member Orlando asked how frequently the insurance company perform inspections. Mr. Sandal stated that they are done annually and that he is fully cooperative. Board member Vadney concluded by saying that during her time on the board, JB Car Services has not had any major issues, and any that had occurred had been resolved quickly.

Motion to approve the August 14, 2025, Regular Planning Board monthly meeting minutes

Motioned by Bob Court, Seconded by Josh Boehlke

Aye: 5 Nay: Abstain: Absent: 2

Motion Carried

Motion to adjourn the September 11, 2025 Planning Board meeting

Made by Ann Marie Vadney, Seconded by Charles Irving

Aye: 5 Nay: Abstain: Absent: 2

Motion Carried

Meeting Adjourned 8:11pm