

Special Planning/Zoning Board Meeting of the Town of Van Buren held on November 25, 2025, at the Van Buren Town Hall, 7575 Van Buren Road, Baldwinsville, New York, was called to order at 6:00pm.

Pledge of Allegiance

Roll Call:

Mr. Claude Sykes	Planning Board Member
Mr. Roger Roman	Planning Board Member
Mr. James Bowes	Planning Board Member
Ms. Jesse McMahon	Planning Board Member
Mr. James Schanzenbach	Vice Chairman

Absent:	Mr. James Virginia	Planning Board Member
	Mr. Mark Budosh	Chairman

Also Present:

Mr. Chaz Gambino	Director of Codes
Ms. Kamri Kiteveles	Codes Clerk

Motioned by Mr. Sykes, seconded by Mr. Roman, to begin the Town of Van Buren Special Session Planning and Zoning Board meeting.

Mr. Sykes- Yes, Mr. Roman- Yes, Mr. Bowes- Yes, Ms. McMahon- Yes, Mr. Schanzenbach- Yes

**Zone Change Recommendation to the Town Board from AR40 to PUD – Harbor Heights/Small Parcel, Downer Street, Tax Map ID# 036.-03-21.0**

Al Yager, CHA Consulting, was present to address the board. Applicant is seeking approval for a zone change for a proposed 21-lot single-family residential subdivision regarding Harbor Heights, with referral to the Town of Van Buren Town Board.

Applicant stated that the minimum lot size is 12,900 ft., with a minimum lot depth of 124 ft., and a minimum lot width of 90 ft. The building setbacks remain unchanged: minimum front yard of 25 ft., minimum side yard of 20 ft. with a minimum of 5 ft. on one side, and rear yard setback of 25 ft. The maximum permitted lot coverage allowed of 35%.

Applicant explained that the plan includes two stormwater management areas and was modified to a cul-de-sac design based on wetland delineation mapping identified on the eastern portion of the parcel.

Applicant noted that each lot has more than adequate area to construct a home, with sizes and densities comparable to those in the existing Harbor Heights development.

Vice Chair stated the PUD Committee met with the Applicant on November 18, 2025, and expressed a preference for the current layout over the previous design, which depicted irregular shaped lots that limited useable space for homeowners which they considered unappealing.

Applicant explained that the project is located within an AR-40 zoning district, which is identified as a transition district in the Town of Van Buren comprehensive plan to allow for high density as long as public utilities are available and as required by Town Code. A completed SEQR form was submitted.

Applicant added that the proposed layout does not include designed open space. The developer preferred to pay a fee in lieu of park plans as allowed by the Town Code.

Applicant stated that OCWA provided a letter verifying water service availability and noted that a capacity assurance study was requested, with results pending.

Applicant stated they are requesting a positive referral for the zone change to the Van Buren Town Board for final review, public hearing, and approval.

Vice Chair stated that Engineering review is still pending.

Applicant responded that the Town Engineer reviewed the calculations and provided a letter today.

Applicant noted although they are not prepared for a full SWPPP document, the water quality and quantity regulations have been met as presented in the report reviewed by the Town Engineer.

Vice Chair asked how the water would be moved to the stormwater management areas.

Applicant responded that the drainage system is designed with rear yard swales to convey the water to the stormwater management areas.

Applicant stated that the only modification from the previous plan is the relocation of the high point to improve water flow to the stormwater management areas in order to make the discharge control structure work.

Ms. McMahon asked if the stormwater management outfall connects to a storm sewer or discharges as surface flow.

Applicant responded surface flow, the runoff discharges into an existing culvert located beneath Southgate.

Ms. McMahon asked about the west side, and whether the culvert extends to the road.

Applicant responded that it discharges to a roadside swale down to the next inlet at Lanyard Lane.

Vice Chair asked if the applicant sent a sanitary letter to WEP.

Applicant responded yes and explained that WEP's capacity assurance letter reviews typically take six to nine months, depending on project size. Given the size of this subdivision, Applicant stated the anticipated sanitary sewer flow is minimal.

Vice Chair asked when the submission was filed.

Applicant responded that he was unsure of the exact date but that it had been a few months. Applicant added that they expect to have the letter by the time they return before the Planning and Zoning Board.

