

for the storm sewer. Mr. Damago clarified that the line shown is connecting the two catch basins as an assumption and the note on the drawing is stating that fact. The exact location of the pipe is not known and the easement does not give a specific location. It was illustrated by visual reference in the field after seeing the two catch basins and connecting them with the line. The note indicates that.

Chairman Malfitano noted that currently there is an unobstructed site distance along Onondaga Boulevard that is wider than 40 feet as proposed and he expressed concern about a fence being constructed right up to the right of way line and he asked how high it will be. The Fire Department driveway is a single lane and he is concerned about what improvements will be made closer to Onondaga Road and how it will impact site distance for exiting emergency vehicles. Mr. Damago stated that the fence will follow the right of way line but it will be cut off at an angle at the driveway so as not to disturb the sign that is currently there and to keep the site distance open there. It was also noted that it will be a chain link fence and will not have privacy slats. The location of the fence is shown on the proposed site plan.

Mr. Fuller asked if the fence is subject to a setback requirement. Chairman Malfitano stated that the Town does not have a fence ordinance. It was also noted that the fence will be 8 feet high plus 1 foot of barbed wire. The new fence will not have privacy slats. Mr. Fuller asked if the drainage structure that is part of the Town easement is inside their fence. Mr. Damago stated it is outside of the fence.

Mr. Keith Ducett, representing the Taunton Fire Department, shared his concern about the fence and he asked if a stake could be placed so they will have knowledge of the location. Mr. Damago agreed that a preconstruction stake will be placed.

Chairman Malfitano noted that he does not believe that the ZBA have made any referrals on this matter yet and they have not sent us a letter yet. Ms. Bell noted that the ZBA stated at their last meeting that was their intent and the letter will be forthcoming.

Chairman Malfitano asked that stakes representing the location of the proposed fence be placed so all parties will know the location. Mr. Kokkoris noted that should have no bearing on the subdivision application. Chairman Malfitano explained that the special permit approval has various components including safety and traffic and that will be referred to the Planning Board for consideration so it would make sense to have the fence identified.

Chairman Malfitano noted that since the variances have not yet been granted, we are limited as to what the Planning Board can do prior to that. The Public Hearing will be held open at this time. When we receive the referral from the ZBA on the Special Permit, we will provide comment on that which will be part of the ZBA consideration and site plan review. When the ZBA grants the variances, we will be in a position to consider approval of the subdivision.

Mr. Hagan suggested putting in 8 foot stakes to represent the location of the fence so the Fire Department will know where it is going. Mr. Ducett expressed concern for vehicle protection from any pipes being installed. Perhaps guard rails could be added so their vehicles cannot hit a pipe. He noted that currently there are guard rails outside of the fence. Ms. Bell noted that will be part of the site plan and she will share that comment. Mr. Damago stated that the piping and assets are much further away from the fence and there will not be pipes up against the fence. Mr. Kokkoris stated that they will discuss that during the site plan review and that tonight's Public Hearing is focused on the question of subdivision. He believes that the

proposed use of land is something that is totally separate from the subdivision and he believes that we are just considering if this will create a lot that is nonconforming. Chairman Malfitano noted that this is a nonconforming lot based upon the size of .158 acres. Mr. Kokkoris disagreed and feels it should be allowable under the Town Code. Mr. Fuller added that only when the two lots are combined does it become less nonconforming.

Chairman Malfitano asked if there is going to be a gate or driveway on the new lot. Mr. Damago stated there will not be a driveway on the new lot. They will remove the fence that is currently there and the fence line will be expanded but they will use the existing gate.

The Public Hearing for this matter was held open.

Aldi Inc. Subdivision

Mr. Vincent Ryan of Keplinger Freeman Associates appeared on behalf of the Jon Diaz Community Center (JDCC). He stated that he submitted a letter on February 10, 2026, related to Item 7 of the resolution approving this subdivision which states: 7) between the applicant and the Town Engineer clear up any questions applicable to the gas line easement on the east side of the property, due to the very small distance between the gas line as shown and the building improvements, prior to the submission of the map for signature.

Mr. Keplinger noted that they are seeking this item to be modified to state that it will be done prior to construction and they will provide the Town with any necessary documentation. They are currently working with a March 1, 2026, deadline to file the subdivision map. He noted that the foundation is within the 2 to 3 foot proximity of the easement. The footings will not be within the easement. An updated plan with a markup by the architect showing the footer outside of the easement was provided. They have gone back and forth with National Grid and National Grid stated that without marking out the easement they will not go to the site to conclude if the line is existing or not. It was surveyed and there is an old gas valve out there. Chairman Malfitano clarified that National Grid will not go out there and mark it. Mr. Keplinger confirmed that they will not. Due to the snow at the time, 811 could not mark it. It was originally marked by 811 when the survey was done and it was brought forward from a prior subdivision map. The valve is not active and not on this property. What is noted on the survey is approximate and there was some lost information.

