Planning Board
Regular Meeting
August 12, 2026

APPROVED

The Regular Meeting of the Planning Board of the Town of Clay, County of Onondaga held at Town Hall located at 4401 State Route 31, Clay, New York on the 12th day of August 2026. The meeting was called to order by Chairwoman Borton at 7:30 p.m. All joined in the Pledge of Allegiance and upon roll being called the following were:

PRESENT:	Michelle Borton	Chairwoman
	Russ Mitchell	Deputy Chair
	Karen Guinup	Member
	Paul Graves	Member
	Al McMahon	Member
	Jim Palumbo	Member
	Hal Henty	Member
	Marie Giannone	Secretary to Planning Board
	Brian Bender	Commissioner of Planning & Development
	Kathleen Bennett	Planning Board Attorney
	Caitlin Choberka	C & S Engineer
ABSENT:	Amber Dillon	Planner II – Planning & Development Department

Motion made by Mr. Graves to approve the minutes of the July 22, 2026 meeting. Seconded by Mr. Palumbo.

Motion Carried: 7-0.

Public Hearings:

New Business:

Case #2026-061 **Equipment Share Wash Bay Installation** – 4708 Dey Rd., Amended Site Plan.

Mr. Corey Nelsen and Mr. Joe Wilder are present to address the board on behalf of the applicant.

Chairwoman Borton said this project was before this board a couple of years ago and there is an approved site plan. Mr. Wilder said there is an existing site plan with the issues that a catch basin is needed for the cleaning of vehicles and the stormwater management system was shifted all the way to the laydown area making four acres unusable. This was shifted as far as possible. This area is now needed for boom lifts which are approximately 6 to 8 ft long.

Chairwoman Borton questioned the address of the site. The applicant will update the correct address. Mr. Bender said this does not have to go to county. Chairwoman Borton said this is unusual as this is an approved site plan that was not built and now there is an amended site plan. The chairwoman said engineering will work with the applicant on this plan.

Chairwoman Borton noted changes needed:

- ✓ Architectural stamp is needed on the drawing. This will be provided and also include this on the title sheet.
- ✓ Title Sheet needs original issue date, Revision and Revision date
- ✓ Dumpster detail needs more information on the material for the gate. Standard material is provided in the packet provided by the planning department.

Questions from the board members:

Mr. Henty asked about lighting and said fixture details are needed showing height and picture.

Mr. Palumbo said in looking at the drawing there are four (4) EV spaces and asked if this was part of the original plan. Mr. Wilder said yes and these spaces are for employees as there are no customers coming to this site. Signage is not needed.

Ms. Guinup said the original site plan was approved on July 23, 2025. To move forward Ms. Guinup said the board looks at the original site plan and the amended site plan that shows what changes are being made. Mr. Wilder said changes were made to screening and delineation lines on the site plan. This was explained in detail to the applicant as exactly what is needed for this project.

Mr. Mitchell asked about the commitment to this site. Mr. Wilder said the core vertical is the main market driver for this project but could also add more verticals.

Ms. Bennett, town attorney, said the special permit was issued June 24, 2023 by the town board. Permit is good for 12 months with two 12-month extensions. This has expired and they would need to reapply. This will be researched further by the applicant and planning board.

Chairwoman Borton said this is a public hearing and asked if there are any questions. None.

Mr. Bender said several meetings will be set up to go over time line and research past submittals before coming before the planning board.

Motion made by Mr. Mitchell to adjourn this case to September 30, 2026. Seconded by Mr. Graves.

Motion Carried: 7-0.

Case #2025-003 **John E. Fisher Construction Co. Inc.,** 4593 Wetzel Road, Site Plan (Adj. 8)

And

Case #2025-004 **John E. Fisher Construction Co., Inc.** 4593 Wetzel Road, Special Permit (Adj. 8)

The applicant requested an adjournment.

Motion made by Mr. Graves to adjourn these cases to October 14 2026. Seconded by Mr. McMahon.

Motion Carried: 7-0.

