

**TOWN OF ONONDAGA
Planning Board**

TOWN HALL
5020 Ball Road • Syracuse, NY 13215

Marc A. Malfitano, Chairman
Alfred Fuller David Hillery
James Hagan Otey Marshall

**Meeting Conducted at 7:00 p.m.
August 10, 2026**

Present:
Marc Malfitano, Chairman
Alfred Fuller
David Hillery
James Hagan
Otey Marshall
Nadine Bell, Attorney
Bill Perrine, Engineer

Chairman Malfitano called the Planning Board to order at 7:00 p.m.

Woodland Hills Subdivision

Having received proof of publication dated July 30, 2026, of the Notice of Public Hearing in the matter of the Woodland Hills Subdivision located at 4774 Cleveland Road, Chairman Malfitano opened the public hearing.

Mr. Tim Coyer of Ianuzi and Romans Land Surveying provided an updated plan which includes approved driveway locations. An email from the Highway Superintendent was provided previously for the file.

Chairman Malfitano asked about the status of the SWPPP. Mr. Coyer stated that they are waiting for the engineers' comments to be addressed. Ms. Bell explained that an application for an amended subdivision was submitted and the Codes Officer denied it which triggered the area variances to be requested from the Zoning Board of Appeals. It was noted that Ms. Bell emailed a copy of the denial letter and a hard copy was provided for the file.

Chairman Malfitano asked if there were any comments regarding the Woodland Hills Subdivision. Ms. Priest of 5035 Becketts Lane stated she is in favor of the proposed subdivision. There were no further comments, however, Chairman Malfitano declared the Public Hearing remain open until the SWPPP is resolved.

Mr. Coyer asked if this matter needs to be referred to the County Planning Board. Chairman Malfitano stated that it does not because subdivisions of three or less lots do not require County Planning Board review.

Norton-Limestone Subdivision

Mr. Eric Gantley, applicant, appeared seeking an update regarding the referral to the County Planning Board. The response from the County dated August 5, 2026, was reviewed and included the following suggested modifications and comments:

1. *The Onondaga County Health Department's Bureau of Public Health Engineering must formally approve a sewage disposal plan for the proposed lots prior to Department endorsement of the subdivision.*
2. *The Onondaga County Department of Transportation requires the applicant to submit plans and coordinate Norton Road and Abbey Road access with the Department. The submitted plans must include existing or proposed driveways and sight distances. The municipality must ensure any mitigation as may be determined by the Department is reflected on the project plans prior to, or as a condition of, municipal approval.*
3. *The filed Subdivision Plan must include applicable information to verify the viability of the proposed parcels as buildable lots, including building setbacks, driveway access, wells and septic systems including required separation thereof, as well as any waterbodies, delineated wetlands/buffers or other natural features of significance on the site.*

The County Planning Board strongly encourages the Town to consider the potential long-term effects of land fragmentation and large-lot, strip subdivisions along road frontages, particularly as it relates to the economic viability of agricultural lands and in farm/agricultural zoning districts. Potential conflicts with agricultural operations, changes to the rural character, increased public service demands and costs, reduction of open space and farmland, and impacts to road safety and mobility may cumulatively occur as a result of such subdivisions. The applicant and Town are encouraged to consider alternatives such as cluster subdivision, cottage-style development, or multi-family structure(s), to alleviate certain potential impacts.

The County Planning Board encourages the Town to ensure the applicant follows the County Subdivision process which ensures the viability of proposed lots by requiring information such as wastewater disposal and road access to be planned prior to filing the subdivision with the County Clerk.

Chairman Malfitano indicated that a letter from the County DOT dated May of 2025 providing approval of the driveway site distances was received. He also noted that septic approvals for all of the lots were received from the County Health Department dated June 15, 2026.

Mr. Perrine stated that he has wrapped up his review on January 28, 2026, and provided a comment letter with two outstanding conditions including preparation of the private MCEA which Ms. Bell has prepared but has not yet been reviewed by the applicant. Ms. Bell will provide it to the applicant and Mr. Holbrook for review and signature.

Mr. Perrine also suggested that a condition of approval include approval of the onsite grading for conformance by the Codes Enforcement Officer. It was noted that the SWPPP has been completed and approved but may still required the approval and signature of the Town Stormwater Officer as well. This matter will be added to the August 24, 2026, Planning Board agenda.

Paladin Park Subdivision

No one appeared regarding this matter. It was noted that there are still issues concerning the DOT that are being resolved

Resubdivision of Lot 3 of Falcon Ridge Subdivision Amended

Mr. Tim Coyer of Ianuzi and Romans Land Surveying appeared regarding this matter which is a three lot subdivision located at 4184 Cleveland Road. The plan provided includes the new Lot 3C on the northwest corner. He explained that in 2024 they created Lot 3B and now they are creating Lot 3C which will share a common driveway with the property that contains an existing house on Lot 3A-1. This new parcel is being created for the applicant's son to build a house.