Mr. Sykes stated that he recalls the design being made to accept flow from the Whispering Oaks and Seneca Estates developments which never followed through and reiterated that there should be no issue with capacity.

Vice Chair stated a letter was provided by OCWA stating water service are available.

Applicant responded that they would have to extend the water main from the roadway to serve the actual development.

Vice Chair asked if there were plans for the overhead electric lines.

Applicant responded not currently. The preferred method would be to work with National Grid and have the lines moved underground.

Vice Chair stated that collectively, the PUD Committee and Applicant agreed that if they kept the 13,500 ft. lot size with 150 ft. lot depth, it would result in odd pie-shaped lots that consist of a lot of unusable space. The configuration agreed upon was much cleaner.

Vice Chair asked if the board had any further questions.

Mr. Bowes asked if there is a requirement for an island or something similar in the cul-de-sac.

Applicant responded that the Town's design standard is a paved cul-de-sac, but they are open to an island.

Mr. Sykes stated that both the Highway Superintendent and the Highway Department are opposed to an island.

Applicant responded that an island makes plowing difficult.

Mr. Bowes stated his concern is that the cul-de-sac will become a parking lot

Applicant agreed, stating they could consider a hammerhead design if preferred by the Highway Superintendent. However, snow removal would still be challenging.

Vice Chair stated there are pluses and minuses either way.

Applicant agreed, stating that the neighboring Harbor Heights has two existing cul-de-sacs, so it would be better to keep with the standard.

Mr. Sykes asked the timeline for finalizing the wetland buffer.

Applicant stated that a revised general permit was released based on comments that were received; but another 30-day comment period was opened. The layout shown meets the criteria for the permit released, which was more restrictive. They are anticipating that the final permit will be adopted.

**Harbor Heights Development  
Planned Unit Development District  
Recommendation Resolution**

The following resolution was moved by Mr. Sykes, seconded by Ms. McMahon, to wit:

Whereas, by Resolution 167-25-052, the Town of Van Buren Town Board referred a zone change application submitted by Eldan Homes, Inc. (the "Applicant"), to change the zoning of property located on Downer Street Road in the Town of Van Buren, known as Tax Map No. 036.-03-21.0 from R-40 to Planned Unit Development District (PUD), to the Planning Board for review and recommendation; and

Whereas, the Planning Board has conducted a lengthy review of the concept plan and submitted materials, and created a PUD Committee to engage directly with the Applicant and its design professionals for the purpose of reviewing the proposal and addressing concerns raised by the Planning Board; and

Whereas, as a result of such review and in accordance with §§ 200-33(C)(2), (3) and (4), the Planning Board has duly considered the following:

- a. Delineation of the proposed district boundary and the boundaries of the use areas within the district, indicating for each such use its general extent, size and composition;
- b. The general outlines of the interior roadway system and all existing rights-of-way and easements, whether public or private;
- c. The interior open space system;
- d. The overall drainage system;
- e. For those areas where grades exceed 3%, or those portions of the site with soils which have a moderate to high susceptibility to erosion or a moderate to high susceptibility to flooding and ponding, a topographic map with contours at intervals of not more than five feet of elevation along with an overlay portraying the above susceptible soil areas;
- f. Principal ties to the community at large with respect to transportation, water supply, and sewage disposal;
- g. A location map showing zoning and ownership of abutting lands;
- h. A completed long-form environmental assessment form (EAF);
- i. Evidence of the existing and future community demand for proposed uses;
- j. Evidence that the proposal is compatible with the Town's Comprehensive Plan;
- k. General statement as to how open space is to be maintained and used;

- l. A general indication of how the phasing or sectioning is to proceed and a preliminary schedule, as well as a concept plan showing the entire project;
- m. A statement regarding the availability of water supply and sewage disposal;
- n. A general description of the public safety services which will be required and whether such services are presently available;
- o. Evidence demonstrating the applicant's competence to carry out the plan;
- p. The consistency of the plan with the Town Comprehensive Plan;
- q. The consistency of the plan with the purposes and objectives of a PUD District;
- r. Whether the plan meets all of the applicable general requirements;
- s. Whether the plan is conceptually sound in that it meets local and area-wide needs and conforms to accepted design principles in the proposed functional roadway system, land use configuration, open space system, pedestrian system and drainage system;
- t. Whether there are adequate services and utilities available or proposed to be made available for the site; and
- u. Whether the proposed phasing or sectioning, is feasible and appropriate to the purposes and circumstances of the project, and whether the phasing or sectioning proposed will have an adverse impact upon the completion of the entire project or a negative impact in the event that the entire project is not completed as contemplated.