Chairman Malfitano reviewed condition Number 7 of the subdivision approval. He clarified that the suggestion is that they modify the condition so that the easement has to be identified and confirmation to the Town including the Town Attorney before the start of construction evidence that there is no conflict between the location of the building, the property line, and the gas line easement. Mr. Hagan asked if it has to be done before they close on the property. Chairman Malfitano noted we are not eliminating the condition but eliminating the date by which it has to be rectified. Mr. Hagan stated he does not see a problem if it is outside of the easement. It was clarified that the deadline for JDCC to gain control of the property from Aldi is March 1, 2026. Ms. Bell noted that there have been a number of extensions on their agreement and there are no further extensions. It was also noted that the City 3 Mile Review is taking place at this time.

Chairman Malfitano made a motion to amend the subdivision approval for the Aldi, Inc. Subdivision which was granted on January 12, 2026, to amend Condition 7 so that it will read: 7) between the applicant and the Town Engineer, that they will identify a definitive location of the gas line easement on the east side of the property including any valves that are part of the

infrastructure and determine that if the location of the building does not interfere with the extent of the gas line easement or evidence that National Grid has discontinued it, prior to the start of construction and be evidenced by a signoff by the Town Engineer. Mr. Hagan seconded the motion which passed unanimously.

Brittany Hills Section 15

Mr. Tim Coyer of Ianuzi and Romans Land Surveying appeared and presented a plan for Brittany Hills Section 15. He explained that they are seeking preliminary plan approval for Brittany Hills Section 15 which consists of 10 lots and is a continuation of Cornish Heights Parkway and will connect the existing Section 10 with what was just created in Section 14. It was noted that original Lot 155 is technically not part of this because it was sold by the previous owner to a neighbor.

Chairman Malfitano confirmed that the alternate procedure is being followed for this subdivision and therefore they are seeking preliminary plan approval at this time. Construction drawings were provided. A letter from Mr. Perrine dated February 13, 2026, was received and identifies the construction drawings are in accordance with the Town standards.

Chairman Malfitano asked the applicant, Mr. Robert Shanahan, if he has conveyed out any of the land. Mr. Shanahan stated he has not.

Chairman Malfitano made a motion to grant preliminary approval to Brittany Hills Section 15 based upon a plan prepared by Ianuzi and Romans Land Surveying, PC, dated January 17, 2026, including the following plans and approved construction drawings, and it is our expectation, and it is a condition of this approval, that there is no conveyance, other than Lot 155, of these lots until the final map is approved and filed:

CONTRACT DRAWINGS

- Title Sheet, Brittany Hills Section No. 15, dated January 2026
- Sheet C-100 – Key Plan, General Notes, & Legend, dated January 2026
- Sheet C-101 – Plan, dated January 2026
- Sheet C-102 – Erosion & Sediment Control Plan, dated January 2026
- Sheet C-201 – Utility Profiles, dated January 2026
- Sheet C-501 – Miscellaneous Details, dated January 2026
- Sheet C-502 – Miscellaneous Details, dated January 2026
- Grading Plan – Brittany Hills Section No. 15, dated August 25, 2025, last revised December 22, 2025
- Final Plan – Brittany Hills Section No. 15, dated January 17, 2025
- Final Profile & Misc. Details Brittany Hills Section Nos. 5, 6, 11, 12, 13, & 14, Sheet No. 1 of 2, dated March 21, 2008, last revised September 14, 2014
- Final Profile & Misc. Details Brittany Hills Section Nos. 5, 6, 11, 12, 13, & 14, Sheet No. 1 of 2, dated March 21, 2008, last revised June 20, 2021
- Stormwater Pollution Prevention Plan (SWPPP), Brittany Hills Section Nos. 11, 12, 13, 14, & 15, dated August 2008, last revised December 2025.

Mr. Marshall seconded the motion which passed with all in favor.

At approximately 7:51 p.m. Chairman Malfitano made a motion to enter into Executive Session to obtain the advice of legal counsel.

Executive Session concluded at 8:02 p.m. No decisions or resolutions were made with the exception of a memorandum that will be forwarded to Supervisor Mahar. Chairman Malfitano then dictated a memorandum to Supervisor Mahar. A copy is attached hereto.

Planning Board Minutes

A motion was made by Mr. Fuller, seconded by Mr. Hillery, that after minor changes, the Board approve and accept the meeting minutes of the February 9, 2026, meeting. The motion passed with all in favor.

A motion was made by Mr. Fuller, seconded by Mr. Hillery, that there being no further business to come before the Board the meeting be adjourned. The motion passed unanimously and the meeting was adjourned at approximately 8:17 p.m.

Respectfully submitted,

Melinda L. Mayer
Secretary

TOWN OF ONONDAGA | Planning Board 5020 Ball Road, Syracuse, NY 13215

Marc A. Malfitano, Chairman

Board Members:

Alfred Fuller

David Hillery

James Hagan

Otey Marshall

To: John Mahar, Town Supervisor

From: Town Planning Board

Date: February 24, 2026

In the recent past, we had an issue where third parties had requested personal contact information for Planning Board members for the purpose of document submission of documents that should have been submitted to the Town and not to individual Board members.

We would ask that the Town Supervisor direct the Town Offices to not share personal emails, cell phone numbers and personal phone numbers without the specific prior consent of the individuals affected.

In addition, we would ask that departments understand that the Planning Board Secretary is a part-time position and she is not always available during all business hours to respond to Town inquiries. She asks that if there is a contact or if she is requested to respond to something, please send her an email and response will be made in a timely manner.