

# HERKIMER COUNTY PLANNING BOARD

COUNTY OFFICE BUILDING • HERKIMER, NEW YORK 13350

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## MINUTES

Herkimer County Planning Board  
Monday, January 27, 2024

The Herkimer County Planning Board (HCPB) met in person on January 27, 2024 and the meeting was called to order at 12:02 p.m.

The following were present:

Les Stephens, HCPB Chairperson  
Donna Salamone, HCPB Member  
Frank Mendl, HCPB Member

Robert Drummond, HCPB Member  
Jeff Rehler, HOCCPP Staff

## Old Business

Minutes from the December 16, 2024 meeting were unanimously approved, following a motion by Robert Drummond and second by Donna Salamone.

### **Samuel Petersheim - 2092 Newport Rd, Town of Newport**

HCPB heard from two members of the public about their perceived land use incompatibility and lack of clarity on existing local regulations pertaining to the Town's approval of a special use permit to allow the establishment of a USDA Custom Exempt Slaughterhouse. HCPB had previously disapproved the action in December 2024. HCPB did not issue a recommendation as no new action has been submitted regarding the project.

## New Business

### **Eagle Bay Village – 5576 St. Rt. 28, Town of Webb (GML 239 Referral)**

HCPB reviewed a conditional use permit to allow an annual snowmobile racing event in the CB-6 zoning district. Members agreed the potential for intermunicipal and/or countywide impacts would be minimal. Donna Salamone motioned for "Recommended Modifications". Robert Drummond seconded and the motion passed with all in favor.

### **Eagle Bay Village – 5576 St. Rt. 28, Town of Webb (GML 239 Referral)**

HCPB reviewed a conditional use permit to allow an annual Adirondack Ice Bowl hockey tournament in the CB-6 zoning district. Members agreed the potential for intermunicipal and/or countywide impacts would be minimal. Robert Drummond motioned for "Recommended Modifications". Frank Mendl seconded and the motion passed with all in favor.

### **Village of Ilion – Comprehensive Plan (GML 239 Referral)**

Members reviewed the Village's first comprehensive land use plan. HCPB noted opportunities to strengthen many of the action items, particularly the identification of potential partners and funding sources. Members also commented on instances of typographical errors and an instance of an incorrect applicant listed on the SEQR EAF form. Donna Salamone motioned for "No Recommendation". Frank Mendl seconded and the motion passed with all in favor.

**Town of German Flatts – Comprehensive Plan (GML 239 Referral)**

Members reviewed the Town’s first comprehensive land use plan. HCPB discussed opportunities to strengthen many of the goals, noting issues with the document’s progression from existing conditions to SWOT analysis to goals. HCPB issued comments on additional sources for documenting existing conditions (including historic resources, economic attributes, and agricultural land uses) in the town. Members also commented on the need for the Town to complete an FEAF form as adoption of a comprehensive plan is a Type I Action under SEQRA. Robert Drummond motioned for “No Recommendation”. Donna Salamone seconded and the motion passed with all in favor.

**Four Branch Farm, LLC - 7689 State Route 5, Town of Manheim (GML 239 Referral)**

Members reviewed a special use permit and area variance for sand and gravel excavation. HCPB included comments for the Town to obtain and evaluate a SWPPP (SPDES permit requirement for disturbances of 1+ acre). Frank Mendl motioned for “No Recommendation”, noting the project’s minimal potential for intermunicipal or countywide impact. Robert Drummond seconded and the motion passed with all in favor.

**Abraham Family Trust - 172 Hollywood Rd, Town of Webb (GML 239 Referral)**

Members reviewed an area variance for sideline setbacks of approximately 15-feet instead of the required 25-feet in an RS zoning district. Dona Salamone motioned for “No Recommendation”, noting the project’s minimal potential for intermunicipal or countywide impact. Robert Drummond seconded and the motion passed with all in favor.

**Hollywood Hills Property Owners - Hollywood Rd, Town of Webb (GML 239 Referral)**

Members reviewed a conditional use permit for replacement and expansion of a contractual access association dock in an RS zoning district. Dona Salamone motioned for “No Recommendation”, noting the project’s minimal potential for intermunicipal or countywide impact. Frank Mendl seconded and the motion passed with all in favor.

**Elizabeth & Eddie Zupnik - 3007 St Rt 28, Town of Webb (GML 239 Referral)**

Members reviewed a conditional use permit to establish a preschool facility with one apartment above in a CB-3 zoning district. Robert Drummond motioned for “No Recommendation”, noting the project’s minimal potential for intermunicipal or countywide impact. Donna Salamone seconded and the motion passed with all in favor.

**Other Business**

The next meeting of the Herkimer County Planning Board is scheduled for February 24, 2024 at noon. The meeting will be held in person at the Herkimer County Chamber of Commerce (420 East German Street, Herkimer, NY 13350). There being no further business, the meeting was adjourned at 12:51 p.m.