Now therefore, be it

Resolved, that based upon the foregoing the Planning Board does hereby recommend to the Town of Van Buren Town Board that it approve the Applicant's request to rezone the property known as Tax Map No. 036.-03-21.0 from R-40 to PUD, based upon the following concept plans and submissions:

- (1) New Harbor Heights, Planned Unit Development, Sheet C-001, titled "Title Sheet," prepared by CHA, dated July 9, 2025, last revised November 25, 2025;

- (2) New Harbor Heights, Planned Unit Development, Sheet C-002, titled "General Notes & Legend," prepared by CHA, dated July 9, 2025, last revised November 25, 2025;
- (3) New Harbor Heights, Planned Unit Development, Sheet C-003, titled "Existing Conditions," prepared by CHA, dated July 9, 2025, last revised November 25, 2025;
- (4) New Harbor Heights, Planned Unit Development, Sheet C-101, titled "Layout Plan," prepared by CHA, dated July 9, 2025, last revised November 25, 2025;
- (5) New Harbor Heights, Planned Unit Development, Sheet C-201, titled "Grading and Drainage Plan," prepared by CHA, dated July 9, 2025, last revised November 25, 2025;
- (6) New Harbor Heights, Planned Unit Development, Sheet C-301, titled "Utility Plan," prepared by CHA, dated July 9, 2025, last revised November 25, 2025;
- (7) New Harbor Heights, Planned Unit Development, Sheet C-601, titled "Details," prepared by CHA, dated July 9, 2025, last revised November 25, 2025;
- (8) New Harbor Heights, Planned Unit Development, Sheet C-602, titled "Details," prepared by CHA, dated July 9, 2025, last revised November 25, 2025;
- (9) New Harbor Heights, Planned Unit Development, Sheet C-603, titled "Details," prepared by CHA, dated July 9, 2025, last revised November 25, 2025;
- (10) Correspondence from A. Yager, PE, dated November 25, 2025; and
- (11) Revised Draft Housing General Permit GP-0-25-006, dated November 19, 2025;

be it further

Resolved, that the Planning Board does condition its recommendation upon the Applicant's submission of documentation from the Onondaga County Department of Water Environment Protection confirming adequate sewer capacity; be it further

Resolved, that the Planning Board does further acknowledge that its recommendation is premised upon the New York State Department of Environmental Conservation ("NYS DEC") adopting the aforementioned Housing General Permit GP-0-25-006; in the event the NYS DEC does not adopt the revised Housing General Permit GP-0-25-006, the PUD as proposed is not recommended as it will not comply with the minimum setbacks from the wetland boundary, requiring further review and consideration by the Town of Van Buren Planning Board.

Roll Call Vote:

	Aye	Nay	Other
Jesse McMahon	<u>  x  </u>	<u>      </u>	<u>      </u>
James Virginia	<u>      </u>	<u>      </u>	<u>  x  </u>
Claude Sykes	<u>  x  </u>	<u>      </u>	<u>      </u>
Roger Roman	<u>  x  </u>	<u>      </u>	<u>      </u>
James Bowes	<u>  x  </u>	<u>      </u>	<u>      </u>
James Schanzenbach	<u>  x  </u>	<u>      </u>	<u>      </u>
Mark Budosh	<u>      </u>	<u>      </u>	<u>  x  </u>

Motion by Mr. Sykes, seconded by Ms. McMahon to close the Special Session Planning and Zoning Board meeting.

Mr. Sykes- Yes, Mr. Roman- Yes, Mr. Bowes- Yes, Ms. McMahon- Yes, Mr. Schanzenbach- Yes

Meeting Closed at 6:24 pm.

Respectfully submitted,

Kamri Kiteveles, Codes Clerk