HERKIMER COUNTY PLANNING BOARD

COUNTY OFFICE BUILDING ▪ HERKIMER, NEW YORK 13350

Staff:
HERKIMER-ONEIDA COUNTIES COMPREHENSIVE PLANNING PROGRAM ▪ At Union Station
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MINUTES

Herkimer County Planning Board
Monday, November 16, 2026

The Herkimer County Planning Board (HCPB) met in person on November 16, 2026, and the meeting was called to order at 12:08 p.m.

The following were present:

Les Stephens, HCPB Chairperson
Frank Mendl
Donna Salamone

Hanna Sauberan, HOCCPP Staff

Joshua Dahlin, HOCCPP Staff

Minutes

Minutes from the October 19, 2026 meeting were unanimously approved, following a motion by Donna Salamone and a second by Frank Mendl.

New Business

Village of West Winfield and Town of Winfield – Comprehensive Plan
HCPB reviewed a joint comprehensive plan for the Village of West Winfield and the Town of Winfield. The HCPB did not identify any significant countywide or intermunicipal impacts and therefore issued a "No Recommendation as to Final Action". Members discussed including a comment that the municipalities can contact HOCCPP (Herkimer-Oneida County Comprehensive Planning Program) or HOCTC (Herkimer-Oneida Counties Transportation Council) for support and technical assistance with goals identified in the plan. Citing no likely countywide impact, Donna Salamone moved for "No Recommendation" with the inclusion of the comment regarding assistance. Frank Mendl seconded, and the motion passed unanimously.

Dolgeville Organics, LLC –Barker Road, Dolgeville
HCPB reviewed a site plan review to construct a carbon fertilizer manufacturing facility in the Manheim Business Park. The Board provided one comment: the applicant should contact the Herkimer County Highway Department to obtain driveway permits and utility permits for any connections/work within the ROW on Barker Road. The Board did not identify any significant countywide or intermunicipal impacts and therefore issued a "No Recommendation as to Final Action". Citing no likely countywide impact, Frank Mendl moved for "No Recommendation" with the inclusion of a comment regarding permits needed from the Herkimer County Highway Department. Donna Salamone seconded, and the motion passed unanimously.

Aubin– State Route 29, Town of Salisbury
HCPB reviewed a two-lot subdivision proposal at 2637 State Route 29 in the Town of Salisbury. Members agreed there was no potential for intermunicipal and/or countywide impacts. Frank Mendl moved for "No Recommendation". Donna Salamone seconded, and the motion passed with all in favor.

Sherwood- State Route 29A, Town of Salisbury
The HCPB reviewed a special use permit and area variance to redevelop a building into a retail storefront. The area variance was needed because the retail business requires two acres but only has 1.2 acres. Members found no significant County-wide impact. Donna Salamone moved for "No Recommendation," and Frank Mendl seconded the motion.

Other Business
The next meeting of the Herkimer County Planning Board is scheduled for December 21, 2026, at noon. The meeting will be held in person at the Herkimer County Chamber of Commerce (420 East German Street, Herkimer, NY 13350). With no further business, the meeting adjourned at 12:30 p.m.