Case #2025-037 **W Taft Northern Credit Union**, 5004-5008 West Taft Road, Site Plan (Adj. 12).

The applicant requested an adjournment.

Motion made by Mr. Graves to adjourn this case to September 16, 2026. Seconded by Mr. McMahon.

Motion Carried: 7-0.

Case #2025-054 **Black Creek Equestrian Center**, Cheryl D. White/Clay Equestrian Center, 96-5 Black Creek Road, Site Plan (Adj. 6)

The applicant noted the changes made to the site plan:

- ✓ Everything shifted more to Black Creek Road
- ✓ Biologist checked on wetlands and a report will be provided
- ✓ Building and parking spaces met all requirements
- ✓ Building is same size
- ✓ Setback requirements have been met
- ✓ Public water connection will be done
- ✓ On site well to be used for washdown of horses (health department has been notified)
- ✓ Separate plumbing systems will be in place
- ✓ Septic system will be submitted for review
- ✓ Manure storage area located at the southeast corner of the property
- ✓ Equestrian center will be confined to 7 acres with the total property having 89 acres
- ✓ Full package will be provided to meeting deadline for September 16th meeting

Chairwoman Borton stated for the record this is a partial submission that has not yet been thoroughly reviewed. The applicant said the fence on the east side of the property will be removed.

Chairwoman Borton said this is a public hearing and asked if there are any questions.

Ms. Beverly Gibbs, 8076 Ginger Road, asked where this equestrian center is located. It is located in the northern part of Clay off Caughdenoy Road.

Motion made by Mr. Graves to adjourn this case to September 16, 2026. Seconded by Mr. McMahon.

Motion Carried: 7-0.

Case #2026-022 J. Alberici & Sons – **Hinerwadels Subdivision** – 5300 West Taft Road, Preliminary Plat. (Adj. 3)

Mr. Tim Coyer, Ianuzi & Romans, and Mr. Ben Harrell, CHA, are present on behalf of the applicant.

Mr. Harrell said a revised preliminary plat has been provided along with the requested information on lot size with a structure. Mr. Harrell said they are still waiting for the written response from OCDOT and engineering review. Chairwoman Borton said the changes made does not change the recommendation of County so we are good.

Ms. Guinup said at the July 8th meeting this board expressed the concern with lot sizes which have been provided except for lots 38 and 89 and some that were not requested. Mr. Coyer responded. He tried to figure out the most restrictive lots on the plan and some were duplicate in size. Mr. Palumbo said these lots look similar to the ones provided. Mr. Coyer said lot 77 is very similar to lot 38 and 13 and 14 were very similar to 39. Chairwoman Borton said for the record Mr. Coyer will do lots 38, 39, 89 and 77 plus the ones submitted showing driveways on the lots. Mr. Coyer did say that some of these structures will have side load garages. Mr. Palumbo said lots 38 and 89 show a roundedness to the building line, which have a bigger impact than the ones showed like lot 77. Mr. Palumbo is satisfied. Mr. Coyer said the corner lots have minimum 10 ft setbacks having a larger house on the lot. Mr. Coyer said these building lots get reviewed when applying for a building permit to be sure codes are met.

Mr. Bender said their department is in the process of reviewing and revising corner lot interpretation regarding fences, etc. Even though this is out of the purview of this board, the comments are significant to the updating process of the code.

Mr. Graves discussed the 20 ft easement on some of these lots which only gives the homeowner some 10 ft without being restricted by code because of the easement. Mr. Coyer said the lots show where the easement is located along with all the property lines.

Chairwoman Borton said this is a public hearing and asked if there are any questions.

Mr. Jeffrey Gibbs, 8076 Ginger Road, asked what are the dimensions of the square lots. Mr. Harrell showed on the map these lots range from 82 x 94, 97 x 78 and 94 x 80. A copy was given to Mr. Gibbs. Chairwoman Borton said these lots are small and also having easements where no fences, sheds, and invisible fences per town code can be put in easements.

