

Town of Constantia Planning Board

Meeting Minutes – October 28, 2025

Call to Order

Chair Peck opened the meeting at 7:02 PM

Attendees

Voting members in attendance included:

- Chair James Peck
- Sandra Retajczyk
- Sandra Touri-Bell
- Dave Antos
- Martin Godzwon
- Randall West
- Terri John
- Brenda Mosher (Secretary)

Guests in attendance included: Ron Chapman, Town Board; Dave Bardoun, Bardoun Land Surveying; Kirk Phillips, Ken Parrotte, Bruce Shantz, John Menjik and visitor, JD and visitor

Members not in attendance included: John Mura, Joseph Markham

Public Hearing – Wiltse Subdivision, Tax ID 278.00-01-13

Public Hearing on the Wiltse Subdivision opened at 7:02 PM. The matter of this subdivision was referred to the County Planning Board. The County Planning Board sees no objection to this subdivision request of a 5 acre parcel with approximately 400' of road frontage. There are current plans to build a 1 story residential home, no commercial plans. Mr. Bardoun presented subdivision map of the property. The neighbors that attended discussed the merits and concerns of splitting the property. The concerns around housing developments, housing tracts, and townhouses being built or developed once the property was split. Chair Peck explained the Land Development Laws in trying to bring these ideas to fruition, the current Town Comprehensive Plan, and any requirements that developers would need to obtain.

MOTION made by Mr. Godzwon to close the Public hearing on the Wiltse Subdivision, seconded by Ms. Touri-Bell. Motion carried unanimously. Public Hearing closed at 7:23 PM.

MOTION made by Ms. Retajczyk to declare Town of Constantia Planning Board lead agency for SEQR, seconded by Chair Peck. Motion carried unanimously.

MOTION made by Chair Peck to move forward with the Wiltse Property 2-lot subdivision. Seconded by Mr. Godzwon. Motion carried unanimously.

Mr. Peck signed all required paperwork for Mr. Bardoun.

Site Plan Review, Laville Drive Lot line adjustment, Tax ID 297.00-01-6.02

Mr. Bardoun presented property lot line adjustment on behalf of Mr. Shantz. Mr. Shantz is purchasing an L shape property to join to his existing parcel. Allowing him access to the railroad trail from his property. This line lot adjustment involves no road frontage or development plans. The merits of the request were discussed by the Board as well as no need for any environmental assessments to be performed.

MOTION made by Mr. Godzwon to waive any additional procedures, based on the fact that the property being discussed is land-locked, has no road frontage, and no building plans. Seconded by Mr. Antos. Motion carried unanimously.

Mr. Peck signed all required paperwork for Mr. Bardoun.

Town Board updates

Mr. Chapman updated the Board on grant funding for the sewer project.

Trunk or Treat at Webb Park very successful.

The Town Historian, in collaboration with the Highway department, dedicated a historical marker to Frenchman's Island at the end of Mill Street with a well-received presentation on October 26.

Mr. Chapman thanked the Planning Board, on behalf of the Town Board, for their volunteer service.

Tug Hill Commission-No updates

Adjournment

Mr. West moved that the meeting be adjourned, seconded by Ms. Touri-Bell. Members voted unanimously to adjourn at 7:59 pm

Brenda Mosher

Brenda Mosher
Secretary
Town of Constantia Planning Board, Zoning
Board, and Appeals Board

Date of Approval