Chairman Malfitano asked that the current dimensions and setbacks of the existing house be added to the plan. It was noted that a private easement will be created for the shared driveway. The legal easement agreement will be reviewed with the Town Attorney.

Chairman Malfitano asked if fees have been paid. The applicant noted that there was a question as to the amount and he is ready to pay the fees once the amount is determined by the Codes Office. This matter will be added to the August 24, 2026, Planning Board meeting agenda.

Herald of Joy Church

Mr. Bill Hall and the Herald of Joy Church representative, Mr. Dmitriy Brovka, appeared regarding this existing facility located at 3994 Split Rock Road where they are seeking to build a new church on the property and increase the size of the parking lot to meet the requirements of the new structure which will include a church, auditorium, and 5 classrooms for children. A site plan was provided for review. Mr. Hall stated that the overall number of people attending the church will be approximately 300.

Chairman Malfitano asked if they have a survey done by a surveyor. Mr. Hall stated that he did the survey but he is not a surveyor. A site plan was reviewed and discussed. Chairman Malfitano noted that the front property line has to be measured from the right of way line. That is also where the front setback is measured from. The plan provided was done based upon a tax map so it will need to be revised. It was noted that the property is served by sewer located on the west side of the property from Tenderfoot Trail, which the property abuts. The existing church has its own septic system.

Chairman Malfitano asked if the existing church will remain. Mr. Hall stated that it will remain at this time and they are unsure what it will be used for, possibly extra offices or a gymnasium. Mr. Hagan asked if it will be used simultaneously with the new church and Mr. Brovka stated it will not be used simultaneously. Mr. Hall indicated that he figured the number of parking spaces based upon the new church which has seats for 300 people. The proposed parking lot is for 101 spaces which would meet the requirement for 300 seats. He was concerned about making the parking lot too large. Currently there are approximately 120 to 140 people attending services at the church.

Ms. Bell noted that it is important that they determine the use of the current church because it will help determine the parking requirements. Seeking a lower number of parking spaces would require a variance from the Zoning Board of Appeals. Mr. Hillery noted that the requirement for parking for office space is still a three to one ratio. Mr. Brovka stated it may be just office space used during the week. Mr. Hall expressed concern with having a parking lot so large that it will never be used so he will likely apply for a variance. Mr. Hagan asked if there is a problem with the size of the parking lot during big holidays. Mr. Brovka stated that they can use the grass area if the parking lot fills up but typically they use approximately half of the parking spaces.

Chairman Malfitano asked if there is a drainage plan. Mr. Hall stated it is on the grading plan, Sheet C102. It was noted that there will be under one acre of disturbance so a SWPPP will not be required. He stated that the details of the storm water management are shown including three large drywells to collect the water that comes off the roof. They are 12 foot in diameter by 6 feet deep. The drainage from the new asphalt will be taken down the west side towards Tenderfoot Trail which is a natural swale down that side of the road. They will be drilling on the property to find out the subsurface conditions. Mr. Perrine noted there should be additional drilling done near the drywells. He also noted that he suggested previously that the asphalt drainage should go to the drywell structures because they are increasing the impervious area and it will mitigate that increase.

Chairman Malfitano asked if the Town Board reviewed this proposal. Ms. Bell stated that they did not go into any in depth review. Mr. Fuller asked if there will be a full basement. Mr. Hall stated it will be built on a slab for accessibility of the parishioners. He also noted that they will need to apply for a variance for the height of the building which is planned for more than 35 feet. The proposal is within the same height ranges as the current church as far as the steeple and bell tower.

Chairman Malfitano asked if they are doing a subdivision. Mr. Hall stated that he was told by the Codes Office that he should complete a subdivision application; however, he believes the lots are actually combined and they do not need to be subdivided. He will forward the email he received advising that to the Town Attorney for review.

Mr. Hall stated he will put together a document outlining the use of the current church and increase the parking spaces based on that but they may ask for a variance because there really will not be a need for that many parking spaces.

Chairman Malfitano suggested that a survey by a licensed surveyor should be done because it will be required when they go back to the Town Board. The survey will need to show the required setback, the water and sewer connections, and the current septic system. Borings will need to be done to determine the suitability for grading and the calculations for the grading, drainage and storm water will have to go to the Town Engineer for review. Mr. Perrine asked what the total disturbance is as it stands right now. Mr. Hall stated it is just below one acre.

It was explained that the Town Board ultimately approves site plans. They referred this matter to the Planning Board for review. Ms. Bell suggested that they should speak with the Codes Enforcement Officer to determine what variance relief will be needed. A denial letter from the Codes Office is required prior to a ZBA appearance and consideration. Any variance relief will need to be approved prior to the Town Board site plan approval.

Planning Board Minutes

A motion was made by Mr. Marshall, seconded by Mr. Fuller, that the Board approve and accept the meeting minutes of the July 27, 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 8:09 p.m.

Respectfully submitted,

Melinda L. Mayer
Secretary