Mr. Dennis Normoyle, 6874 Crystalwood, asked if the homes will be gas or electric. Mr. Harrell said right now they will be gas.

Mr. Palumbo brought up about the easements to Mr. Bender that no structure such as fences, sheds can be put in the easement. Mr. Bender said they follow code and it is not allowed. This also pertains to invisible fences but to date no one has applied for a permit. Mr. Bender will check with codes department and report at the next meeting.

Motion made by Mr. Henty to adjourn this case to September 16, 2026. Seconded by Mr. Mitchell.

<u>Motion Carried: 7-0.</u>

Case #2026-025 – **R&F Plaza Community Bank**, 4000 State Route 31, Site Plan, Adj. 3

The applicant requested an adjournment.

Motion made by Mr. Graves to adjourn this case to September 16, 2026. Seconded by Mr. Palumbo.

<u>Motion Carried: 7-0.</u>

Case #2026-028 **W Taft Summit Federal Credit Union**, 4955 W Taft Road, Site Plan Adj. 5)

Mr. Tim Coyer, Ianuzi & Romans, is present to address the board on behalf of the applicant.

Chairwoman Borton said a few changes were made that were requested at the last meeting. A couple of minor changes needed will not reflect going forward.

- ✓ On the Cover Sheet for 601 the revision date is 5/27/26 but there is no revision. Remove the date.
- ✓ Title Sheet revised to 8/12/26
- ✓ Sheet C200 set back south side 70.0 ft table states provided setback is 70 ft 5 in. can be put on the drawing.

Mr. Graves brought up about the 1 handicap space on C600. The notes at the bottom show it is generic.
Mr. McMahon – good
Mr. Palumbo – good

Mr. Henty – good
Mr. Mitchell - good
Ms. Guinup – take out “proposed” in the Zoning Summary

Chairwoman Borton said this is a public hearing and asked if there are any questions. Hearing none, the chairwoman closed this hearing and asked for a motion.

Motion read by Mr. Mitchell: Mrs. Chairwoman: In the matter of the application of the planning board case No 2026-028 for Summit Federal Credit Union, I move the adoption of a resolution using standard form #10 SEQR, that the proposed action is an unlisted action and does not involve any Federal Agency. It is further determined the proposed action will not have a significant effect on the environment and the resolution shall constitute a negative resolution for the following reasons: Follows in line with community and neighborhood character. Seconded by Mr. Henty.

Motion Carried: 7-0.

Motion read by Mr. Mitchell: Mrs. Chairwoman: In the matter of the application of planning board case No. 2026-028 for Summit Federal Credit Union, I move the adoption of a resolution using standard form #20 Site Plan be granted based on a map by SWBR dated 3/27/2026 revised per the cover sheet dated 8/12/2026 showing all-inclusive maps with appropriate revised dates plus the topographical survey dated 12/22/2025. Conditioned upon approval of all legal and engineering requirements of the Town of Clay. And, no wall signs will be approved with this resolution. Appropriate sheets will be revised and presented to the Planning Department for approval by Mrs. Chairwoman before this plan can be approved. Seconded by Mr. Graves.

Motion Carried: 7-0.

Case #2026-031 **West Herr Expansion** – West Herr Automotive Group – 387 State Route 31, Amended Site Plan, Adj. 3

Mr. Joe Durand, TDK Engineering, is present to address the board. Mr. Durand said the changes made:

- ✓ SWPPP comments were addressed
- ✓ Plan dates match the revision dates
- ✓ Rotated the borders
- ✓ Parking count is good
- ✓ Adjusted parking area
- ✓ DOT comments were received Friday and will be addressed

Chairwoman Borton said the cover sheet needs to show the issue date and latest revision. The chairwoman showed Mr. Durand what is needed on the cover sheet. Also be sure on the parking schematic it clearly shows the 55 parking spaces are designated as customer parking.

Chairwoman asked the board if there are any comments.
Mr. Henty – good
Mr. Graves – good
Mr. McMahon – good
Ms. Guinup – good
Mr. Mitchell – good
Mr. Palumbo – good

Chairwoman Borton said this is a public hearing and asked if there are any questions. None.

Motion made by Mr. Graves to adjourn this case to September 16, 2026. Seconded by Mr. McMahon.

Motion Carried: 7-0.

Case #2026-053 **Mathew Auto Group Expansion**, 3893 State Route 31, Amended Site Plan, Adj. 2.

Mr. Ben Harrell, CHA, is present to address the board on behalf of the applicant. Mr. Harrell said all changes were made as addressed at the last meeting. Ms. Choberka said there is a minor edit on the SWPPP drawing. Ms. Choberka will advise Mr. Harrell of this edit.

Chairwoman Borton asked if there were any comments from the board. None. This is a public hearing and the chairwoman asked if there are any questions. Hearing none, the chairwoman closed this case and asked for a motion.

Motion ready by Mr. Palumbo. Mrs. Chairwoman: In the matter of the application of the planning board case No. 2026-053 for Matthews Auto Group Expansion at 3893 State Route 31, I move the adoption of a resolution using standard form #10 SEQR that the proposed action is an unlisted action and does not involve any Federal Agency. It is further determined the proposed action will not have a significant effect on the environment and the resolution shall constitute a negative resolution for the following reason. The amended site plan is in keeping with the existing site and its surrounding development. Seconded by Mr. Graves.

Motion Carried: 7-0.

Motion read by Mr. Palumbo. Mrs. Chairwoman: In the matter of the application of planning board case No. 2026-053 for Matthews Auto Group Expansion, I move the adoption of a resolution using standard form #20 Amended Site Plan be granted based on a map by CHA dated 6/2/2026 revised 8/4/2026 and numbered C-001, C-100, C-101, C-201, C-401, C-500, C-501, C-601, C-602, C-603, C-604, C-701 and also to include the building elevation drawing E-6.0 with the last revised date of 8/3/2026 by ChangeUp Architects. Conditioned upon approval of all legal and engineering requirements of the Town of Clay. Seconded by Mr. Graves.

Motion Carried: 7-0.

Case #2026-058 **Amazon Warehouse Site Plan**, 7526 & 7546 Morgan Road, Site Plan, Adj. 1

Mr. Pat Sheedy and Mr. Nick Mancuso of Acquest Development are present to address the board on behalf of the applicant.

Chairwoman Borton said they have received the revised EAF and asked the applicant for an update on this project.

Mr. Sheedy said comments were submitted to the board that were requested at the last meeting.

- ✓ Correspondence with Centro regarding route extension
- ✓ Provided a complete wetland delineation report from wetland consultant
- ✓ Letter provided the applicant’s position on the subdivision

Chairwoman Borton said the subdivision will be incorporated in the SEQR process and asked if the applicant is willing to revise the description of the proposed action on this to include the subdivision as well and to have it signed and initial to go forward with our intent to be lead agency for the SEQR for the overall project.

Chairwoman Borton asked the applicant to explain how they found there were no jurisdictional wetlands. Mr. Sheedy said the wetland on site is approximately 1.4 acres in size which does not meet the requirement for DEC jurisdictional. Needed is approximately 12.4 acres of continuous wetlands. It is the opinion of the consultant that this wetland is man made. This report has been submitted to the Army Corp of Engineers for their review. Chairwoman Borton said this will have a big impact on how we move forward on SEQR as the permits should be in place before SEQR is finished and certainly before site plan approval. The chairwoman asked to be kept informed on this. Mr. Sheedy concurred.

Chairwoman Borton asked the board members if they had any questions or comments. None on this point.

Ms. Choberka provided her comments last week and these are being addressed.

Chairwoman Borton said this is a public hearing and asked if there are any questions.

Ms. Beverly Gibbs, 8076 Ginger Road, asked if this is a done deal. Mr. Sheedy said it is under contract. Ms. Gibbs asked why can't this be done at the current Amazon property. Mr. Sheedy said this is a separate entity from the other Amazon location. Mr. Sheedy said that while this is an Amazon facility it is a completely different operation. Mr. Sheedy said this will be explained more in detail at the next meeting. Mr. Henty said that when they say "under contract" and things don't go through, they do not have to purchase the property. Chairwoman Borton said when the applicant comes in for site plan application, then the information becomes public for anyone interested. Also, homes cannot be put at that location as it zoned Industrial, but could ask for a zone change. Will there be employment at this facility. Mr. Sheedy said yes.

Mr. Jeffrey Gibbs, 8076 Ginger Road, asked if the Town of Clay encourages a prospective applicant to look at other available property. Chairwoman Borton said this planning board is an administrative board to review incoming applications. Mr. Bender, Commissioner of Planning ad Development, said the town board does not does not have a formal economic policy. This area is zoned I-1 (Industrial -1) at the present time. Mr. Graves interjected and said this area is driven by commercial real estate. When a structure becomes vacant it has a high price waiting to get that price.

Mr. Jim Falsey lives next door to the property and asked for a copy of the plan. Mr. Bender said to stop by the planning department.

Chairwoman Borton said there is an application at the other Amazon facility for the drone operation. This application does not include drones.

Chairwoman asked for a motion.

Motion read by Mr. Mitchell: Mrs. Chairwoman: I made the motion that the Planning Board declare its intent to serve as the Lead Agency for case No. 2026-058 Amazon Warehouse site plan and subdivision at 7526 & 7548 Morgan Road in regards to the requirements for NYS SEQRA. Seconded by: Mr. Henty.

Motion Carried: 7-0.

Motion made by Mr. Graves to adjourn this case to September 16, 2026. Seconded by Mr. McMahon.

Motion Carried: 7-0.

Case #2026-059 – **National Grid GRS/Micron GLM Expansion**, 4459 State Route 31 & 8720 Caughdenoy Road, Site Plan, Adj. 1

Chairman Borton said for the record our attorney Bond, Schoeneck & King is also representing the applicant so there is a conflict. We have the option to reach out to the town's attorney or hire our own if necessary.

Mr. Nolan Kokkoris – Bond, Schoeneck & King, is present to address the board on behalf of the applicant.

Mr. Kokkoris said this site plan is for the expansion of a National Grid gas line from NYS Rt. 31 and running service to Caughdenoy Road. The Caughdenoy Road site is a 99.05-acre parcel in the Micron Campus. A revised landscaping plan has been submitted which shows the existing trees will be protected during the construction. The sheet on the plan has been updated to show the trees will remain and be preserved. On the eastern portion the evergreen spruce hill trees height will be 7 to 8 ft instead of the proposed 5 – 7 ft.

Mr. Bender said there was a July 2 letter requesting a waiver for fire flow submission. In conversation with the codes department, this waiver can be granted as there are no structures per the codes section.

Chairwoman Borton asked if there are any questions/comments from the board.

Mr. Henty – good
Ms. Guinup – good
Mr. Mitchell – good
Mr. Graves – good
Mr. McMahon – good
Mr. Palumbo – Thank you for addressing the landscaping issue.

Ms. Choberka said there is a minor change to be made which will be noted in the motion.

Chairwoman Borton said this is a public hearing and asked if there are any questions. Hearing none, the chairwoman closed the hearing and asked for a motion.

Chairwoman Borton said for the record was SEQR for this completed as part of the overall project. Mr. Kokkoris said yes this is with the Micron project and completed. This would be just a SEQR statement.

Motion read by Mr. Palumbo. Mrs. Chairwoman: In the matter of the application of planning board case No. 2026-059 for National Grid GRS/Micron GLM Expansion, I would like to make the statement that the SEQR for this site plan in front of this board this date has already been made with an application by OCIDA with a Neg.Dec. action on it prior to site plan. Seconded by Mr. Graves.

Motion Carried: 7-0.

Motion read by Mr. Plumbo. Mrs. Chairwoman: In the matter of the application of planning board case No. 2026-059 for National Grid GRS/Micron GLM Expansion, I move the adoption of a resolution using standard form #20 Site Plan be granted based on a map by TRC, having an original issue date of 12/10/2020 revised 7/30/2026 and numbered Drawing Sheet D-100060-C, Sheet #001,009,010, 011,012,013 and Sheet L-01 by Fisher Associates issue dated May 2026 and revised 8/3/2026. Conditioned upon approval of all legal and engineering requirements of the Town of Clay. Any other conditions if necessary: The project adds standard detail to temporary inlet protection. Seconded by Mr. Graves.

Motion Carried: 7-0.

SIGNS.

Allied Sign Company/Greg Fishel – ***Tully's Tenders Hot/Fresh/Fast*** **– 3567 State Route 31**

Zoned Highway Commercial (HC-1), Permit #56,096

Mr. Greg Fishel is present. Mr. Fishel said after review the applicant would like to stay with the pylon signs and has reduced the height to 31.5 sq. ft. The pylon sign would be in the same location as the existing sign. The chairman suggested that the address be put on the sign. This will be added at the top of the sign. Mr. Henty said in his opinion the sign is too big for that area. Mr. Fishel said it was the same size as previously there. Mr. Henty agreed but didn't think a sign that big was needed as there were other wall signage. Mr. Palumbo asked what is the material of the pylon sign. Mr. Fishel said it is aluminum. The color will match the letters on the sign.

Motion made by Ms. Guinup to approve signage on permit #56,096 for Tully's Tender consisting of:

1 – Wall Sign – A 37.01 square foot, Internally Illuminated LED Wall Sign is proposed, when 190.9 square feet is allowed. This sign will meet code.

1 - Freestanding Sign – A 31.5 square foot, Internally Illuminated LED Freestanding Sign is proposed, when 32 square feet is allowed. This sign will meet code.

Seconded by Mr. Mitchell.

Motion Carried: 6-0. (One abstention)

Mr. Fishel is present to address the board. Mr. Fishel said all existing signage has been removed at both locations.

Scout Services – ***Burger King*** **– 7589 Oswego Road**

Zoned Regional Commercial (RC-1), Permit #55,958

Motion made by Mr. Henty to approve signage on permit #55,958 consisting of:

1 – Wall Sign – A 32.75 square foot, Internally Illuminated LED Wall Sign is proposed, when 52 square feet is allowed. This sign will meet code.

1 - Wall Sign – A 20.9 square foot, Internally Illuminated LED Wall Sign is proposed, when 92 square feet is allowed. This sign will meet code.

1 – Freestanding Sign – A 64 square foot., Internally Illuminated LED Freestanding Sign is proposed, when 64 square feet is allowed. This sign will meet code.

Seconded by Mr. Mitchell

<u>Motion Carried: 7-0.</u>

Scout Services – ***Burger King*** **– 4035 State Route 31**

Zoned Regional Commercial (RC-1), Permit #55,978

Motion made by Mr. Henty to approve signage on permit #55,978 Burger King, 4035 Site Route 31 consisting of:

1 – Wall Sign – A 32.75 square foot, Internally Illuminated LED Wall Sign is proposed, when 60.26 square feet is allowed. This sign will meet code.

2 – Wall Signs – Two 20.42 square foot, Internally Illuminated LED Wall Signs are proposed, when 113.3 square feet is allowed. These signs will meet code.

1 – Wall Sign – A 20.89 square foot, Internally Illuminated LED Wall Sign is proposed, when 113.3 square feet is allowed. This sign will meet code.

1 – Wall Sign – A 63.25 square foot, Internally Illuminated LED Wall Sign is proposed, when 113.3 square feet is allowed. This sign will meet code.

Seconded by Ms. Guinup.

<u>Motion Carried: 7-0.</u>

Motion made by Mr. Graves to adjourn this meeting at 9:25 pm. Next meeting is on September 16, 2026.

Respectfully submitted,

Marie Giannone

Marie Giannone
Planning Board Secretary